

May 28, 2019

ATTACHMENT "D"

City of Los Angeles
Honorable Mayor Eric Garcetti
Honorable Members of City Council
City Hall, 200 Spring Street
Los Angeles, CA 90019

Re: DONE General Manager

Dear Mayor Garcetti and City Council:

As longstanding community leaders and elected neighborhood council ("NC") representatives, we who have affixed our names below request you consider this proposal to strengthen our citywide system of neighborhood councils.

Article IX of the City Charter establishes a framework for creating an operating Plan, a Department of Neighborhood Empowerment ("DONE") to assist and arrange support, a Board of Neighborhood Commissioners to set policy, and a General Manager ("GM") to oversee the Department; all on behalf of the councils themselves, now 99 in number.

Recently, DONE's GM, Grayce Liu, announced she was leaving her role for another opportunity within the city's municipal family. We see this transition as a unique opportunity to use all we have learned since the inception of our NC system to recruit and appoint a leader for DONE who will bring new focus and effectiveness to managing its day-to-day operations and provide the best assistance to support our councils.

We believe it is imperative that people who know and understand the system best-- neighborhood council members themselves-- be part of the candidate selection process. We ask you empanel a Citizens Committee similar in structure and intent as prescribed by the Los Angeles Administrative Code, § 23.145.2, allowing the Mayor and City Council to assemble a team of knowledgeable citizens to help guide the process, and make recommendations to promote the best possible outcome.

DONE's "mission" has formally and informally evolved over time, as have various understandings of what truly falls within the Department's purview. Presently, there is not a concise mission statement for the Department, or a job description outlining the GM's responsibilities. Without these, or a nuanced understanding of how DONE's operations directly affect its constituency, identifying the qualities and skill sets needed for someone to succeed in this role will be daunting.

By tapping into the institutional knowledge of NC boardmembers with four or more years of operational experience or demonstrated ability in the successful administration of an NC, the city could compile a team of 5-11 people who can identify candidates beyond the traditional sources for municipal managers. Further, they could help identify an Interim GM during the search.

Allowing NC leaders, present or past, to participate in helping select the Department's leader will benefit the system, the individual councils, and most importantly, the stakeholders they represent.

Thank you for your thoughtful consideration of this request.

Respectfully,

Jack Humphreville
Greater Wilshire
Boardmember, 200#-201#

Laura Velkei
Historical Cultural
Boardmember, 200#-201#

Brad S. Kane
P.I.C.O.
President, 2015-Present

First Last
NC Name
Title, 2###-2###

Anastasia Mann
Hollywood Hills West
President, 2004-Present

Lydia Grant
Sunland-Tujunga
President, 200#-201#

Jay Handal
Westside
President, 200#-201#

Terrence Gomes
South Robertson
Boardmember, 200#-201#

President, LANCC, 201#-201#