



KAREN BASS
MAYOR

June 16, 2026

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Maya Flores-Villagran to the Disabled Access Appeals Commission for the term ending June 30, 2026 and the subsequent term ending June 30, 2031.

I certify that in my opinion Ms. Flores-Villagran is especially qualified by reason of training and experience for the work which shall devolve upon her, and that I make the appointment solely in the interest of the City.

Ms. Flores-Villagran will fill the vacancy created by the departure of Cheryl Revkin.

Sincerely,

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

KAREN BASS
Mayor

KB:lap

Attachment

COMMISSION APPOINTMENT FORM

Name: Maya Flores-Villagran
Commission: Disabled Access Appeals Commission
End of Term: June 30, 2026 and the subsequent term ending June 30, 2031

Appointee Information

1. **Race:** Latinx
2. **Gender:** Female
3. **Council District and neighborhood of residence:** 8 - South LA
4. **Are you a registered voter in the City of Los Angeles?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** Bachelor of Architecture, Woodbury University
7. **Occupation/profession:**
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	Race	Gender	Term End
Halprin, Harper	West LA	5	C	F	6/30/2030
Vaughn, Alexa	West LA	5	C	F	6/30/2028
Williams, Patricia	East LA	1	C	F	6/30/2027
VACANT					6/30/2026
Ochoa, Hector	East LA	14	L	M	6/30/2029

Maya A. Flores-Villagran

EDUCATION

- 2023-2026 **WOODBURY UNIVERSITY** Burbank, CA
Bachelor of Architecture
- Awards: Dean's List 2024, Presidential Merit Scholarship 2023-2026
 - Study Abroad: Winter 2025 Rome, Italy, Summer 2025 Lisbon/Porto, Portugal
- 2023-2026 **EAST LOS ANGELES COMMUNITY COLLEGE** Monterey Park, CA
Associate of Arts – Architectural Design
- Awards: Dean's List 2020-2022, President's Honor 2021-2022, IR Architecture Scholarship 2021, 2022, Widom Scholarship 2023
 - Leadership: Architecture Club (Vice President) 2021-2023
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EXPERIENCE

- 2024-2026 **WOODBURY UNIVERSITY** Burbank, CA
Resident Assistant
- Revamp residence life by creating engaging events, setting housing standards, and fostering collaboration with residents and fellow RAs
 - Manage Residence Life Instagram account, creating, scheduling, and collaborating on content to engage residents and promote campus events
 - Assist with temporary transitions of CalArts students into dorms following Palisade fires, ensuring a smooth and supportive relocation process
 - On-call duty rotation to assist residents with lockouts, document and submit maintenance requests, address noise complaints, and respond promptly to emergent resident concerns
 - Assist in and am trained to manage student crises, including medical emergencies, alcohol/substance policy violations, roommate conflicts, wellness checks
 - Coordinate and execute fire drills, and implement emergency evacuation procedures for fires and earthquakes to ensure resident safety
- 2022-2023 **SOLA COMMUNITY PEACE CENTER** Los Angeles, CA
Camp Director
- Managed and supervised camp staff, led regular staff meetings, maintained program schedules, and ensured coordinated implementation of daily activities
 - Communicated with parents through recruitment outreach, weekly updates, and program reminders to strengthen family engagement and retention
 - Facilitated the camp's transition to a virtual format during COVID-19, maintaining engagement for children ages 5–14 through peaceful practices and meaningful connection
 - Integrated and collaborated with USC Occupational Therapist Grad students as they fulfilled fieldwork hours, introducing a new round of students every summer into the program, starting when I was co-director in summer 2020
 - Created programs for a semester and summer program that addressed social justice issues, fostering leadership development in the community, and encouraging campers to become future advocates
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LEADERSHIP EXPERIENCE

- Spring 2020 **CARPE DIEM EDUCATION** Guatemala/ Los Angeles, CA
Student

- Participated in an immersive leadership and experiential education program focused on sustainability and community engagement; lived with host families in Guatemala while completing intensive Spanish coursework and participating in sustainable farming initiatives
- Developed cross-cultural communication and adaptability skills through six weeks of community-based learning, cultural immersion, and collaborative service projects

Winter 2025 **STUDY ABROAD WINTER IN ROME**

Rome, Italy

Student

- Spent 4 weeks in Rome, visiting architectural sites, cataloging significant architectural elements, and learning about the architectural development of Roman architecture over time
- Executed an exhibition with classmates surrounding our investigation of the city

VOLUNTEER EXPERIENCE

2011-Present **ANNA (ADAMS-NORMANDIE NEIGHBORHOOD ASSOCIATION)**

Los Angeles, CA

- Supported community engagement initiatives, including National Night Out and Big Sunday, by coordinating event setup, distributing food and water, and assisting with neighborhood improvement efforts such as street cleanups.
- Promoted events by distributing flyers and documenting activities through photography
- Secured community sponsorship for my internship at Peace Camp in 2018

2023 **SO CAL NOMA SUMMER CAMP**

Monterey Park, CA

- Served as a camp counselor for a three-weekend architecture program for students ages 10–12, guiding participants through the middle school design process, including site visits, conceptual planning, drawing plans, and model building

OTHER

- **Technical Skills:** AutoCAD, Rhino, Revit, Lumion, Illustrator, Photoshop, Manual Drafting



KAREN BASS
MAYOR

June 16, 2026

Dear Ms. Flores-Villagran:

Congratulations! I am pleased to inform you of your appointment to the Disabled Access Appeals Commission for the term ending June 30, 2026 and the subsequent 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,

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

KAREN BASS
Mayor

KB:lap

Attachment I
Ms. Maya Flores-Villagran
June 16, 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 Marqueece Harris-Dawson
- Councilmember Hugo Soto-Martínez, Chair of the Council Committee, considering your nomination

III. Public Meetings at City Hall:

- Civil Rights, Equity, Immigration, Aging, and Disability 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.