



**ERIC GARCETTI**  
**MAYOR**

January 28, 2022

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Vanessa Barraza to the South Valley Area Planning Commission for the term ending June 30, 2025. Ms. Barraza will fill the vacancy created by Juana Torres, who has resigned.

I certify that in my opinion Ms. Barraza 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'.

ERIC GARCETTI  
Mayor

EG:tga

Attachment

## COMMISSION APPOINTMENT FORM

**Name:** Vanessa Barraza  
**Commission:** South Valley Area Planning Commission  
**End of Term:** 6/30/2025

### Appointee Information

1. **Race/ethnicity:** Latina
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 4 - South Valley
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:**
7. **Occupation/profession:** Regional Operations Manager, IMT Residential
8. **Experience(s) that qualifies person for appointment:** See attached resume
9. **Purpose of this appointment:** Appointment
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
Vacant					
Mather, Lydia	South Valley	6	Caucasian	F	30-Jun-24
Karadjian, Lisa	South Valley	2	Caucasian	F	30-Jun-26

# VANESSA BARRAZA

**PROFILE** Collaborative, strategic and solutions-oriented Regional Operations Manager. Provide operational and compliance support and strategies to corporate departments and on-site teams.

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## EXPERIENCE

### **REGIONAL OPERATIONS MANAGER**

#### **IMT RESIDENTIAL, SHERMAN OAKS, CA**

2018 -Present

Implement policies and procedures to remain compliant with local regulations in seven different California markets as well as state and federal regulations

Assist the Regional VP, Asset Management on a daily basis with financial and capital management, fostering relationships both internal and external to the Company and support strategic initiatives to drive revenue and reduce expenses

Prepare the annual operating budget, monthly variance reports, and quarterly budget reforecast reports for the properties, and manage operating expenses, within or below budgeted levels.

Ensure that all bond, tax credit and affordable housing requirements are monitored regularly and in full compliance appropriate regularity agreements

Develop and maintain effective relationships with corporate staff and others associates outside the region to focus all available resources on the opportunities and challenges within the region.

### **REGIONAL LEASING MANAGER**

#### **IMT RESIDENTIAL, SHERMAN OAKS, CA**

2014 - 2018

Maintain or exceed occupancy, renewal and collections goals. Review, analyze and interpret market data to establish effective leasing and marketing plans region-wide

Achieving operational objectives: Meet or exceed budgeted mystery shop, survey results and apartment ratings goals region-wide

Promote resident satisfaction and retention.

### **COMMUNITY MANAGER**

#### **COMMUNITY MANAGER/LEASE UP MANAGER, SHERMAN OAKS, CA**

2009 – 2014

Fully lease 5 new construction properties within 6 months of delivery of construction.

Maintain 0% delinquency throughout lease and during first year of occupancy

#### **ACHIEVEMENTS HIGHLIGHTS**

**COVID-19 Regulations.** Developed and implemented COVID-19 rent assistance and health department strategies in Los Angeles, San Diego, Ventura, Contra Costa and Alameda Counties

**Increased NOI.** Increased NOI by 3% by streamlining unit turn and unit renovation processes.

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#### **SKILLS & INTERESTS**

Compliance • Conflict Resolution • Collection Management • Vendor Management • Budget Management • Lease Agreements •

Member of the Greater San Fernando Valley Chamber of Commerce and West Valley Democrats



**ERIC GARCETTI**  
MAYOR

January 28, 2022

Dear Ms. Barraza:

I am pleased to inform you that I hereby appoint you to the South Valley Area Planning Commission for the term ending June 30, 2025. 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 contact my Commissions team by email at [myr-commissions@lacity.org](mailto:myr-commissions@lacity.org), to make arrangements for you.

To begin the appointment process, please review, sign, and return the enclosed Remuneration Form and Undated Separation Letters **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 all potential commissioners to be fingerprinted as part of the background check. The Commissions Team will assist in connecting you with the Personnel Background Unit so that you may schedule an appointment to have this done. You must schedule the appointment **within one week** of receiving this letter.

Should this apply to your Commission, 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 at 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 by email at [nicole.enriquez@lacity.org](mailto:nicole.enriquez@lacity.org).

Ms. Vanessa Barraza  
January 28, 2022  
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As part of the City Council confirmation process, meetings will be offered to Nithya Raman, 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.

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 'Eric Garcetti', with a horizontal line extending to the right.

ERIC GARCETTI  
Mayor

EG:tga

Attachment I  
Ms. Vanessa Barraza  
January 28, 2022

### Nominee Check List

**I. Within 7 days:**

\_\_\_\_\_ Schedule an appointment to get fingerprinted to complete a background check. The Commissions team will assist in connecting you with the Personnel Background Unit.

\_\_\_\_\_ Email the below forms, found on the last three pages of this letter, to: [myr-commissions@lacity.org](mailto:myr-commissions@lacity.org) OR mail them to: Commissions Team, Office of the Mayor, City Hall – Room 303, 200 N. Spring Street, Los Angeles, CA 90012.

- Remuneration Form
- Undated Separation Letters

**II. 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**

**III. The Mayor’s Office will notify the below Councilmembers of your nomination, so that they may reach out to schedule a meeting with you should they wish.**

\_\_\_\_\_ Your City Councilmember Nithya Raman

\_\_\_\_\_ Councilmember Marqueece Harris-Dawson, Chair of the Council Committee considering your nomination.