



Regular Meeting of the Board

Wednesday, October 28, 2015 7:00–9:00 P.M.

American Jewish University

15600 Mulholland Drive, Room 223, Main Campus, 2nd Floor, Bel Air, CA 90077

Accessible from the west side of Casiano Road; park at lower parking (Lot 1) below the security kiosk

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Notice of Meetings. The agenda is physically posted for public review at Bel Air Foods (formerly “Bel Air Market”), 2323 Roscomare Rd., 90077, Glen Center Postal Service 2934 1/2 N Beverly Glen Cir 90077, Laurel Canyon Country Store 2108 Laurel Canyon Blvd, 90046, Glen Market, 1603 N Beverly Glen Blvd., 90077, and/or Bel Air Bar & Grill, 662 North Sepulveda Blvd., 90049. The agendas are also posted to the babnc.org website and sent to those who have signed up for Early Notification System with the City of Los Angeles.

Public Comment. **The public is welcome to speak.** The meeting is being audio taped. Any person wishing to speak must fill out a Speaker Card and submit it to the presiding officer of the Council. A separate card should be filled out for each item on the Agenda. Comments on items not on the Agenda will be heard during the Public Comment. Public Comment is limited to 3 minutes per speaker unless waived by presiding officer. Please refrain from speaking unless and until the presiding officer calls your name to speak.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Adoption of the October 28, 2015 Agenda**
5. **Approval of the September 16, 2015 Minutes**

Copies of the September 16, 2015 Minutes (**Attachment A**) have been circulated with the draft agenda.

6. Public Comment

BABCNC welcomes public comment on any topic that is not on the adopted agenda. Each speaker will be limited to three minutes and all comments limited to 15 minutes unless decided otherwise by the chair.

Reports of Officers

7. President's Report – *Travis Longcore*

- a. **Representatives of Elected Officials and Agencies** (Updates & Discussions)
 - i. *Mike Fong*, BABCNC'S new DONE Empowerment Advocate, replacing *Tom Soong*
 - ii. *Janet Turner*, Field Representative for Congressman *Ted W. Lieu*, CA 33
 - iii. *Catherine Landers*, Senior Field Deputy, Hollywood Field Office, for Councilmember *David Ryu*, of Council District 4
 - iv. *Noah Muhlstein*, Planning Deputy for Councilmember *Paul Koretz*, of Council District 5
 - v. *Chris Ragsdale*, Senior Lead Officer, West Los Angeles Police Station
- b. **Appointment of BABCNC Representative at C-PAB & West Bureau Traffic Committee**
- c. **Appointment of an Animal Services Liaison to work with the Department of Animal Services (DAS) as requested by DONE and DAS.** For Full Role Description: **(Attachment B)**

8. Vice President's Report – *Nickie Miner*

9. Secretary's Report – *Robin Greenberg*

10. Treasurer's Report – *Dan Love*

- a. **Update from Treasurer** (Discussion)
- b. **Consideration of September 2015 Monthly Expenditure Report (MER)**
Board will consider approval of September 2015 expenditure report and bank statement **(Attachment C)** (Discussion & Action)

Reports of Committees

11. Public Safety/Disaster Preparedness Committee – *Chuck Maginnis, Chair* (Discussion)

- a. **Liability and Good Samaritan Law – *Irene Sandler*** For Discussion: **Please See 2 Links:**
<https://rhopc.com/wp-content/uploads/2013/05/Avoiding-Liability-When-Providing-Emergency-Services.pdf> &
<http://www.hoalawblog.com/08.23.10%20Article%20-%20CERT.pdf>

12. Planning & Land Use Committee Report – *Michael Kemp, Chair*

- a. **Update on October 13, 2015 PLUC Meetings** (Update & Discussion)

- b. **662 N. Sepulveda Blvd (aka: Bel Air Bar & Grill). ZA 2010-220-CUB**
 “The instant request is an approval of plans to permit the continued sale and dispensing of a full line of alcoholic beverages for on-site sale, and to allow the off-site sale of beer and wine, in conjunction with a 5928 square-foot restaurant (plus 544 square-foot open deck) in the [Q]C2-1VLD Zone”. **Motion:** The BABCNC supports the applicants request as so noted in the above referenced case with the following additional conditions:
 A. Wine with an alcoholic content of greater than 16% shall be permitted to be sold in the main restaurant spaces; however, not in the take-out portion of the establishment.
 B. Additional signage shall be placed along the northerly edge of the establishment notifying patrons that parking in the adjacent alley is not allowed, and directing customers to the various on-site parking areas. Valet parking shall be maintained during the evening hours of operation.
- c. **1177 Tower Grove Road: AA 2015-567-PMLA Lot split.** Request by Applicant for a re-consideration of the BABCNC position.
Motion: The BABCNC supports the applicants request as so noted in the above referenced case with the following additional condition(s):
 A. That the applicant file a covenant and agreement with the County to so run with the land for perpetuity, prohibiting any adjacent property from securing an easement over the subject properties for the purposes of egress to the adjacent property.
- d. **10101-10107 Angelo View Drive: ENV 2014-4540 Project Update**
 Haul route to allow the total export of 51,050 cubic yards of dirt for the construction of a 41,206 s.f. SFD with a basement that includes 19,500 s.f. of habitable space and a 13,189 s.f. underground garage. **Motion:** The BABCNC supports Councilman Koretz’s request and recommends to the Los Angeles Board of Building & Safety Commissioners (BBSC) and City Planning Department that they require the applicant to prepare a full EIR (Environmental Impact Report) on the project, as originally promised by the applicant.
- e. **Update on City Planning Neighborhood Conservation Team: Newsletter Issue #1 published. (Attachment D)**
- f. **Consideration of PLU Committee General Information Memo to post on BABCNC website (Attachment E)**

13. **Ad Hoc Committee on Mansionization – Gary Plotkin, Chair** (Update & Discussion)

- a. **Updates from the Committee – Gary Plotkin**
- b. **Status of Enactment of Ridgeline Ordinance – Don Loze**

14. **Bylaws, Rules, and Elections Committee – Larry Leisten, Chair** (Update, Discussion and Action)

- a. **Board will consider approval of the Second Stipulation Worksheet** for the Department of Neighborhood Councils (due by 10/31/15). **(Attachment F)**
- b. **TUX Boot Camp on Elections:**
 For Educational Workshops, see Calendar: <http://empowerla.org/tux-boot-camp/>
 Notes from Tux Boot Camp on BABCNC on Elections Timeline & More **(Attachment G)**

15. **Outreach and Education Committee – Robin Greenberg, Chair**

Reports of Representatives

16. Budget Representatives' Report – *Nickie Miner for André Stojka*

a. Report from Budget Representatives (Update & Discussion)

Regional Budget Day was 10/17/15 & Change in Budget Advocates/Departure of Jay Handal

17. DWP Committee Update – *Don Loze*

a. Report on DWP Rate Increases

18. Santa Monica Mountains Conservancy Report – *Travis Longcore*

a. Update from Santa Monica Mountains Conservancy (Discussion)

19. West Los Angeles Regional Alliance of Councils (WRAC) – *Nickie Miner for Robin Greenberg*

a. Update, Discussion and Possible Actions from the October 21, 2015 meeting

b. Consideration of motion regarding short-term rentals that enumerates essential provisions that must be included in any ordinance legalizing short-term rentals. (Attachment H)

20. Old Business – (Updates, Discussion and Possible Action)

a. Update, Discussion and New Action on Short-Term Rentals – *Matt Post & Nickie Miner* (CF#: 14-1635-S2) Motion: BABCNC opposes legalizing short-term rentals in the City of Los Angeles, supports enforcement of the existing no-less than 30-day rentals law on the books, and authorizes a Community Impact Statement or “Request of Electeds” to submit within 60 days.

b. Update on flag poles and signs – *Cassandra Barrère*

21. New Business – (Updates, Discussion and Possible Action)

a. Discussion and Update on Neighborhood Purpose Grants – *Gary Plotkin*

b. Consideration of BABCNC support for Laurel Canyon Association’s and CLAW’s “Let’s Buy a Mountain” initiative – *Jamie Hall* : (Attachment I)

c. Veterans Administration Land Use – *Irene Sandler* For Discussion: Please See Link: <http://www.nbclausangeles.com/news/local/VA-Delays-Park-Closure-Agrees-to-Meet-First-With-City-of-LA--330801332.html>

d. Discussion and Possible Action on Opting In or Out to the Upcoming Homeless Count
Enclosed 14-page document with pages specific to BABCNC: (Attachment J)

e. Discussion and Possible Action to take position on the City Project “Wifi Across LA”
Involves placing wifi at 20,000 lampposts across Los Angeles

Good of the Order - Members of the Board may report on any item of interest to the Council.

22. Adjourn

Upcoming Meetings @ AJU – Due to Thanksgiving & Christmas meetings will be held on

the 3rd Weds. of Nov. & Dec.: November 18, 2015 & December 16, 2015



DRAFT MINUTES Regular Meeting of the Board

Wednesday, September 16, 2015 7:00–9:00 P.M.

American Jewish University
15600 Mulholland Drive, Room 223, Main Campus, 2nd Floor, Bel Air, CA 90077

Present:

Quorum: 15

ATTACHMENT “A”

2015-2016 Stakeholder Groups / Certified Representatives	Present	Not Present
Bel Air Crest Master Homeowner Association		
<i>Irene Sandler</i>	X	
Bel Air Ridge HOA		
<i>André Stojka</i>	X	
Benedict Canyon Association		
<i>Matthew Post</i>	X	
<i>Nickie Miner</i>	X	
<i>Don Loze</i>		X
<i>Bob Schlesinger</i>	X	
Casiano Estates Association		
<i>Gary Plotkin</i>	X	
Faith-Based Organizations		
<i>Lonnie Mayfield</i>		X
Holmby Hills Association		
<i>Jason Spradlin</i>		X
K-6 Private Schools		
<i>Teresa Lee</i> (Vicki Kelly alternate)	X	X
7-12 Private Schools		
<i>John Amato</i>	X	
Laurel Canyon Association		
<i>Jamie Hall</i>	X	
<i>Cassandra Barrère</i>		X
<i>Cathy Wayne</i>	X	
<i>Tony Tucci</i>	X	

2013 Stakeholder Groups / Certified Reps	Present	Not Present
Members-at-Large		
<i>Larry Leisten</i>	X	
<i>Chuck Maginnis</i>		X
Residents of Beverly Glen		
<i>Robert A. Ringler</i>	X	
<i>Dan Palmer</i>	X	
Roscomare Valley Association		
<i>Robin Greenberg</i>	X	
<i>Michael Kemp</i>	X	
Santa Monica Mountains Conservancy		
<i>Travis Longcore, Ph.D.</i>	X	
Bel Air District		
<i>Dan J. Love</i>	X	
<i>Maureen Levinson</i>	X	
Beverly Park Estates		
<i>Maureen Smith</i>	X	
Totals:	20	6

Guest Speakers & Guests:

Noah Muhlstein, Planning Deputy, Council District 5

Matt Gonzalez, Engineer for DWP's Western District

Chris Ragsdale, LAPD / West Los Angeles Police Station 310-444-0702

August Cziment, Director of Operations of Ring.org

Three individuals signed the guest list

1. **Call to Order:** Board President, *Travis Longcore*, called the meeting to order at 7:03 pm and announced meeting procedures including policy on public comment.
2. **Roll Call:** Board Secretary, *Robin Greenberg*, called the roll with 18 present initially (including one alternate) and a quorum met. By 7:14 p.m., 20 were present.
3. **The Pledge of Allegiance was recited.**
4. **Adoption of the September 16, 2015 Agenda.** The agenda was unanimously adopted, as written.
5. **Approval of the July 22, 2015 Minutes** Copies of the July 22, 2015 Minutes (Attachment A) were circulated with the draft agenda. *Nickie Miner* asked that we remove "notified of planned absence" next to her name on page 1. The minutes were adopted as revised by unanimous consent.
6. **Public Comment**

Bruce Kuyper: Mr. Kuyper reported that a Verizon wireless contractor wants to put an "above-ground facility" on Moraga Drive on a Public Right of Way in a parkway, sidewalk to parkway and roadway in

front of a couple of homes. There is a U-Permit with the Dept. of Public Works for a height variance. *Mike Kemp* confirmed receipt of the file, and noted that there was a similar situation in the past on Sunset, for which Verizon did presentations for the PLUC and the Board. *Mike* anticipates that they will do another before the PLUC will take any action on this.

Reports of Officers

7. President's Report – *Travis Longcore*

a. Representatives of Elected Officials and Agencies (Updates & Discussions)

i. *Noah Muhlstein, Planning Deputy, Council District 5*

Noah related that there have been complaints about leaking water on Mulholland Drive on Beverly Glen to Nicada and the DWP found waterline issues. Previously scheduled roadwork will be fast-tracked to October and the waterline replaced in the near future. *Noah* introduced *Matt Gonzalez*, Engineer for DWP's Western District, who presented two options for scheduling the work on Mulholland Drive: 1) a one-lane closure from 10/19 to 10/29, M-F 8-4, or 2) full closure Mulholland, Beverly Glen to Nicada 10/16 to 10/18. They are working with LADOT and looking for Board approval. Following Q & A, *Travis Longcore* noted that this was not agendaized; however, a straw poll taken indicated that the Board preferred a three day-closure with a lot of pre-notice, particularly to the schools for parents using the educational corridor.

As to the Ridgeline Ordinance, *Noah* related that there is now funding for a couple of positions beginning in January for six months. He will put together a list of wants/needs for the Planning Dept. for the next fiscal year and work hard to pull ridgeline to the front.

As to the Short-Term Rentals, *Noah* stated that workshops with public testimony to craft the STR Ordinance will be held at three locations: the Valley, WLA and DTLA.

Regarding the BHO/ICO, *Noah* stated that in couple of weeks the Planning Department will release a draft of fixes for both BMO in the flats & the BHO in hillsides including the definition of basements, looking at grading amounts and problematic areas, redefining things to create better legislation. He'll keep us updated.

Regarding San Ysidro haul routes, *Noah* has spoken with the City Attorney's office regarding the letters sent to the Board of Building & Safety Commission, and was told that they are working out details with DOT and Planning and need a time for research. There is no case file assigned on this. He is trying to coordinate with City Attorney, Donna Wong, Board of B&S Commission Chair.

Noah agreed to help *Gary* on getting a cutout on the east side of Sepulveda across from the Getty where buses stop, cutting off one lane, creating congestion.

Irene Sandler asked if there have been any decisions on truck trips in Bel Air. *Noah* replied there has been no mandate/discussion limiting truck trips/hour on any projects.

- ii. *Chris Ragsdale*, SLO, West Los Angeles Police Station, introducing *August Cziment*, Guest Speaker, giving a presentation on Ring security <https://ring.com/>. *Chris Ragsdale* gave an update on crime, stating he expects the current tick-down on crime to continue and then an increase in property crimes by the end of the year. They're looking at prevention and detection technologies. *Chris* introduced *August Cziment*, from Ring.com to present an example of this technology.

August Cziment passed around a sample of the doorbell/security device/wifi-enabled video doorbell/smart video doorbell with motion detection and video recording that prevents especially “knock-knock” type of crimes. They have a program, Ring Neighborhood Watch, which is optional, that might help lead to the capture of the criminals. Purchase price is \$199; he’d give us a \$20 discount. There is an optional \$3.00 monthly fee for additional services. It is dual power, has a rechargeable battery good for 6-12 months and a charger. It has a wide-angled lens. Q&A was held. The Board thanked *Chris Ragsdale* and *August Cziment* for coming and sharing this information.

b. Appointment of Public Works Liaison to work with Board of Public Works

DONE and the Board of Public Works is requesting our partnership by appointing a Public Works Liaison to work with the Board of Public Works. See Attachment B for the full description of this role, which will foster greater relationships with city department executives and staff that provide some of the city's basic services. *Dan Love* volunteered for the position and *Larry Leisten* volunteered as alternate.

Motion: To appoint *Dan Love* as Public Works Liaison and *Larry Leisten* as alternate PWL. Moved by *Robert Ringler*, seconded by *Tony Tucci*; the appointment was unanimously approved.

c. 2015 Neighborhood Council Congress Saturday, September 26, 2015 7:45 A.M. to 4:30 P.M.
<https://events.r20.constantcontact.com/register/eventReg?llr=v6sxvscab&oeidk=a07ebf1z5zh145338bb>

8. Vice President’s Report – *Nickie Miner*

Nickie reported on the EmpowerLA Awards & NC Volunteer Recognition Event with dinner last Friday evening, stating that eight of our Board members attended; we did not win the award; however, there was fine a recognition of *Chuck Maginnis* of the EP Committee, who was highly acclaimed.

9. Secretary’s Report – *Robin Greenberg*

Robin provided an update on *Alan Fine*, per his daughter’s report.

10. Treasurer’s Report – *Dan Love*

a. Update from Treasurer (Discussion)

Dan Love explained that we will be voting on two MERs and bank statements for July 2015, the last of the old bank account and the first of the new account, and one for August 2015.

Gary Plotkin announced that in October, the additional \$5,000 for the NCs will be available.

b. Consideration of July & August 2015 Monthly Expenditure Reports (Discussion & Action)

Copies of the two July 2015 MERs (one for the old bank account and one for the new bank account) and the August 2015 MER (Attachment C) were circulated with the draft agenda.

Motion: To approve the two July 2015 MERs (one for the old bank account and one for the new bank account) and to approve the August 2015 MER on the new account.

Dan Love moved, *Robert Ringler* seconded; a roll call vote count was taken with 17 yeas from *André Stojka*, *Bob Schlesinger*, *Nickie Miner*, *Matt Post*, *Gary Plotkin*, *John Amato*, *Jamie Hall*, *Cathy Wayne*, *Tony Tucci*, *Larry Leisten*, *Robert Ringler*, *Dan Palmer*, *Robin Greenberg*, *Michael Kemp*, *Dan Love*, *Maureen Levinson* and *Maureen Smith*; 0 nays, and 1 abstention from *Irene Sandler*, who stepped when the item was introduced. The President does not vote except to break a tie. All three Monthly Expenditure Reports were approved.

- c. **Part III of Budget Package due to DONE on September 1, 2015.** (Discussion & Action)
Board considered approval of the Neighborhood Council Self-Assessment for Fiscal Year 2014-2015 (Attachment D) *Travis Longcore* reviewed the contents with the Board.
Cathy Wayne moved, *Maureen Levinson* seconded, and the motion was approved by unanimous consent with 18 yeas from *Irene Sandler, André Stojka, Bob Schlesinger, Nickie Miner, Matt Post, Gary Plotkin, John Amato, Jamie Hall, Cathy Wayne, Tony Tucci, Larry Leisten, Robert Ringler, Dan Palmer, Robin Greenberg, Michael Kemp, Dan Love, Maureen Levinson* and *Maureen Smith*. The document will be submitted online through DONE's website.

11. New Business

- a. **Short-Term Rental** (Update, Discussion & Possible Action) – *Matt Post*

Matt described Attachment E which includes a BCA newsletter article on short-term rentals and information about a house on Benedict Canyon Drive used by airbnb as a hotel. He is re-writing a letter to CM Paul Koretz expressing the position that because of safety, these STRs should not be allowed and there is concern that there will be no regulation of these.

Travis encouraged the Board that since we have taken a position on this which is in the minutes, members should take the position anytime it comes up. *Larry Leisten* asked what issues we face to become successful. *Travis* replied that running a hotel, rooming house/boarding house is not allowed under single-family zoning and would need revocable CUP with conditions especially in the hillside areas having fire, safety and security issues.

Cathy Wayne noted the chronic problem in Laurel Canyon & Hollywood Hills of party houses; said to call the Police when you see a party beginning. *Maureen Levinson* related that it took two hours for LAPD to arrive at a party next to her; owner rented out home before demolishing.

Larry asked if this could be handled by CEQA; *Travis* agreed. *Mr. Amato* suggested something like the brothel rules in Boston may be useful. *Mike Kemp* recommended rallying other NCs. *Robin* noted that there will be a motion at WRAC in one month. *Travis* noted that this hurts hotels and screws people who want to buy or rent, and degrades value of property. *Larry* notes the same impacts as with new construction: traffic, noise and nuisance. *Irene* suggested looking beyond ourselves to find reasons. *Gary* noted substandard streets, no place to park in Los Feliz; City looking for revenue. *Nickie* noted construction requirements differ on homes and hotels.

Reports of Committees

12. Public Safety/Disaster Preparedness Committee – *Chuck Maginnis, Chair* (absent)

- a. **Report on September 9, 2015 EP meeting** (Update & Discussion)

Gary gave report, stating that this was an excellent meeting with speakers from Topanga and *Grayce Liu*, General Manager of DONE who shared ideas of wanting to take emergency preparedness citywide (among neighborhood councils).

[*Grayce* brought EP representatives from North Granada Hills NC and Lake Balboa NC.

Chuck brought two representatives of Topanga Coalition for Emergency Preparedness (T-CEP) and a representative of North Topanga Canyon Fire Safe Council. See 09/09/15 EP minutes.]

Gary Plotkin stated that we need more ham radio operators to cover our area and encouraged those interested to get their names in to *Chuck* and sign up by the end of September. They will need to take the course and test. *Gary* will send *Cathy* information on dates to send to you all. *Irene Sandler* reported that this was an excellent meeting with many things said. With regard to "shelter-in-place," one of the Topanga EP people told her that in the case of a very fast-moving

fire with no time to evacuate, get into a room without windows and hunker down. Regarding roof vents and foundation vents, since embers cause many of the fires, she was advised to **switch from 1/4th to 1/8" mesh screens for roof vents and foundation vents.**

13. Planning & Land Use Committee Report – *Michael Kemp, Chair*

- a. **Update on August 11, 2015 & September 8, 2015 PLUC Meetings** (Update & Discussion)
- b. **8904 Crescent Drive (Updates, Discussion & Possible Action) ZA 2014-3721** (Attachment F)
Demolish existing one story 1200 sf SFD and attached carport. Build a new 3 story 3226 sf SFD with attached 2-car garage, and associated swimming pool on a substandard hillside street, with less than 20' improved roadway.
The BABNC PLU Committee voted at its August Meeting, with 6 yeas, and 2 nays, to oppose the request in the above noted application.
Mike related that the big concern is substandard street with extreme topography on one side. This went to hearing. Attachment F is the letter Mike sent. Public comment period is still open.

Motion: The BABNC recommends that the City of Los Angeles Zoning Administrator deny the application in case #ZA 2014-3721
Moved by *Mike Kemp*; no discussion; no objection to calling the question; unanimous.
- c. **1877 Rising Glen Drive (Updates, Discussion & Possible Action) ZA 2015-1846-F**
A request for an over in height wall and driveway gate. The BABNC PLU Committee voted at its August Meeting, by unanimous count, to oppose the request in the above noted application. They had a presentation in September, decided to stay with original recommendation. This over-in height wall seemed excessive, especially driveway gate (from 6'6" to 9'6" solid).

Motion: The BABNC recommends that the City of Los Angeles Zoning Administrator deny the application in case #ZA 2015-1846-F. Discussion was held. Moved by *Mike Kemp*, and the Board voted unanimously to deny the application.

14. Ad Hoc Committee on Mansionization – *Gary Plotkin, Chair* (Update & Discussion)

a. **Updates from the Committee – *Gary Plotkin***

Gary Plotkin referred back to *Noah's* report, stating now that there will be funding for additional Planning staff starting in January, we should be moving on these items by the first of the year. Though the funding is for six months, it will likely take a year to complete the Baseline Hillside Ordinance. *Gary* will work with *Michael Kemp* to incorporate items that have not been included, and to be sure that things like not exempting basements and requiring CUPs or at least a hearing for anything over 20,000 square feet be included.

b. **Update on Ridgeline Ordinance – *Don Loze*** (absent)

15. Bylaws, Rules, and Elections Committee – *Larry Leisten, Chair*

a. **Report on Bylaws, 2016 Elections & Drafting of Standing Rules** (Update & Discussion)

Larry reported that two weeks ago, he received the officially-approved version of the Bylaws and sent them to *Cathy*. (Post-meeting, the new Bylaws were uploaded to our website.) *Larry* stated that he has not done anything on the Standing Rules and will have a committee meeting in November. His priority is to begin defining the newly created public districts created by the new bylaws, by streets. *Thomas Soong* will put him into contact with an engineer who has the data.

Once the City puts into motion the elections for 2016, we have a procedure to educate & solicit candidates, so need to have these districts defined. He'll be working on this over the next month.

16. Outreach and Education Committee – Robin Greenberg, Chair No report.

Reports of Representatives

17. West Los Angeles Regional Alliance of Councils (WRAC) – Robin Greenberg

a. Update and Possible Actions from the August 19, 2015 meeting

Robin reported that WRAC met this morning. There were no new actions only verbal mentions of some upcoming meetings: Monday 09/21/15 Santa Monica Civic Center meeting on the “Master Plan” and “Grow America Act.” Monday 09/21/15, a Bel Air Alliance meeting. 09/24/15 “Humanitarian Day,” a NC Coalition will help vets on process of obtaining benefits.

18. Budget Representatives’ Report – André Stojka & Nickie Miner

a. Report from Budget Representatives (Update & Discussion)

No report. *André* will contact the Budget Advocates whom he has not heard from.

19. Santa Monica Mountains Conservancy Report – Travis Longcore

a. Update from Santa Monica Mountains Conservancy (Discussion)

Travis reported that he has received inquiries about fire safety and brush clearance in SMMC land. He explained that not all of the Conservancy’s parcels are contiguous and he has a Google Earth file that you can install on your devices that shows which are owned by the Conservancy. State parks does not do vegetation management on their property; they will not cut down their brush for you while the Conservancy in most instances does do fuel modification. The Conservancy will only respond to a request to clear within 200 feet of a structure if provided the exact assessment parcel number. *Travis* can then send an email.

Travis explained that the Conservancy has their own firefighting apparatus. They do fire check patrols on Mulholland actively and are integrated into our entire fire response team here; not just LAFD, but in this territory to a great extent also take advantage of and have integrative response with SMMC, and, active wetlands are managed by Mountains Recreation Conservation Authority (MRCA). They bring their own active resources into our community, tied into all of our surrounding Fire Departments.

Irene Sandler asked about protected trees. *Travis* related that the City of LA has a Protected Tree Ordinance that protects walnuts, sycamores, oaks and California bay trees, all of which require permit from Urban Forestry in the City to remove. *Mr. Amato* warned that if you take down a walnut, be sure it doesn’t have “Thousand Cankers Disease” as you would need to have tree incinerated. *Travis* noted that it helps to have an arborist.

The Board next discussed a brush fire on Mulholland and Beverly Glen.

Good of the Order: Members of the Board have the opportunity to report any item of interest to the Council.

Gary Plotkin would like the flagpoles and signs that we paid for addressed at our October meeting.

Maureen Smith attended a “Help House LA Vets” a month ago, a master-planning meeting; they are looking for community input: <http://www.helphouselavets.com/>

Robert Ringle related that on Tuesday 10/27/15, C-PAB will resume meetings after several months without any, and will have an election of officers. They are looking for new members to be involved in WLA in partnership with the LAPD. *Robert* had been Co-Chair with former Commanding Officer *Evangelyn Nathan*. On the day of a planned election, *Captain Nathan* made a decision to not have the election but to appoint *Robert*. This resulted in outrage by some members and a complaint was filed with Internal Affairs. The new Captain and Deputy Chief thought it would be prudent to start C-PAB over again.

Robert welcomes people who have not been involved before who care about crime and traffic and can get some of those issues back to the community as well as to bring suggestions to the Police Department. There is a lot going on at C-PAB, including speakers, field trips, and a new push for LGBT involvement.

Travis inquired as to how *Robert* became co-chair of C-PAB, if we need to formally empower *him* to represent us there and periodically reconfirm. *Robert* would be happy to have formal appointment from the Board. Now that the Freeway work is done, *Robert* would also like to take on bicycle safety issues.

Mr. Amato asked *Robert* to have West Bureau look at the issue of school bus safety on Sunset, stating that cars going by buses is major violation; that it is a thoroughfare that the City won’t stop speeding on, and that when flashes go on or paddle goes out you have to stop.

Adjourn: The meeting adjourned at 8:56 pm.

UPCOMING MEETING – Wednesday October 28, 2015 at AJU



EMPOWER LATM

Department of
NEIGHBORHOOD EMPOWERMENT



ATTACHMENT "B"

ANIMAL SERVICES LIAISON

In partnership with the Department of Animal Services (DAS), the Department of Neighborhood Empowerment (EmpowerLA) is requesting each Neighborhood Council to appoint an Animal Services Liaison (Liaison) to work with the DAS on issues and services impacting Los Angeles neighborhoods. Liaisons will be the eyes, ears, and voice for their respective communities; will complement the outreach efforts of the DAS; and will also serve as the primary point of contact within Neighborhood Councils for the DAS. Liaisons will receive regular communication from the department and will be invited to meetings with department staff to discuss relevant issues.

Interested Neighborhood Council board members should apply through Neighborhood Council Presidents/Chairpersons by October 30, 2015. Animal Services Liaisons will help the Department of Animal Services and City Hall focus on getting “Back to Basics” and helping make the city safer, more prosperous and livable with a well-run government.

About the Board of Animal Services Commissioners

The Board of Animal Services Commissioners serves as the head of the Department of Animal Services. The Board is authorized to supervise, control, regulate, and manage the Department; make and enforce all rules and regulations necessary to exercise the powers conferred upon the Department by the Los Angeles City Charter; and provide instructions to the Department's General Manager. The Board also reviews and approves contracts with a duration exceeding one year and a value greater than \$20,000. The Board is primarily concerned with making policy decisions, and the General Manager, as the chief administrative officer of the Department, manages the day-to-day department activities and makes and enforces rules and regulations necessary to exercise the powers conferred upon the Department. Commissioners are appointed by the Mayor and confirmed by the City Council.

About the Department of Animal Services

Los Angeles Animal Services is one of the largest municipal shelter systems in the United States with six shelters serving approximately 60,000 animals annually and responding to 20,000 emergency calls involving an animal or person in danger each year. For more information please visit www.LAAnimalservices.com

About the Department of Neighborhood Empowerment

Since its establishment in 1999, the Los Angeles Department of Neighborhood Empowerment (EmpowerLA) has grown into the nation's largest and most innovative initiative in civic engagement and citizen-based government. Through a network of 96 Neighborhood Councils, EmpowerLA promotes civic engagement and works to improve government responsiveness to local needs. For more information please visit www.EmpowerLA.org

ATTACHMENT "C"

Department of Neighborhood Empowerment
Reporting Month: **SEPTEMBER**
NC Name: **Bel Air-Beverly Crest**
Budget Fiscal Year: **2014-2015**

MONTHLY EXPENDITURE REPORT
Submitted: 10/6/2015 16:26:13

EMPOWER L.A.
Department of
NEIGHBORHOOD EMPOWERMENT



FILL IN ALL THE UNSHADED (WHITE) FIELDS (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy)

EXPENDITURES BY LINE ITEM (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)						
A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	1099 Reportable
1	9/4 New Place Card for Matt Post	OPERATIONS	LA Press	retail receipt		
2	9/4 GOOGLE Apps usage 31 seats	OPERATIONS	GOOGLE	see attached receipt		\$151.29
3	9/15 Phone, internet & fax for office- auto charge	OPERATIONS	VERIZON	see attached receipt		\$74.59
4	9/17 Bottle of Water for 9/16 meet	OPERATIONS	Trader Joe's	00310621028321		\$3.09
5	9/17 Photocopies of attachments for 9/16 meet	OPERATIONS	LA Press	51899332012155		\$35.43
6						
7						
8						
9						
10						
11						
12						
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)						
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS					\$269.40
C	OUTSTANDING COMMITMENTS					\$4,963.73
	C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)					
	C 2. Rent/Lease					
	C 3. Contractual Services					
	C 4. Large Purchases					
	C 5. Neighborhood Purpose Grants (pending or in process)					
	C 6. Temporary Staffing Services					\$1,994.85
	C 7. Storage					
	C 8. Other Outstanding Commitments	==>	Description:			
D	SUBTOTAL: Outstanding Commitments					\$1,994.85
	Total Expenditures & Commitments					\$7,227.98
E	Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)					
F	Approved Budget 2014-2015					\$37,000.00
G	Balance of Budget					\$29,772.02


Reporting Month:	SEPTEMBER
NC Name:	Bel Air-Beverly Crest

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$4,286.27		\$4,286.27	\$269.40	\$4,016.87

MONTHLY BUDGETARY ANALYSIS					
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	Total Spent in Prior Months (C)	Unspent Budget Balance (D) = A - B - C
100	Operations	\$17,540.00	\$269.40	\$2,870.55	\$14,400.05
200	Outreach	\$18,460.00	\$0.00	\$2,093.18	\$16,366.82
300	Community Improvement		\$0.00		\$0.00
400	NPG		\$0.00		\$0.00
500	Elections	\$1,000.00	\$0.00		\$1,000.00
900	Unallocated		\$0.00		\$0.00
	TOTAL	\$37,000.00	\$269.40	\$4,963.73	\$31,766.87

NEIGHBORHOOD COUNCIL DECLARATION

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Department of Neighborhood Empowerment upon request.

Treasurer Signature		Signer's Signature	
Print Name	David J. Love	Print Name	
Date	10.6.15	Date	
NC Additional Comments			



STATEMENT OF ACCOUNTS

Page 1 of 1

Statement Number: 0062263249

09/01/15 - 09/30/15

UNION BANK
CENTURY CITY 0206
PO BOX 512380
LOS ANGELES CA 90051-0380

Telephone Banking

For 24-hour Automated Direct Service
800-238-4486
800-826-7345(TDD)
Representatives are available
Monday through Saturday

To open additional accounts,
or apply for loans, call your
banking office at 310-551-8900

You may also access your account online
at unionbank.com

Thank you for banking with us
since 2014

BEL AIR BEVERLY CREST NEIGHBORHOOD COUNCIL
IL
200 N SPRING ST FL 20
LOS ANGELES CA 90012-4801

- Save time by depositing checks directly from your smartphone or tablet. *Easy Usage: It is simple to submit a deposit. Select an account, enter the amount and take a photo of both sides of the check. It's that simple. Quick Confirmation: Check your deposit status online or with your mobile app. For more information, go to: unionbank.com/mobilecheckdeposit.*

Business Basics Checking Summary

Account Number: 0062263249

Days in statement period: 30

Balance on 9/1	\$	4,286.27
Additions		0.00
Subtractions		-269.40
Purchases		-269.40
Balance on 9/30	\$	4,016.87
Statement Average Ledger Balance		4,087.85

We waived your service charge this statement period.

Purchases ATM card and Debit card™ purchases

Date	Description/Location	Reference	Amount
9/4	LA PRESS P LOS ANGELES CA LOS ANGELES CA	70137577	\$ 5.00
9/4	GOOGLE *SV CC GOOGLE.CO CA CC	70137578	151.29
9/15	VERIZON*RE 800-VERIZON PA 800-VERIZON PA	73751718	74.59
9/17	TRADER JOE LOS ANGELES CA LOS ANGELES CA	71183633	3.09
9/17	LA PRESS P LOS ANGELES CA LOS ANGELES CA	71183632	35.43
Total			\$ 269.40

Information and Banking Office Services

For each monthly statement period your account includes:

- Unlimited free Information Services calls to 24-hour Automated Direct Service
- Banking office Information Services calls are \$0.00
- Banking office deposits are \$0.00

Your account was not charged for information and banking office services during the statement period.

ICO AREAS

SINGLE FAMILY DISTRICTS:

- Faircrest Heights
- Kentwood
- La Brea Hancock Neighborhood
- Larchmont Heights
- Lower Council District 5
- Inner Council District 5
- Mar Vista/East Venice
- Old Granada Hills
- South Hollywood
- Valley Village
- Bel Air
- The Oaks of Los Feliz
- Beverlywood
- Fairfax Area

HPOZ AREAS:

- Carthay Square
- El Sereno Berkshire Craftsmen District
- Homby Westwood
- Oxford Square
- Sunset Square
- Miracle Mile South

GET INVOLVED

Contact us for more information:

- **General Inquiries:**
Christine Saponara
(213) 978-1363
NeighborhoodConservation@lacity.org
- **Visit Our Website:**
preservation.lacity.org/neighborhoodconservation

A BRIEF HISTORY

The City's current regulations for single-family zones limit height, setback, and floor area ratio (FAR). However, since 2008, the proliferation of out-of-scale development in single-family neighborhoods has demonstrated that the current rules (in the Baseline Mansionization and Hillside Ordinances or BMO and BHO) have caused unforeseen impacts. In response, the City passed two Interim Control Ordinances to address out-of-scale homes in 20 neighborhoods throughout the city.

WHAT IS THE INTERIM CONTROL ORDINANCE?

On March 25, 2015, two Interim Control Ordinances (ICOs) took effect in the City. The ICOs limit construction of single-family homes in 14 specific neighborhoods (Ordinance No. 183,497) as well as six proposed Historic Preservation Overlay Zones (Ordinance No. 183,496). The ICOs apply to all RA, RE, RS, and R1 zones in these neighborhoods and are in effect until March 2017. The Neighborhood Conservation Team is actively working towards creating appropriate regulations to address these issues. Please see our work program and timeline below and get involved!

Visit our website: preservation.lacity.org/neighborhoodconservation
Email us at: neighborhoodconservation@lacity.org

WORK PROGRAM : THREE GOALS



1 BMO & BHO Amendments

Amend specific provisions of the current Single Family zones, including the base FAR, the 20% FAR bonus, and the Residential Floor Area Exemptions.



2 New Single Family Zones

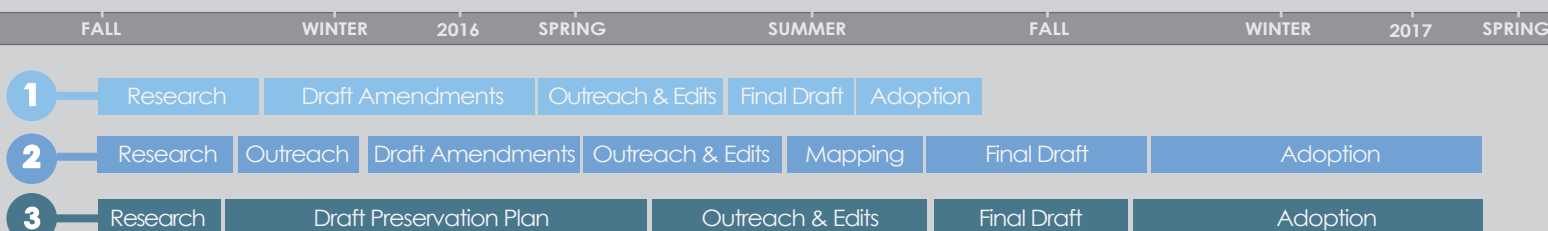
Draft and adopt new single family zones that better address scale and character in the 14 listed ICO neighborhoods.



3 New HPOZs

Implement the proposed HPOZs in two phases, prioritizing areas that have a completed and validated Historic Survey.

TIMELINE





ATTACHMENT "E"



Bel-Air Beverly Crest Neighborhood Council
City of Los Angeles Municipal Building
1645 Corinth Avenue, Room 103-4
Los Angeles, California 90025
Office 310-479-6247
www.babcnc.org

Planning & Land Use Committee **General Information:**

Dear Interested Parties,

Thank you for your interest in the Bel Air / Beverly Crest Neighborhood Council (BABCNC), Planning & Land Use Committee (PLUC). Please note the following General Information on the Planning & Land Use Committee, including its functions and procedures for reviewing pending new projects in the BABCNC area.

The BABCNC adheres to the City of Los Angeles Planning, Zoning and Building Codes. The BABCNC does not have any additional requirements than those noted in the City Code and Charter. Further, we do not require any separate Architectural or Site Plan review for projects that are being completed within the scope of the subject Code. Note, the BABCNC Planning & Land Use Committee is only advisory in nature, and we are not an Architectural Review Committee.

However, the BABCNC, through its Planning & Land Use Committee (PLUC), does review projects that have requested a discretionary approval from the City of Los Angeles. These requests may include, but not limited to, Zone Variances, Zoning Administrator's Determination, Mulholland Design Review, Lot Splits, Haul Route requests, etc. In these cases, a copy of the application is sent to the BABCNC, directly from the City Planning Department.

Once the application is received by the BABCNC, the Planning & Land Use Committee, will contact the applicant, and invite them to present their project at one of the regularly scheduled PLUC meetings. Currently the PLU Committee meets on the 2nd Tuesday of the month, at 7:00pm, at the Stephen S. Wise Temple in Bel Air. Note, presenting before the PLU Committee is voluntary, and though encouraged, is not a mandatory requirement of the applicant. The general public is invited to all PLU Committee meetings.

Upon review of the project, the PLU Committee may elect to take action, and make a recommendation to the full BABCNC Board on the merits of the request. (ie: Recommend Approval, Denial, or Take no Position).
(Continued)

OFFICERS

President
Travis Longcore, Ph.D.
Vice President
Nickie Miner
Treasurer
Daniel Love
Secretary
Robin Greenberg

COMMITTEES

Executive
Bylaws, Rules and Elections
Planning and Land Use
Outreach and Education
Public Safety/Disaster Preparedness
Traffic Committee

STAKEHOLDER GROUPS

Bel-Air Crest Master Association
Bel Air Ridge Association
Benedict Canyon Association
Casiano Estates Association
Laurel Canyon Association
Holmby Hills Homeowners Association
Residents of Beverly Glen
Roscomare Valley Association
Santa Monica Mountains Conservancy

Members at Large

Bel Air District
Bel Air Glen District
Beverly Park Estates District
Franklin Cyn/Coldwater/Mulholland/Crest District
Beverly Park Estates District
North of Sunset District
Faith-Based Institutions
Public & Private Schools
Commercial Areas

(BABCNC PLU Committee Information Continued)

The full BABCNC reviews the recommendations of the PLU Committee at its regular scheduled monthly meetings. Those meetings are currently held on the 4th Wednesday of the month. Full details can be found at www.babcnc.org. The public is welcome to attend all of the BABCNC meetings.

At the BABCNC meeting, the applicant will have the additional opportunity to present their case to the full BABCNC Board. The BABCNC Board at that time may elect to take a position on the merits of the application. Should the BABCNC take a position on a case, a letter stating their recommendation is sent to the City Zoning Administrator and respective City Council Member(s).

Note, a position held by the BABCNC is a recommendation to the City of Los Angeles, the City Planning staff, and the City Council. It is non-binding on the applicant.

Should you wish any further information on the Bel Air / Beverly Crest Neighborhood Council, and its Planning and Land Use Committee, please feel free to contact us at the phone number noted above or by email at: council@babcnc.org.

Please note the BABCNC, and the PLU Committee, cannot advise on the Land Use potential or development feasibility of any area or property.

Also, please note there are several Home Owner's Associations in the BABCNC area that do require plan submittal and have an Architectural Review process. Many of these HOA requirements are binding and enforced by the local CC&R's that are attached to the property. We suggest that all applicants check with their appropriate Title report, and reach out to their respective HOA as applicable.

Thank you again for your interest in the Bel Air / Beverly Crest Neighborhood Council.

Respectfully,

Michael A. Kemp, AIA
Chair – Planning and Land Use Committee
Bel Air Beverly Crest Neighborhood Council

- **NEIGHBORHOOD COUNCIL 2016 ELECTIONS**
- **Election Procedures Stipulation Worksheet**

The following information provides the primary elements for this Neighborhood Council (NC) election and is taken from the NC's Bylaws and 2016 Election Procedures. This worksheet supplements the policies and procedures in the Neighborhood Council 2016 Election Manual. Board action to confirm the information and to provide the additional information () needed to administer the election. The defaults shall take effect if this worksheet is not returned to the Department of Neighborhood Empowerment (Department) by Friday, October 9, 2015.*

- Neighborhood Council

Bel Air-Beverly Crest

- **Election Time:**

Please provide a four (4) hour window between the hours of 9:00 a.m. to 8:00 p.m. for the Department to hold the elections. (If only three (3) or fewer seats are contested and have more than one candidate, then EmpowerLA may hold a shortened election time of two (2) hours for the Neighborhood Council. The first two (2) hours of the selected four (4) hours time frame will be used to hold the Elections.)

- Start Time

10 :Hour
00 Minutes AM

- End Time

4 :Hour
00 Minutes PM

- **Election Location:**

Polling Place must be within the NC's boundaries, comply with the Americans with Disabilities Act, have adequate parking, and be available on the Election Day two hours before and after the election time window. Location fee must be paid by the NC, and the Department will reimburse a maximum of \$200 of the amount. Default will be the Department's selection.

- Facility Name

- Address

Street Address

See Note 1

Street

Address Line 2

Los Angeles

City

CA

State /

Province

90077

Postal / Zip

Code

- Location Phone
 - Area Code Phone Number
- Location Contact Person
 - First Name Last Name
- Contact Person's Email
- Contact Person's Phone
 - Area Code Phone Number
- Backup Facility Name
 -
- Backup Location
 - Street Address

Street

Address Line 2

City

State /

Province

Postal / Zip

Code

- Location Phone
 - Area Code Phone Number
- Location Contact Person
 - First Name Last Name
- Contact Person's Email
- Contact Person's Phone
 - Area Code Phone Number

• Translation

In addition to English, Neighborhood Councils may select additional language(s). After the first language, additional languages will cost \$50 per language. Approval is subject to EmpowerLA approval and requires an Outreach Plan for the stakeholders that speak that language.

- Translation - Please specify which languages you would like to have on your Candidate Forms.
 -
- Translation - Please specify which languages you would like to have on your Voter Registration.
 -

- Translation - Please specify what language you would like spoken at the Polling Location.

Spanish

• NC Election / Outreach Contact Information

- Election Chair

Larry

First Name

Leisten

Last Name

- Election Chair's Email
- Election Chair's Phone
- Area Code Phone Number

- Outreach Chair

Robin

First Name

Greenberg

Last Name

- Outreach Chair's Email
- Outreach Chair's Phone
- Area Code Phone Number

• DECLARATION

We, the persons authorized by the above-named Neighborhood Council to execute this Election Procedures Stipulation Worksheet, under penalty of perjury, declare that a Brown Act noticed Neighborhood Council public meeting was held with a quorum of the Board present, and the information in this document was approved as an official action of the Board per the Neighborhood Council's Bylaws. If requested, we will provide the Neighborhood Council agenda and minutes or resolution supporting the approval of this document.

- Date of Board Action:

October



Month

28



Day

2015



Year

- Board Vote: YES
- Board Vote: NO
- Board Vote: ABSTENTIONS
- President / Chair

First Name

Last Name

- President / Chair's E-mail
- President / Chair' Phone Number
- Area Code Phone Number

- Please visit EmpowerLA.org and select Councils at the top menu, select your Neighborhood Council and confirm

☐ Your Board Roster Seats ☐ Your NC Map ☐ Your Bylaws

- Please give us any comments, feedback, and or suggestions.

- For further information, email Elections@EmpowerLA.org or call 818-293-8683.

- Submit

Note 1: The following venues are suggested as the most optimal sites as a polling location for the 2016 Election due to their geographic central location within the BABCNC territory, ability to draw a sizable number of Stakeholders to an event; & provide ample parking:

1. Beverly Glen Centre
2. Fire Station 99
3. Residents of Beverly Glen Play Area
4. Bel-Air Ridge HOA Clubhouse
5. Harvard Westlake.

ATTACHMENT "G"

TUX Bootcamp Workshops – Election Series - 10/14/15

Note: All Bootcamps are the same except for "Town Hall"

Speakers: Jay Handal and Lisa Cahan Davis

Location: Calahan Elem School, 18722 Knapp St., Northridge, CA 91324

BABCNC is in Region 11

Candidate Registration begins Monday, February 22, 2016

Election Date is Sunday, June 5, 2016

Elections should be on the NC Agenda every month. At the beginning of every meeting the President should announce that there will be an upcoming election, *"You, too, can be on this Board."*

The Empower LA Election team has organized to work with the NCs to facilitate the election process. If invited, they will come to a Board Meeting and speak. They will also be updating their website (under the Elections page) with templates for postcards/mailers, free social media outlets. They may also assist in getting the mailings out (they can recommend a printer who will bundle and take to post office—we would have to submit a check in advance for this service).

TIPS FOR SUCCESSFUL ELECTION:

1. Build a Budget
2. Design an Outreach Strategy
3. Work closely with Empower LA Outreach Coordinators

BOOTCAMP MATERIALS:

Booklet (PowerPoint presentation printout)

Timeline—missing from timeline is the registration of voters process

Outreach Ideas (includes tools-samples of post cards, bus bench ads, etc.)

Template for postcards and flyers will be forthcoming

Empower LA –pages on how it can assist the NC

"Top 11 Election Essentials" Worksheet

BUDGET & MARKETING PLAN (NC should spend a lot of \$\$ on Marketing)

SEE PAGES 28-32 OF BOOKLET:

Every NC received an extra \$5,000 in their accounts. This money should be allocated to Elections.

The expected budget for elections should be a minimum of \$12,000—\$20,000+.

When Empower LA sees high budgets for elections, it shows them that we are dedicated.

What the budget is spent on (not limited to this—may want to consolidate some of these suggestions):

1. Postcard mailings to every household (3x). Each mailer can cost 25¢ to 33¢.
 - A. Postcards to recruit candidates (they don't want 22 candidates—they want 220 Candidates to run for Board positions.
 - B. "Meet the Candidates" postcard in Town Hall setting (BBQ, dinner)
 - C. After you have all the candidates, photos and their statements to be dropped onto a 11x17 template for the last postcard mailing.
2. Marketing materials for the candidates (bus bench posters, bus shelter posters, flyers)
3. Town Hall Event- Outreach BBQ/party/music to Meet the Candidates
4. Flyers to be distributed to businesses for disbursement (ex. Ralph's – put into grocery bags). Approx # to print: 20,000 flyers
5. Social Media (suggestions will be posted on the Empower LA website- Elections page) like HOOTSUITE, MailChimp, etc. You may reach a limit and will have to spend extra due to volume of emails—but Empower LA believes that is money well-spent because it is for community outreach.

6. Press Releases (SEE PAGE 27 OF BOOKLET)—may cost \$250—Empower LA has a worksheet on how to write a good press release. Both the NC should put out press releases to local newspapers (micro) and Empower LA will put out press releases (macro)

The emphasis is more on mailings rather than social media. The goal is to be able to say that I touched every household in my district 3 times (via the mailers) so everyone should know about the NC in my district. NOTE: The NCs have existed for 15 years and most people don't realize they exist.

All flyers and postcards should be colorful—put best foot forward and don't be cheap.

On Empower LA website (Elections page) they promise to update their matrix where we can plug in how many households we need to contact. They will also recommend a printer but if we can get a better price, we can use our own.

They like the idea of a party on Election Day—Stakeholders vote, then go into an area where there is a DJ, food, In-n-Out truck—this needs to be advertised on the postcard mailers.

KEY: It needs to be explained to your NC that Outreach budget really needs to go to Elections and not to charities or schools. Our job is very clear: We are not to be banks to non-profits—our job is to reach out and touch our people and bridge the gap between the elections and the stakeholders. We need to service everybody.

GAME PLAN (think outside of the box):

1. Need to find how many mailboxes are in your neighborhood
2. How many schools, churches and libraries
3. How many Stakeholders have smart phones
4. ONLINE VOTING? These NCs should have "Library Day" for Stakeholders to have access to free computers.
5. **GET THE STUFF OUT!** Empower LA can supply the templates for postcards, flyers, bus benches, shelter posters, etc.—once they update their website.

TIMELINE for Candidate Registration, Voter Registration and Voting (Voter registration info is not available yet from Empower LA):

-105 days before election	Candidate Registration Opens	Candidates register to run
-60 days before election	Candidate Registration Closes	
-50 days before election	Contest Candidates	Applications are reviewed to insure all candidates meet the requirements as Stakeholder for a homeowners seat, business seat, etc.
-45 days before election	Candidates get notified they're qualified	This point is when the Elections Committee is ready to market the candidates: (1) in an Open House, and (2) print and mail the Election Day "Get Out and Vote" mailer.
-0	ELECTION DAY	BBQ/party for the voters

POST ELECTION (need to clarify this):

Challenge filing period begins 1 day after Election Day
 ? 3 days after Election Day
 Recount/challenge ends 5 days after Election Day
 Election materials are dumped 9 days after Election Day

NOTE ON CANDIDATE MAILERS (45 DAYS PRIOR TO ELECTION DAY):

Empower LA will have templates to pop all the candidate information onto. They are also considering bundling up the marketing materials and collect them per region. Large mailers can cost from 25¢ to 33¢ per mailer. Empower LA can assist with this aspect of the Election process.

ELECTION DAY:

Registration table
 Ballot box
 Ballots
 Voting Booths (depends upon how many register voters we have)
 Hearing impaired required?
 Interpreters
 Curbside voting (for disabled or compromised elderly)
 Signs must be 100 feet away
 NOTE: At night, it is dark so lighting must be considered.

ONLINE VOTING INFO (ONLINE voting registration is still being tweaked:

This is a pilot test for the City of Los Angeles (online) through the Technology Team in the Mayor's office. LA Empower is willing to come out and speak with our NC regarding online voting. Currently, it is "information sharing" and getting everybody on Board.

ONLINE REGISTRATION: To register, one must scan and send in documentation to the City Clerk. Once it has been approved (usually a 24-48 turnaround process), a password will be assigned. The voter will need their registration password in order to vote.

If there are problems with online voting, there will be a hotline number for the voter to call.

TIMELINE FOR ONLINE VOTING:

-TBD days before Election	Online Voting Registration Opens	Documentation is scanned and sent to the City Clerk for verification (usually 24-48 hours). A voter registration password will be assigned to qualified online voters.
-21 days before Election	Online Voting Starts	Voters may use their passwords to vote online. If there are problems, there will be a hotline for assistance.
-7 days before Election	Online Voting Registration Closes	Last day for voter to register to cast vote online.
-0 days before Election	Election Day	Online community stakeholders who have not cast their vote may go to the polls to vote.

Empower LA will post on their website Election FAQs.

TOP 11 ELECTION ESSENTIALS:

1. Activate Election Committee
2. Activate Outreach Committee
3. Establish Election Budget
4. Review 2014 Elections
5. Set a Goal for Candidates
6. Set a Goal for Voters
7. Organize Outreach Strategy
8. Recruit Volunteers
9. Recruit Candidates
10. Recruit Voters
11. Tell your story!

ATTACHMENT "H"

WRAC LUPC SHORT TERM RENTAL MOTION OCT 2015

Whereas under the City of Los Angeles present zoning code, short term rentals [defined per the attached Alan Bell memo dated 4-19-2014 as "all or any portions of residential buildings that are designed or used for occupancy for a period of 30 calendar days or less"] are in fact prohibited in the following zones:

- Agricultural zones
- R1 and other single family zones
- R2, RD, lower multiple residential zones R3 and RAS3 [accessory services zone]

Whereas short term rentals have proliferated in zones where they are not allowed thereby creating a "passive permissions" environment to the detriment of neighborhoods' zoning code enforcement, and

Whereas failure to enforce conditional use permit requirements and collect all taxes owed on this activity significantly damages the City budget by encouraging tax cheating and other scofflaw behaviors, and

Whereas the City has a clearly defined legal duty and responsibility to apply all existing laws, and to further create a reasonable regulatory framework for short term rentals in order to:

- Preserve rent stabilized housing in the marketplace, particularly for families and seniors aging in place
- Collect the required transient occupancy taxes
- Preserve neighborhood stability and eliminate the operation of so called 'rogue hotels' which remove permanent residences from the City's critically short housing supply

Whereas the City additionally has a clearly defined interest in protecting the public welfare, health, and safety through said reasonable regulatory framework,

Therefore any proposed City ordinance allowing short term rentals in presently prohibited zones must include the following essential provisions:

- No rent stabilized units "RSO" shall be allowed to rent short term
- Only owner occupied primary residences shall be permitted to host for short term rentals, and only one unit shall be permitted per host.
- There shall be a cap of 60 nights per calendar year per host for short term rentals
- Prior to listing, hosts shall be responsible for verifying their properties comply with the Los Angeles Building and Safety code at their own expense and shall make all necessary repairs
- All hosts shall obtain a City permit and a permanent registration number. The condition of receiving a City permit and permanent registration number shall be the following: proof of primary residence plus liability insurance for this specific use including any rider that may be necessary for a non-conforming use on the property. Examples of proof of primary residence shall include utility bill, drivers' license and the like
- Upon filing for a short term rentals permit, hosts shall notify property owners within 500 ft.
- All hosts shall include their permanent City registration number on all advertised listings in all media
- All hosts shall register with the City Department of Finance and remit transient occupancy taxes "TOT" including any and all back taxes owed. Short term rental TOT receipts shall not go into general fund but shall be used to create a special enforcement/compliance unit specific to enforcing regulation of short term rentals. An example of this compliance unit is the LAHD inspection program for multifamily units
- Hosts shall be required to pay the City's legal minimum wage, abide by hotel employee protections and register with the State Employment Development Department
- Hosts shall disclose such information as the City deems required for enforcement. Examples of this information shall include the type of rental whether one room or whole house, how many nights per year, how many guests and the like
- Hosts which refuse to register or disclose information necessary for enforcement shall be prohibited from operating in the City and face such penalties and fines as may be deemed appropriate by the City under the new ordinance
- Platforms shall only list City registered units and display registration number in each listing.
- Platforms shall disclose information deemed necessary by the City for enforcement and for collection of back taxes and shall be held accountable, including fines and other penalties as may be deemed appropriate by the City, for any unregistered online listings appearing upon the platforms' website
- The ordinance shall establish a right of appeal of the issuance of a short term rental permit
- The ordinance shall establish a private right of action by individuals in the community

ATTACHMENT "I"

Imagine if you could tackle climate change, save wildlife, preserve a natural environment, cut down on smog and CO2 emissions, and reduce over-development — all in a massive city, like Los Angeles.

Well, you can.

Let's Buy A Mountain

it's not as crazy as you think



We have a once in a lifetime opportunity to permanently preserve 17 acres of open space in Laurel Canyon.

The Laurel Canyon Association in coordination with Citizens for Los Angeles Wildlife (CLAW) have entered into an agreement to purchase a sizable portion of the mountain above Wonderland School, between Lookout Mountain Avenue and Stanley Hills Drive.

With your help, this very large piece of LA's greenbelt will be forever removed from the threat of development. This land will be maintained as open space by the Mountains Recreation & Conservation Authority in coordination with CLAW and the Laurel Canyon Land Trust.



Above is a Google Earth view of the property lying between Lookout Mountain Avenue and Stanley Hills Drive in historic Laurel Canyon.

We have negotiated an agreement to purchase these 17 acres for \$1.6 million, payable in installments over the next 18 months. The first installment of \$50,000 will be due on Nov. 2, 2015.

So, let's buy a mountain!

We need immediate donations to meet our funding objectives. We strongly encourage donations of \$2500 or more, but anything is appreciated. It all helps.

Make your online tax-deductible donation to CLAW [at http://www.clawonline.org/letsbuyamountain](http://www.clawonline.org/letsbuyamountain), or send a check to: CLAW, PO Box 50003, Los Angeles, CA 91614-5003. Please write "Let's Buy A Mountain" on the check.

Contact [Jamie Hall](mailto:jhall@laurelcanyon.org) at jhall@laurelcanyon.org to indicate your interest or visit www.letsbuyamountain.com.



Mountains Recreation & Conservation Authority



Let's Buy A Mountain

is a partnership between

The Laurel Canyon Association

Mountains Recreation & Conservation Authority

Citizens for Los Angeles Wildlife

Laurel Canyon Land Trust

Jamie T Hall, LCA President & Laurel Canyon Land Trust Founder

323-380-0845

jhall@laurelcanyon.org

Rick Seireeni, LCA Board Member & Communications Chair

rseireeni@laurelcanyon.org

Ali Simard, LCA Board Member & CLAW Chair

alison@clawonline.org



NEIGHBORHOOD COUNCIL
MEMORANDUM OF UNDERSTANDING
OPT-IN PROGRAM
FOR THE
2016 GREATER LOS ANGELES HOMELESS COUNT
January 26, 27, and 28, 2016

This Opt-In Program Memorandum of Understanding (MOU) sets forth partnership roles and responsibilities between LAHSA and Neighborhood Councils in the City of Los Angeles during the 2016 Greater Los Angeles Homeless Count. This MOU shall be executed by LAHSA and the Department of Neighborhood Empowerment on behalf of the Neighborhood Councils that desire to participate in the 2016 Homeless Count.

BACKGROUND

The Los Angeles Homeless Services Authority (LAHSA) is a joint powers authority formed by the City and County of Los Angeles in 1993, to address the problems of homelessness in Los Angeles. LAHSA is the lead agency of the Los Angeles Continuum of Care (LA CoC). The LA CoC includes 85 cities and the unincorporated areas of Los Angeles County, excluding only the cities of Glendale, Long Beach and Pasadena, as each of those three cities operate their own independent Continuums.

"Homeless Count" refers to the process of counting homeless persons residing in shelters or living on the street, in parks, cars or other places not meant for human habitation, as well as conducting the Housing Inventory Chart (HIC), an enumeration of the number of shelters, beds and units dedicated to housing homeless persons. Since 2005, LAHSA has coordinated six biennial Greater Los Angeles Homeless Counts. Beginning in 2016, the Point-In-Time Count ("Count") will occur annually. The Count consists of four components: 1) the street count; 2) the shelter count; 3) the youth count; and, 4) the demographic survey.

The 2015 Homeless Count was the largest census in the country, benefitting from the support of more than 5,500 volunteers. In 2015 the Count discovered that on any given point-in-time approximately 41,174 residents are homeless in the LA CoC, and 44,359 people experience homelessness in Los Angeles County. The data gathered from the Homeless Count is extremely valuable to our mission of ending homelessness. It supplies government agencies, service providers and housing providers with a reliable estimate of the homeless population in the City and County of Los Angeles, including sub-regions such as Service Planning Areas (SPAs), Supervisorial Districts (SDs) and Council Districts (CDs) within the City of Los Angeles. It also provides an array of demographic information.

In 2009, the study methodology was enhanced to enable Opt-In City/Community Areas to coordinate a homeless count within their borders, using locally recruited volunteers from public and private agencies. In 2015, 248 cities and communities enumerated all of their census tracts. Using the results from the LAHSA shelter and youth counts, cities are able to estimate a Point-in-Time number of the homeless families and individuals who are sheltered and unsheltered in their jurisdictions.

The Opt-In Program gives cities, communities and other jurisdictions the opportunity to obtain locally-specific data at a high confidence level. Full enumeration of every agreed-upon census tract within each City/Community Area will



provide more granular data and can substantially aid efforts to evaluate existing homeless services and plan for future measures to address local homelessness in your community.

I. NEIGHBORHOOD COUNCIL RESPONSIBILITIES

Neighborhood Councils serve as advisory bodies to the City of Los Angeles. (Los Angeles City Charter Art. IX § 900.) Any Neighborhood Council that desires to participate in this program shall agendaize and discuss at a public meeting that they agree to the terms in this MOU and to participate in the 2016 Homeless Count. Any Neighborhood Council that desires to participate in this program shall then forward its minutes or a resolution to the Department of Neighborhood Empowerment requesting that the Department enter this MOU on behalf of the Neighborhood Council. During the 2016 Homeless Count, Neighborhood Council participating in the program will obtain volunteers to conduct a full enumeration (complete counting) of all unsheltered homeless persons in the agreed-upon census tracts within the Neighborhood Council's boundary. (Exhibit A.) In addition, the Neighborhood Council will:

- A. Obtain volunteers in order to achieve continuous, reliable counts of unsheltered homeless persons.
- B. Provide the name, address, telephone number, capacity and picture of each Deployment Site. A Deployment Site is a location within your area from which volunteers will be deployed to perform the 2016 Homeless Count that meets the following requirements (Deployment Site Worksheet - Exhibit B):
 - Is **NOT** currently a site where services are provided to homeless people at night;
 - Has capacity and sufficient space to hold, and contains tables and chairs for, the specified number of volunteers for your area;
 - Is able to maintain sufficient cellular phone service coverage and/or has Wi-Fi access points, landline telephone lines, or another comparable means of communication in the absence of sufficient mobile service signal;
 - Contains accessible restroom facilities;
 - Includes, or is adjacent to, ample free parking;
 - Is located within the Neighborhood Council's boundaries approved by LAHSA;
 - Has a confirmed Deployment Site Coordinator, who sets-up the site and directs operations during the 2016 Homeless Count (further duties are listed in paragraph C, below); and
 - Has a confirmed Deployment Site Access Provider to assist with logistics and coordinating access during the 2016 Homeless Count, either by providing all necessary keys or being present to grant access during the Count. A Deployment Site Access Provider is the contact person or persons who will be responsible for providing access to each of the designated Deployment Sites in your area on the day/evening of the training and date of the Count. (Exhibit B)
- C. Designate and provide the name, office number, cellular number and email address of the Deployment Site coordinator, who has the following responsibilities/duties:
 - Direct the operations at a volunteer Deployment Site for the date of the count, including but not limited to the set-up of the site and ensuring volunteers receive a light meal;
 - Ensure that volunteers are deployed in teams to the proper locations;
 - Track all volunteer teams to ensure that they return in a timely manner;
 - Assist volunteers by answering any questions;
 - Review all incoming tally sheets for accuracy;
 - Communicate and coordinate with the Homeless Count Regional Coordinator, SPA Leadership and LAHSA headquarters on the status of the Count at their site;
 - Coordinate the pick-up and drop-off of all 2016 Homeless Count materials with LAHSA; and



- Participate in training.
- D. Provide the name, office number, cellular number and email address for each Deployment Site Access Provider.
- E. Provide a volunteer that will coordinate with the Homeless Count Regional Coordinator and provide regular communication of the status of progress, issues and volunteer recruitment including providing volunteer lists from the volunteer management system. Depending upon deployment needs on the date of the Count, your volunteers may be deployed to conduct 2016 Homeless Count activities outside of or adjacent to your City/Community Area.
- F. Provide confirmation of geographic boundaries for your Neighborhood Council from which the actual number of census tracts to be counted will be determined by LAHSA. (EXHIBIT A)
- G. Ensure there is an unarmed security guard or police officer at each Deployment Site on the date of the Count. LAHSA will provide support for this requirement on a case by case basis.
- H.) Provide a volunteer that ensures that each adult participating in the count signs a release and waiver (EXHIBIT D), and a parent or legal guardian of each minor volunteer (under 18 years of age) completes and signs a release and waiver (EXHIBIT E), indemnifying LAHSA and your Neighborhood Council/City of Los Angeles from any liability during their participation on the date of the Count. Minors must be at least 14 years of age.
- I. Ensure Site Coordinators and other appropriate volunteer staff attend trainings to support the successful implementation of the Count.
- J. Provide a light meal to volunteers on the date of the Count. Remember, volunteers arrive around meal time.
- K. Any and all data regarding the 2016 Homeless Count MUST give recognition to LAHSA.

II. LAHSA RESPONSIBILITIES

In order to ensure a successful enumeration of homeless persons across the LA CoC, LAHSA will be responsible for providing the following:

- A. Hire a Regional Homeless Count Manager who shall be responsible for interfacing with LAHSA, managing the Homeless Count Regional Coordinators (RCs), and overseeing their execution of 2016 Homeless Count activities within each Service Planning Area (SPA).. The RC will be the designated lead within the SPA who is responsible for managing, directing and overseeing the planning, logistics, coordination and execution of 2016 Homeless Count activities;
- B. Hire a consultant to analyze the data and provide the Point-In-Time Count results for the LA CoC, including homeless subpopulation and totals by geography, as well as the production of a 2016 Homeless Count report.
- C. Train the Deployment Site Coordinators and 2016 Homeless Count and volunteers. Deployment Site Coordinators will receive training on Count preparation, data collection, safety procedures and other relevant training, as needed. Volunteers will receive training on standard enumeration and safety procedures;
- D. Provide materials necessary for a successful Count, including, but not limited to, scanned copies (PDFs) of all the documentation needed to conduct the unsheltered and sheltered Count, as well as the demographic surveys;
- E. Provide a determination of the specific census tracts that need to be counted in order to achieve a full enumeration of unsheltered homeless persons in your area. LAHSA and the Neighborhood Council must be in agreement regarding the census tracts to be counted (EXHIBIT A) prior to the execution of this MOU.
- F. Based upon the number of census tracts to be enumerated in your area, LAHSA will provide Neighborhood Councils with an estimate of the minimum number of volunteers needed to successfully complete your Count (EXHIBIT A);



- G. Based upon the number of census tracts to be counted and the geographic characteristics of your area, LAHSA will provide Neighborhood Councils with a determination of the specific number of Deployment Sites that will be needed for a successful Count (see EXHIBIT A);
- H. Provide Neighborhood Councils with a Summary Report produced by the 2016 Homeless Count, based on the successful enumeration of 100% of all census tracts.

III. HOMELESS COUNT REGIONAL COORDINATOR RESPONSIBILITIES

In order to ensure a successful enumeration of homeless persons within each participating City/Community Area, your designated Homeless Count Regional Coordinator is responsible for assisting with the following:

- A. Maintain general oversight and management support in conducting the Count, youth count, shelter count and demographic survey.
- B. Outreach and recruiting of Opt-In Participants.
- C. Collaborate with SPA stakeholders to leverage resources and coordinate logistical support prior to and during the 2016 Homeless Count, including, but not limited to, identifying potential Deployment Sites, obtaining security personnel and other relevant Count duties.
- D. Provide support with volunteer outreach, recruitment and tracking.
- E. Provide support by obtaining SPA level sponsorships.
- F. Supply materials necessary for a successful Count.
- G. Provide ongoing guidance, tools, and assistance to Site Coordinators and other relevant volunteers.

IV. OPT-IN COMMITMENT

The execution of this MOU by the Department of Neighborhood Empowerment on behalf of those Neighborhood Councils agreeing to participate in the 2016 Homeless Count signifies a commitment to fulfill all of the responsibilities in this MOU. Attached as Exhibit "C" is a list of Neighborhood Councils participating in the 2016 Greater Los Angeles Homeless Count.

V. RIGHT TO WITHHOLD DATA

In the event that a Neighborhood Council opts out fails to fulfill its responsibilities under this MOU, LAHSA reserves the right to withhold any and all data from your Community/City Area produced by the 2016 Homeless Count.

IN WITNESS WHEREOF, the Opt-In Participant and the Los Angeles Homeless Services Authority have caused this MOU to be executed by their duly authorized representatives.



Los Angeles Homeless Services Authority 2016 Greater Los Angeles Homeless Count



For: DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT

By: _____
Grayce Liu, General Manager

Date: _____

For: LOS ANGELES HOMELESS SERVICES AUTHORITY (LAHSA)

By: _____
Peter Lynn, Executive Director

Date: _____



LIST OF EXHIBITS

EXHIBIT A.....	Approved Census Tracts and Maps of City/Community Area
EXHIBIT B.....	Deployment Site Worksheet
EXHIBIT C....	List of Neighborhood Councils Participating in the 2016 Greater Los Angeles Homeless Count
EXHIBIT D.....	Release, Indemnity and Waiver of Liability Agreement for Adult Volunteers
EXHIBIT E.....	Release, Indemnity and Waiver of Liability Agreement for Youth Volunteers



EXHIBIT A

APPROVED CENSUS TRACTS AND MINIMUM REQUIREMENTS

The below table lists the census tracts that have been approved for enumeration as part of the Opt-In Program:

2016 City / Community Area	2016 Census Tract	2016 Volunteers Required (Est.)	2016 Walking/Driving	2016 Road Miles	2016 Area Sq Miles
Bel Air-Beverly Crest NC	194200	8	Driving	30.09	1.01
Bel Air-Beverly Crest NC	194300	4	Driving	18.81	0.95
Bel Air-Beverly Crest NC	261101	8	Driving	40.14	2.52
Bel Air-Beverly Crest NC	261102	8	Driving	38.15	3.07
Bel Air-Beverly Crest NC	261200	8	Driving	41.37	2.81
Bel Air-Beverly Crest NC	262100	8	Driving	47.94	3.38
Bel Air-Beverly Crest NC	262200	8	Driving	43.19	3.31
2016 Total Tracts and Volunteers	7	52	Total	259.69	17.04

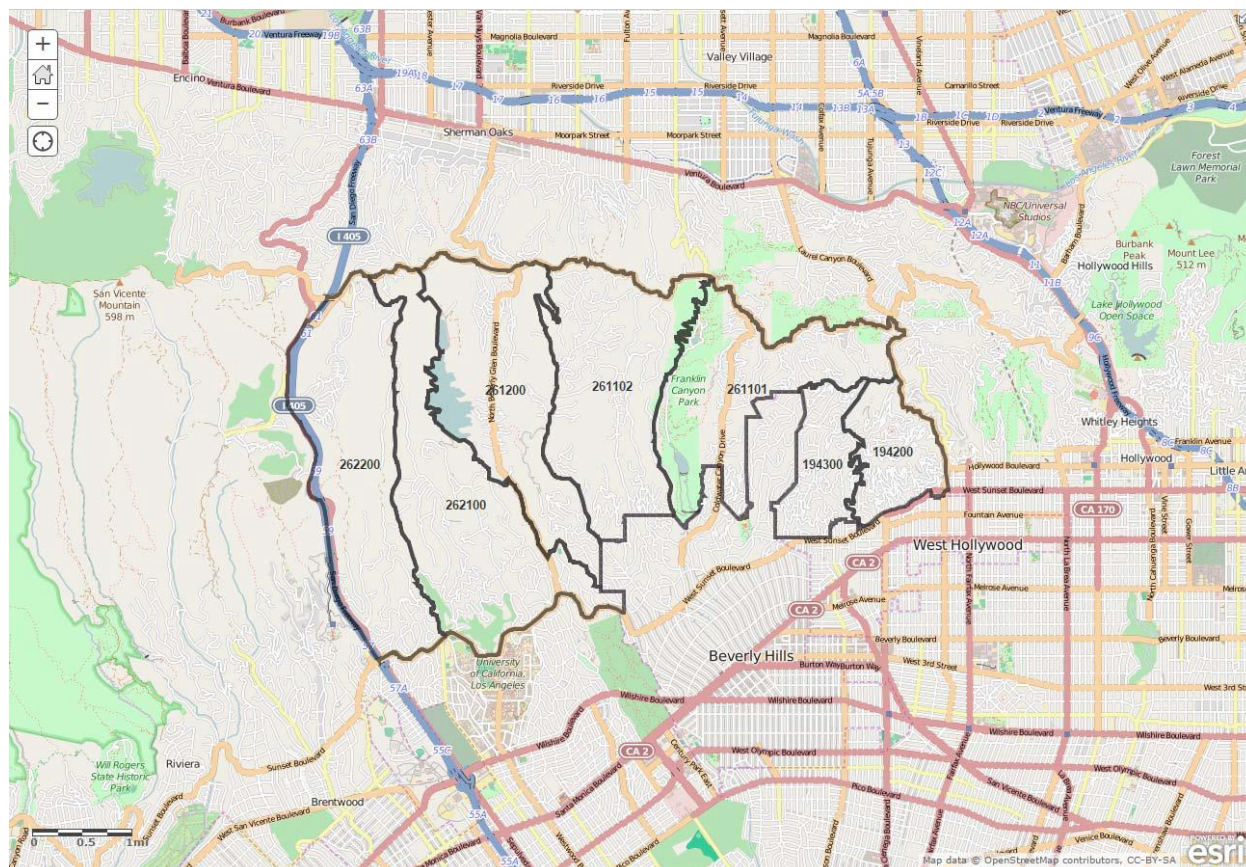




EXHIBIT B

DEPLOYMENT SITE WORKSHEET

Please complete one worksheet and **provide a picture** for each 2016 Homeless Count Deployment Site.

City/Community Area		Count Date		
Deployment Site	Location	Site Name		
		Address		
		SPA	Site Picture Provided via Hard copy Email	
	Capacities	Volunteer Capacity	# Volunteers	
		On-Site Parking	Off-Site Parking	
		# Tables	# Chairs	
		# Tracts	Internet or Wifi Available? Y N	
	Designated Contacts	Deployment Site Coordinator	Email	
			Work	Mobile
		Assistant Deployment Site Coordinator	Name	
Email				
Work			Mobile	
Deployment Site Access Provider		Name		
		Email		
		Work	Mobile	
Other Deployment Site Volunteer Staff		Name		
		Email		
		Work	Mobile	



EXHIBIT C

**LIST OF NEIGHBORHOOD COUNCILS PARTICIPATING
IN THE
2016 GREATER LOS ANGELES HOMELESS COUNT**

Neighborhood Council	Contact Name	Address	Cell Number	Email

**The Department of Neighborhood Empowerment
will complete and submit Exhibit C to LAHSA.**



EXHIBIT D

RELEASE, INDEMNITY AND WAIVER OF LIABILITY AGREEMENT FOR ADULT VOLUNTEERS

I. TERMS OF PARTICIPATION IN 2016 GREATER LOS ANGELES HOMELESS COUNT

- I. I understand and agree that the Los Angeles Homeless Services Authority (LAHSA) will be conducting the 2016 Greater Los Angeles Homeless Count (2016 Homeless Count), and that I may volunteer to assist in this important community effort as set forth in this Agreement. As a 2016 Homeless Count volunteer, I also understand that my behavior and actions will be expected to be morally responsible and ethical.
- II. I understand and agree that my services are temporary, and therefore I will only be participating on the date(s) of January 26, 27, and/or 28, 2016 from 8:00 p.m., (unless another time has been specified) until my Street Count shift is finished (approximately between 12:00 a.m. and 2:00 a.m., unless another time is specified). I further understand that I am eligible to participate on all three consecutive dates.
- III. I understand that my involvement in the 2016 Homeless Count may be terminated at any time due to inappropriate behavior, reckless endangerment, or lack of sufficient work productivity, and that I may withdraw from the 2016 Homeless Count at any time without any cause or justification.
- IV. I understand and agree that I must complete a 30-minute training session either prior to or on the date of the Street Count as a requirement to participate in the 2016 Homeless Count.
- V. I understand and agree that I will not receive any monetary compensation for attending the 30-minute training session, nor will I receive monetary compensation for any date that I volunteer for the 2016 Homeless Count, unless I am a registered Homeless Stipend Volunteer.
- VI. I understand and agree that I am responsible for transportation to and from the training session and deployment sites on the specified dates and times of such events.



II. ASSUMPTION OF RISK

I understand and agree that my participation in the 2016 homeless count as a volunteer holds inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. I understand that these risks vary from minor to severe, and i hereby agree to accept all risks of injury, of any nature whatsoever.

III. RELEASE, INDEMNITY, AND WAIVER OF LIABILITY

- A. I understand that my participation is voluntary, and as such, I hereby agree to waive, discharge, and release LAHSA and any of its employees, agents, officers, stakeholders and Opt-In Participants from and against all lawsuits and causes of action, or liability for any loss or claim for damages of any nature whatsoever, including injury to person or property.
- B. I further agree to indemnify and hold LAHSA and any of its employees, agents, officers, stakeholders and Opt-In Participants harmless from liability for any loss or claim for damages of any nature whatsoever, including injury to person or property, arising from or in any way related to my participation in the 2016 Homeless Count.

I have carefully read and fully understand the meaning and effect of the foregoing statements, and without reservations I would like to participate in the 2015 Greater Los Angeles Homeless Count.

Volunteer Name:

Print Name

Volunteer Signature:

Signature

Date of Signature:

_____/_____/_____
Month Day Year



EXHIBIT E

RELEASE, INDEMNITY AND WAIVER OF LIABILITY AGREEMENT FOR YOUTH VOLUNTEERS

I. TERMS OF PARTICIPATION IN 2015 GREATER LOS ANGELES HOMELESS COUNT

- A.** I understand and agree that the Los Angeles Homeless Services Authority (LAHSA) will be conducting the 2016 Greater Los Angeles Homeless Count (2016 Homeless Count), and that my son, daughter or other minor dependent age 14 and up, may volunteer to assist in this important community effort as set forth in this Agreement. As a 2016 Homeless Count volunteer, I also understand and agree that my son's, daughter's or other dependent's behavior and actions will be expected to be morally responsible and ethical.
- B.** I understand and agree that my son's, daughter's or other minor dependent's volunteer service will be limited to assisting with various activities within a specified Deployment site, under the supervision of the Deployment Site Coordinator, and that he or she will not participate in Street Count activities outside of the Deployment site.
- C.** I understand that my son's, daughter's or other minor dependent's services are temporary, and therefore he or she will only be participating on one or more the date(s) of January 26, 27, and/or 28, 2016 from 8:00 p.m. (unless another time has been specified) until such time that may be considered "curfew" by applicable city ordinance(s).
- D.** I understand and agree that my son's, daughter's or other minor dependent's involvement in the 2016 Homeless Count may be terminated at any time due to inappropriate behavior, reckless endangerment, or lack of sufficient work productivity, and that my son, daughter or other minor dependent may withdraw from the 2016 Homeless Count at any time without any cause or justification.
- E.** I understand and agree that my son, daughter or other minor dependent will not receive any monetary compensation for attending the 30-minute training session, nor will he or she receive monetary compensation for any date that he or she volunteers for the 2016 Homeless Count.



- F. I understand and agree that I am responsible for the transportation of my son, daughter or other minor dependent to and from the training session and deployment sites on the specified dates and times of such events.

II. ASSUMPTION OF RISK

I understand and agree that my son's, daughter's or other minor dependent's participation in the 2016 homeless count as a volunteer in the deployment site holds certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. I understand that these risks vary from minor to severe, and I hereby agree to accept all risks of injury, of any nature whatsoever.

III. RELEASE, INDEMNITY, AND WAIVER OF LIABILITY

- A. I understand that my son's, daughter's or other minor dependent's participation is voluntary, and as such I hereby agree to waive, discharge, and release LAHSA and any of its employees, agents, officers, stakeholders and Opt-In Participants from and against all lawsuits and causes of action, or liability for any loss or claim for damages of any nature whatsoever, including injury to person or property.
- B. I further agree to indemnify and hold LAHSA and any of its employees, agents, officers, stakeholders and Opt-In Participants harmless from liability for any loss or claims for damages of any nature whatsoever, including injury to person or property, arising from or in any way related to my participation in the 2016 Homeless Count.

I, the undersigned, hereby represent that I am the parent/legal guardian of the below-named youth volunteer, a person under the age of 18 years, and that I have the legal authority to execute this Release. I have carefully read and fully understand the meaning and effect of the foregoing statements, and without reservations I give permission to my son, daughter or other minor dependent to participate in the 2016 Homeless Count.

Youth Volunteer Name:

Print Name

Parent/Guardian Name:

Print Name

Parent/Guardian Signature:

Signature

Date of Signature:

_____ / _____ / _____