



ERIC GARCETTI
MAYOR

September 20, 2021

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Lisa Karadjian to the South Valley Area Planning Commission for the term ending June 30, 2026. Ms. Karadjian will fill the vacancy created by Harout "Harry" Sermerdjian, who withdrew from consideration.

I certify that in my opinion Ms. Karadjian is qualified for the work that will devolve upon her, and that I make the appointment solely in the interest of the City.

Sincerely,

A handwritten signature in blue ink, appearing to read 'E. Garcetti', with a horizontal line extending to the right.

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Lisa Karadjian
Commission: South Valley Area Planning Commission
End of Term: 6/30/2026

Appointee Information

1. **Race/ethnicity:** Caucasian
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 2 - South Valley
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** Barbering and Cosmetology, West Valley Occupational Center
7. **Occupation/profession:** Owner and Esthetician, Private SkinCare Studio
8. **Experience(s) that qualifies person for appointment:** See attached resume
9. **Purpose of this appointment:** Replacement
10. **Current composition of the commission (excluding appointee):**

Commissioner	APC	CD	Ethnicity	Gender	Term End
Dierking, Mark	South Valley	4	Caucasian	M	30-Jun-22
Kichaven, Ilyanne	South Valley	4	Caucasian	F	30-Jun-23
Torres, Juana	South Valley	5	Latina	F	30-Jun-25
Mather, Lydia	South Valley	6	Caucasian	F	30-Jun-24

Lisa Karadjian

Esthetician

SkinCare Specialist

Employment

Private SkinCare Studio / Owner / Esthetician

August 2009 - Present, Studio City, CA

State Board of Barbering and Cosmetology License Number Z85249

Burke Williams Day Spa / Esthetician

October 2009 - May 2012, Sherman Oaks, CA

Progeny Media / Network Television Development and Production Company

Network Executive / Producer

1995 - 2008, Hollywood, CA

<https://www.imdb.com/name/nm1004516/>

<https://www.imdb.com/name/nm1004516/otherworks>

Strauss Photography Studio / Photographer

1990 - 1995, Hollywood, CA

Education

West Valley Occupational Center

January 2009 - June 2009, Woodland Hills, CA

Barbering and Cosmetology program

UCLA Extension

Los Angeles, CA

Various Business and Management courses

Santa Monica College

1990 - 1992, Santa Monica, CA

Photography Program

Affiliations

Studio City Neighborhood Council

Board Member - January 2013 - Present

Chair of Land Use Committee - June 2019 - Present

Plan Review Board - Ventura / Cahuenga Boulevard Corridor Specific Plan

Councilmember Krekorian CD2 Appointee - July 2015 - Present

Rediscover Studio City East - A neighborhood revitalization project for the Forgotten East End of Ventura Boulevard

501 (C)(3) EIN 82-1268251

Founder - May 2017 - Present



ERIC GARCETTI
MAYOR

September 20, 2021

Ms. Lisa Karadjian

Dear Ms. Karadjian:

I am pleased to inform you that I hereby appoint you to the South Valley Area Planning Commission for the term ending June 30, 2026. In order to complete the process as quickly as possible, there are several steps that must be taken, many of which require visiting City Hall. If you require parking during these procedures, please call Thomas Arechiga in my office at (213) 978-1528 to make arrangements for you.

To begin the appointment process, please review, sign and return the enclosed Remuneration Form, Undated Separation Forms, Background Check Release and Information Sheet **within one week** of receiving this letter. These documents are necessary to ensuring the most efficient, open and accountable City government possible. Further, Mayor's Office policy requires you to be fingerprinted as part of the background check that is done on all potential Commissioners. To do so, please bring this letter to the Background Unit of Employment Services Division, Personnel Department Building, 700 East Temple Street, Room 235, Los Angeles, California 90012. The division phone number is (213) 473-9343. Fingerprints must be taken **within three working days** from the **receipt** of this letter.

Under separate cover you will be receiving a packet from the City Ethics Commission containing information about the City's conflict of interest laws and a copy of the State Form 700/Statement of Economic Interests. You are required to complete and return this form **within 21 days** of your nomination to the City Ethics Commission, 200 North Spring Street, City Hall, 24th Floor, Los Angeles, California 90012. Any inquiries regarding this form should be directed to Nicole Enriquez at the Ethics Commission at (213) 978-1960.

Ms. Lisa Karadjian
September 20, 2021
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As part of the City Council confirmation process, you will need to meet with Paul Krekorian, your Councilmember, and Councilmember Marqueece Harris-Dawson, the Chair of the Planning and Land Use Management Committee, to answer any questions they may have. You will be hearing from a City Council committee clerk who will let you know when your appointment will be considered by the Planning and Land Use Management Committee. Sometime thereafter, you will be notified by the committee clerk when your appointment will be presented to the full City Council for confirmation. Once you are confirmed, you will be required to take the oath of office in the City Clerk's Office in Room 395 of City Hall. Thomas Arechiga will assist you during the confirmation process if you have questions.

Commissioners must be residents of the City of Los Angeles. If you move at any point during your term, have any changes in your telephone numbers, or in the future plan to resign (resignation must be put in writing), please contact my office immediately.

Congratulations and thank you for agreeing to serve the people of Los Angeles.

Sincerely,

A handwritten signature in black ink, appearing to read 'E.G.' followed by a horizontal line and a small flourish.

ERIC GARCETTI
Mayor

EG:dlg

Attachment I
Ms. Lisa Karadjian
September 20, 2021

Nominee Check List

I. Within three days:

_____ **Get fingerprinted to complete a background check.**
No appointment is necessary. Bring the Mayor's letter to:
Background Unit of Employment Services Division, Personnel
Department Building, 700 East Temple Street, Room 235, Los Angeles,
California 90012. Phone: (213) 473-9343.

II. Within seven days:

Mail or email the following forms to: Thomas Arechiga, Office of the Mayor, Office of Legislative and External Affairs, City Hall, 200 N. Spring Street, Los Angeles, CA 90012 or email: Thomas.arechiga@lacity.org.

_____ **Remuneration Form**
_____ **Undated Separation Forms**
_____ **Background Check Release**
_____ **Commissioner Information Sheet/Voluntary Statistics**

III. Within 21 days:

File the following forms with the City Ethics Commission. *If you are required to file, you will receive these forms via email from that office.*

_____ **Statement of Economic Interest ("Form 700")**
IMPORTANT: The City Council will not consider your nomination until your completed form is reviewed by the Ethics Commission.
_____ **CEC Form 60**

IV. As soon as possible, the Mayor's Office will schedule a meeting with you and:

_____ **Your City Councilmember Paul Krekorian**
_____ **Councilmember Marqueece Harris-Dawson, Chair of the Council Committee considering your nomination.**

Staff in the Mayor's Office will assist you with these arrangements.