



KAREN BASS  
MAYOR

February 2, 2023

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

Honorable Members:

Subject to your confirmation, I have appointed Mr. Josh Nadel to the Board of Neighborhood Commissioners for the term ending June 30, 2026. Mr. Nadel will fill the vacancy created by Laurence Frank, who withdrew from consideration.

I certify that in my opinion Mr. Nadel is qualified for the work that will 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'. The signature is written in a cursive, flowing style.

KAREN BASS  
Mayor

KB:tga

Attachment

## COMMISSION APPOINTMENT FORM

**Name:** Josh Nadel  
**Commission:** Board of Neighborhood Commissioners  
**End of Term:** 6/30/2026

### Appointee Information

1. **Race:** Latinx
2. **Gender:** Male
3. **Council district and neighborhood of residence:** 5 - West LA
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** MBA, Marketing, University of Southern California, Marshall School of Business
7. **Occupation/profession:** Owner, Rising Phoenix Tax Services
8. **Experience(s) that qualifies person for appointment:** See attached resume/bio
9. **Purpose of this appointment:** Appointment
10. **Current composition of the commission (excluding appointee):**

Commissioner	APC	CD	Ethnicity	Gender	Term End
Atkinson, Joy	South LA	10	African American	F	30-Jun-25
Darett-Quiroz, Margarita	East LA	1	Latina	F	30-Jun-26
Vacant	West LA				30-Jun-26
Wehbe, Debra "Debbie"	Central LA	4	Caucasian	F	30-Jun-23
Valdivia, Jennifer	North Valley	12	Latinx	F	30-Jun-27
Regalado, Raymond	Harbor	15	Latino	M	30-Jun-24
Shaffer, Leonard	South Valley	3	Caucasian	M	30-Jun-24

# Joshua Nadel

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## SUMMARY

Analytical Senior Accountant with extensive experience with GAAP (generally accepted accounting principles) knowledge, general ledger maintenance, and FP&A skills that opened a \$10 Million research facility. Interacts with Senior Management on drafting reports, supporting analysis, and facilitating the audit process. Fantastic attention to detail and works well under pressure. Work with City, County, State & Federal Governments on projects of my design.

## SKILLS

- General Ledger
- GAAP
- Accounting
- Reporting process
- Mentoring
- Finance
- Closing Accounting cycles
- Communication Skills
- Problem Solving
- Financial Planning and Analysis Work
- City & County Govt Work
- Analytical Skills

## EXPERIENCE

**Rising Phoenix Tax Services** – Los Angeles, CA 2018 – Current  
*Tax and financial planning business for both individuals and businesses. Great at finding tax loopholes and designing strategies around my client's financial position. Non-profit firm that specializes in the homeless and low income*

### Senior Accountant

- Federally (IRS) licensed Tax Preparer, Federally (IRS) licensed Electronic Return Originator, California licensed (CTEC) licensed Tax Preparer
- Helped clients with their personal and business tax accounts, including multiple schedules, payment plans and offers in compromise, involving work on taxes in in over 10 different states
- Consulted clients (Schedule C & 1099) to average 5-10% effective tax rate on their total income from innovative tax strategies based on my creative understanding of the projects they worked on
- Offered quarterly tax & financial planning, including in depth tax analysis for current and previous accounting periods
- File taxes for homeless to help them with their access to federal & state funds, bringing over \$100,000 of tax refunds to the homeless in 2021
- Working with the County & City of Los Angeles on a new project to end homelessness
- Mentored 4 teenage interns for a project with Community Build & was featured in a 2022 Super Bowl Commercial

**Local Government** - Los Angeles, CA 2019 – Current  
*Elected Neighborhood Council Board Member & other volunteer roles*

### Palms Neighborhood Council Board Member

- Appointed by Neighborhood Commissioners & EmpowerLA to Co-Chair the Electronic Virtual Governance – Hybrid Workgroup & helped create a 50 page document to change the principal mode of governance in Los Angeles
- Appointed by the Biden Administration, confirmed by the Secret Service & State Department, to be the “Access Control Team Leader” during the Summit of the Americas 2022. Secured the “Leader’s Lounge” for 33 World Leaders, controlled access to the Plenary Room, found/returned a Presidential Phone & directed White House Staff
- Put on two Town Halls with EmpowerLA with the LA Council President, the Controller & more City Hall officials
- Running a Homelessness Connect Day for my Neighborhood Council & helped manage two others

**Danson Seed Corporation** – Los Angeles, CA 2000 – 2018  
*Managed strategic operations for a privately held high-tech research, breeding & genetics company, earning several promotions in my career*

# Joshua Nadel

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## Senior Manager, Finance and Operations

2009 – 2018

- ✎ Helped open a \$10 million research facility in Shanghai – worked with Chinese government and helped local partners secure external funding
- ✎ Designed new product that was more valuable pound for pound than diamonds
- ✎ Managed an international team of 15 direct reports who were responsible for transactions, quarterly closing, research & development, product creation, marketing, and business development
- ✎ Identified, defined, and analyzed consumer trends across major international markets to support our research & development process, creating over 20 strategic new products
- ✎ Negotiated production contracts with partners in China, Thailand and Chile leading to 17% lower costs
- ✎ Collaborated with CEO to write a compelling and persuasive business plan for a new hybrid product, including financial modeling and marketing strategy, which led to winning several government research grants
- ✎ Created efficiencies in ordering processes by developing a shared FTP site where product information from clients could be sent digitally, reducing inventory levels by 20% and period costs by 8%

## Manager, Finance and Operations

2006 – 2009

- ✎ Managed annual budget, and provided accounting and monetary strategy using ERP for increasing cash flows and improving profitability by 10%
- ✎ Performed General Ledger maintenance, analysis of cash items, fixed assets reporting and management, P&L sheet, balance sheet reconciliation, payroll, journal entries and monthly, quarterly, & annual financial reporting
- ✎ Managed accounts receivable by creating and posting client invoices and client payments into ERP system, monitoring, and following up on past due client receivables, and entering A/R journals
- ✎ Handled accounts payable and check runs, making electronic payments, wire transfers and credit card payments, taking vendor discounts, and overseeing the entry of A/P journals

## EDUCATION

### University of Southern California, Marshall School of Business

*Master of Business Administration, Marketing*

2007 – 2009

- ✎ Consortium for Graduate Study in Management Fellow – Received a full scholarship for Business School
- ✎ Procter & Gamble 2007 Brand Management MBA Camp – One of 34 attendees amongst 939 applicants
- ✎ Charity Co-Director, oversaw operation that raised \$100,000, encompassing 6 events, 50 employees, and 9,000 guests. ROI rose from -6% to 20% resulting from more alumni outreach, leading to a jump of 34% in attendees
- ✎ GMAT score of 700

### University of California, Los Angeles

*Certificate in Accounting*

2006

- ✎ 9 course accounting program, completed with a 3.8 GPA

### University of California, Berkeley

*Bachelor of Arts, History*

2000

- ✎ Chancellor's Scholar – UC Berkeley's most prestigious 4-year scholarship, offered to the top 20 incoming freshman

## ADDITIONAL INFORMATION

LA City EVG-h Workgroup Co-Chair, Budget Tribunes (Co-Chair), LA Youth Alliance (Chair of Adult Advisory Board) LA City Budget Advocate (Team Leader), Palms Neighborhood Council Board Member (Business Representative for 2 terms), MS Office, MS Excel, MS Word, MS PowerPoint, QuickBooks, Fluent in Spanish (Read, Write & Speak), Conversation Skills, Deadline Management, Project Management, Finance Team, Statement Analysis, Internal Control, OCBOA



KAREN BASS  
MAYOR

February 2, 2023

Dear Mr. Nadel:

I am pleased to inform you that I hereby appoint you to the Board of Neighborhood Commissioners 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 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).

Mr. Josh Nadel  
February 2, 2023  
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As part of the City Council confirmation process, meetings will be offered to Katy Yaroslavsky, your Councilmember, and Councilmember Eunisses Hernandez, the Chair of the Neighborhoods and Community Enrichment 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 Neighborhoods and Community Enrichment 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 that reads "Karen Bass". The signature is written in a cursive, flowing style.

KAREN BASS  
Mayor

KB:tga

Attachment I  
Mr. Josh Nadel  
February 2, 2023

### 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 completed 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 Katy Yaroslavsky

\_\_\_\_\_ Councilmember Eunisses Hernandez, Chair of the Council Committee considering your nomination