



**Neighborhood Council of Westchester/Playa**  
NCWP Finance Committee Agenda  
Chairperson - Steve Donell  
[www.ncwpdr.org](http://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.

Committee materials are available at:

[http://ncwpdr.org/library/public/boarddocs/Committees/Budget and Finance/](http://ncwpdr.org/library/public/boarddocs/Committees/Budget%20and%20Finance/)

Date and time: Tuesday, March 2, 2010 5:30 PM

Place: 7166 Manchester Avenue, Westchester - Community Room

Welcome and Introductions

Discussion/Action (Motion)

1. Public Comment
2. Discussion about status of Neighborhood Council funding and roll over funds.
3. Motion to approve funding request for up to \$2,000 for repairs to Westchester Seniors Center.
4. Motion to approve funding request for up to \$5,000 for costs associated with hosting a LAX Northside Runway Townhall, featuring lead Academic Panelist, Arnold Barnett, MIT Professor, who headed the LAX Northside Safety Study.
5. Motion to approve funding request for up to \$2,500 for toddler playset and awning for Westchester Park Pre-School Play Area.
6. Motion to approve the funding of \$5,000 for grant to PATH in order to provide expanded street outreach to homeless persons in area of the Neighborhood Council of Westchester / Playa.
7. Motion to approve funding request for up to \$25,000 for furnishings for the Westchester Municipal Building Community Room.
8. Announcements and adjourn

## Recap of Motions for March 2010

Available Funding Feb 28, 2010 \$ 41,629.83

### Anticipated expenditures to be incurred - March - June 2010

|  |                 |
|--|-----------------|
| Hometown News - monthly newsletter - Mar-June        | 3,636.00        |
| Board meeting refreshments - Apr-June                | 405.00          |
| Board Member reimbursement for CDO committee meeting | 542.26          |
| Moore Business Results - website maintenance         | 350.00          |
| Total Anticipated expenditures                       | <u>4,933.26</u> |

**Estimated available after motions and anticipated expenditures \$ 36,696.57**

### March Motions

|   |                                    |
|---|------------------------------------|
| 2. Motion to approve funding request for up to \$2,000 for repairs to Westchester Seniors Center.   | 2,000.00                           |
| 3. Motion to approve funding request for up to \$5,000 for costs associated with hosting a LAX Northside Runway Townhall, featuring lead Academic Panelist, Arnold Barnett, MIT Professor, who headed the LAX Northside Safety Study. | 5,000.00                           |
| 4. Motion to approve funding request for up to \$2,500 for toddler playset and awning for Westchester Park Pre-School Play Area   | 2,500.00                           |
| 5. Motion to approve the funding of \$5,000 for grant to PATH in order to provide expanded street outreach to homeless persons in area of the Neighborhood Council of Westchester / Playa.  | 5,000.00                           |
| 6. Motion to approve funding request for up to \$25,000 for furnishings for the Westchester Municipal Building Community Room.  | 25,000.00                          |
| <b>Total Motions</b>  | <u><b>39,500.00</b></u>            |
| <b>(Over)/Under</b>   | <u><u><b>\$ (2,803.43)</b></u></u> |

|  |                |
|--|----------------|
| Title: Repairs for Seniors Center  | Item No. _____ |
| Meeting date: March 2, 2010  |                |
| Agendized by: Doug Ehlers  |                |
| Contact person: Doug Ehlers  | Phone number:  |
| Committee Vote (if appropriate):   |                |
| Does this item have a fiscal impact on the Neighborhood Council? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                |
| Additional documents attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                   |                |

**RECOMMENDATION:**

Recommend that the board approve an expenditure of up to \$2000 for repairs to the Senior's Center in Westchester

**BACKGROUND/DISCUSSION:**

Previous repairs involved replacing a folding wall that separates the main room into two separate rooms, so as to accommodate two events at the same time without one disturbing the other. The new folding wall was not as high as the original folding wall which left a 16 inch gap across the room, open to both sides. The noise from one side carries over to the other which contradicts the purpose of installing the folding wall. The wall installation company does not do plaster/drywall work of covering up the space above the top of the new folding wall.

**FISCAL ANALYSIS:**

The estimate for repairs came in at \$1880. Request of up to \$2000 is to provide for potential changes.

**ATTACHMENTS:**

Estimate from All West Drywall

**MOTION:**

That the Neighborhood Council:

Approve the funding request for up to \$2000 for repairs to the Westchester Senior's Center.

# ALL WEST DRYWALL

State License # 578781

1422 Ocean Park Blvd., #B  
Santa Monica, CA 90405  
Phone (310) 664-8074 Fax (310) 664-8094

## WORK ORDER

Date 3-1-10.

Customer's Name WESTCHESTER SENIOR CENTER

Address \_\_\_\_\_ Phone 310649 6034

Job Address LINCOLN & MANCHESTER.

FOR METAL STUDS HATCHANETS FILL IN  
WORK AND 5/8 DAY WALL W/ 1/2" METAL FORM.  
FINISH AT WALL TOP OF ACORDION DIVIDED DOOR.  
APPROX. 42' LONG. & 14' HIGH. SMOOTH FINISH.  
MATERIAL LABOR, SCRAP, CLEAN UP  
SCAFFOLDS. TOTAL \$1880

Rates Per Hour: Journeyman 49 Helper 39

All West Drywall by \_\_\_\_\_ Subcontractor

Verbal or Written Approval by \_\_\_\_\_  Written  Verbal

Date \_\_\_\_\_

Material \$ \_\_\_\_\_  
Tax \$ \_\_\_\_\_  
Labor \$ \_\_\_\_\_

(Pay this Amount) TOTAL \$ 1880

(2 Hours Minimum Charge)

ALL WORK ORDERS MUST BE PAID WITHIN 10 DAYS

|  |                            |
|--|----------------------------|
| Title: Northside Safety Study Townhall   | Item No. _____             |
| Meeting date: TBD  |                            |
| Agendized by: Denny Schneider  |                            |
| Contact person: Denny Schneider  | Phone number: 310 641-4199 |
| Committee Vote (if appropriate):   |                            |
| Does this item have a fiscal impact on the Neighborhood Council? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                            |
| Additional documents attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                   |                            |

**RECOMMENDATION:**

Provide funding to host a Northside Safety Study Townhall to include Academic Panel Chair, Arnold Barnett, MIT Professor and acknowledged preeminent runway safety expert in support of the LAX Northside Runway safety evaluation.

**BACKGROUND:**

When LAWA decided subsequent to the Stipulated Settlement Agreement of 2006 suspending the Alt D Master Plan, they wanted to expand the north runway complex and raised safety as the causal issue. To support their end, LAWA commissioned five aviation related organizations to study the issue and massaged the results prior to public release. NCWP in cooperation with Councilmember Rosendahl held a townhall in 2008 at which we discredited the results as biased. Local elected officials including Mayor Villaraigosa took a strong anti-runway expansion stand but stated that if necessary to resolve a major safety issue they would relent and allow an expansion north. Expansion north would result in massive destruction of the Westchester Business District and cause more apartments and homes to be impacted/removed.

**DISCUSSION:**

The results of an unbiased NASA simulation and Academic Professor Panel Review draft was released February 19, 2010 concluding that no runway movement for safety improvement is warranted. Expansionists will try to dispute this conclusion. A public forum expanding on the study conclusions is warranted to blunt attempts by LAX expansionists to discredit the study.

Outreach for this event is critical. We should work with the local business community and other community groups and CD 11 Councilmember Rosendahl to get maximum exposure.

**FISCAL ANALYSIS:**

The cost accrued for the townhall will be for the time, lodging, and travel costs of the lead professor along with a nominal stipend. Any hall usage fee and refreshment costs plus meeting supply costs must also be paid.

**ATTACHMENTS:** None

**MOTION:**

That the Neighborhood Council host and pay for a Northside Safety Townhall at a total cost not to exceed \$5000 with lead Academic Panel, MIT Professor Arnold Barnett as the primary speaker.

|  |   |                           |
|--|---|---------------------------|
| Title:   | ad hoc homeless and vehicular living committee                      |                           |
| Item No.   | _____   |                           |
| Meeting date:  | 2/25/10   |                           |
| Agendized by:  | booker pearson  |                           |
| Contact person:  | booker pearson  | Phone number:310-699-1231 |
| Committee Vote (if appropriate):                                 | 5 yes 0 no 0 abstain  |                           |
| Does this item have a fiscal impact on the Neighborhood Council? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                           |
| Additional documents attached?                                   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                           |

**RECOMMENDATION:**

Ad Hoc Homeless and Vehicular Living Committee recommends approval of a Motion to fund the attached grant to PATH for \$5,000 in order to provide expanded street outreach to homeless persons in NCWP area.

**BACKGROUND:**

The NCWP stake holders are concerned about the increasing number of homeless persons in the district.

**DISCUSSION:**

After meeting with PATH and reviewing the attached grant proposal, the committee voted unanimously to recommend \$5000.00 funding. Specifically, Neighborhood Purpose Grant Funds will allow PATH to provide four hours of street outreach services in the Westchester/Playa community each week, and to respond to 4 phone calls/month from individuals in the Neighborhood Council of Westchester/Playa service

**FISCAL ANALYSIS:**

\$5000 funding is recommended

**ATTACHMENTS:**

- 1) Grant application by PATH 2) Contract proposed by PATH

**MOTION:**

That the Neighborhood Council:  
 approve the funding of \$5000 for attached grant to PATH in order to provide expanded street outreach to homeless persons in area of the Neighborhood Council of Westchester / Playa.



**Memorandum of Agreement  
Between  
PATH (People Assisting the Homeless) and the Neighborhood Council of  
Westchester/Playa**

This Memorandum of Agreement is made between PATH (hereby referred to as "SUBCONTRACTOR") and the Neighborhood Council of Westchester/Playa (hereby referred to as "CONTRACTOR") for provision of outreach services by PATH's Street Outreach Team to assist homeless individuals and families residing in the boundaries of the Neighborhood Council of Westchester/Playa. The Neighborhood Council of Westchester/Playa represents a community consisting of 15 different residential districts. These districts are all within the following boundaries: A combination of Ballona Creek, Jefferson Blvd. & Centinela Ave. to the North, La Cienega Blvd. to the East, Imperial Hwy to the South and the Pacific Ocean to the West. (Please see Attachment 1)

1. Scope of Services

SUBCONTRACTOR agrees to provide the following direct services to the Neighborhood Council of Westchester/Playa:

- Provide 4 hours of outreach in the Westchester/Playa community weekly. Respond to 4 phone calls per month from Neighborhood Council of Westchester/Playa members/area. The phone calls will be limited to Thursdays and Fridays between the hours of 7:30am and 3:30pm.
- PATH outreach workers will provide on-site assistance in response to the calls, including: direct outreach to homeless individuals, provision of food, clothing and hygiene supplies and referrals to housing and supportive services.
- PATH outreach workers will also be available to provide mediation assistance between homeless individuals and businesses, patrons, residents and law enforcement, to promote safe and welcoming public spaces within the service area.
- PATH outreach workers will track the number and types of services provided to homeless individuals in the Neighborhood Council of Westchester/Playa area and provide monthly reports.

2. Reporting Requirements

SUBCONTRACTOR will participate in monthly tracking and reporting of services and referrals delivered to homeless clients in response to CONTRACTOR requests. SUBCONTRACTOR will meet with CONTRACTOR representative(s) to discuss the progress and outcomes of the partnership on an as-needed basis.

3. Payment Schedule

CONTRACTOR will compensate SUBCONTRACTOR for services rendered in the amount of \$5,000 for services rendered over a 12-month period. Funds will be used to pay for staffing time, transportation and outreach services provided to the businesses and homeless individuals in the targeted service area.

4. Length of Agreement

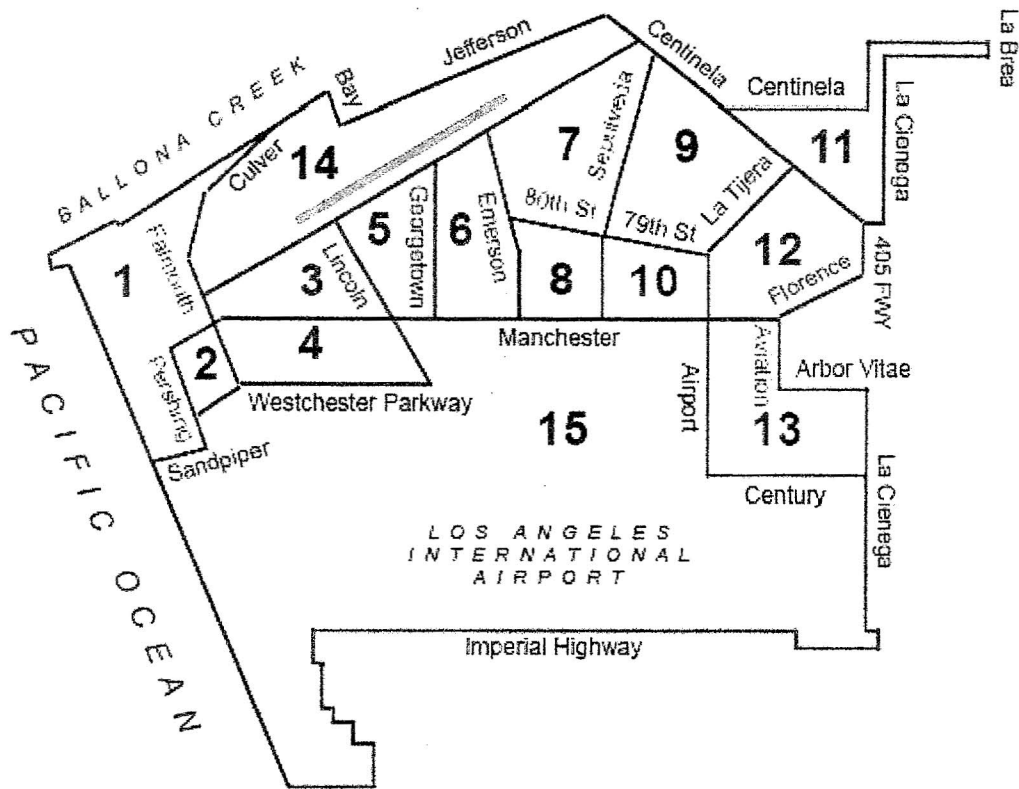
This agreement shall be effective for 12 months from the time of grant award notification, from the period of January 1, 2010 through December 31, 2010.

This agreement is entered upon on the below signed date by authorized representatives of PATH and the Neighborhood Council of Westchester/Playa.

Janet Kelley, Executive Director PATH

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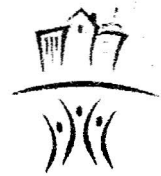
**Attachment 1.**



**Residential Districts of the Neighborhood Council  
of Westchester/Playa del Rey (amended September 7, 2004)**

| No | North              | West          | South               | East       |
|----|--------------------|---------------|---------------------|------------|
| 1  | Ballona Creek      | Pacific Ocean | Sandpiper           | Falmouth   |
| 2  | Manchester         | Pershing      | Westchester Parkway | Falmouth   |
| 3  | Westchester Bluffs | Falmouth      | Manchester          | Lincoln    |
| 4  | Manchester         | Falmouth      | Westchester Parkway | Lincoln    |
| 5  | Westchester Bluffs | Lincoln       | Manchester          | Georgetown |
| 6  | Westchester Bluffs | Georgetown    | Manchester          | Emerson    |
| 7  | Westchester Bluffs | Emerson       | 80th Street         | Sepulveda  |
| 8  | 80th Street        | Emerson       | Manchester          | Sepulveda  |
| 9  | 405 FWY            | Sepulveda     | 79th Street         | La Tijera  |
| 10 | 79th Street        | Sepulveda     | Manchester          | Airport    |
| 11 | Centinela          | 405 FWY       | 405 FWY             | La Cienega |
| 12 | 405 FWY            | La Tijera     | Manchester          | Florence   |
| 13 | Manchester         | Airport       | Century             | La Cienega |
| 14 | Ballona Creek      | Falmouth      | Westchester Bluffs  | Centinela  |
| 15 | Manchester         | Pacific Ocean | Imperial Highway    | Airport    |

City of Los Angeles, Department of Neighborhood Empowerment  
**Neighborhood Purposes Grant (NPG)**  
**Announcement and Explanation**



DEPARTMENT OF NEIGHBORHOOD  
EMPOWERMENT

Dear Prospective Applicants:



The Department of Neighborhood Empowerment (Department) is pleased to announce that the City Council and the Mayor have given final approval to the ordinance establishing the Neighborhood Purposes Grant (NPG). This approval is the culmination of intense effort by Department to provide Neighborhood Councils with greater flexibility in spending their allocated funds. **Effective March 30, 2009**, Neighborhood Councils *in good fiscal standing* will enjoy a significantly enhanced ability to form partnerships with *501(c)(3) nonprofit organizations and public schools* in their communities. (Please note that grants cannot be issued to religious organizations or to private schools.)

**Is your Neighborhood Council in Good Fiscal Standing?**

Only Neighborhood Councils in good fiscal standing will be eligible to participate in the NPG program. Good fiscal standing is interpreted to mean the following:

- Neighborhood Council must have a current fiscal year budget on file with the Department; and
- Neighborhood Council must have submitted the previous two quarters of audit materials (including receipts/invoices)

To check the status of your Neighborhood Council visit our website at [www.lacityneighborhoods.com](http://www.lacityneighborhoods.com).

**Does it Benefit the Community?**

Any grant issued by a Neighborhood Council must be for a public purpose: in short, how will the grant help your community? Please refer to *Appendix A, "What is a Public Benefit Project," of the Application for Neighborhood Purposes Grant for more information.*

**Conflict of Interest Laws Apply**

The state and local conflict of interest laws that currently apply to the Neighborhood Council Funding Program also apply to the Neighborhood Purposes Grant.

At a minimum, board members must recuse themselves from a vote to approve a grant should there be a conflict due to an affiliation with an applicant organization. There should be full disclosure and transparency. *Please refer to Appendix B, "Conflicts of Interest," of the Application for Neighborhood Purposes Grant and/or the Project Coordinator assigned to the respective Neighborhood Council for more information.*

**Application Process**

501(c)(3) nonprofit organizations and public schools must complete the attached Application for a Neighborhood Purposes Grant and submit it to the respective Neighborhood Council. An electronic version of the application is available on the Department's website, [www.lacityneighborhoods.com](http://www.lacityneighborhoods.com)

Neighborhood Councils must evaluate all grant applications in a public meeting, deciding whether to approve or disapprove the proposed grant. If the application is approved, it must then be forwarded to the Department via the Project Coordinator. If all documents are in compliance, the Project Coordinator will forward the application to the Neighborhood Council Funding Unit who will then process a check to the grant recipient.

**Grants Up to \$5,000**

Through the Neighborhood Purposes Grant (NPG), Neighborhood Councils will now have the legal authority to issue grants of public funds in amounts up to \$5,000 without a written contract.

**Grants of \$5,001 and Above**

Grants for amounts of \$5,001 and above will require contracts drafted in coordination with the Department so as to meet City contracting standards. Neighborhood Councils *do not have the legal authority* to enter into unilateral contracts.

Grants for amounts above \$20,000 will require the approval of the General Manager of the Department and the Board of Neighborhood Commissioners.

**Posting Grants on the Department's Website**

Grants issued by Neighborhood Councils will be posted on the Department's website so that stakeholders can monitor the progress of the Program.

**Apply Now!**

If you meet the criteria as explained above, fill out the attached application and submit it to your local Neighborhood Council.

If you have any questions please contact Rodger Shimatsu of the Neighborhood Council Funding Program at (213) 473-5383 or toll free at 3-1-1 or by email at [Rodger.shimatsu@lacity.org](mailto:Rodger.shimatsu@lacity.org).

**APPLICATION for Neighborhood Purposes Grant (NPG)**



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. The Neighborhood Council, upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment via the Project Coordinator.

Name of Neighborhood Council you are seeking the grant from: Neighborhood Council of Westchester/Playa  
*Neighborhood Council Name*

**SECTION I - APPLICANT VERIFICATION INFORMATION**

|   |                              |   |   |
|---|------------------------------|---|---|
| PATH (People Assisting the Homeless)  | 95-3950196                   | California  | 02/1985   |
| <b>1A) Organization Name</b>  | <i>Federal I.D. # (EIN#)</i> | <i>State of Incorporation</i>   | <i>Date of 501(c)(3) Status (if applicable)</i> |
| 340 North Madison Avenue  | Los Angeles                  | CA  | 90004   |
| <b>1B) Organization Mailing Address</b>   | <i>City</i>                  | <i>State</i>  | <i>Zip Code</i>                                 |
| Same as above   |                              |   |   |
| <b>1C) Business Address (If different)</b>  | <i>City</i>                  | <i>State</i>  | <i>Zip Code</i>                                 |
| Not applicable.   |                              |   |   |
| <b>1D) Address of Affiliated Organization (If applicable)</b>   | <i>City</i>                  | <i>State</i>  | <i>Zip Code</i>                                 |
| <b>Name and address of person designated to receive official/legal notices:</b>                                   |                              | <b>Name:</b> Janet Denise Kelly   |   |
| 2) 340 North Madison Avenue   | Los Angeles                  | CA  | 90004   |
| <i>Street</i>   | <i>City</i>                  | <i>State</i>  | <i>Zip Code</i>                                 |
| <b>3) Type of Organization- Please select one: (Organizations must be located within the City of Los Angeles)</b> |                              |   |   |
| <input type="checkbox"/> Public School <i>(not to include private schools)</i>                                    |                              | or <input checked="" type="checkbox"/> 501(c)(3) Non-profits <i>(other than religious institutions)</i> |   |
| <b>Attach Letterhead</b>  |                              | <b>Attach IRS Determination Letter</b>  |   |

**SECTION II - PROJECT DESCRIPTION**

- 4) Please describe the Neighborhood Improvement Project for which the grant is intended.**  
 PATH respectfully requests funding to support expanded street outreach efforts in Westchester. Specifically, Neighborhood Purpose Grant Funds will allow PATH to provide four hours of street outreach services in the Westchester/Playa community each week, and to respond to 4 phone calls/month from individuals in the Neighborhood Council of Westchester/Playa service area. Phone call responses will be limited to Thursdays and Fridays, between 7:30 AM and 3:30 PM. Our Street Outreach Team provides homeless individuals living on the streets with sack lunches, hygiene supplies, and referrals to housing and supportive services. By forming trusting relationships, our street outreach team encourages typically "service-resistant" individuals to take the first step towards self-sufficiency. Our street outreach team also works with local police, businesses, and concerned citizens to mediate interactions with homeless individuals and ensure that the needs of the community and the homeless are met.
- 5) How will this grant be used to primarily support or serve a non-discriminatory, public purpose and benefit the public at-large.**  
 Generous support from a Neighborhood Purpose Grant will allow PATH's Regional Street Outreach Team to provide vital outreach services to homeless individuals living on the streets of Westchester. Providing more than just food and hygiene supplies to meet homeless individuals' basic needs, PATH's Street Outreach Team connects homeless individuals to the housing and supportive services they need to meet their long-term needs for financial security and stable housing. Reducing the number of homeless individuals living on the streets by connecting them to the full range of services they need to overcome their barriers to self-sufficiency will benefit all stakeholders in the community, including business-owners, residents and homeless individuals. PATH's Regional Street Outreach Team provides services free of charge to any individual or family who is homeless, and strictly adheres to non-discrimination policies, placing a high-priority on providing sensitive and appropriate services to every individual we encounter.

**SECTION III - PROJECT BUDGET OUTLINE- Please outline the project budget below.**

| 6A) Personnel Related Expenses | Requested of NC | Total Projected Cost |
|--------------------------------|-----------------|----------------------|
| Project Director               | \$ 500          | \$ 5,500             |
| Outreach Case Managers         | \$ 3,000        | \$ 6,000             |
| Fringe Benefits                | \$ 875          | \$ 2,875             |
|                                | \$              | \$                   |

| 6B) Non-Personnel Related Expenses | Requested of NC | Total Projected Cost |
|------------------------------------|-----------------|----------------------|
| Van fuel and maintenance           | \$ 500          | \$ 1,100             |
| Food for clients                   | \$ 0            | \$ 350               |
| bus tokens                         | \$ 125          | \$ 550               |
| Phone                              | \$ 0            | \$ 300               |

7) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding?  Yes, please describe below  No

| Source of Funding | Amount | Total Projected Cost |
|-------------------|--------|----------------------|
| Not applicable.   | \$     | \$                   |
|                   | \$     | \$                   |
|                   | \$     | \$                   |
|                   | \$     | \$                   |

8) What is the TOTAL amount of the grant funding requested with this application: \$ 5,000

9) What is the expected completion date? 06 / 30 / 2010 (mm/dd/yyyy)

**SECTION IV - PROJECT PRIMARY AND SECONDARY CONTACT INFORMATION**

Provide the name, telephone number, fax and e-mail address (if applicable) of the person(s) responsible for the funds and program(s) listed in Section II of this application.

Rudy \_\_\_\_\_ Salinas \_\_\_\_\_  
 10A) *First Name* \_\_\_\_\_ *Last Name* \_\_\_\_\_ *MI* \_\_\_\_\_  
 (323) 960-9041 (323) 960-3330 rodolfos@epath.org  
*Telephone Number* *Fax Number* *E-mail*

Janet \_\_\_\_\_ Kelly \_\_\_\_\_ D \_\_\_\_\_  
 10B) *First Name* \_\_\_\_\_ *Last Name* \_\_\_\_\_ *MI* \_\_\_\_\_  
 (323) 644-2202 (323) 644-2288 janetg@epath.org  
*Telephone Number* *Fax Number* *E-mail*

**SECTION V - DECLARATION AND SIGNATURE**

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read Appendix A, "What is a Public Benefit," and Appendix B "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant.

11A) Executive Director of Non-Profit Corporation or School Principal

Janet Denise Kelly \_\_\_\_\_ Executive Director \_\_\_\_\_  
 PRINT First Name/ Last Name Title Signature Date

11B) Secretary of Non-profit Corporation or Assistant School Principal

Eva Vollmer \_\_\_\_\_ Corresponding Secretary \_\_\_\_\_  
 PRINT First Name/ Last Name Title Signature Date



|  |                |
|--|----------------|
| Title: Furniture for Westchester Community Room  | Item No. _____ |
| Meeting date: March 2, 2010  |                |
| Agendized by: Hench  |                |
| Contact person: Cyndi Hench  | Phone number:  |
| Committee Vote (if appropriate):   |                |
| Does this item have a fiscal impact on the Neighborhood Council? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                |
| Additional documents attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                   |                |

**RECOMMENDATION:**

Approve the funding request for up to \$25,000 to purchase tables and chairs for the Westchester Community Room.

**BACKGROUND/DISCUSSION:**

The Community Room is used extensively by many community groups, including the NCWP. Groups such as Girl Scouts, Stamp Club, Toastmasters, Park Advisory Boards, Homeowners Associations, Kids music programs, among others, use the Community Room on nearly a daily basis.

Each group requires a different configuration of furniture and the furniture must be moved every day, often multiple times each day. The existing furniture presents a danger to everyone who moves it around as it is not easy to move.

The existing furniture is a "hodge-podge" of old desks and folding tables. The old desks are terribly heavy and are dragged across the carpet, causing the legs on these "tables" to become loose and wobbly, and risk damage to the carpet. Many of the folding tables are bent an uneven after years of use. The chairs are also a "hodge-podge" of discarded city furniture and folding chairs that are bent up and wobbly.

The NC enjoys the use of the community room without charge. This acquisition will benefit to all of the community groups that use this room every day. The tables are on wheels so they are easy to move and decrease the risk of someone injuring themselves when moving the furniture in the room. The tables also nest, so they easily move out of the way to make room for events where the room needs to be cleared. The chairs are stackable and on a dolly to make it easy to store and move them too.

**FISCAL ANALYSIS:**

The estimated cost of the tables is \$10k. The cost of 150 chairs with 6 dollys is \$11k. However, these estimates are from Apr 2009 and are being updated. If there are funds available, other furnishings, subject to committee approval could be projector stand and screen.

**ATTACHMENTS:**

See estimates attached

**MOTION:**

That the Neighborhood Council approve the funding request for up to \$25,000 to purchase furnishings for the Westchester Municipal Community Room.

**Neighborhood Council of Westchester/Playa  
Community Improvement Application**



NCWP Finance Committee

[www.ncwpdr.org](http://www.ncwpdr.org)

2008

213 4851307

**APPLICANT CONTACT INFORMATION:**

NAME Cyndi Hench

ADDRESS

PHONE

EMAIL kentwoodnw@aol.com

**PROJECT DETAILS:**

1. Identify the applicant (person/entity): Board member
2. Legal owner of property: City of Los Angeles
3. Address of property/site: 7166 Manchester Avenue Westchester, CA
4. Is the site owned by a City of Los Angeles agency? If so, identify:
5. How much funding is being requested and what % of the entire project cost does this represent? Up to \$25,000 representing 100% of the purchase of furnishings.
6. Will the contact person identified above receive any financial benefit from the proposed project? No
7. Is the project/site located within the boundaries of the NCWPDR? yes
8. Describe the project goals and objectives: Purchase furniture for the Westchester Community Room

9. Describe how the NCWPDR funds will specifically be used: Purchase of tables and chairs from Office Interiors, or another vendor if required by the city.

Identify how the project benefits and affects NCWPDR stakeholders: The Community Room is used extensively by many community groups, including the NCWP. Groups such as Girl Scouts, Stamp Club, Toastmasters, Park Advisory Boards, Homeowners Associations, Kids music programs, among others, use the Community Room on nearly a daily basis.

Each group requires a different configuration of furniture and the furniture must be moved every day, often multiple times each day. The existing furniture presents a danger to everyone who moves it around as it is not easy to move.

The existing furniture is a "hodge-podge" of old desks and folding tables. The old desks are terribly heavy and are dragged across the carpet, causing the legs on these "tables" to become loose and wobbly, and risk damage to the carpet. Many of the folding tables are bent an uneven after years of use. The chairs are also a "hodge-podge" of discarded city furniture and folding chairs that are bent up and wobbly.

The NC enjoys the use of the community room without charge. This acquisition will benefit to all of the community groups that use this room every day. The tables are on wheels so they are easy to move and decrease the risk of someone injuring themselves when moving the furniture in the room. The tables also nest, so they easily move out of the way to make room for events where the room needs to be cleared. The chairs are stackable and on a dolly to make it easy to store and move them too.

10. Identify the methods to be used to execute the proposed project:

**EVALUATION PLAN:**



a. Name **OFFICE INTERIORS PLUS**

42156 N. 10th Street West  
Unit F  
Lancaster, California  
93534  
Phone: (661) 940-7345  
Fax: (661) 940-7344  
Email: officeip@verizon.net

b. Tax ID Number

c. BTRC Number

d. W-9 Attached? (only if to an individual)

I declare that the foregoing is true and correct to the best of my knowledge:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**Prepared For:**

Cyndi Hench  
Westchester City Council  
  
Westchester, CA

L. A. County Agreement No. 42858  
**AMERICAN SEATING COMPANY**  
c/o OFFICE INTERIORS PLUS  
42156 N. 10th Street West  
Unit F  
Lancaster, California  
93534  
Phone: (661) 940-7345  
Fax: (661) 940-7344  
Email: officeip@verizon.net



Prepared By: Steve Levinson

**American Seating Non-Upholstered Acton Stackers With Arms**

| Item | Qty. | Part No.  | Description                     | Sell Price    |             |
|------|------|-----------|---------------------------------|---------------|-------------|
|      |      |           |                                 | Unit          | Extended    |
| 1    | 150  | AC0020    | ACTON NON-UPH W/POLYMER GLIDES  | \$62.73       | \$9,409.50  |
|      |      |           | FRAME FINISH ... Skipped Option |               |             |
|      |      |           | SHELL COLOR ... Skipped Option  |               |             |
| 2    | 6    | 8693A0041 | DOLLY ARM MODEL                 | \$111.93      | \$671.58    |
|      |      |           | Installation                    | \$0.00        | \$0.00      |
|      |      |           | Design Fees                     | \$0.00        | \$0.00      |
|      |      |           | Freight                         | \$0.00        | \$0.00      |
|      |      |           | Sales Tax                       | \$932.50      | \$932.50    |
|      |      |           |                                 | <b>Total:</b> | \$11,013.58 |

The dolly has a capacity of 26 non-upholstered or 18 upholstered chairs.

**Prepared For:**

Cyndi Hench  
Westchester City Council  
  
Westchester, CA

**CMAS Contract Number 4-06-01-0102A**  
**Berco Industries d. b. a. Berco Inc.**  
**c/o OFFICE INTERIORS PLUS**  
42156 N. 10th Street West  
Unit F  
Lancaster, California  
93534  
Phone: (661) 940-7345  
Fax: (661) 940-7344  
Email: officeip@verizon.net

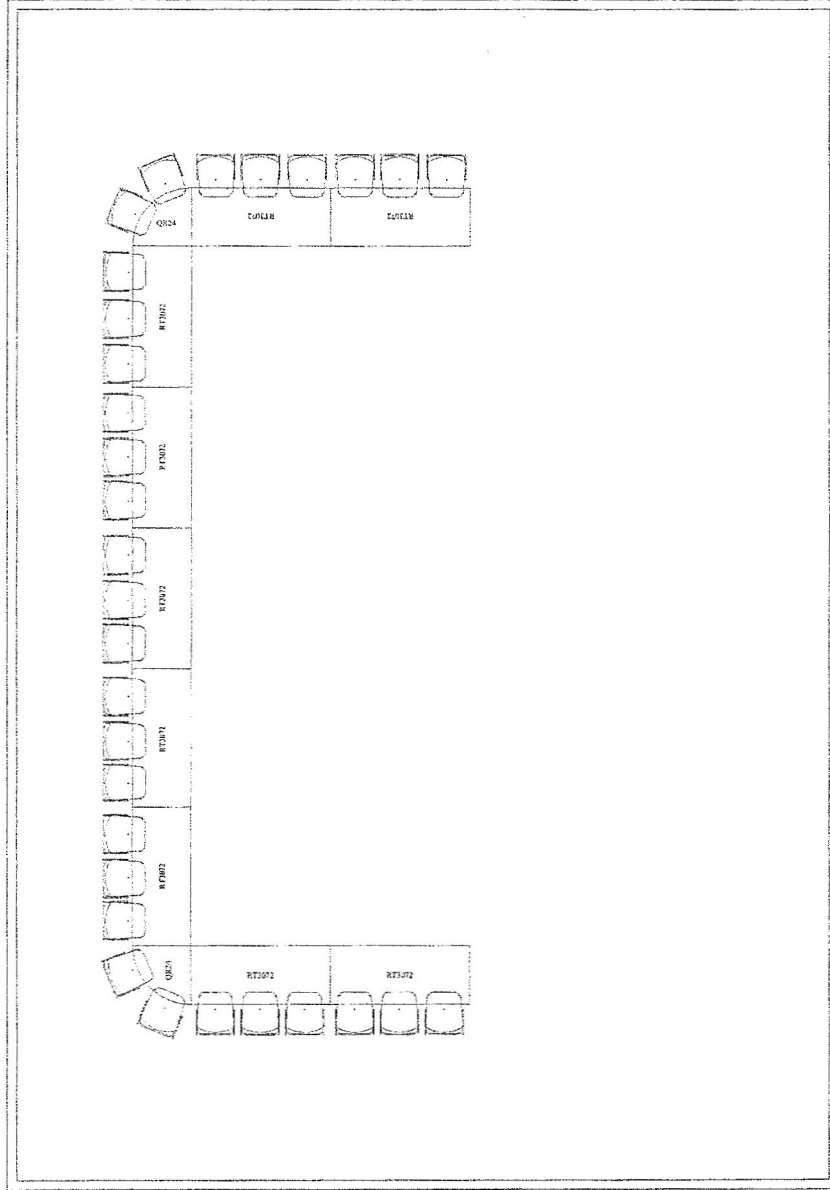


Prepared By: Steve Levinson

***Berco Rectangular Flip Top and Quarter Round Tables With Casters and Table Locks***

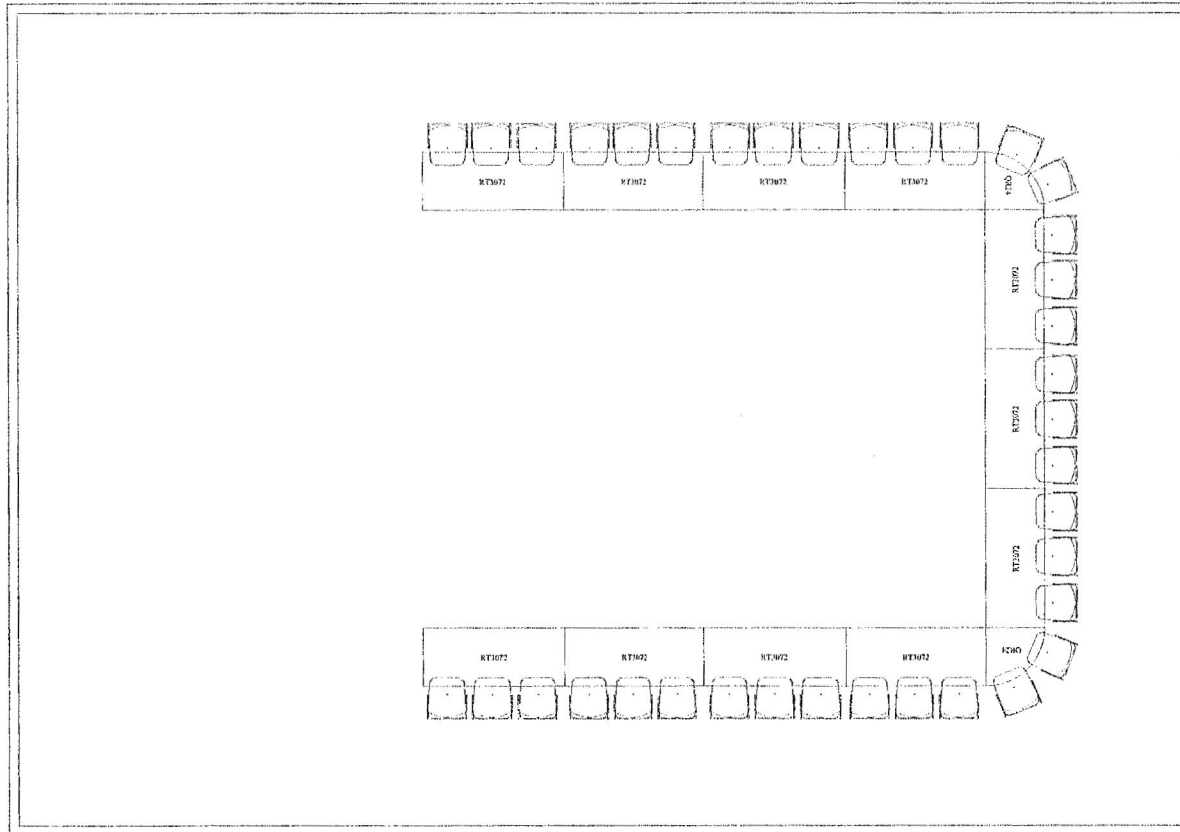
| Item | Qty. | Part No.  | Description   | Sell Price    |                   |
|------|------|-----------|---|---------------|-------------------|
|      |      |           |   | Unit          | Extended          |
| 1    | 12   | PS1Q-3072 | Voyager table 30" x 72", flip top, casters, 2 type A locks, L-21 edge | \$586.96      | \$7,043.52        |
| 2    | 4    | PS1Q-30   | Voyager 30" quarter round table, casters, 2 type locks, L-21 edge     | \$439.04      | \$1,756.16        |
|      |      |           | Installation  | \$0.00        | \$0.00            |
|      |      |           | Design Fees   | \$0.00        | \$0.00            |
|      |      |           | Freight   | \$0.00        | \$0.00            |
|      |      |           | Sales Tax   | \$813.97      | \$813.97          |
|      |      |           |   | <b>Total:</b> | <b>\$9,613.65</b> |

Pricing is based on using the L-21 vinyl T-mold edge, standard Wilsonart laminate, and standard textured or smooth pedestal finish.



**West Chester Multi-Purpose Room**  
 Scale: 1/8" = 1'      Option D

**OFFICE INTERIORS PLUS**  
 4140 W. 10th Street West  
 Unit 6  
 Lancaster, California  
 93534  
 Phone: (661) 940-7345  
 Fax: (661) 940-7344  
 Email: [officeip@valtronnet](mailto:officeip@valtronnet)



West Chester Multi-Purpose Room

Scale: 1/8" = 1'      Option C

**OFFICE INTERIORS PLUS**  
 42156 N. 10th Street West  
 Unit F  
 Lancaster, California  
 93534  
 Phone: (661) 940-7345  
 Fax: (661) 940-7344  
 Email: [officeip@verizon.net](mailto:officeip@verizon.net)