

CITY OF LOS ANGELES

Palms Neighborhood Council Representative Assembly

Nick Greif, President
Andres Cuervo, Vice-President
V. Claire Jadulang, Secretary
Katie Clarkin, Treasurer
Alison Regan, Community Org. Rep.
Jenn Gers, Residential Rep. A
Erika Graves, Residential Rep. B
Scott Chase, Residential Rep. C
Paul Seo, Residential Rep. D
Eryn Block, Residential Rep. E
John Stanley, Business Rep. 1
Maria Muñoz, Business Rep. 2
Caity Wallace, Business Rep. 3

CALIFORNIA



10008 National Blvd. #210
Los Angeles, CA 90034

Email: info@palmsnc.la
www.palmsla.nc
[@palmsnc](https://www.facebook.com/PalmsLA)

PALMS NEIGHBORHOOD COUNCIL

Representative Assembly SPECIAL Meeting Agenda Wednesday, July 11, 2018 – 7:00 p.m.

IMAN Center – 3376 Motor Avenue, Los Angeles, CA 90034 (onsite parking available)

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

I. CALL TO ORDER & ROLL CALL

- a. Call to Order (Greif)
- b. Roll Call (Jadulang)

II. COMMUNITY & GOVERNMENT REPORTS (15 minutes – 3 minutes each)

- a. Office of Councilmember Paul Koretz
- b. Office of Mayor Eric Garcetti
- c. LA Police Department
- d. Department of Neighborhood Empowerment
- e. Other Government Departments and Community Organizations
 - i. Office of Community Beautification Presentation

III. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS & MULTIPLE AGENDA ITEM PUBLIC COMMENT (10 minutes)

IV. EXECUTIVE BOARD & REPRESENTATIVE REPORTS (10 minutes – 2 minutes each)

- a. **President's Report** (Greif)
- b. **Vice-President's Report** (Cuervo)
 - i. **NOTICE:** Elections for the Palms NC in 2019 tentatively scheduled for June 2019. For questions or more information, email clerk.electionsnclacity.org.
 - ii. **Secretary's Report** (Jadulang)
- c. **Treasurer's Report** (Clarkin)

- i. **MOTION:** To approve the May Monthly Expenditure Report (MER) and June Monthly Expenditure Report (MER)
[See supplemental materials for summary – full report available here: https://drive.google.com/open?id=1slCxlxdcyoxy_-kEXquWJpPo-Q9PCoaY]
- ii. **MOTION:** To approve the FY18-19 PNC budget. *[See supplemental materials for a draft budget for discussion]*
- iii. **MOTION:** To approve the City Clerk FY 18-19 Administrative Packet with approved FY18-19 PNC budget.
- iv. **MOTION:** To approve the PNC Salvage and Inventory Package.
- d. **Community-Based Organization Rep** (Regan)
- e. **Residential Rep. A** (Gers)
- f. **Residential Rep. B** (Graves)
- g. **Residential Rep. C** (Chase)
- h. **Residential Rep. D** (Seo)
- i. **Residential Rep. E** (Block)
- j. **Business Rep. 1** (Stanley)
- k. **Business Rep. 2** (Muñoz)
- l. **Business Rep. 3** (Wallace)

V. CONSENT AGENDA (2 minutes)

- a. **MOTION:** To approve minutes from 5/24/18 Special General Assembly meeting.
[\[https://drive.google.com/open?id=1PgHtGQGqq7yX0z0ZyZP7v0AnWI_tiC82\]](https://drive.google.com/open?id=1PgHtGQGqq7yX0z0ZyZP7v0AnWI_tiC82)
- b. **MOTION:** To appoint Jamie Poster as Vice-Chair of the Planning & Land Use Committee
- c. **MOTION:** To appoint Nathan Pope as a member of the Transportation & Infrastructure Committee
- d. **FUNDING MOTIONS:**
 - 1. **MOTION:** To reauthorize the reimbursement of \$60.18 for board member Jenn Gers for Palms Community Day expenditures. Receipts viewable in the supplemental materials and detailed as follows:
 Vons (ice) - \$4.37
 Starbucks (coffee) - \$21.20
 Jolly (donuts) - \$13.25
 Bagel Factory (bagels) - \$21.36
 - 2. **MOTION:** To reauthorize the reimbursement of \$10.53 for board member Nicholas Greif for Palms Community Day expenditures. Receipts viewable in the supplemental materials and detailed as follows:
 Staples (printouts) - \$10.53
 - 3. **MOTION:** To reauthorize the reimbursement of \$206.67 for board member Eryn Block for Palms Spring Clean-Up Day expenditures. Receipts viewable in the supplemental materials and detailed as follows:
 Trader Joes (fruit, granola bars & cloth bags) - \$48.47
 Conservatory for Coffee (coffee and pastries) - \$55.00
 Coop Pizza (Pizza) - \$103.20

4. **MOTION:** To reauthorize the reimbursement of \$242.53 for board member Eryn Block for Clean Up Equipment expenditures. Receipts viewable in the supplemental materials and detailed as follows:

J&M Janitorial Supplies (trash pickers & dustbins) - \$242.53

5. **MOTION:** To authorize up to \$250 for the Palms Neighborhood Council to sponsor the Tilden Ave. End of Summer Block Party with refreshments, materials, or other supplies as needed per the PNC Block Party Sponsorship Policy and authorize either purchasing those supplies as requested by block party organizer Kay Hartman or reimbursing Kay Hartman up to \$250 based on receipts provided.

e. FY18-19 FUNDING MOTIONS:

- i. **FUNDING MOTION:** Authorize and allocate up to \$1,000.00 for food for Neighborhood Council GA Meetings and other NC-held community meetings. [100 Operations > Food / Refreshments]
- ii. **FUNDING MOTION:** Authorize and allocate up to \$2,500.00 for Staffing and Temporary Help expenses related to minutes writing and NC administrative tasks to Partners in Diversity, Inc. [100 Operations > Staffing and Temporary Help]
- iii. **FUNDING MOTION:** Authorize and allocate up to \$3,000.00 for Translation & Transcription expenses related to Spanish translation services. [100 Operations > Staffing and Temporary Help]
- iv. **FUNDING MOTION:** Authorize and allocate up to \$2,000.00 for Storage expenses at Price Self Storage. Current contract is \$157.00/mo. [100 Operations > Facilities Related and Space Rental]
- v. **FUNDING MOTION:** Authorize and allocate up to \$1,100.00 for meeting printing costs including agenda packets, materials, and meeting announcements. [100 Operations > General Operations / Miscellaneous]
- vi. **FUNDING MOTION:** Authorize and allocate up to \$200.00 for Office Equipment and Supplies including binders, clip boards, markers, paper, name placards, etc. [100 Operations > Office Equipment and Supplies]
- vii. **FUNDING MOTION:** Authorize and allocate up to \$250.00 for the Palms NC P.O. Box at US 24hr Postal Office. [100 Operations > Postage / PO Box]
- viii. **FUNDING MOTION:** Authorize and allocate up to \$50.00 per month for Mail Chimp as the digital newsletter vendor. [200 Outreach > Newsletters]
- ix. **FUNDING MOTION:** Authorize and allocate up to \$70.00 for the palmsnc.la domain for FY17-18. [200 Outreach > Website Maintenance / Enhancement]
- x. **FUNDING MOTION:** Authorize spending up to \$100.00 per month on Google Works for Emails, Google Docs, Google Drive etc. (\$5.00 per user). [200 Outreach > Website Maintenance / Enhancement]
- xi. **FUNDING MOTION:** Authorize spending up to \$70.00 for internet hosting with 1&1 Hosting for hosting fees from December 2019 until December 2019 for palmsnc.la. [200 Outreach > Website Maintenance / Enhancement]
- xii. **FUNDING MOTION:** Authorize spending up to \$200 per month (up to \$2,400 per year) of promoted online posts for Facebook and NextDoor, including MailChimp Facebook and Instagram promotion integration, at the discretion of the President, Vice-President, and Outreach & Communications Committee Chair. [200 Outreach > Advertising / Branding / Mailings / Walking Distribution]
- xiii. **FUNDING MOTION:** To authorize and allocate up to \$300 for business cards for new board members. [100 Operations > General Operations / Miscellaneous]
- xiv. **FUNDING MOTION:** The Palms Neighborhood Council re-authorizes a Palms Neighborhood Council policy to sponsor utility box painting with \$250 per box, with a

- \$2,000 budget cap, for local artists to paint unpainted or defaced utility boxes in Palms. [300 Community Improvement > Community Beautification and Public Art Projects]
- xv. **FUNDING MOTION:** The Palms Neighborhood Council re-authorizes a Palms Neighborhood Council policy to sponsor community block parties with up to \$250 per block party, with a \$1,500 budget cap, for food and refreshments and provide information on how to get additional Council office help including funding, tables & chairs, and assistance with street closure permits. [200 Outreach > Community and Outreach Events]

VI. COMMITTEE REPORTS

- a. **Commercial Corridor Activation** (Crane)
- b. **Communications & Outreach** (Saquilayan)
- c. **Green** (Block)
- d. **Homelessness & Public Safety** (Seo)
- e. **Planning & Land Use** (Regan)
 - i. Motion: PNC supports application ZA-2018-2411 CUB for a restaurant at 10300 Venice Blvd. and encourages additional landscaping, public art, community involvement including participating in the planning of the Venice/Motor intersection, happy hour, and possible Bird's nests or Lime stations.
 - ii. Motion: PNC approve the letter to Ms. Kamlager-Dove regarding her no vote on AB 2364, which would have added tenant protections to the Ellis Act. Copies of letter to be sent to Councilmembers Koretz and Ryu, Assemblymember Bloom and State Senator Karen Bass.
- f. **Transportation & Infrastructure** (Cuervo)
 - i. Motion: PNC Guidelines for Distribution of 2,400 limited edition pre-loaded Commemorative Palms Transit Access Pass (TAP) cards
 1. Guidelines
 - a. Limited to one per person.
 - b. Persons must be 18 and above to claim.
 - c. Children 5 years old and above may also receive one with parent or legal guardian present.
 - d. Recipient of card must be a resident or stakeholder of Palms.
 - e. Recipients must provide full name, home address, and/or email.
 2. Distribution
 - a. The Palms Neighborhood Council will distribute TAP cards at monthly PNC General Assembly meetings, at least 60 minutes prior to start of official meeting.
 - b. The Palms Neighborhood Council will distribute TAP cards on Sunday's at the Motor Farmer's Market (pending PNC volunteer availability and partnership with MFM).
 - c. The Palms Neighborhood Council will distribute TAP cards at PNC Walk events (up to 30 per event).

- ii. Motion: Letter of support for City of Los Angeles Department of Transportation's Expo Bike Path Northvale Gap Closure application for an Active Transportation Program (ATP) Cycle 4 grant. The proposed project will construct a low-stress bicycle facility separated from vehicular traffic near the Expo Light Rail Line between Overland Avenue and Motor Avenue, and a traffic signal at the east end of the project at Motor Avenue to provide a safe crossing for cyclists and pedestrians. Once completed, this project would bridge a critical gap in the Expo Bike Path and complete a continuous bikeway that extends from downtown Los Angeles, through Palms, to the City of Santa Monica.

g. **Executive** (Greif)

VII. OLD BUSINESS

VIII. NEW BUSINESS

- a. Motion: Letter in support of SB 212 (Jackson/Ting) Pharmaceutical Drug Take-back program – program will establish a comprehensive statewide take-back system for sharps and medications.

IX. Adjournment (End time is approximately 8:00 p.m. or shortly thereafter)

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the President. Public comment will be taken for each motion as well as for any item in the consent agenda prior to Board action. The public is requested to fill out a "Speaker Card" to address the Assembly on any item of the agenda prior to the Assembly taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the Agenda that is within the Assembly's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 1 to 2 minutes per speaker, at the discretion of or unless waived by the Assembly. In the interest of addressing all items on the agenda, time limits for individual comments and discussion may be set at the discretion of the President. All items on the consent agenda will be determined by a single Committee vote and without Committee discussion. Committee members may request that any item be removed from the consent agenda and considered individually at any time prior to that vote.

Per Board of Neighborhood Commissioners Policy #2014-01, agendas are posted for public review at: 1) Woodbine Park Kiosk, 3409 S. Vinton Ave.; 2) Palms Neighborhood Council website, www.palmsnc.la.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at Woodbine Park Kiosk, 3409 S. Vinton Ave, at our website: www.palmsnc.la or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Secretary at secretary@palmsnc.la

Palms NC Board and Committee members abide by a code of civility (<http://empowerla.org/code-of-conduct/>). Any person who interferes with the conduct of a Neighborhood Council meeting by willfully interrupting and/or disrupting the meeting is subject to removal. A peace officer may be requested to assist with the removal should any person fail to comply with an order of removal by the Neighborhood Council. Any person who resists removal by a peace officer is subject to arrest and prosecution pursuant to California Penal Code Section 403.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Secretary at secretary@palmsnc.la

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 DIAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL secretary@palmsnc.la

**Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials
Monthly Expenditure Report**



Reporting Month: May 2018

Budget Fiscal Year: 2017-2018

NC Name: Palms Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$24027.16	\$18350.31	\$5676.85	\$462.14	\$0.00	\$5214.71

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$29082.86	\$1775.92	\$514.71	\$62.14	\$452.57
Outreach		\$16074.39		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$12850.00	\$0.00	\$7600.00	\$400.00	\$7200.00
Neighborhood Purpose Grants	\$0.00	\$500.00	\$-2500.00	\$0.00	\$-2500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$17967.84	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PARTNERS	05/07/2018	(Credit card transaction)	General Operations Expenditure	Office	\$274.73
2	GOOGLE SVCSAPPS_palms	05/01/2018	(Credit card transaction)	General Operations Expenditure	Office	\$76.66
3	STAPLES 00114272	05/01/2018	(Credit card transaction)	General Operations Expenditure	Office	\$45.49
4	GOOGLE SVCSAPPS_palms	05/02/2018	(Credit card transaction)	General Operations Expenditure	Office	\$2.67
5	MAMAS GRILL PIZZA PAST	05/02/2018	(Credit card transaction)	General Operations Expenditure	Office	\$61.94
6	PSS NATIONAL BLVD.,LLC	05/15/2018	(Credit card transaction)	General Operations Expenditure	Office	\$157.00
7	AAA RENTS AND EVENTS	05/18/2018	(Credit card transaction)	General Operations Expenditure	Office	\$985.00
8	MAMAS GRILL PIZZA PAST	05/24/2018	(Credit card transaction)	General Operations Expenditure	Office	\$62.94

**Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials
Monthly Expenditure Report (continued)**

9	AMAZON MKTPLACE PMTS W	05/27/2018	(Credit card transaction)	General Operations Expenditure	Office	\$109.49
10	STAPLS6923190709000	05/01/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$41.60
11	FEDEXOFFICE 00000828	05/08/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$73.73
12	AMAZON MKTPLACE PMTS	05/09/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$52.97
13	AMAZON MKTPLACE PMTS W	05/09/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$31.74
14	UNITED SITE SERVICE	05/09/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$355.87
15	SMK SURVEYMONKEY	05/10/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$35.00
16	AMAZON MKTPLACE PMTS W	05/10/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$37.98
17	AMAZON MKTPLACE PMTS W	05/11/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$56.88
18	AMAZON MKTPLACE PMTS W	05/11/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$48.32
19	AMAZON.COM AMZN.COM/BI	05/11/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$21.44
20	WPY CASTLE SIGNS GRAP	05/12/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$75.56
21	FEDEXOFFICE 00000828	05/12/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$102.35
22	CANVA FOR WORK YEARLY	05/12/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$119.40
23	AAA RENTS AND EVENTS	05/14/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$985.00
24	SQUARE SQ JORGE MEJI	05/21/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$405.00
25	FACEBK UVWNZE2932	05/31/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$457.63
26	FACEBK VVWNZE2932	05/31/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$13.04
27	Oliver Lan	04/24/2018	To approve up to \$12,400 to fund a limited ed...	General Operations Expenditure	Outreach	\$800.00

**Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials
Monthly Expenditure Report (continued)**

28	City of Los Angeles	05/04/2018	To authorize the Communications & Outreach Com...	General Operations Expenditure	Outreach	\$762.88
29	The Big Blue Bus	05/11/2018	To approve up to \$12,400 to fund a limited edition...	General Operations Expenditure	Outreach	\$11600.00
30	Clover Avenue Elementary School Booster Club	05/22/2018	To provide a \$500 NPG to Clover Elementary Bo...	Neighborhood Purpose Grants		\$500.00
Subtotal:						\$18350.31

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Keli Arslancan	01/24/2018	Approve application from Keli Arslancan for the se...	Community Improvement Project		\$400.00
2	Nicholas Greif	05/23/2018	Outstanding payment from FY 16-17.	General Operations Expenditure	Office	\$62.14
Subtotal: Outstanding						\$462.14

**Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials
Monthly Expenditure Report (continued)
Receipts**

Receipt

Partners In Diversity, Inc.

690 East Green Street
#101
Pasadena, CA 91101
Phone : 1 6267930020

Date and time 05/07/2018 10:44:44
Transaction ID 15328378YG5443110

Payment Information

Card Type MasterCard
Card Number *****6831

Billing Information

Nick Grief

Shipping Information

Invoice No.	Description	Amount
#29724 and #30078	David Levin	\$274.73
	Shipping & Handling:	\$0.00
	Tax on Shipping:	\$0.00
	Tax Amount:	\$0.00
	Total:	\$274.73



Partners In Diversity, Inc.
Small Business, Women Owned Enterprise

Remit to: **Partners In Diversity, Inc.**
ASGE Marquette Commercial Finance
NW 6333 P.O. Box 1450
Minneapolis, MN 55485-6333

Neighborhood Council/Palms
Attn to: Nick Grief
10008 National Blvd
#210
Los Angeles, CA 90034

INVOICE

Invoice Amount

\$134.31

Payment Terms

Invoice Date

Due On Receipt

03/12/2018

Invoice No.

Customer No.

29724

1357

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/Palms	Corporate	1357	Due On Receipt

Description	Type	Units	Rate	Amount
Week ending: 03/11/2018 Levin, David Administrative	Reg	5.50	\$24.42	\$134.31
Total This Week ending:				\$134.31

Reg: 5.5 OT: 0 DT: 0	Total - This Invoice:	\$134.31
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Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

**Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials
 Monthly Expenditure Report (continued)
 Receipts**

Stacey Baca

From: Nick Greif <nick.greif@palmsnc.la>
Sent: Friday, May 04, 2018 9:41 AM
To: Stacey Baca
Cc: Frances Martinez; Katie Clarkin
Subject: Re: NC Palms Outstanding Invoices

Yes, these are okay to pay.

Also are you guys sending these requests to myself or Katie these days as I don't think I'm getting the approve/dissapprove time sheets and ok to pay emails which is probably why you aren't hearing from us.

Nick Greif
 President
 Palms Neighborhood Council
 www.palmsnc.la



On Fri, May 4, 2018 at 9:34 AM, Stacey Baca <stacey.baca@p-i-d.biz> wrote:

Hello Nick,

Below are two invoices we did not receive ok to auto pay. Are you ok with PID process today? This would be a total of \$274.73 to CC.

Please advise if ok to process both or just the over 30 day invoice

Invoice #	Invoice Date	Amount	1-30 days	31-60 days	61-90 days	over 91 days
29724	3/12/2018	\$134.31		\$ 134.31		
30078	4/9/2018	\$140.42	\$ 140.42			
		\$274.73	\$ 140.42	\$ 134.31		\$ -

**Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials
Monthly Expenditure Report (continued)
Receipts**



Remit to: Partners In Diversity, Inc.
ASGE Marquette Commercial Finance
NW 6333 P.O. Box 1450
Minneapolis, MN 55485-6333

Neighborhood Council/Palms
Attn to: Nick Greif
10008 National Blvd
#210
Los Angeles, CA 90034

INVOICE

Invoice Amount
\$140.42

Payment Terms	Invoice Date
Due On Receipt	04/09/2018
Invoice No.	Customer No.
30078	1357

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/Palms	Corporate	1357	Due On Receipt

Description	Type	Units	Rate	Amount
Weekending: 04/08/2018				
Levin, David Minute Taker	Reg	5.75	\$24.42	\$140.42
Total This Week ending:				\$140.42

Reg: 5.75 OT: 0 DT: 0	Total - This Invoice:	\$140.42
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Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

5/3/2018 https://payments.google.com/payments/apis-secure/ul/1/read_document?cn=%24p_4qw87xa514rz1&hostOrigin=aHR0cHM6Ly9hZG1pb5...



Payment Receipt

Google LLC
1600 Amphitheatre Pkwy
Mountain View, CA 94043
United States

Payment date May 1, 2018
Billing ID 0954-1313-7366
Payment method Mastercard ****9983

Tax identification number
82-2182297

Palms Neighborhood Council
Nick Greif
10008 National Blvd., #210
Los Angeles, CA 90034
United States

Description	
Payment amount	\$76.66

Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials Monthly Expenditure Report (continued) Receipts

5/3/2018

https://payments.google.com/payments/apis-secure/u/1/read_document?cn=%24p_4qw87xa514rz1&hostOrigin=aHR0cHM6Ly9hZG1pb5...



Payment Receipt

Google LLC
1600 Amphitheatre Pkwy
Mountain View, CA 94043
United States

Payment date May 1, 2018
Billing ID 0954-1313-7366
Payment method Mastercard ****9983

Tax identification number
82-2182297

Palms Neighborhood Council
Nick Greif
10008 National Blvd., #210
Los Angeles, CA 90034
United States

Description	
Payment amount	\$2.67



Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials Monthly Expenditure Report (continued) Receipts

5/10/2018

Palms Neighborhood Council Mail - Fwd: Thank you for your order



Katie Clarkin <katie.clarkin@palmsnc.la>

Fwd: Thank you for your order

Claire Jadulang <claire.jadulang@palmsnc.la>
To: Katie Clarkin <katie.clarkin@palmsnc.la>
Cc: Nick Greff <nick.greff@palmsnc.la>

Tue, May 1, 2018 at 2:59 PM

Head's up! Here's the receipt for the agenda printing this month.

VCJ

V. Claire Jadulang
Secretary
Palms Neighborhood Council

Begin forwarded message:

From: webadmin@staplescopycenter.com
Subject: Thank you for your order
Date: May 1, 2018 at 2:58:49 PM PDT
To: vclaine42@gmail.com



Order Placed By:
Valerie Jadulang
Phone #: 7145524004

Date: 5/1/2018 2:58:48 PM PDT

Thank you for choosing Staples® Copy & Print to provide you with your upcoming project. We're in business to make you look good, and we'll work with you to create the eye-catching, professional materials you need at the highest quality. The details of your order are listed below — if you have any changes, just let us know. We look forward to working with you.

Please remember to bring a copy of this order confirmation to the store when picking up your order.*

Order confirmation:
Order Number: **2120806507**
Requested Due Date: **5/2/2018 2:00:00 PM PDT**

Order Provided by:
Staples Store #: **1427**
11341 National Blvd
Los Angeles, CA 90064
Phone #: 3104454041

Service 1: Standard B&W		# of Sets: 15	# of Original Impressions: 4	
Price Per Set: \$0.39				
Products	Quantity	Unit Price	Extended Price	
Paper 8.5x11 20lb Premium White / Standard / Standard Print (Precut Size) / Black & White / Duplex	30	\$0.18	\$5.46	

Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials Monthly Expenditure Report (continued) Receipts

5/10/2018

Palme Neighborhood Council Mail - Fed: Thank you for your order

Stapling/Upper Left	15	\$0.03	\$0.45
Service 1 Total:			\$5.91
<hr/>			
Service 2: Standard B&W	# of Sets: 15	# of Original Impressions: 18	
Price Per Set: \$1.52			
Products	Quantity	Unit Price	Extended Price
Paper/8.5x11 28lb Premium White / Standard / Standard Print (Precut Size) / Black & White / Duplex	135	\$0.17	\$22.41
Stapling/Upper Left	15	\$0.03	\$0.45
Service 2 Total:			\$22.86
<hr/>			
Service 3: Standard B&W	# of Sets: 15	# of Original Impressions: 9	
Price Per Set: \$0.85			
Products	Quantity	Unit Price	Extended Price
Paper/8.5x11 28lb Premium White / Standard / Standard Print (Precut Size) / Black & White / Duplex	60	\$0.18	\$10.92
Paper/8.5x11 28lb Premium White / Standard / Standard Print (Precut Size) / Black & White / Simplex	15	\$0.09	\$1.41
Stapling/Upper Right	15	\$0.03	\$0.45
Service 3 Total:			\$12.78
			Total: \$41.55

Potential Staples Rewards®: \$2.98 It's like paying \$39.47

Staples offers a Price Match Guarantee**. See a Staples associate to learn more or go to www.staples.com/ricematch.

Visit www.staples.com/cocvanforint for more great offers.

† For pay online orders, please have a valid ID along with a copy of this order confirmation. Once pay online orders are produced, your credit card will be charged and you will receive a "Ready for Pick Up" notification email. If the Rush selection or any part of your order cannot be fulfilled, your online order will be canceled and you still have the option to pick up your order and pay for it in store.

* Restrictions apply. Must be a member of Staples Rewards®. Please see StaplesRewards.com for program and membership information.

** Price Match Guarantee on Copy and Print Services for exact job specifications which includes number of pages or sets, paper (type, weight, brightness and size) and any additional finishing services. Staples will match a competitor advertised or shelf price.

Tax will be calculated during checkout at the store if applicable. Coupons are accepted at the store upon pick-up.

**Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials
FY18-19 Palms Neighborhood Council Budget**

100 Operations	%	
Audio and Video Services and Equipment	200.00	
Facilities Related and Space Rental	2,000.00	
Postage / PO Box	250.00	
Office Equipment and Supplies	200.00	
General Operations / Miscellaneous	1,700.00	
Board Retreat / Training	250.00	
Food / Refreshments for Community Meetings	1,000.00	
Staffing and Temporary Help	2,500.00	
Translation and Transcription	3,000.00	
Subtotal	19.4%	11,100.00
200 Outreach		
Advertising / Branding / Mailings / Walking Distr	2,400.00	
Community and Outreach Events	1,500.00	
Palms Community Day	10,000.00	
Newsletters	600.00	
Website Maintenance / Enhancement	1,340.00	
Subtotal	27.6%	15,840.00
300 Community Improvement		
Community Infrastructure / Street Improvement	12,000.00	
Community Beautification and Public Art Project	2,000.00	
Overland Tree Planting & Maintenance Project	-00	
Great Streets Challenge / (Re)Visioning Overla	-00	
NC Budget Advocates	200.00	
NC Congress	150.00	
Subtotal	25.0%	14,350.00
400 Neighborhood Purpose Grants		
Neighborhood Purpose Grants	1,000.00	
Subtotal	1.7%	1,000.00
500 Elections		
Election Outreach Expense	15,000.00	
Subtotal	26.2%	15,000.00
600 Unallocated		
Unallocated	-00	
Subtotal	0.0%	-00

Grand Total 57,290.00

Budget Overage Last year -00

Total Budget Allocation 57,290.00

**Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials
HOLD for Administrative Package**

Fiscal Year
2018 -2019

Office of the City Clerk
Neighborhood Council Funding Program
Fiscal Year Administrative Packet

Neighborhood Council: Palms Neighborhood Council

Summary

As the Neighborhood Councils (NCs) transition from Fiscal Year 2017-18 to Fiscal Year 2018-19, the Office of the City Clerk has identified the need for a more comprehensive approach to ensure a complete record of all items that support the NCs fiscal and administrative operations, to include an annual budget, office space requirements, etc. In an effort to make the submission and processing of these items simpler and more streamlined, this Office has created the 2018-19 Fiscal Year Administrative Packet.

Goal(s)

The goal(s) of the Administrative Packet is to make it easier for NCs to identify, plan, and confirm, via a board vote, all fiscal and administrative requirements upfront each year so that our Office can prepare for and process funding requests and resulting contracts judiciously and expeditiously.

Procedure

On a yearly basis, we will be requiring each NC to discuss, prepare and approve the Administrative Packet. Once the packet has been voted on by the board, the packet and the BAC is to be submitted to the NC Funding Program by the due date below.

Please complete the full packet and take board action to confirm the information. Each packet contains the following items listed below:

- Letter of Acknowledgement – Signed by all Financial Officers
- Completed Budget
- Request for Office Space, Meeting Space, Storage Facility, Post Office Box (P.O. Box), and Website Services

Please have a completed packet and the corresponding Board Action Certification (BAC) emailed to clerk.ncfunding@lacity.org by **July 30, 2018**.

As we await your packet submission, per NC Funding Policy 1.1 section 1.b, access to your funds will be limited to \$333.00, until the budget and all other requested documents (administrative packet) have been received.

If you have questions or require any assistance regarding the packet, please feel free to email us at clerk.ncfunding@lacity.org or call us at 213-978-1058.

**NEIGHBORHOOD COUNCIL FUNDING PROGRAM **
LETTER OF ACKNOWLEDGEMENT

We, the undersigned, do hereby declare that as a result of an official action of the Governing Body of the Neighborhood Council (NC) named below:

- (1) we are authorized to request City funding to support NC general operations,
- (2) all items or services described or included in any related funding requests are exclusively intended to further the goals and objectives of the Neighborhood Council, and
- (3) all reasonable precautions shall be exercised by the undersigned to fully safeguard, control and account for all use of funds. Proper accountability of all City funds is critical to the success of the NC Funding Program.

Therefore, by the signature(s) below, and on behalf of the Neighborhood Council named below, WE HEREBY AGREE to the terms and conditions as set forth in this Letter of Acknowledgement and all related documents as provided by the City, agree to expend funds in accordance with any applicable City rules, policies or procedures, and specifically agree to expend monies received by the Office of the City Clerk solely for public purposes relating to the goals and purposes of the Neighborhood Council named below, consistent with the scope and authority under the City Charter, the Plan for a Citywide System of Neighborhood Councils and any implementing ordinances. We have attended and participated in the City-provided training relating to the NC Funding Program.

WE FURTHER ACKNOWLEDGE and WE AGREE to comply with any requirements regarding use of the NC funds. WE AGREE to provide NC financial reports and/or supporting documentation to the Office of the City Clerk, Neighborhood Council Funding Program as requested and at monthly meetings to the Governing Body and stakeholders of the NC named below. WE AGREE that the Office of the City Clerk and other City representatives may make on-site visits to inspect and review all NC financial records, upon providing reasonable advance notice to the NC Treasurer or designated representatives.

WE ACKNOWLEDGE THAT A NEW LETTER OF ACKNOWLEDGEMENT MUST BE FILED IF THERE IS ANY CHANGE OF PERSONS WHO ARE AUTHORIZED TO APPROVE EXPENSES OR TO REQUEST FUNDING.

BANK CARD AGREEMENT OF RESPONSIBILITIES

This document outlines the responsibilities that I, as the Neighborhood Council Bank Card Holder, have as the primary custodial holder of a City Los Angeles Neighborhood Council (NC) Bank Card, referred herein as "the card" for the Neighborhood Council named below. My signature indicates that I have read and understand these responsibilities and further, that I agree to adhere to the guidelines established by the Office of the City Clerk and approved by the City Controller for the use of City funding as it relates to the Neighborhood Council Funding Program.

1. I understand that the City of Los Angeles Neighborhood Council Card is intended to facilitate the purchase and payment of materials required for the conduct of official Neighborhood Council business only.
2. I understand that under no circumstances will I use the Card to make personal purchases either for myself or for others. The Card is issued in the name of the Neighborhood Council and I serve as the Card custodian. I agree that should I willfully violate the terms of this Agreement and use of the Card for personal use or gain that I will reimburse the City of Los Angeles for all incurred charges and any fees related to the collection of those charges.
3. Uses of the Card not authorized by the Office of the City Clerk can be considered misappropriation of City funds. This could result in (a) immediate and irrevocable forfeiture of the Card, and /or (b) potential de-

certification action. I understand that the Card must be surrendered upon termination of any official position with the Neighborhood Council to which the card is issued. I agree to maintain the Card with appropriate security whenever and wherever I or any other authorized person may use the Card. If the Card is stolen or lost, I agree to immediately notify the Office of the City Clerk.

4. I understand that since the Card is the property of the Bank and authorized for issue by the City of Los Angeles, I am required to comply with internal control procedures designed to protect City assets. This may include being asked to produce the Card, receipts, and/or statements to validate its existence and to audit its use.

5. I understand that I will have access to the Funding Program System portal via the Internet where all card transactions will be posted by the Bank when the card is used. I understand that I am required to obtain itemized receipts for all card transactions and upload the itemized receipts to the Funding Program System portal to verify the posted card transaction. Uploading the required itemized receipt is necessary for my NC Monthly Expenditure Report (MER) to be generated by the Funding Program System portal. The MER must be reviewed and approved by the NC Governing Board before being submitted to the Office of the City Clerk as a complete Report.

6. I understand that all transactions on the Card will reduce the funds available to the NC. I understand that the Bank will not accept any limit increases from me.

7. I agree to make only those purchases consistent with the type of purchases authorized by the Office of the City Clerk and approved by the NC Governing Board.

8. I understand that the Card is solely provided to the designated NC cardholder and that assignment of the Card is based on the understanding that I need to purchase materials required for the conduct of Neighborhood Council business. I understand that custodial possession of the Card is not an entitlement nor reflective of title or position.

9. I have signed and received a copy of the Letter of Acknowledgement regarding the Neighborhood Council Funding Program, have attended and completed the training regarding the Funding Program and the Card, and understand the requirements and limitations regarding the Card's use.

Neighborhood Council Financial Officers - Names and Signatures:

Treasurer

SIGNATURE OF THE TREASURER

Kathryn Clarkin

PRINT NAME OF THE TREASURER

Treasurer

BOARD POSITION

7/4/18

DATE

katie.clarkin@palmsnc.la

EMAIL

440-567-3982

PHONE NUMBER

Second Signer

SIGNATURE OF THE 2nd SIGNER

DATE

PRINT NAME OF THE 2ND SIGNER

EMAIL

BOARD POSITION

PHONE NUMBER

Bank Cardholder

SIGNATURE OF THE BANK CARD HOLDER

DATE

Kathryn Clarkin

katie.clarkin@palmsnc.la

PRINT NAME OF THE BANK CARD HOLDER

EMAIL

Treasurer

440-567-3982

BOARD POSITION

PHONE NUMBER

Alternate Signer (If not applicable, please indicate “N/A”)

SIGNATURE OF THE ALTERNATE SIGNER

DATE

PRINT NAME OF THE ALTERNATE SIGNER

EMAIL

BOARD POSITION

PHONE NUMBER

Neighborhood Council Budget Template

Budget for Fiscal Year 2018-2019

This budget template is an optional tool, and your Neighborhood Council may submit a budget different from this template. Please note per the Neighborhood Council Funding Program Policies and Guidelines, Outreach, Elections, Community Improvement Projects, and Neighborhood Purposes Grants must be voted individually. A line item on the budget is not sufficient for Outreach, Elections, Community Improvement Projects, and Neighborhood Purposes Grants. For your convenience please find below the NC Funding Policy 1.1:

NC Funding Program Policy 1.1 Annual Budget and Fiscal Year

"The fiscal year of the City shall begin on July 1 or each year and shall end on June 30 of the following year." City of Los Angeles, Charter Sec. 310.

As an entity of the City of Los Angeles, the NCs adhere to the same fiscal calendar as the City of Los Angeles. Each fiscal year, the NCs will be given access to their annual allocation through the Office of the City Clerk's prescribed method.

1. Annual Budget

Pursuant to Los Angeles Administrative Code Section 22.810.1 (g), NCs are to spend the funds on the functions, operations, outreach, and projects of a NC. The budget is a plan for the utilization of resources and expenditures.

- a. The budget is comprised of three expenditure categories:
 - i. General and Operational Expenditures (comprised of three subcategories)
 1. Office/Operational
 2. Outreach
 3. Elections
 - ii. Neighborhood Purposes Grants
 - iii. Community Improvement Projects
- b. NCs must submit a budget to Department of Neighborhood Empowerment, with an electronic copy to the Office of the City Clerk, NC Funding Program.
 - i. NCs that have not submitted a Budget will be limited to \$333.00/month for General and Operational expenditures for 3 months. If a budget is not submitted by the 4th month of the fiscal year, the NC's funds will remain frozen.

2. Annual Budget Specific Line Items

- a. The Office of the City Clerk will not accept specific line items in the annual budget as authorization for payments except for monthly recurring Office/Operations-related expenditures. These may include:
 - i. Office rent and office equipment lease payments
 - ii. Storage facility rent payments
 - iii. Telephone and Internet services
 - iv. Meeting refreshments and snacks
 - v. Website hosting and maintenance
 - vi. Professional services, i.e. translators and minute-takers for monthly meetings
- b. Outreach, Election, Neighborhood Purposes Grants, and Community Improvement Project expenditures require individual approval by the NC and cannot be authorized for payment in annual budgets as specific line items.

3. Fiscal Year

The Fiscal Year begins on July 1 and ends on June 30 of the following year.

Outreach Expenditures	
Total of Outreach Expenditures	\$ 0.00

Election Expenditures	
Total Election Expenditures	\$ 0.00

Community Improvement Projects	
Total Community Improvement Projects	\$ 0.00

Neighborhood Purposes Grants	
Total Neighborhood Purposes Grants	\$ 0.00

Total Budget Allocations	
Subtotal Office Expenditure	\$ 0.00
Subtotal Outreach Expenditures	\$ 0.00
Subtotal Elections Expenditures	\$ 0.00
Total Office, Outreach, and Election Expenditures	\$ 0.00
Total Community Improvement Project Expenditures	\$ 0.00
Total Neighborhood Purposes Grants Expenditures	\$ 0.00
Total Expenditure for FY 2018-2019	\$ 0.00

Request for Administrative Agreements

To start or renew a lease agreement for your Office Space, Meeting Space, Storage facilities, P.O. Boxes, and/or Website services please complete this form. If sections of the form do not apply to your Neighborhood Council please select NA on the sections that do not apply. After a lease agreement has been drafted from the information provided, the board must agendaize and approve the agreement at a future meeting date. The information provided on this form is to request an agreement; the vote taken to request an agreement does not replace the final vote a board takes to approve all particular information related to an agreement.

Office Lease Agreement Request:

<input type="checkbox"/> Renewal <input type="checkbox"/> New <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA	
Address:	
Phone Number:	
Property Owner (if known):	
Property Owner Address (if known):	
Property Owner Email (if known):	
Projected Monthly Cost:	
Donation Value (if applicable):	

Board Meeting Location:

<input type="checkbox"/> Renewal <input type="checkbox"/> New <input checked="" type="checkbox"/> Donated <input type="checkbox"/> NA	
Address:	3376 Motor Ave, Los Angeles, CA 90034
Property Owner (if known):	
Property Owner Address (if known):	
Property Owner Email (if known):	
Do you pay for the meeting location?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Donation Value (if applicable):	

Storage Facility Agreement Request:

<input checked="" type="checkbox"/> Renewal <input type="checkbox"/> New <input type="checkbox"/> NA	
Name on Account:	Palms Neighborhood Council
Storage Facility Address:	10151 National Blvd. Los Angeles, CA 90034
Property Owner (if known):	
Property Owner Email (if known):	
Projected Monthly Cost:	\$147/month

PO Box Agreement Request:

<input checked="" type="checkbox"/> Renewal <input type="checkbox"/> New <input type="checkbox"/> NA	
Name on Account:	Kathryn Clarkin
PO Box Address:	10008 National Blvd., #210 Los Angeles, CA 90034
Property Owner (if known):	
Property Owner Address (if known):	
Property Owner Email (if known):	
Projected Monthly Cost:	\$250 annual- \$21/month

Website Services Request:

<input checked="" type="checkbox"/> Renewal <input type="checkbox"/> New <input type="checkbox"/> NA	
Name of Website Services Provider:	1and1
Service Provider Address:	1&1 Internet Inc.701 Lee RoadSuite 300Chesterbrook, PA 19087USA
Service Provider Email:	billing@1and1.com
Service Provider Phone Number (if known):	1-877-300-8316
Type of Services Provided:	Website services
Projected Monthly Cost:	\$9

**Representative Assembly SPECIAL Meeting Agenda - Supplemental Materials
FY18-19 PNC Salvage and Inventory Package**

Item #	Item	Quantity	7 Purchas	Location	Status
PNC 001	Mevo Video Camera	1	\$400.00	Nick Greif	Current
PNC 002	MacGregor Count Up/Down Clock	1	\$135.00	Nick Greif	Current
PNC 003	iRULU 10 LCD LED Projector	1	\$200.00	PNC Storage Unit	Current
PNC 004	Tent Sand Bags	4	\$ -00	PNC Storage Unit	Current
PNC 005	100 ft Extension Chord	3	\$ -00	PNC Storage Unit	Current
PNC 006	PNC Collateral (reusable grocery bags)	1	\$ -00	PNC Storage Unit	Current
PNC 007	Operation (game)	1	\$ -00	PNC Storage Unit	Current
PNC 008	Backgammon (game)	1	\$ -00	PNC Storage Unit	Current
PNC 009	Box of 200 Count Color Markers	1	\$ -00	PNC Storage Unit	Current
PNC 010	Box of 60 Count Craft Tubes	2	\$ -00	PNC Storage Unit	Current
PNC 012	PNC Banner (generic)	1	\$ -00	PNC Storage Unit	Current
PNC 013	PNC Banner ("Meeting Tonight")	1	\$ -00	PNC Storage Unit	Current
PNC 014	PNC Banner (Bike Rodeo)	1	\$ -00	PNC Storage Unit	Current
PNC 015	Soda Tub Bucket	3	\$ -00	PNC Storage Unit	Current
PNC 016	Box of Trash Bags and Gloves	1	\$ -00	PNC Storage Unit	Current
PNC 017	Box of Office Supplies	1	\$ -00	PNC Storage Unit	Current
PNC 018	Box of Party Decor	1	\$ -00	PNC Storage Unit	Current
PNC 019	PNC Engagement (bike safety/color books)	1	\$ -00	PNC Storage Unit	Current
PNC 020	Six-Foot Table	4	\$ -00	PNC Storage Unit	Current
PNC 021	Box of Halloween Party Supplies	1	\$ -00	PNC Storage Unit	Current
PNC 022	Three-Piece Poster Board	1	\$ -00	PNC Storage Unit	Current
PNC 023	Bike Box	1	\$ -00	PNC Storage Unit	Current
PNC 024	Wooden Display Easel	1	\$ -00	PNC Storage Unit	Current
PNC 025	Set of Tent Coverings	1	\$ -00	PNC Storage Unit	Current
PNC 026	Ten-Foot Canopy	1	\$ -00	PNC Storage Unit	Current
PNC 027	PNC Community Day Marquee	1	\$ -00	PNC Storage Unit	Current
PNC 028	Trash Pickers	10	\$ -00	PNC Storage Unit	Current

NOTE: Purchase price of zero denotes item purchased by previous Board

Representative Assembly SPECIAL Meeting Agenda Supplemental Materials

Palms Neighborhood Council

Phone: (424) 256-3762

www.palmsnc.la

[facebook.com/PalmsLA](https://www.facebook.com/PalmsLA)

[@palmsnc](https://www.instagram.com/palmsnc)



Palms Neighborhood Council Representative Assembly

Nick Greil, President
Audrey Castro, Vice President
V. Claire Johnson, Secretary
Kara Clark, Treasurer
Alison Regan, Community Org. Rep.
John Greene, Residential Rep. B
Steven, Residential Rep. C
Paul Seo, Residential Rep. D
Ryan Black, Residential Rep. E
Marta Muller, Business Rep. 1
Vacant, Business Rep. 2

Palms Planning and Land Use Committee Report

Committee Meeting Date: June 13, 2018

Committee Members: Chair: Alison Regan, Members: Neal Anderberg, Will Chandler, Alex Ogle, Jamie Poster

Call to Order: 7:40 pm **Adjournment:** 8:50 pm

Committee Members Present: Jamie Poster, Alex Ogle, Will Chandler.

Summary of discussions and actions:

1. Presentation by Margaret Taylor re ZA-2018-2411 CUB at 10300 Venice Blvd. Application for a permit for the sale of alcohol at a full-service restaurant (mixed use project at Venice and Vinton). The committee and members of the public discussed the project and were supportive overall. There was some concern that the menu might be too expensive for the area and also concerned about the lack of parking.

Motion: Committee recommends (3-0) that the PNC support application ZA-2018-2411 CUB for a restaurant at 10300 Venice Blvd. and encourage additional landscaping, public art, community involvement including participating in the planning of the Venice/Motor intersection, happy hour, and possible Bird's nests or Lime stations.

2. Discussion of draft of letter to Sydney Kamlager-Dove regarding her no vote on AB 2364, which would have added tenant protections to the Ellis Act. The committee and public expressed strong support for the letter.

Motion: Committee recommends (3-0) that the PNC approve the attached letter to Ms. Kamlager-Dove re her vote on AB 2364 and send copies to Councilmembers Koretz and Ryu, Assemblymember Bloom and State Senator Karen Bass.

3. Committee voted to reschedule the July meeting to July 18 at 7 p.m. due to the conflict with the general board meeting on July 11, which is the usual committee meeting date.
4. **Motion to appoint Jamie Poster as Vice-chair of the PLUM committee.**

Representative Assembly SPECIAL Meeting Agenda
Supplemental Materials - Letter to Ms. Kamlager-Dove regarding her no vote on AB 2364

June 13, 2018

Assemblymember Sydney Kamlager
3847 Crenshaw Blvd.
Los Angeles, CA 90008

RE: AB 2364

Dear Ms. Kamlager,

The Palms Neighborhood Council (PNC) was dismayed to learn of your opposition¹ to AB 2364, a bill sponsored by Assemblymember Bloom, which would have added modest tenant protections to the Ellis Act, a state law that allows landlords to evict all tenants simultaneously without cause in rent-controlled buildings in order to leave the rental market. This bill would have curbed abuses of the Ellis Act by increasing penalties and ensuring the Act is used only for its intended purpose.

This bill had the support of the City of Los Angeles, City of Santa Monica and the City of West Hollywood, among others, as well as the PNC. In addition, Assemblymember Bloom had worked diligently with the California Apartment Association and the Apartment Association of Greater Los Angeles (AAGLA) to include amendments they supported. As a result, both of these groups removed their opposition to the bill. Nevertheless, you opposed the bill, apparently based solely on an 11th hour “floor alert” by the California Realtors Association urging a no vote.

Given the urgency of the affordable housing crisis in the district you represent, it is extremely disappointing that you would oppose a bill that would offer protections to your most vulnerable constituents and instead exacerbate housing instability among those most at risk. This is the polar opposite of the platform on which you campaigned but a few short weeks ago.

We hope that future votes will reflect your constituents’ needs instead of a statewide lobbying group less attuned to your district’s unique challenges.

Sincerely,

On behalf of the Palms Neighborhood Council

Nick Greif
President

Cc: Councilmember Paul Koretz
Councilmember David Ryu
Assemblymember Richard Bloom
State Senator Karen Bass
Mar Vista Community Council

¹ While you technically abstained from voting, you wrote to a constituent that you opposed the bill and cited a talking point from the CA Realtors Assoc. “floor alert.”

Representative Assembly SPECIAL Meeting Agenda
Supplemental Materials - Letter in Support of LADOT Expo Bike Path ATP Application

July 11, 2018

Caltrans
Division of Local Assistance, MS 1
Attn: ATP Program Manager – Office of Active Transportation and Special Programs
PO Box 942874
Sacramento CA 94274-0001

Subject: Letter of Support for Los Angeles DOT Expo Bike Path Northvale Gap Closure ATP Application

To Whom It May Concern:

The Palms Neighborhood Council is pleased to submit this letter of support for the City of Los Angeles Department of Transportation's application for an Active Transportation Program (ATP) - Cycle 4 grant. The proposed project will construct a low-stress bicycle facility separated from vehicular traffic near the Expo Light Rail Line between Overland Avenue and Motor Avenue, and a traffic signal at the east end of the project at Motor Avenue to provide a safe crossing for cyclists and pedestrians. Once completed, this project would bridge a critical gap in the Expo Bike Path and complete a continuous bikeway that extends from downtown Los Angeles to the City of Santa Monica. This project will expand mobility, accessibility and safety of people in Palms who bike and walk, enhance public health, and improve first/last mile connections to the Expo Rail Line, particularly the Palms and Rancho Park stations.

The project is an important part of the City's effort to create greater regional mobility and is essential to encouraging increased use of active transportation modes. It is a vital component of the Bicycle Enhanced Network in the City's Mobility Plan, which aims to provide safe, convenient, comfortable bicycle facilities suitable for all types of people of varying experience in the form of bike paths and protected bicycle lanes. This effort is consistent with goals of Los Angeles County Metropolitan Transportation Authority (Metro) First/Last Mile Strategic Plan and Bicycle Transportation Strategic Plan, as well as the Southern California Association of Governments (SCAG) Regional Transportation Plan. It is a step toward a more sustainable future for safe and active transportation options.

The Palms Neighborhood Council respectfully requests that you give favorable consideration to this funding application, which will allow the City of Los Angeles to work toward the goals of safe, sustainable, active transportation in and between communities.

Sincerely,

On behalf of the Palms Neighborhood Council

Andres Cuervo
Vice-President

Cc: LADOT

**Representative Assembly SPECIAL Meeting Agenda
Supplemental Materials - Letter in Support of SB 212**

July 11, 2018

Senator Holly Mitchell
700 State Dr., Suite 113
Los Angeles, CA 90037

Dear Senator Mitchell,

RE: SB 212 (Jackson/Ting) Pharmaceutical Drug Take-back program – **SUPPORT**

The Palms Neighborhood Council (PNC) expresses its **STRONG SUPPORT** for SB 212 (Jackson and Ting), which will establish a comprehensive statewide take-back system for sharps and medications. These products serve a vital need in protecting and preserving the health of Californians, but that is all the more reason to also protect Californians from the inherent risks that occur when these products are unused and disposed of in an unsafe manner. Both sharps and medications present significant and well-documented challenges for all Californians who should have access to safe and convenient disposal options because too often they end up in the trash, on riverbanks and beaches, and in our waterways.

Despite the fact that California law (SB 1305 in 2006) has prohibited home-generated needles/sharps from being disposed of in trash or recycling containers, millions of needles are discarded improperly every year, resulting in an unacceptable risk of needle stick injuries for workers in parks, hotels, solid waste, wastewater, and sanitation facilities and other workers as well as the general public.

CalRecycle estimates 936 million sharps are used by consumers in California each year, and approximately 31% of those are thrown in the trash. Another study by University Mass Lowell in 2015 estimated 7% of needles are flushed, and needle stick injuries occur with unacceptable frequency. Improper disposal of sharps poses an unacceptable risk to many Californians, and the statewide sharps collection program contained in SB 212 will significantly reduce that risk.

Similarly, prescription, over the counter, and pet medications present significant problems when leftovers are not properly secured and disposed of. There is no question that consumers have leftover drugs in their homes, which tend to be stockpiled, flushed, or thrown in the garbage. Leftover drugs and a lack of safe and convenient disposal options are fuel to the opioid epidemic and increase instances of accidental poisonings and overdose.

SB 212 (Jackson and Ting) addresses the myriad problems that exist due to the lack of a statewide system to manage these products at the end of their useful life. By requiring manufacturers of sharps and pharmaceutical drugs to create, fund, and participate in a statewide take-back system, this bill will take a groundbreaking step to ensure that California residents throughout the state have access to safe, convenient disposal methods of sharps and drugs to address important public health concerns.

This concept is built off well-functioning programs that exist all over the world – effective take-back programs for these products are operated by manufacturers in 12 local jurisdictions throughout California (9 counties and three cities in Santa Cruz County), Canada, Mexico, and many countries in Europe and South America. Establishing a comprehensive statewide system will provide harmonization and clarity for manufacturers and consumers alike.

**Representative Assembly SPECIAL Meeting Agenda
Supplemental Materials - Letter in Support of SB 212 (continued)**

California has debated this issue for long enough. We strongly urge you to take this logical next step to protect California consumers and workers. For these reasons, the PNC is pleased to express our STRONG SUPPORT of SB 212 (Jackson and Ting) and respectfully request your "AYE" vote.

Please let me know if you need any further information.

Sincerely,

On behalf of the Palms Neighborhood Council

Nick Greif
President

CC: Assemblymember Sydney Kamlager-Dove
Councilmember Paul Koretz
Assemblymember Bill Quirk, Chair ESTM Committee
Scott Smithline – Director, Cal Recycle