

Paid expenses
that should be
charged to
rollover funds

Neighborhood Council of Westchester/Playa
Roll Over Funds

Total Spending year to date thru January 29, 2010\$17,594

The Roll Over policy per the Department of Neighborhood Empowerment states:

ROLL-OVER

What happens if we don't spend all our money during the current fiscal year?

The City has approved a special policy for Neighborhood Councils and their funds:

- Neighborhood Councils have three (3) full fiscal years to spend each of their fiscal year allocations.
- Neighborhood Council funding that has not been spent after three years will revert to the General Fund to be used for other city needs. This reversion will occur at the end of the fiscal year in which the funds period of time in the Neighborhood Council's account exceeds three years.

How this works:

- Funds received between July 1, 2002 and June 30, 2003 must be spent by the end of the third full year of their receipt — or June 30, 2006.
- Funds received between July 1, 2003 and June 30, 2004 must be spent by June 30, 2007

(Revised: 02/28/06)

Based on this policy and the fact that the policy was not changed until done so by City Council in February 2010, the current year spending should be applied against the NCWP's \$57,534.07 in Roll Over funds as in accordance with the policy. While these funds have been "frozen" by DONE pending the reconciliation, the above policy was not changed and the above policy was extracted from the DONE website on March 5, 2010.

These expenditures were included in the 2009-2010 NCWP budget which was submitted on June 18, 2009 and revised and submitted on December 4, 2009, clearly anticipates the use of the rollover funds for the projects paid for so far this year (see DONE Bulletin dated 11/5/09). See details of these expenditures on the following page.

These expenditures include items that were specifically approved by the board in fiscal year 2008-2009:

- LAPD Explorers program/Pacific Area Boosters – approved 12/08 – paid in 7/09
- NCWP tote bags/Kitchen Fresh – approved 5/09 – paid in 12/09

and expenditures that were incurred in fiscal year 2008-2009:

- Meeting refreshments/Rainbow Acres – paid in 9/09

Subject: Special Information Bulletin - Neighborhood Councils Will Have Access to Rollover Funds
From: Done@lacity.org
Date: Thursday, November 05, 2009 4:28 PM
To: DONENEWS@LISTSERV.LACITY.ORG

Neighborhood Councils Will Have Access to Rollover Funds

November 5, 2009

Message from General Manager BongHwan (BH) Kim

This is to update you on the status of the Neighborhood Council (NC) rollover funds. Due to a number of complicating factors, we have been unable to accurately confirm rollover balances for all 11 NCs by the deadline that was articulated two weeks ago. I understand that NCs need access to the rollover funds in order to continue financing important community projects. Therefore, we will continue to use the rollover balances that NCs submitted in their 2009 annual budget as a preliminary, but not final, figure. In instances where your bottom line rollover balance does not agree with the Department's figure, our staff will meet with each NC Board Treasurer to reconcile all previous financial statements and arrive at a more accurate, go forward balance.

For those NCs that complied with our request to submit budgets only for this year's allocation of \$45,000, we are requesting that you now submit revised budgets based on your anticipated balance plus the remaining balance of this year's allocation of \$45,000. Once your budgets are submitted, you will be authorized to spend rollover funds, unless your funds were previously exhausted by the Department. ←

In addition, I have heard many complaints about delays in processing your check requests directly caused by the City's budget crisis which resulted in the loss of 3 full time NC Funding positions and a total of 9 positions since 2008. This represents a 20% cut overall, with the loss of more positions and possible layoffs to mitigate additional citywide deficits. In addition to staffing reductions, the impact of mandated work furloughs essentially reduces the number of hours available to process the constant volume of Demand Warrant requests (averaging over 800 per month), in addition to auditing Purchasing Card transactions (averaging over 800 per month). Our staff continues to work diligently to meet daily customer service demands but we are simply unable to meet the increasing needs of NCs with fewer staff, work hour reductions and no overtime. On a daily workload, reconciling rollover balances is another major project that will require considerable resources.

To partly address this problem, I have asked my staff to begin developing plans to manage the program, preferably with accounting backgrounds, who have approached me and other staff with offers.

As I explained in prior memos, the Funding Program is in need of reengineering and that work is underway. Working within the constraints of the City's budget crisis, it is my priority to set up a sustainable and transparent system for the NC Funding Program. I am committed to a sustainable program that balances the financial management needs of a volunteer driven system with the City government's need for sound public management of tax payer dollars. With a reliable system in place, I look forward to raising additional funds from other public and private sector sources to leverage the impact that NCs have been making with the Funding Program.

I will try to minimize any additional burdens on NCs so that you can focus on addressing the needs of your communities. Please contact your Project Coordinator if you have any questions regarding revised budget submissions. I will continue to provide periodic updates on the progress we are making in order to improve the Funding Program and I ask for your patience and support as we work through the continuing challenges of the City's budget crisis.



NEIGHBORHOOD COUNCIL OF WESTCHESTER-PLAYA (NCWP)
Disbursement Activity (does not include approved but unpaid projects and expenses)
 For the eight months ended February 28, 2010

						Petty Cash	Checks/Credit Card	Disbursements	YTD Disbursements	Available Funding*
Available Funding as of June 30, 2009										\$ 57,534.07
2009 Funding										\$ 45,000.00
Available Funding as of July 1, 2009						0.14	102,533.93			\$ 102,534.07
No Activity								-	-	102,534.07
Available Funding as of July 31, 2009						0.14	102,533.93	-		102,534.07
cc	Vons	Refreshments for Board Meeting	8/4/09	Hench	Operations		19.46	19.46	19.46	102,514.61
DW	Pacific Area Boosters	LAPD Explorer Program-approved 12/08	8/14/09	Hench	Comm Impr		5,000.00	5,000.00	5,019.46	97,514.61
DW	Robin Zacha/Hometown News	NCWP monthly newsletter - Jul	8/7/09	Buchanan	Outreach		909.00	909.00	5,928.46	96,605.61
Available Funding as of August 31, 2009						0.14	96,605.47	5,928.46		96,605.61
cc	Rainbow Acres	food for board meetings - 3 months	9/20/09	Hench	Operations		405.00	405.00	6,333.46	96,200.61
cc	FastSigns	NCWP Banners	9/2/09	Eggers	Outreach		921.90	921.90	7,255.36	95,278.71
cc	Office Depot	photo copies and water for mtg	9/30/09	Hench	Operations		46.13	46.13	7,301.49	95,232.58
DW	Moore Business Results	website support	9/30/09	Coffin	Operations		150.00	150.00	7,451.49	95,082.58
DW	Parvis Printing	printing of brochures	9/30/09	Buchanan	Outreach		362.40	362.40	7,813.89	94,720.18
DW	Robin Zacha/Hometown News	NCWP monthly newsletter - Aug	9/30/09	Buchanan	Outreach		909.00	909.00	8,722.89	93,811.18
Available Funding as of September 30, 2009						0.14	95,082.44	2,794.43		93,811.18
No Activity								-	8,722.89	93,811.18
Available Funding as of October 31, 2009						0.14	95,082.44	-		93,811.18
cc	Vons	supplies and refreshments for board mtg	11/3/09	Hench	Operations		19.35	19.35	8,742.24	93,791.83
DW	Kitchen Fresh	food for board meeting - Oct	11/19/09	Hench	Operations		135.00	135.00	8,877.24	93,656.83
DW	Kitchen Fresh	purchase of tableclothes	11/19/09	Buchanan	Outreach		600.00	600.00	9,477.24	93,056.83
Available Funding as of November 30, 2009						0.14	94,328.09	754.35		93,056.83
DW	Hometown News	NCWP monthly news letter - Sept	12/4/09	Buchanan	Outreach		909.00	909.00	10,386.24	92,147.83
DW	Hometown News	NCWP monthly news letter - Oct	12/4/09	Buchanan	Outreach		909.00	909.00	11,295.24	91,238.83
DW	Hometown News	NCWP monthly news letter - Nov	12/4/09	Buchanan	Outreach		909.00	909.00	12,204.24	90,329.83
DW	Kitchen Fresh	Grocery Totes - approved 5/09	12/4/09	Buchanan	Outreach		3,336.00	3,336.00	15,540.24	86,993.83
DW	Moore Business Results	website support	12/15/09	Coffin	Operations		989.40	989.40	16,529.64	86,004.43
DW	Hometown News	NCWP monthly news letter - Dec	12/16/09	Buchanan	Outreach		909.00	909.00	17,438.64	85,095.43
Available Funding as of December 31, 2009						0.14	86,366.69	7,961.40		85,095.43
DW	Kitchen Fresh	food for board meeting - Dec	1/7/10	Hench	Operations		135.00	135.00	17,573.64	84,960.43
cc	Vons	supplies and refreshments for board mtg	1/5/10	Hench	Operations		20.36	20.36	17,594.00	84,940.07
Available Funding as of January 31, 2010						-	86,211.33	155.36		84,940.07
DW	Kitchen Fresh	food for board meeting - Jan	2/4/10	Hench	Operations		135.00	135.00	17,729.00	84,805.07
cc	Host for Web	website hosting service annual fee	2/4/10	Coffin	Operations		99.95	99.95	17,828.95	84,705.12
cc	UPS Store	postage to DONE	2/10/10	Hench	Operations		7.60	7.60	17,836.55	84,697.52
cc	Office Depot	photo copies mtg	2/4/10	Hench	Operations		57.17	57.17	17,893.72	84,640.35
DW	Hometown News	NCWP newsletter - Feb	2/14/09	Buchanan	Outreach		909.00	909.00	18,802.72	83,731.35
cc	UPS Store	postage to DONE	2/25/10	Hench	Operations		7.60	7.60	18,810.32	83,723.75
Available Funding as of February 28, 2010						0.14	84,995.01	1,216.32		83,723.75

* - Available Funding amount not adjusted for loss of Roll Over funds, pending confirmation of calculation from DONE.

DEMAND WARRANT

DW

NEIGHBORHOOD COUNCIL FUNDING PROGRAM - REQUEST FOR NEIGHBORHOOD COUNCIL PAPER CHECK
 334-B E. 2nd Street, Los Angeles, CA 90012, 213.485.1360 or 3-1-1 Website: www.lacityneighborhood.com
 Mail or submit this request via Fax: 213.485.4608 or email: donesfunding@lacity.org; ATTN: **FUNDING PROGRAM**

Date of Check Request: 7-31-09 Amount of Check Request: \$ 5000.00

Neighborhood Council: Westchester / Playa

If this Expenditure/Project is itemized in your budget please check here:
 Otherwise attach minutes/affidavit approving the expenditure and ensure it is appropriated in your budget.

Please select category:	Operational Expense	Neighborhood Improvement	Outreach
<input type="checkbox"/>	Office Equip./Supplies/Facilities	<input type="checkbox"/>	Event/Refreshments
<input type="checkbox"/>	Apple One/Admin. Services	<input type="checkbox"/>	Election
<input type="checkbox"/>	Meeting Expenses	<input type="checkbox"/>	Advertismnt/Newsletter/Web
<input type="checkbox"/>	Other	<input type="checkbox"/>	Other

Please provide a description of expense or attach additional information:
Community Service + Law Enforcement provided by LAPD Exp

Make check payable to: Pacific Area Boosters Assoc. Check if for a City Dept.

Remittance Address: PO Box 1529

City and State: Venice CA Zip Code: 90294

Please select all appropriate categories, attach Vendor Invoice and provide required supporting documents:

- First-time request for this vendor:**
 - Attach a completed W-9 and enter BTRC code here: _____
- Outreach expense:**
 - Please consult DW Supporting Document Guidelines form and/or DONE for required documents
- Community improvement project:**
 - Please consult DW Supporting Document Guidelines form and/or DONE for required documents
- Reimbursement for board members:**
 - Submit original receipt(s) and proof of payment
- Advance payment:**
 - Please consult DW Supporting Document Guidelines form and/or DONE for required documents
- Purchase Order:**
 - Provide quote and a Vendor contact name and number

DECLARATION

The undersigned do hereby declare that, as a result of an official action of the Governing Body of the Neighborhood Council named above: (1) they are authorized to make this request, (2) this funding request is exclusively intended for the Neighborhood Council named above, (3) all reasonable precautions shall be exercised by the undersigned to safeguard and account for use of the funds, and (4) the amount of the check requested will be deducted from the total available balance in my Neighborhood Council Funding Program account. **Note: The names and signatures of the Neighborhood Council Treasurer and Second Signatory are required.**

Signature: [Signature]
 Treasurer: Steve Donell
 Phone: 310 207-8481

Signature: [Signature]
 2nd Signatory: Cyndi Trench
 Phone: 310 779-6706

(BELOW THIS LINE FOR DONE USE)

Vendor Code	Acct. #	Approval	Date
		Approval	Date



Pacific Area Boosters Association

P.O. Box 1529
Venice, CA 90294

Invoice

Date	Invoice #
7/26/2009	1001

Bill To
Ms. Cyndi Hench, President Neighborhood Council of Westchester/Playa 8726 S. Sepulveda Blvd PMB 191A Los Angeles, CA 90045

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	For the Law Enforcement/Community Service provided by the <u>LAPD Pacific Area Explorers</u> in the Westchester Area through June 30, 2009.		
	DAPS Program (20%)	1,000.00	1,000.00
	Law Enforcement Explorers Program (80%)	4,000.00	4,000.00

Total		\$5,000.00
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Phone #	E-mail	Web Site
	info@PacificBoosters.org	www.PacificBoosters.org

**Request for Taxpayer
Identification Number and Certification**

Give form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as reported on your income tax return)
PACIFIC AREA BOOSTERS ASSOCIATION

Business name, if different from above

Check appropriate box: Individual/Sole proprietor **NONPROFIT** Corporation Partnership Other Exempt from backup withholding

Address (number, street, and apt. or suite no.)
PO BOX 1597

City, state, and ZIP code
VENICE, CA 90294

List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number

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or

Employer identification number

9153971193

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here Signature of U.S. person **Mary Ballon Kiehl** Date **2/27/09**

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes you are considered a person if you are:

- an individual who is a citizen or resident of the United States,
- a partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or

- any estate (other than a foreign estate) or trust. See Regulation section 301.7701-6(a) for additional information.

Foreign person. If you are a foreign person, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

- The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
- The treaty article addressing the income.
- The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

LOS ANGELES POLICE DEPARTMENT
PACIFIC AREA EXPLORER PROGRAM
LAW ENFORCEMENT EXPLORER
12312 CULVER BLVD.
LOS ANGELES, CA 90066

April 2, 2009

Ms. Cyndi Hench, President
Neighborhood Council of Westchester/Playa
8726 S. Sepulveda Blvd PMB 191A
Los Angeles, CA 90045

RE: Participation in the Pacific Area Law Enforcement Explorer Program

Dear Ms. Hench,

The Law Enforcement Explorer Program of the Los Angeles Police Pacific Division would like to thank the Neighborhood Council of Westchester/Playa for its participation in the program through its support of the Law Enforcement/Community Service in your area through June 30, 2009.

Through this program, the police department develops leadership and discipline in young men and women between the ages of 14-21. These young men and women are interested in serving their community by assisting the police and in learning basic police skills and procedures.

The Law Enforcement Explorer's is a product of the Pacific Area Boosters. The Pacific Area Boosters is a 501 c 3, nonprofit organization. All gifts are 100% tax deductible.

Thank you for your assistance.

Sincerely,

Officer Tony Newsom (Serial #26986)
Youth Service Officer
LAPD Pacific Area

Officer Lisa Gropp (Serial #36217)
Youth Service Officer
LAPD Pacific Area

To protect and to serve the community



Neighborhood Council of Westchester and Playa Statement of Community Benefit

Project: Payment to Explorers for Community Service

Motion: To authorize the expenditure of up to \$5,000 to help support the Los Angeles Police Department, Pacific Area Explorers and DAPS programs (Hench) Presentation by **LAPD Ofcr. Tony Newsom** in support of the motion. **M/S Hench/Maleman passes unanimously**

The benefit of this project is for the youth who are involved in the LAPD Explorer's Program and the Westchester/Playa community.

The LAPD Pacific Division has been actively growing its youth outreach through the DAPS and Explorers programs as Mayor Antonio Villaraigosa and LAPD Chief Bratton emphasize youth intervention as a way to deter teens from joining gangs.

The LAPD Explorers have been routinely patrolling the Howard Hughes Promenade, a problem area in our community on weekends, and we have seen a dramatic decrease in crime and complaints from the community.

APPROVED MINUTES
Submitted by Geoff Maleman

Tuesday, December 2, 2008 - 6:30 p.m.
Westchester Council Community Room
7166 Manchester Avenue, Westchester, CA 90045

Present: Mike Arias, William Ballerini, Steve Donell, Doug Ehlers, James Ferro, Tom Flintoft, Cyndi Hench, Terry Issac, Patricia Lyon, Geoff Maleman, Nancy Niles, John Ramey, John Ruhlen, Denny Schneider, Frances Stronks, Mary Taylor, Jack Topal, David Voss and John David Webster.

Excused: Stephen Bentley, David Coffin, Don Doyle, David Gray, Clarence Griffin, Nora MacLellan, Terry Marcellus, Paul Radke

Absent: Kathy Bartlow-Santos,

1. Call to Order **by President Arias at 6:39 p.m.**
2. Pledge of Allegiance -- John Ruhlen
3. Introduction/Appointment/Motion to Approve Booker Pearson as new At-Large Board Member **M/S Maleman/Webster passes unanimously**
4. Appointment/Motion to Approve Geoff Maleman as Recording Secretary **M/S Taylor/Ramey passes unanimously**
5. Approval of Minutes of November 4, 2008 Board meeting **M/S Taylor/Ballerini passes unanimously**
6. Public Comment - non-agenda items (limited to 2 minutes per speaker)
 - Rosalie Sacks** spoke regarding speeding cars on Billowvista and installation of speed humps
 - Jeremy Miles** spoke regarding the Goethe Charter School and its search for a new facility
7. Representative Reports (limit to 3 minutes please):
 1. **Rebecca Bernal**, Field Representative - Assemblymember Curren Price presented
8. Presentations: (limited to 5 minutes unless prior approval for additional time given)
 - a. Decron Properties Playa Manchester project by **David Nagel**
9. Motions/Actions Items: (Public comment on agendized items limited to 2 minutes)
 1. **Consent Calendar:** *(These items will be enacted with one vote unless a Board member or a stakeholder requests that an item be placed on the Discussion Calendar.)*
 1. Approval of reimbursement of Board member expenditures (Hench) up to \$95 for Stronks re: refreshments **M/S Hench/Taylor passes unanimously**
 2. **Discussion Calendar:** *(These items will be discussed and acted upon separately unless a Board member or a stakeholder requests that an item be transferred to the Consent Calendar.)*
 1. Motion to authorize the expenditure of up to \$5,000 to help support the Los Angeles Police Department, Pacific Area Explorers and DAPS programs (Hench) Presentation by **LAPD Ofcr. Tony Newsome** in support of the motion. **M/S Hench/Maleman passes unanimously (Buchanan abstains)**



10. Committee Reports:

1. Standing Committees

1. Airport Relations - David Voss
2. Budget & Finance - Cyndi Hench (Approval of Treasurer's Report) **M/S Hench/Ballerini passes unanimously**
3. Bylaws – (vacant)
4. Communications - David Coffin
5. Education - Terry Marcellus
6. Elections - David Coffin
7. Governmental Affairs/City Services - John Ramey
8. Membership/Marketing - Sibyl Buchanan
9. Planning & Land Use - James Ferro
10. Public Safety - Cyndi Hench

2. Ad Hoc Committees

1. Lincoln Streetscape - Stephen Bentley
2. Sepulveda Streetscape - John Ruhlen
3. Community Design Overlay - Bill Ballerini
4. Entrada - Bill Ballerini
5. Policies and Procedures Handbook - Clarence Griffin

3. City/Neighborhood Council Committees

1. LANC Congress - Paul Radke
2. City Planning Task Force - David Gray; James Ferro (alt.)
3. NC Alliance - Cyndi Hench
4. Mayor's Budget Day - Denny Schneider/Bill Ballerini (alt.)
5. City Attorney Legal Liaison - David Voss
6. LADWP MOU - John-David Webster
7. Westside Regional Alliance of NCs - J.D. Webster/Cyndi Hench/Jack Topal
8. 5 NC Working Group on Development and Transportation - Nora MacLellan

11. President's Discussion Items or Comments

1. Committee assignments
2. New procedure for Committee reports: to begin as written comments as part of the agenda beginning with the January, 2009 meeting
3. Board vacancies – **President Arias announced that the Education seat and, with the resignation of Kathy Bartlow-Santos, the Residential Area #13 seat are vacant and asked for prospective board members to be referred to him**
4. **Board Election of Officers for 2009 will occur at the next meeting January 6, 2009**

12. Other Items:

1. Conflict of Interest On-line Training: www.lacityneighborhoods.com
and www.done.ethicstraining@lacity.org
Neighborhood Empowerment Academy workshops:
www.lacityneighborhoods.com/empowerment_academy.htm

13. Announcements:

1. BONC meetings now held on the 1st Tuesday at 6:30 p.m. and every 3rd Thursday at 6:00 p.m. of the month
2. Next NCWP Board meeting: January 6, 2009 at 6:30 p.m.
3. Other announcements

14. Adjournment

President Arias adjourned the meeting at 8:03 p.m. until the next scheduled NCWP Board meeting on January 6, 2009.

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 our website by clicking on the following link: www.ncwpdr.org In addition, if you would like a copy of any record related to an item on the agenda, please contact Mary Taylor - NCWP Corresponding Secretary at: mary@gotpromosllc.com

City of Los Angeles – Department of Neighborhood Empowerment

DEMAND WARRANT

DW

NEIGHBORHOOD COUNCIL FUNDING PROGRAM - REQUEST FOR NEIGHBORHOOD COUNCIL PAPER CHECK

334-B E. 2nd Street, Los Angeles, CA 90012, 213.485.1360 or 3-1-1 Website: www.lacityneighborhood.com
 Mail or submit this request via Fax: 213.485.4608 or email: done.funding@lacity.org; ATTN: **FUNDING PROGRAM**

Date of Check Request: 10-5-09 Amount of Check Request: \$ 3,336.90

Neighborhood Council: Westchester / Playa

If this Expenditure/Project is itemized in your budget please check here:
 Otherwise attach minutes/affidavit approving the expenditure and ensure it is appropriated in your budget.

Please select category:	Operational Expense	Neighborhood Improvement	Outreach
	<input type="checkbox"/> Office Equip./Supplies/Facilities	<input type="checkbox"/> Beautification Project	<input type="checkbox"/> Event/Refreshments
	<input type="checkbox"/> Apple One/Admin. Services	<input type="checkbox"/> Community Services	<input type="checkbox"/> Election
	<input type="checkbox"/> Meeting Expenses	<input type="checkbox"/> LAUSD/Educational Support	<input type="checkbox"/> Advertising/Newsletter/Web
	<input type="checkbox"/> Other	<input type="checkbox"/> Other	<input checked="" type="checkbox"/> Other <u>General outreach</u>

Please provide a description of expense and attach the required documentation:
NCWP Tote bags for Stakeholders at outreach events

Make check payable to: Kitchen Fresh Check if for a City Dept.
 Remittance Address: 13208 W. Washington Blvd
 City and State: Los Angeles CA Zip Code: 90066

Please select all appropriate categories, attach Vendor Invoice and provide required supporting documents:

- First-time request for this vendor:**
 - Attach a completed W-9 and enter BTRC code here: _____
- Outreach expense:**
 - Invoice(s); Minutes/Resolution/Line Item on Budget; Flyer for Event/Artwork for Promotional Items/Ad Publication Proof
- Neighborhood improvement project:**
 - Invoice(s); Minutes/Resolution/Line Item on Budget; Receiving Agency Acknowledgment Letter; NC Benefit Statement
- Reimbursement for board members:**
 - Submit Original Receipt(s); Proof of Payment; Minutes/Resolution/Line Item; Mtg Refreshment Agenda & Sign-In Sheet
 - Outreach or Neighborhood Improvement see above
- Purchase Order:**
 - Provide Quote; Vendor Contact Information; Shipping Information; Minutes/Resolution/Line Item;
 - Neighborhood Improvement see above
- Neighborhood Purposes Grant (NPG):**
 - NPG Application; Board Resolution; W9 Form; Proof of 501(c)(3) Status (IRS determination letter); Project Budget

DECLARATION

The undersigned do hereby declare that, as a result of an official action of the Governing Body of the Neighborhood Council named above: (1) they are authorized to make this request and have received training by the Funding Division, (2) this funding request is for the Neighborhood Council named above, (3) all reasonable precautions shall be exercised by the undersigned to safeguard and account for use of the funds, and (4) the amount of the request will be deducted from the total available balance in the aforementioned Neighborhood Council Funding Program account.
Note: The names and signatures of the Neighborhood Council Treasurer and Second Signatory are required.

Signature: <u>x <i>Bloner</i></u>	Signature: <u>x <i>Chench</i></u>
Treasurer: <u>Steve Donel</u> (Please Print)	2 nd Signatory: <u>Cyndi Hensch</u> (Please Print)
Phone: <u>(310) 207-8481</u>	Phone: <u>(310) 779-6706</u>

(DO NOT WRITE IN SECTION BELOW – DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT USE ONLY)

	Approval	Date	
Vendor Code	Appr Acct. #	Approval	Date



13208 W. Washington Blvd.
 Los Angeles, CA 90066
 Ph: 310-306-2370
 Fx: 310-823-7773

Invoice

DATE INVOICE #
 9/2/2009 99572

CUSTOMER BILL TO

Westchester Neighborhood Council

DELIVERY ADDRESS

CONTACT	TERMS	DUE DATE	SALESPE...	EVENT DA...	DEL TYPE	KITCHEN TIME	DELIVERY TIME
Mary	N10	9/12/2009	Dana	9/2/2009			

# SERVED	DESCRIPTION	RATE PER PERSON	TOTAL AMOUNT
1,500	Grocery Tote Royal Blue	1.69	2,535.00T
1	Set-Up	45.00	45.00T
1	Artwork	30.00	30.00T
1	Shipping & Handling	472.42	472.42
	Sales Tax	9.75%	254.48

Total \$3,336.90

Client Signature:

*****To expedite the processing of your order, please sign and fax back to Kitchen Fresh Catering. Any cancellations must be done within 48 hours to avoid cancellation fees. Thank you!

Kitchen Fresh Signature:

The Voice of Our Community



Westchester • Playa del Rey • Playa Vista
www.ncwpdr.org

APPROVED MINUTES

Submitted by Geoff Maleman

Tuesday, May 5, 2009 - 6:30 p.m.

Westchester Council Community Room

7166 Manchester Avenue, Westchester, CA 90045

Present: Stephen Bentley, Sibyl Buchanan, David Coffin, Steve Donell, Don Doyle, Craig Eggers, Doug Ehlers, Tom Flintoft, David Gray, Clarence Griffin, Cyndi Hench, Terry Issac, Patricia Lyon, Geoff Maleman, Terry Marcellus, Nora MacLellan, Nancy Niles, Booker Pearson, Paul Radke, John Ramey, John Ruhlen, Denny Schneider, Frances Stronks, Mary Taylor, David Voss, John David Webster

Excused: James Ferro, Jack Topal,

Absent:

1. Call to Order **President Hench called the meeting to order at 6:37 p.m.**
2. Pledge of Allegiance by **Sibyl Buchanan**
3. Approval of Minutes of previous Board meetings (March and April)

M/S Schneider/Lyon to approve. Motion passes unanimously.

4. Public Comment - non-agenda items (limited to 2 minutes per speaker)

John Nahas spoke re: development in Marina del Rey. Urged NCWP to support Venice NC, We Are Marina del Rey and California Coastal Commission on their opposition to development in the Marina and to push for more of a community voice in the Marina.

5. Announcements from Governmental Representative:
 - a. **Lisette Covarrubias**, *DONE Project Coordinator* spoke re: Regional Congress of Neighborhoods, City Clerk meetings re: oversight of NC elections, Neighborhood Purposes Grants for 501(c)3 organizations, and announced she would be going on maternity leave.
 - b. **Jim Kennedy**, *Field Deputy/Councilman Bill Rosendahl* spoke re: the City budget woes, the City's proposed taxi parking ordinance, LMU's upcoming graduation and the DWP's heightened state of water usage.
 - c. **Chad Molnar**, *LAX - Community Liaison* spoke re: long-term lease for Westchester Golf Course and addition of the three missing holes, TBIT EIR and alternatives for new construction parking lots at LAX and Councilman Rosendahl's support for locating the lot south of World Way West, and progress on the LAX Northside Community Plan.
 - d. **Jennifer Zivkovic**, *Field Representative - Assemblymember Ted Lieu* spoke re: California Foreclosure Prevention Act (Lieu) signed by the governor
 - e. **Rebecca Bernal**, *Field Representative - Assemblymember Curren Price* spoke re: voting on May 19
6. Presentations: (limited to 5 minutes unless prior approval for additional time given)
 - a. Presentation about improvements at Westchester Park by Department of Recreation and Parks, by **Craig Raines**, Recreation and Parks Director of Planning and Development spoke re: renovation of the Westchester Pool area with construction beginning this summer as well as creation of the new skateboarding plaza adjacent to the pool area.
 - b. Presentation about the Westside Regional Alliance of Councils by **Mike Newhouse**, WRAC chairperson and Venice Neighborhood Council President, spoke re: the five

proposed motions from WRAC and the group's mission to bring local Neighborhood Councils together to address regional issues and speak with a unified voice.

7. Motions/Actions Items:

- a. Public comment on agenda items
- b. **Consent Calendar:** *(These items will be enacted with one vote unless a Board member or a stakeholder requests that an item be placed on the Discussion Calendar.)*
 - i. Motion to authorize expenditure of \$3,000 for Outreach booth at the Westchester Fourth of July Parade, to be paid to LAX Coastal Area Chamber of Commerce (Buchanan/Outreach)
 - ii. Motion to authorize expenditure not to exceed \$2,250 for lemonade stands at the Fourth of July Parade (Buchanan/Outreach)
 - iii. Motion to authorize the expenditure of \$175 for Outreach booth at the Chamberfest event, to be paid to LAX Coastal Area Chamber of Commerce. (Buchanan/Outreach)
 - iv. Motion to authorize expenditure of up to \$500 for a booth at the 2009 Family of Schools 5k Run/WPEF Public School Expo (Buchanan/Outreach)
 - v. Motion to authorize \$123.75 additional expenditure for previously approved sidewalk inserts for Sepulveda Blvd. (Ruhlen)
 - vi. Motion to approve letter to Councilman Bill Rosendahl, Mayor Antonio Villaraigosa, Assemblyman Ted Lieu, and State Senator Jenny Oropeza re support of the Ballona Institute and The Committee to Complete the Park on matters related to Egret Park. (Donell/PLUC)
 - vii. Motion to approve letter to Councilman Bill Rosendahl re Council File 07-3326 Parking of Taxicabs in Residential Areas (MacLellan)
 - viii. Motion to authorize a letter of support be written to the Los Angeles Department of Transportation and/or other applicable municipal agency, in favor of establishing Overnight Parking District restricting parking from the hours of 2:00am to 6:00am daily for the following streets within the Playa Vista community: Bluff Creek between Lincoln and Dawn Creek; Villosa Place between Deawalk Drive and Kiyot Way; Agustin Place between Celedon Creek and Dawn Creek; and Crescent Park East and West.
 - ix. Motion to approve the following motion as recommended by the Westside Regional Alliance of Councils: (Hench)

WRAC Motion No.1

1. That Early Notification of all applications to the Department of City Planning, the Bureau of Engineering and to the Department of Building and Safety shall be sent to all impacted certified Neighborhood and Community Councils recognized by their Councilperson (hereafter, "council"), and the applicant shall be required to send notice, by certified RRR mail, to the applicable council, of all subsequent requests for modifications, adjustments, amendments, alterations, or revisions to the application.

2. Planning and Building and Safety shall review all such applications, and such review shall include, prior to approval, compliance with all relevant Community Plans, Specific Plans, and Overlay Districts.

3. With respect to all applications to Planning and Building and Safety for which a public hearing is not required, notice shall be sent to the applicable council of the terms of the proposed approval, no later than 10 calendar days prior to issuance of the approval, and consideration shall be given by the decision maker to any objections, comments, or questions submitted in writing by the applicable council during the 10-day period.

4. Planning and Building and Safety shall each establish an ombudsman or community advocate who is accessible to officers of a council and whose responsibilities shall include facilitating access to Department personnel, procedures, and documents.

- x. Motion to approve the following motion as recommended by the Westside Regional Alliance of Councils: (Hench)

WRAC Motion No 2.

That the Los Angeles City Council be requested to supply each Neighborhood or Community Council with an accounting of both LAAC 5.117 parking funds, and Quimby Funds for its district.

- xi. Motion to approve the following motion as recommended by the Westside Regional Alliance of Councils: (Hench)

WRAC Motion No. 3

We hereby support adoption of an Interim Control Ordinance (ICO) / moratorium as proposed by the City Planning Commission temporarily prohibiting the installation of all new offsite advertising signs and supergraphic signs, as well as prohibiting alteration to existing offsite signs and supergraphic signs, until a new offsite sign ordinance can be developed, adopted and implemented. There should be no exceptions that might weaken the enforceability of the moratorium.

- xii. Motion to approve the following motion as recommended by the Westside Regional Alliance of Councils: (Hench)

WRAC Motion No. 4

As gridlock is a major quality of life issue, the City of Los Angeles City Council is hereby requested to implement an enforcement mechanism and fine system to alleviate the constant gridlock in intersections in the City Limits. While the City has found it both effective and profitable to implement "Tiger Teams" to clear 'No Parking, Tow Away Zones" during peak hours, the city has been unable to control gridlock.

- xiii. Motion to approve the following motion as recommended by the Westside Regional Alliance of Councils: (Hench)

WRAC Motion No. 5

That the Los Angeles City Council be requested to amend the working documents for Neighborhood and Community Councils, thereby allowing N.C./C.C.'s the right to appeal city department decisions.

M/S Schneider/Taylor (Approval of All Items on the Consent Calendar) passes unanimously

- c. **Discussion Calendar:** *(These items will be discussed and acted upon separately unless a Board member or a stakeholder requests that an item be transferred to the Consent Calendar.)*

- i. Motion to authorize expenditure not to exceed \$4,500 for the purchase of tote bags with NCWP logo for NCWP promotional items (Buchanan/Outreach) Called special by **Donell** and moved from Consent Calendar.

Donell requested a delay in authorizing this expenditure to explore other vendors/sizes to reduce the expenditure in light of budget constraints. Board members discussed the issue. **M/S McClellan/Doyle to approve motion as amended. Motion fails 12-13 (AYES: Bentley, Buchanan, Doyle, Flintoft, Gray, Griffin, MacLellan, Maleman, Radke, Schneider, Taylor and Voss. NAYS: Coffin, Donell, Eggers, Ehlers, Issac, Lyon, Marcellus, Niles, Pearson, Ramey, Ruhlen, Stronks and Webster)**

M/S Marcellus/Gray to approve the expenditure in an amount not to exceed \$3,500. Motion passes unanimously.

- ii. Motion to approve Treasurer's report (Donell/Budget and Finance)

M/S Donell/Webster to approve the Treasurer's Report. Motion passes unanimously.

- iii. Motion to approve reimbursement of Board member expenditures (Donell/Budget and Finance)

M/S Donell/Gray to reimburse Lyon in an amount to to exceed \$175 for meals at the Board meetings. Motion passes unanimously.

- iv. Motion to approve NCWP Budget for 2009-2010. (Donell/Budget and Finance)

M/S Donell/Schneider to approve the NCWP Budget for 2009-2010. Motion passes unanimously.

- v. Motion to approve proposed bylaw changes as written (Taylor/Bylaws)

Taylor presented the Bylaws Committee report, including rationale for the various items proposed by the Bylaws Committee.

Public Comment Regarding this Item:

Linda Kokelaar had her comments opposing the proposed bylaws revisions read into the record.

Robert Acherman spoke in opposition to the proposed bylaws revisions.

Karen Kanter spoke in opposition to the proposed bylaws revisions.

Marcia Hanscom spoke in opposition to the proposed bylaws revisions.

Amendment: M/S Voss/Marcellus eliminate changes to the LMU and Education seats and creating a total of just three (3) Business Seats (defined by zip codes 90293, 90094 and 90045) by eliminating the existing Business Seat, the Recognized Community Volunteer Seat and one (1) existing At-Large Seat. Board members discussed the issue. **Motion passes 21-4. (AYES: Buchanan,**

Coffin, Donell, Doyle, Eggers, Flintoft, Gray, Griffin, Issac, Lyon, MacLellan, Maleman, Marcellus, Niles, Pearson, Radke, Ramey, Ruhlen, Taylor, Voss and Webster. **NAYS:** Bentley, Ehlers, Schneider and Stronks).

Amendment: Election procedures applicable to the LAWA seat be also applicable to the LMU seat. **M/S Marcellus/Voss. Motion passes unanimously.**

Amendment: Eliminate redistricting of Districts 13, 14 and 15 as part of this round of bylaws revisions. **M/S Coffin/Stronks.** Board members discussed the issue. **Motion passes 17-8 (AYES:** Bentley, Buchanan, Coffin, Donell, Eggers, Ehlers, Gray, Griffin, Maleman, Marcellus, Niles, Pearson, Radke, Ramey, Ruhlen, Schneider and Stronks. **NAYS:** Doyle, Flintoft, Issac, Lyon, MacLellan, Taylor, Voss and Webster.)

Amendment: Add "certification of the election" on Page 7, Paragraph 4 of the proposed bylaw revisions; and make all confirmations of presidential appointments by simple majority of the board present rather than the proposed 2/3s. **M/S Schneider/MacLellan. Motion passes unanimously.**

Motion to make all the bylaws revisions as proposed and incorporate the previously approved amendments. **M/S Taylor/MacLellan Motion passes unanimously.**

Jennifer Badger, Mayor Antonio Villaraigosa's Office spoke re: Mayor's Day of Service, Gun Buy-Back Day.

- vi. Motion to approve proposed Election Procedures Stipulation Language Worksheet (Taylor/Bylaws)

Motion to approve the proposed Election Procedures Stipulation Language Worksheet and include the appropriate changes so that the Worksheet reflects the amendments previously made. **M/S Taylor/Niles. Motion passes unanimously.**

8. Committee Reports:

- a. Highlighted Committee Report
 - i. Bylaws - Mary Taylor
- b. Standing Committees (written reports)
 - i. Airport Relations - David Voss/David Coffin
 - ii. Budget & Finance - Steve Donell
 - iii. Bylaws - Mary Taylor
 - iv. Education - Terry Marcellus
 - v. Elections - David Coffin
 - vi. Governmental Affairs/CityServices - John Ramey
 - vii. Outreach - Sibyl Buchanan
 - viii. Planning & Land Use -Steve Donell
 - ix. Public Safety - Cyndi Hench
- c. Ad Hoc Committees (written reports, as needed)
 - i. Streetscape - John Ruhlen
 - ii. Community Design Overlay - open
 - iii. Policies and Procedures Handbook - Clarence Griffin
 - iv. Homelessness and Vehicular Living - Pearson
- d. City/Neighborhood Council Committees (written reports, as needed)
 - i. LANC Congress - Paul Radke

City of Los Angeles – Department of Neighborhood Empowerment

DEMAND WARRANT

DW

NEIGHBORHOOD COUNCIL FUNDING PROGRAM - REQUEST FOR NEIGHBORHOOD COUNCIL PAPER CHECK

334-B E. 2nd Street, Los Angeles, CA 90012, 213.485.1360 or 3-1-1 Website: www.lacityneighborhoods.com

Mail or submit this request via Fax: 213.485.4608 or email: done.funding@lacity.org; ATTN: **FUNDING PROGRAM**

Date of Check Request: 1-4-10

Amount of Check Request: \$ 135.00

Neighborhood Council: Westchester / Playa

If this Expenditure/Project is itemized in your budget please check here:
 Otherwise attach minutes/affidavit approving the expenditure and ensure it is appropriated in your budget.

Please select category:	Operational Expense	Neighborhood Improvement	Outreach
<input type="checkbox"/>	Office Equip./Supplies/Facilities	<input type="checkbox"/>	Event/Refreshments
<input type="checkbox"/>	Apple One/Admin. Services	<input type="checkbox"/>	Election
<input checked="" type="checkbox"/>	Meeting Expenses	<input type="checkbox"/>	Advertising/Newsletter/Web
<input type="checkbox"/>	Other	<input type="checkbox"/>	Other

Please provide a description of expense and attach the required documentation:

Meeting refreshments for December board meeting

Make check payable to: Kitchen Fresh Check if for a City Dept.

Remittance Address: 13208 W. Washington Blvd

City and State: Los Angeles CA Zip Code: 90066

Please select all appropriate categories, attach Vendor Invoice and provide required supporting documents:

- First- time request for this vendor:**
- Attach a completed W-9 and enter BTRC code here: _____
- Outreach expense:**
- Invoice(s); Minutes/Resolution/Line Item on Budget; Flyer for Event/Artwork for Promotional Items/Ad Publication Proof
- Neighborhood improvement project:**
- Invoice(s); Minutes/Resolution/Line Item on Budget; Receiving Agency Acknowledgment Letter; NC Benefit Statement
- Reimbursement for board members:**
- Submit Original Receipt(s); Proof of Payment; Minutes/Resolution/Line Item; Mtg Refreshment Agenda & Sign-In Sheet
- Outreach or Neighborhood Improvement see above
- Purchase Order:**
- Provide Quote; Vendor Contact Information; Shipping Information; Minutes/Resolution/Line Item;
- Neighborhood Improvement see above
- Neighborhood Purposes Grant (NPG):**
- NPG Application; Board Resolution; W9 Form; Proof of 501(c)(3) Status (IRS determination letter); Project Budget

DECLARATION

The undersigned do hereby declare that, as a result of an official action of the Governing Body of the Neighborhood Council named above: (1) they are authorized to make this request and have received training by the Funding Division, (2) this funding request is for the Neighborhood Council named above, (3) all reasonable precautions shall be exercised by the undersigned to safeguard and account for use of the funds, and (4) the amount of the request will be deducted from the total available balance in the aforementioned Neighborhood Council Funding Program account.

Note: The names and signatures of the Neighborhood Council Treasurer and Second Signatory are required.

Signature: x *Shou*
 Treasurer: *Stacy Jones*
 (Please Print)
 Phone: (310) 207-8481

Signature: x *Chene*
 2nd Signatory: *Cyndi Hench*
 (Please Print)
 Phone: (310) 779-6706

(DO NOT WRITE IN SECTION BELOW – DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT USE ONLY)

		Approval	Date
Vendor Code	Appr Acct. #	Approval	Date



Cafe • Catering • Bakery

13208 W. Washington Blvd.
 Los Angeles, CA 90066
 Ph: 310-306-2370
 Fx: 310-823-7773

Invoice

DATE	INVOICE #
12/1/2009	99630

CUSTOMER BILL TO
Westchester Neighborhood Council

DELIVERY ADDRESS
Westchester Park 7100 W. Manchester Bl. Westchester, CA 90045 Pat 310-641-1074 fax 310-823-4847

CONTACT	TERMS	DUE DATE	SALESPE...	EVENT DA...	DEL TYPE	KITCHEN TIME	DELIVERY TIME
Pat Lyons	N10	12/11/2009	Dana	12/1/2009	Drop Off	5:30 pm	6 pm
# SERVED	DESCRIPTION					RATE PER PERSON	TOTAL AMOUNT
1	Catering Sales Mixed Greed Salad Balsamic Vinaigrette Assorted Sandwiches Mayo & Mustard Packets Tongs Assorted Italian Cookies Sales Tax					123.01	123.01T
						9.75%	11.99
						Total	\$135.00

Client Signature:

*****To expedite the processing of your order, please sign and fax back to Kitchen Fresh Catering. Any cancellations must be done within 48 hours to avoid cancellation fees. Thank you!

Kitchen Fresh Signature:



Neighborhood Council of Westchester/Playa
NCWP Board Agenda
President - Cyndi Hench
www.ncwpdr.org

The public is requested to fill out a 'Speaker Card' to address the Board on any item of the agenda prior to the Board 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 Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board. 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 Neighborhood Council Project Coordinator (323) 224-2314.

Meeting Date, Time and Location:
Tuesday, December 1, 2009 - 6:30 p.m.
Westchester Municipal Building Community Room
7166 Manchester Avenue, Westchester, CA 90045

NCWP WILL BE COLLECTING CANNED FOODS FOR THE LAX FOOD PANTRY. PLEASE BRING YOUR DONATION TO THE MEETING

Board discussion materials available on website:
<http://www.ncwpdr.org/index.php?page=boardDocuments>

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes of previous Board meetings
4. Public Comment - non-agenda items (limited to 2 minutes per speaker)
5. Announcements from Governmental Representative (limit to 3 minutes please):
 1. Lisette Covarrubias, *DONE Project Coordinator*
 2. Jim Kennedy, *Field Deputy/Councilman Bill Rosendahl*
 3. Chad Molnar, *LAX - Community Liaison*
 4. Jennifer Badger, *Area Field Representative - Mayor's Office*
 5. Jennifer Zivkovic, *Field Representative - 53rd Assemblymember Ted Lieu*
 6. Amir Johnson - *Field Representative - 51st Assemblymember Steven Bradford*
 7. Alma Marquez - *Field Representative - Senator Rodney Wright*
 8. Veronica Zendejas - *Field Representative - Senator Jenny Oropeza*
 9. Jessica Duboff, *Field Representative - Congresswoman Jane Harman*
6. Motions/Actions Items:
 1. Public comment on agenda items limited to 2 minutes
 2. **Consent Calendar:** (*These items will be enacted with one vote unless a Board member or a stakeholder requests that an item be placed on the Discussion Calendar.*)
 1. Matters transferred from the Discussion Calendar
 3. **Discussion Calendar:** (*These items will be enacted with one vote unless a Board member or a stakeholder requests that an item be placed on the Consent Calendar.*)
 1. Motion to approve Treasurer's report (Donell/Finance)
 2. Motion to approve reimbursement of Board member expenditures (Donell/Finance)
 3. Motion to approve revised 2009-2010 budget (Donell/Finance)

4. Motion to approve NCWP position letter to DWP re proposed construction and route of the Scattergood-Olympic Power Line 1.
 1. DWP presentation can be reviewed at
(http://ncwpdr.org/library/public/boarddocs/Nov_2009/Scat-Oly_Presentation_102209.pdf)
5. Motion to approve NCWP position letter to LA City Planning Department re proposed LA City Ordinance pertaining to California State Law SB 1866 re Accessory Dwellings Units (ADU). (Donell/PLUC)
6. Motion to approve NCWP letter to The Los Angeles City Council in support of Councilmember Rosendahl's motion to create a provision for Councilmember Rosendahl to designate discrete and distinct areas of the NCWP district for a pilot program where homeless families with minor children would be allowed to park and sleep overnight, by permit and with case management services. Furthermore, the NCWP recommends that the pilot program for homeless family parking be chosen from two sites: 1) the LAPD Academy on Manchester and 2) the near the LAFD station property on Emerson Avenue at Westchester Parkway.
(Pearson/Homeless and Vehicular Living)
7. Motion to approve Election Procedures and related NCWP District Map
(Hench/Elections)
8. Matters transferred from the Consent Calendar
7. President's Discussion Items or Comments
 1. Creation of new ad hoc committees
 2. Committee assignments
 3. Current board vacancies Residential Districts #6 and #13
8. Other Items:
 1. Ethics and Conflict of Interest On-line Training: www.lacityneighborhoods.com
9. Announcements:
 1. Next NCWP Board meeting: January 5, 2010 at 6:30 p.m.
 2. Other announcements
10. Adjournment

Board Member Sign-Up Sheet

NCWP Board Meeting
December 1, 2009

President Cyndi Hench *Cyndi Hench*
Vice President David Voss *David Voss*
Recording Secretary Geoff Maleman *Geoff Maleman*
Corresponding Secretary Mary Taylor Absent
Treasurer Steve Donell *Steve Donell*

Stephen Bentley Excused
Sibyl Buchanan *Sibyl Buchanan*
Cheryl Burnett *Cheryl Burnett*
David Coffin Absent
Craig Eggers *Craig Eggers*
Doug Ehlers Absent
Tom Flintoft Present
David Gray *David Gray*
Clarence Griffin *Clarence Griffin*
Terry Issac *Terry Issac*
Andy Kamm *Andy Kamm*
Patricia Lyon *Patricia Lyon*
Nora MacLellan *Nora MacLellan*
Terry Marcellus *Terry Marcellus*
Nancy Niles *Nancy Niles*
Booker Pearson *Booker Pearson*
Ron Rader Absent
Paul Radke Excused
John Ramey Excused
John Ruhlen *John Ruhlen*
Denny Schneider Excused
Frances Stronks *Frances Stronks*
Jack Topal Excused
John-David Webster *John-David Webster*