



KAREN BASS
MAYOR

August 4, 2026

Honorable Members of the City Council
c/o City Clerk
City Hall, Room 395

Honorable Members:

Subject to your confirmation, I have reappointed Mr. David Phelps to the Area Planning Commission - North Valley for the term ending June 30, 2031. Mr. Phelps's current term expired on June 30, 2026.

I certify that in my opinion Mr. Phelps is especially qualified by reason of training and experience for the work which shall devolve upon him, and that I make the appointment solely in the interest of the City.

Sincerely,

A handwritten signature in black ink that reads "Karen Bass".

KAREN BASS
Mayor

KB:lap

Attachment

COMMISSION APPOINTMENT FORM

Name: David Phelps
Commission: Area Planning Commission - North Valley
End of Term: 6/30/2031

Appointee Information

1. **Race:** Caucasian
2. **Gender:** Male
3. **Council District and neighborhood of residence:** 12 - North Valley
4. **Are you a registered voter in the City of Los Angeles?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** Masters, Public Administration, California State University, Northridge
7. **Occupation/profession:** Principle, Phelps Public Affairs
8. **Experience(s) that qualifies person for appointment:** See attached resume
9. **Purpose of this appointment:** Reappointment
10. **Current composition of the commission:**

Commissioner	APC	CD	Race	Gender	Term End
Zuniga,Giovanni	North Valley	6	L	M	6/30/2030
Sampson, Victor	North Valley	12	C	M	6/30/2029
Phelps, David	North Valley	12	C	M	6/30/2026
Del Rio, Jaime	North Valley	2	L	M	6/30/2028
Collado, Gerlie	North Valley	12	API	F	6/30/2027

DAVID PHELPS

PUBLIC & GOVERNMENT AFFAIRS EXECUTIVE

EDUCATION

MASTERS || PUBLIC ADMINISTRATION

CSU Northridge || Coursework completed
2007 || Grad Honors, Personal Achievement

B.A. || POLITICAL SCIENCE

CSU Northridge || 2000

VALLEY LEADERSHIP INSTITUTE

Fellow || 2002 – 2003

SKILLS

- Government Relations & Public Affairs
- Stakeholder, Client, Elected & Staff Relationship Cultivation
- Advocating Change through Effective Policy Analysis & Effective Leveraging of Relationships
- Organizational / Fiscal Management
- Fundraising & Revenue Growth
- Public Speaking
- Executive Presentations
- Complex Negotiations
- Proposed Leg/Regulatory Analysis
- Project Management
- Event Management & Marketing
- Trade Association Liaison
- Sensitive & Persuasive Written Communications
- Positive Member & Constituent Representation
- Strategic Messaging & Media Communications
- Team Building/Oversight

PROFESSIONAL EXPERIENCE

PRINCIPAL

The Palomino Group || Los Angeles || 2020 – Present

Serve as the Principal Consultant of The Palomino Group, providing clients insight into the current political environment, advising action related to state and local legislative policy, and governmental regulations to achieve agreed upon outcomes. TPG monitors and tracks legislation for our client's governmental, industrial, economic, social and other policy-related priorities. We undertake large fundraising campaigns for non-profits, such as the San Fernando Valley Rose Parade Organization. As we provide recommendations and guidance on potential courses of action, TPG works with clients to establish lasting ties with relevant organizations, and cultivate relationships with key stakeholders.

PRESIDENT & CEO

Sherman Oaks Chamber of Commerce || Los Angeles || 2018 – 20

Responsible for the day-to-day operation, management, and overall strategic planning of the Chamber. In addition to hosting over 50 member events in a calendar year, I produced the largest single day public event (100,000 attendance) held annually in the San Fernando Valley; the Sherman Oaks Street Fair. As official spokesman for the Chamber, I advocated for local business and the challenges they face on a local, city, and state level.

- Produced 29th Annual Sherman Oaks Street Fair on October 18, 2019.
- Shortly after the Safer @ Home order took effect, established second COVID-19 Testing Drive-Thru in the Valley, testing 3000+ individuals.
- Worked with Mayor's office to recommend several chamber members for appointment to his taskforces on reopening businesses in L.A.
- Created online directory highlighting businesses open during the Pandemic.
- Worked with hundreds of companies to identify resources and apply for financial assistance via multiple government agencies and/or non-profits.

DIRECTOR OF EXTERNAL RELATIONS

Association of Independent Commercial Producers || Los Angeles || 2007–17

Directed national advocacy efforts and policy development for an entertainment trade association representing 350+ independent commercial production companies that create media and advertising content for film, television, and digital platforms.

- Fostered relationships with public officials in CA, NY, GA, TX and Florida to enhance the stakeholder representation of our members in key production centers to ensure film-friendly environments in state, county, and local jurisdictions.
- Project managed annual data gathering, member outreach, and final survey report designed to quantify economic impact of \$6B commercial production industry.
- Worked with industry stakeholders to implement a new "Shoot Day" metric now used to measure film production statewide.
- Shepherded legislation signed by Governor Brown that designates a representative of the commercial production industry to serve on the California Film Commission.
- Spearheaded search, screening and hiring of Sacramento-based lobbyist
- Mitigated permitting and community concerns during filming; overcame unplanned disruptions and avoid lost shoot days, resulting in large cost savings.
- Served as media spokesperson to major newspaper and industry trades.

DAVID PHELPS

PROFESSIONAL AFFILIATIONS

North Valley Area Planning Commission || Commissioner || 2024 – Present

Los Angeles County Governance Reform Task Force || Business Representative || 2025 - Present

Valley Industry & Commerce Association || Board Member 2013-17
2025 - Present || Entertainment Committee Chair 2009-17

United Chambers of the SFV Chair, **Gov't Affairs Committee** Board of Directors || 2012 – Present

CSUN Alumni Association || Board of Directors || 2024 – Present

AWARDS

THE VALLEY 200 MOST INFLUENTIAL LEADERS IN THE VALLEY REGION
SFV Business Journal || 2019 & 2020

WILLIE BROWN MENTOR of the YEAR
California Young Democrats || 2014

ROBERT F. KENNEDY LEADERSHIP AWARD
SFV Young Democrats || 2013

TOP 40 UNDER 40 BUSINESS PROFESSIONALS
SFV Business Journal || 2004

ADDITIONAL EXPERIENCE

FIELD REPRESENTATIVE || **Assembly Speaker Robert Hertzberg** (D-Van Nuys) || 2001-2002

POLITICAL REPORTS SPECIALIST
Nielsen, Merksamer, Parrinello, Mueller & Naylor, LLP || 2000 - 2001

EXPERIENCE CONTINUED ...

VICTORY '06 CAMPAIGN FIELD ORGANIZER

California Democratic Party || San Fernando Valley, CA || 2006

Worked within the Democratic Campaign Headquarters in the San Fernando Valley to coordinate outreach and recruitment efforts to numerous high schools and colleges in support of the state party's general election campaign.

- Organized grassroots outreach efforts recruiting 600+ high school volunteers and 5300+ total logged student hours.
- Played key role in SFV Headquarters' success, leading all 20 statewide offices in positive voter contacts, voter turnout, and volunteers recruited/retained.

REGIONAL MANAGER – WEST VALLEY

City of Los Angeles Office of the Mayor || Los Angeles || 2005–06

Member of Mayor Villaraigosa's Business Team, focused on facilitating the development of large scale real estate development projects that generate positive economic activity as well as attract and retain quality businesses and increase job opportunities. Shepherded stakeholders through the entitlements process and established key relationships with elected officials and agency staff in order to promote and market the city's business incentive programs to drive growth.

DIRECTOR OF GOVERNMENT RELATIONS

Valley Industry & Commerce Association || Los Angeles || 2003–05

Coordinated advocacy efforts for a business advocacy organization focused on enhancing the economic vitality and business climate of the greater San Fernando Valley region. Served as a liaison to federal, state, and local elected officials and staff members; advised the Board of Directors on legislation impacting the Valley's business community.



KAREN BASS
MAYOR

August 4, 2026

Dear Mr. Phelps:

Congratulations! I am pleased to inform you of your appointment to the Area Planning Commission - North Valley for the term ending June 30, 2031, subject to confirmation by the Los Angeles City Council.

On behalf of the people of Los Angeles, thank you for your willingness to serve. Our boards and commissions are a vital part of the City's governance, and your leadership and expertise will play an important role in shaping the future of Los Angeles.

To move forward, there are a few steps you must complete prior to the Council's consideration of your appointment. My Commission Affairs team has prepared an attached checklist with deadlines and submission instructions, and they are available to support you throughout the confirmation process.

Once again, congratulations, and thank you for your commitment to serve the people of Los Angeles.

Sincerely,

KAREN BASS
Mayor

KB:lap

Attachment I
Mr. David Phelps
August 4, 2026

Nominee Check List

I. Within 7 days of appointment:

- ☐ Submit the completed forms, found on the last three pages of this letter, to: myr-commissions@lacity.org **OR** mail them to:
Office of the Mayor
Attn: Luz Portillo
200 N. Spring Street, Room 303
Los Angeles, CA 90012
 - Remuneration Form
 - Undated Separation Letters (2)
- ☐ Schedule a fingerprinting appointment to complete your background check.
 - The Commissions team will connect you with the Personnel Background Unit.
- ☐ Complete and file a Statement of Economic Interests (Form 700).
- ☐ Submit the CEC Form 60 (Ethics Clearance Form) to the City Ethics Commission.
 - The City Council cannot act on your nomination until the Ethics Department receives and submits your filings.
 - Note: you will be required to submit the same forms again after you are sworn in

II. Council Member Meetings:

You may be asked to meet with Councilmembers prior to your hearings.

- ☐ Your City Councilmember John Lee
- ☐ Councilmember Bob Blumenfield, Chair of the Council Committee, considering your nomination

III. Public Meetings at City Hall:

- ☐ Planning and Land Use Management Committee Hearing
 - The Clerk's office will contact you once your item has been scheduled.
- ☐ Full Council Hearing and Oath of Office
 - The Clerk's office will contact you once your item has been scheduled.

V. Standing Requirements

- Notify the Commissions team of any changes in address or contact information.
- If you wish to resign, you must submit a resignation letter to myr-commissions@lacity.org.