

IT'S OUR NEIGHBORHOOD. LET'S BUILD A COMMUNITY.



West Hills Neighborhood Council

P.O. Box 4670, West Hills, CA 91308-4670
818-254-WEST



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FINAL MEETING MINUTES

October 6, 2016

De Toledo High School (DTHS)
22622 Vanowen Street, West Hills, CA 91307

ATTENDANCE:

Present: Aida Abkarians, Sandi Bell, Simone Best, Thomas Booth, Dan Brin, Anthony Brosamle, Bob Brostoff, Margery Brown, Carolyn Greenwood, Bonnie Klea, Olivia Naturman, Steve Randall, Reeyan Raynes, Bill Rose, Charlene Rothstein, Barry Seybert, Ron Sobel, Michael Teitelbaum Bobbi Trantafello, Joan Trent, Alec Uzemeck, Ed Young and Joann Yvanek-Garb

Absent None

OPENING BUSINESS:

President and Co-Chair Dan Brin called the meeting to order at 7:10 p.m. Secretary Carolyn Greenwood called roll. Co-Chair Charlene Rothstein led the Pledge of Allegiance.

Minutes of August 4, 2016, were approved. Minutes of September 1, 2016 were approved as amended.

The September Treasurer's Report was approved with 22 ayes, 0 noes, 0 abstentions and 1 ineligible.

COMMENTS FROM THE CHAIR

Dan Brin spoke of his continued pride in the commitment of this Board to the community of West Hills.

Mr. Brin advised that WHNC will participate in the Voting Forum to be held on Thursday, October 20th in the Rose Goldwater Community Room at Westfield Topanga.

ANNOUNCEMENTS

Mr. Ron Rubine, District Director of Council District 12, spoke about the second successful drive-in movie event held at Shadow Ranch Park. There were 250 cars and over 600 people in

attendance. He provided an update on the parking signs on Roscoe by Orcutt Park and said reopening the Haynes Street Bridge is moving forward through the system. He advised that new plastic-coated chain-link fencing may be installed at Lazy J Ranch Park.

There is going to be a Conversation with Councils event on October 27 at 6 p.m. with representatives of the Department of City Planning and Building & Safety in attendance. Councilmember Englander is again sponsoring the second Youth Film Festival.

Senior Lead Officer Sean Brown noted that there has been an increase in mail and package theft in the area. He advised that nothing important be left in the drop boxes. There also has been an increase in restaurant burglaries. On October 20 at Red Robin Restaurant, Topanga Division officers will participate in “Tip a Cop” and the annual golf tournament will be on October 24.

Ankur Patel, representing Scott Schmerelson, LAUSD board member, announced an education round table event.

PUBLIC COMMENT

Ms. Bonnie Klea spoke about funding received by the Santa Susana Field Laboratory Community Advisory Group (CAG) from the federal Department of Energy.

Ms. Chris Rowe spoke on planning issues with respect to information being disseminated within 500 ft. of any project coming before the Planning Commission. Ms. Rowe felt it was the duty of the board to make sure all the neighbors were informed.

Ms. Melissa Bumstead spoke of the possibility of a pediatric cancer cluster in the area.

Mr. Alec Uzemeck, who chairs the CAG, said there was nothing wrong with funding from the DOE and everyone wants the SSFL to be cleaned up.

Mr. Nick Franchino spoke about the Chatsworth Nature Preserve and said Bing and Google need to update their maps. He wishes to be involved with the WHNC’s Environment Committee.

CERTIFICATE OF APPRECIATION

A Certificate of Appreciation was presented to Ms. Jasmine Moheb for her continued assistance to the Beautification Committee in its cleanup projects.

OLD BUSINESS

16-0073 – Discussion and possible action regarding the approval of the WHNC’s August 2016 spending reports

Motion for approval of the August 2016 spending reports passed with 22 ayes, 0 noes, 0 absent and 1 board member ineligible to vote.

NEW BUSINESS

16-0081– Discussion and possible action on filling of two vacant seats on the West Hills Neighborhood Council Board

Ms. Charlene Rothstein stated that there were four applicants for the board seats present at the meeting. Applicant Mr. Robbie Ayers stated that it is necessary for him to withdraw his application at this time due to work commitments. Ms. Rothstein said another applicant, Michael Klein, had contacted her and withdrawn his application for the same reason.

By roll call vote, Mr. Brad Vanderhoof was elected for the seat with the term ending in 2020 and Mr. Myrl Schreiber for the seat with the term ending in 2018. Mr. Vanderhoof and Mr. Schreiber were invited to sit with the board, though they were ineligible to vote on agenda items pending their completion of mandatory trainings on ethics and financial procedures.

Board Member Bobbi Trantafello left at 8:30 p.m.

16-0083 – Discussion and possible action on approving \$305.21 for WHNC outreach brochures

Mr. Bob Brostoff stated that the board had approved this as a line item in the budget and now must vote to spend the monies. Motion passed with 21 ayes, 1 absent and 0 noes and 3 ineligible.

16-0084 – Discussion and possible action on approving \$2,551.00 for the WHNC annual Fall Fest

Mr. Bob Brostoff stated that the board had approved this as a line item in the budget. After some discussion, motion was approved with 21 ayes, 0 noes, 1 absent and 3 ineligible.

16-0085 – Discussion and possible action on approving \$1,000.00 for the West Valley Food Pantry. **Item tabled until next meeting.**

16-0086 – Discussion and possible action on approving \$2,500 for the Lutheran Social Services organization assisting homeless people

Mr. Barry Seybert, Ms. Chris Rowe, Ms. Fiona Kilner and Mr. Bob Brostoff spoke on this issue. After some discussion, the motion to approve \$2,500 for the Lutheran Social Services passed with 20 ayes, 1 no, 1 absent, 3 ineligible and no abstentions.

16-0087 – Discussion and possible action on regarding a community impact statement (CIS) from Government Relations addressing Baseline Mansionization under Council File #14-0656

Ms. Chris Rowe stated that information on items like this need to be sent out earlier with background information.

The recommendation from Government Relations to support this Council File was passed unanimously with 24 ayes, 0 noes and 1 absent.

16-0088 – Discussion and possible action on CF15-1138-S15, Safe Parking Pilot Program

Recommendation passed unanimously with 24 ayes, 0 noes and 1 absent

16-0089 – Discussion and possible action for WHNC participation in CleanStreetsLA Challenge.

After some discussion and explanation that the Beautification Committee has already met the requirements of the challenge, recommendation passed unanimously with 24 ayes, 0 noes and 1 absent.

16-0090 – Discussion and possible action on appointing Bob Brostoff as the official representative to the Neighborhood Council Sustainability Alliance in place of Simone Best.

After some discussion it was decided that this item be tabled.

16-0091 – Discussion and Possible Action on requests for restricted street parking signs on Royer Avenue (north of Sherman Way)

Mr. Barry Seybert stated that this motion to install “no parking between 2 a.m. to 6 a.m.” signs was at the request of the residents. Motor homes have been permanently parked along the street and criminal activity has been observed. Motion passed with 22 ayes, 1 no, 1 abstention and 1 absent.

COUNCIL ANNOUNCEMENTS

Budget Advocates – Ms. Joanne Yvanek-Garb advised that the mayor sent out the budget this week.

Emergency Preparedness – The next Map Your Neighborhood training is on October 22 at Platt Branch Library. Information on the WHNC website.

Zoning & Planning – Will meet next Monday, October 10, at Fairwinds West Hills. Everyone is encouraged to attend. Chick-fil-A is to make a presentation.

Meeting adjourned at 10:25 p.m.

CASH Status Analysis							
Category Identifier	Budget Category	Budget (A)	Cash Deposited to Date (B)	Undeposited Funds (C) = A - B	Cash Spent to Date (D)	Cash In-Bank Remaining Balance (E) = B - D	Uncommitted Budget Balance (F) = A - D
100	Operations	\$16,555.37	\$3,943.17	\$12,612.20	\$66.00	\$3,877.17	\$16,489.37
200	Outreach	\$8,310.27	\$1,979.52	\$6,330.75	\$786.78	\$1,192.74	\$7,523.49
300	Community Improvement	\$750.00	\$178.92	\$571.08	\$0.00	\$178.92	\$750.00
	NPG	\$11,384.36	\$2,711.92	\$8,672.44	\$0.00	\$2,711.92	\$11,384.36
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$37,000.00	\$8,813.53	\$28,186.47	\$852.78	\$7,960.75	\$36,147.22

NEIGHBORHOOD COUNCIL DECLARATION			
<p>We, <u>Bobbi Trantafello</u> (Treasurer Name) and <u>Dan Brin</u> (Signer Name), declare that we are the Treasurer and Signer, respectively of the <u>West Hills</u> Neighborhood Council (NC) and that on <u>OCT 6, 2016</u> (date adopted), a Brown Act noticed public meeting was held by the <u>West Hills</u> NC with a quorum of <u> </u> board members present and that by a vote of <u> </u> (number) yes, <u> </u> (number) no, and <u> </u> (number) abstentions the West Hills NC adopted the Monthly Expenditure Report for the month of <u>AUGUST</u> (month), 2016 (year).</p>			
Treasurer Signature		Signer's Signature	
Print Name	BOBBI TRANTAFELLO	Print Name	DANIEL BRIN
Date	10/6/2016	Date	10/6/2016
NC Additional Comments	BANK BALANCE FORWARD WAS \$ 15.89`		

Revision Date 9-18-14

CASH Status Analysis							
Category Identifier	Budget Category	Budget (A)	Cash Deposited to Date (B)	Undeposited Funds (C) = A - B	Cash Spent to Date (D)	Cash In-Bank Remaining Balance (E) = B - D	Uncommitted Budget Balance (F) = A - D
100	Operations	\$16,555.37	\$4,276.32	\$12,279.05	\$2,352.90	\$1,923.42	\$14,202.47
200	Outreach	\$8,310.27	\$1,979.52	\$6,330.75	\$840.34	\$1,139.18	\$7,469.93
300	Community Improvement	\$750.00	\$178.92	\$571.08	\$0.00	\$178.92	\$750.00
	NPG	\$11,384.36	\$2,711.92	\$8,672.44	\$0.00	\$2,711.92	\$11,384.36
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$37,000.00	\$9,146.68	\$27,853.32	\$3,193.24	\$5,953.44	\$33,806.76

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Treasurer Signature		Signer's Signature	
Print Name	BOBBI TRANTAFELLO	Print Name	DANIEL BRIN
Date	10/6/2016	Date	10/6/2016
NC Additional Comments	BANK BALANCE FORWARD WAS \$ 15.89`		

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WHNC's Controller's Audited Expense Report September 2016

Category	Class	Committee	Item	Budget	Jul-16	Aug-16	Sep-16	Total Spent	Balance
Operations	100								
			Meeting Rent	\$5.00					\$5.00
			P.O. Box Rental	\$300.00					\$300.00
			Temp Staff	\$15,794.46			\$2,286.90	\$2,286.90	\$13,507.56
			Board Refreshments	\$255.91	\$28.33	\$26.34	\$9.92	\$64.59	\$191.32
			WHNC Badges	\$50.00					\$50.00
			WHNC Business Cards	\$150.00					\$150.00
			Bank Fees	\$0.00	\$66.00			\$66.00	-\$66.00
Sub Total				\$16,555.37	\$94.33	\$26.34	\$2,296.82	\$2,417.49	\$14,137.88
Outreach	200								
			Board Mtg Expenses	\$500.92	\$87.03	\$112.89	\$43.64	\$199.92	\$301.00
		Comm	iContact	\$530.00					\$530.00
		Comm	Proton Email	\$288.00					\$288.00
		Comm	Web Site 2015-16	\$530.00	\$525.00			\$525.00	\$5.00
		Comm	Web Site Maintenance	\$1,800.00					\$1,800.00
		Comm	Memorial Day Parade	\$500.00					\$500.00
		Comm	Citrus Sunday	\$111.06					\$111.06
		Comm	Budget Advocates	\$100.00					\$100.00
		Comm	Fall Fest	\$2,551.00					\$2,551.00
		Comm	WHNC Brochures	\$305.21					\$305.21
		Comm	EMPLA Awards	\$100.00					\$100.00
		Comm	CP/WH Chamber Chili Cookoff	\$200.00					\$200.00
		Comm	CP/WH Family Picnic	\$200.00					\$200.00
		Comm	Bus Bench Ads	\$400.00					\$400.00
		Gov't	VANC	\$200.00					\$200.00
		Gov't	EMPLA Congress	\$200.00					\$200.00
		Gov't	Gov't Relations Printing	\$150.00					\$150.00
			Other Misc Expenses	\$378.44		\$7.19		\$7.19	\$371.25
Sub Total				\$9,044.63	\$525.00	\$7.19	\$43.64	\$775.75	\$8,268.88
CIP	300								
		Beautification	Cooling Unit for Orcutt	\$500.00					
		Beautification	Supplies for Committee	\$250.00					
Sub Total				\$750.00	\$0.00	\$0.00		\$0.00	\$750.00
NPG	400								
		Education	Education NPG's	\$7,000.00					
		Homeless	West Valley Food Pantry	\$1,000.00					
		Homeless	Homeless Printing	\$150.00					
		Homeless	Homeless Lutheran SS	\$2,500.00					
Sub Total				\$10,650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,650.00
Grand Total				\$37,000.00	\$706.36	\$146.42	\$2,340.46	\$3,193.24	\$33,806.76

APPLICANTS SUMMARY

There were 20 applications. Five applicants withdrew. Of the remaining 15 applicants, six did not show up to be interviewed by the Vacancy Committee on any of the three interview sessions.

APPLICANTS WHO WERE INTERVIEWED
ROBBIE AYERS
JACQUELINE BROOKS
DAVID BURG
JESSICA IRIAS
MICHAEL KLEIN
VINURA KOTUWELLE
LELA LEONG
MYRL SCHREIBMAN
BRAD VANDERHOOF
APPLICANTS WHO WERE NOT INTERVIEWED
CLAUDE BRUNI
JOE CARDONA
JOHN HOGUE
RUDY LASRY
STEVE MALLASCH
LIOR "LEO" SHEMZA

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Neighborhood Council Funding Program
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.

Name of Neighborhood Council you are seeking the grant from: West Hills Neighborhood Council
 Neighborhood Council Name

SECTION I - APPLICANT VERIFICATION INFORMATION

1A) <u>Lutheran Social Services of Southern California</u>	<u>95-2225798</u>	<u>CA</u>	<u>1946</u>
<i>Organization Name</i>	<i>Federal I.D. # (EIN#)</i>	<i>State of Incorporation</i>	<i>Date of 501(c)(3) Status (if applicable)</i>
1B) <u>2101 E. Fourth St. Suite 240A</u>	<u>Santa Ana</u>	<u>CA</u>	<u>92705</u>
<i>Organization Mailing Address</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
1C) <u>21430 Strathern St. Suite A</u>	<u>Canoga Park</u>	<u>CA</u>	<u>91304</u>
<i>Business Address (if different)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
1D) _____	_____	_____	_____
<i>Address of Affiliated Organization (if applicable)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
2) Name and address of person designated to receive official/legal notices:		Name: _____	
_____	_____	_____	_____
<i>Street</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
3) Type of Organization - Please select one: (Organizations must be located within the City of Los Angeles)			
<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>	
Attach Letterhead		Attach IRS Determination Letter	

SECTION II - PROJECT DESCRIPTION

- 4) Please describe the Neighborhood Improvement Project for which the grant is intended.
- In West Hills, Lutheran Social Services of Southern California (LSS) has been offering a spectrum of Critical Needs, Empowerment/Civic Engagement and Self-Sufficiency Supportive Services to individuals living in deep poverty since 2014. The target subpopulations include the homeless, people with disabilities, immigrants, unemployed or underemployed, food insecure, low literacy and post-incarceration. Critical Needs support includes hunger relief (grocery bag distribution), transportation (metro coupons), hygiene kits and clothing. Empowerment/Civic Engagement activities include an Urban Community Garden, while Self-Sufficiency Support Services include "Homeless to Home" Street Outreach, Case Management, Housing Navigations, Community Resource Linkage, Linkage to Mainstream Providers and Entitlement Benefits Enrollment. Our impact verifiable by our data. In 2015, through our efforts, 3,499 unduplicated West Hills low-income residents were served. A total of 5,171 service hours of case management, housing and referral services were performed. In addition, 120 volunteers performed 4,785 hours of service.
- 5) How will this grant be used to primarily support or serve a non-discriminatory, public purpose and benefit the public at-large.
- The grant will provide core support for the aforementioned program operations, which supports low-income (homeless) residents of West Hills. Low-income residents will receive Critical Needs, Support Services, Case Management and the opportunity to be civically engaged in West Hills, which irrefutably catalyzes community building and cohesion. Unlike Murray Barr, the homeless man dubbed "Million Dollar Murray" because a study showed that the city of Reno incurred 1 million in hospital bills, substance-abuse-treatment costs, doctors' fees, and other expenses to care for him, our efforts have saved West Hills and the City and County of Los Angeles millions of dollars in costs to provide relief for those experiencing poverty. Our endeavors continue to prevent homelessness, provide immediate relief for those experiencing precarious circumstances and rapidly transition those who are already experiencing homelessness to housing stability. We are a worthy organization for the Neighborhood Council funding initiative because of the overwhelming impact that we are having in this community. We operate on a non-discriminatory basis, serving the diversity of the population in the area. Our efforts strengthen the local community directly by stabilizing residents and indirectly by improving the economic landscape for the City and County.

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

6A) Personnel Related Expenses	Requested of NC	Total Projected Cost
Salaries and Benefits	\$ 0	\$ 91,500
	\$	\$
	\$	\$
	\$	\$

6B) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
Program Expenses (Office expenses, Program Materials, Printing, Food, Supplies etc.)	\$ 2,500	\$ 34,500
Rent	\$	\$ 37,500
Utilities and Maintenance	\$	\$ 13,000
Insurance	\$	\$ 4,000

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

Source of Funding	Amount	Total Projected Cost
District 3 Supervisor Korman's office	\$ 10,000	\$ 100,500
Camp Housing Ministries	\$ 43,800	\$ 180,500
Financing, Donations and Interest from Thrift Store	\$ 80,000	\$ 180,500
Local Lutheran Church	\$ 15,000	\$ 180,500

8) What is the TOTAL amount of the grant funding requested with this application: \$ 2,500

9) What is the expected completion date? 06 / 30 / 2017 (mm/dd/yyyy) (required)

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.

Fiona Kilner

10A) First Name Fiona Last Name Kilner MI
 Telephone Number 818-901-9480 Ext. 201 Fax Number 818-901-9482 E-mail FKilner@lsssc.org

Lourdes Ramirez

10B) First Name Lourdes Last Name Ramirez MI
 Telephone Number 719-244-4266 Fax Number 719-619-9217 E-mail LRamirez@LSSSC.org

SECTION V - AFFILIATIONS

11) Is there a former or existing relationship between your organization and a NC board member? Yes No

11A) If yes, did you and/or the board member consult the Office of the City Attorney? Yes No

Type of Relationship	Board Member Name
Example: Former board member	So Conflicted

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.	1 Name (as shown on your income tax return). Name is required on this line, do not leave this line blank. Lutheran Social Services of Southern California	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3) Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
	5 Address (number, street, and apt. or suite no.) 2101 East Fourth St., Unit 240A	Requester's name and address (optional)
	6 City, state, and ZIP code Santa Ana, CA 92705	
	7 List account number(s) here (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 generally 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

9	5	-	2	2	2	5	7	9	8
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Note. If the account is in more than one name, see the Instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

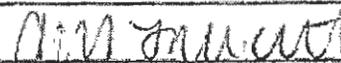
Part II Certification

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. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

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 3.

Sign Here

Signature of U.S. person ▶		Date ▶ 3/10/16
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- 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. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



STATE OF CALIFORNIA
FRANCHISE TAX BOARD
P.O. BOX 942857
SACRAMENTO CA 94257-0540

Entity Status Letter

Date: 9/4/2014

ESL ID: 4857369777

According to our records, the following entity information is true and accurate as of the date of this letter:

Entity ID: 1463226

Entity Name: LUTHERAN SOCIAL SERVICES FOUNDATION OF SOUTHERN CALIFORNIA

- 1. The entity is in good standing with the Franchise Tax Board.
- 2. The entity is **not** in good standing with the Franchise Tax Board.
- 3. The entity is currently exempt from tax under Revenue and Taxation Code (R&TC) Section 23701 d.
- 4. We do not have current information about the entity.

The above information does not necessarily reflect:

- The entity's status with any other agency of the State of California, or other government agency.
- If the entity's powers, rights, and privileges were suspended or forfeited at any time in the past, or the entity did business in California at a time when it was not qualified or not registered to do business in California:
 - ii. The status or voidability of any contracts made in California by the entity at a time when the entity was suspended or forfeited (R&TC Sections 23304.1, 23304.5, 23305a, 23305.1).
 - iii. For entities revived under R&TC Section 23305b, any time limitations on the revival or limitation of the functions that can be performed by the entity.

Internet and Telephone Assistance

Website: ftb.ca.gov

Telephone: 800.852.5711 from within the United States

916.845.6500 from outside the United States

TTY/TDD: 800.822.6268 for persons with hearing or speech impairments

LSS San Fernando Valley Annual Operating Budget

Income

Income Source	Budget FY2015
ELCA Congregations	39,530
ELCA Southern CA West Synod	100
LCMS Congregations	6,252
Release From Restriction	1,000
Area Events, Other	41,900
Phonathon	2,500
Year End Appeal	7,145
Walkathon	25,500
Thrivent Choice	6,948
Thrivent Financial 4 Lutherans	3,300
Thrift Shop	2,400
Other Grants/Foundations	40,000
Community Service Grants	15,000
Individual Gifts	20,052
Newsletter	1,750
Group Gifts	4,500
Contract Program - Area	38,040
Total	255,917

Expenses

Expenses	Budget FY2015
Salaries	100,348
Payroll Taxes	10,192
Worker Compensation	971.5
Group Health	14,695.50
Pensions	3,010
Indirect Cost Allocation	25,423
Dues/Subscriptions	860
Office Expenses	3,210
Program Supplies & Expenses	13,100
Printing	670
Postage	960
Telephone	4,036
Rent - Office/Thrift Shop	30,600
Utilities	3,600
Maintenance	5,025
Insurance (except Auto)	1,860

Auto Insurance	2,640
Contract Program Expense	600
Phonathon Expense	125
Walkathon Expense	750
Area Event: Other	17,000
Donor/Volunteer Recognition	3,000
Meetings/Conferences/Assm	1,105
Staff Travel/Mileage	4,020
Groceries	3,500
Driver/Hauling	4,800
Depreciation	1,488
Information Technology	3,000
TOTAL	260,588

Internal Revenue Service

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: October 31, 2002

Person to Contact:
Shirley Rudolph 31-03949
Customer Service Specialist
Toll Free Telephone Number:
8:00 A.M. to 6:30 P.M. EST
877-829-5500

Lutheran Social Services of Southern
California
1501 E. Orangethrope Ave., Suite 250
Fullerton, CA 92831-5215

Fax Number:
513-263-3756
Federal Identification Number:
95-2225798
Group Exemption Number:
9388

Dear Sir or Madam:

This is in response to your request for affirmation of your organization's exempt status.

Our records indicate that your organization is included in a group ruling issued to Evangelical Lutheran Church in America, which is located in Chicago, Illinois.

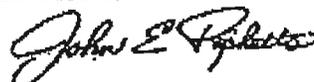
Lutheran Social Services of Southern California is exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code and is classified as a public charity, and not a private foundation, because it is described in sections 509(a)(1) and 170(b)(1)(A)(i) of the Code as a church.

As your organization is included in a group ruling, it does not have an individual exemption letter. The group exemption letter applies to all of the subordinate organizations on whose behalf Evangelical Lutheran Church in America has applied for recognition of exemption. This means your organization is also exempt under section 501(c)(3) of the Code.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Requests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



John E. Ricketts, Director, TE/GE
Customer Account Services

On Jun 14, 2016, at 9:42 AM, Fiona Kilner <FKilner@lsscommunitycare.org> wrote:

Hi Tom, per your request here is the breakout information for the last full 12 months. Please note that some of the people did not comeplete all of the information on the firms for all the family members so we are short on some of the information.

Seniors (63 +) 304
Adults (25-62) 1090
Young Adults (18-24) 219
Children (0-17) 893

Disabled 148
Veterans 30

other interesting information:

Renting 1795
own home 1100
living with family or friends 165
Homeless street/motel/vehicle/transitional shelter 176

*Fiona Kilner
Area Director – San Fernando Valley
LSS Community Care Centers*

*21430 Strathern Street. Suite A, Canoga Park. Ca. 91304
Email: FKilner@LSSCommunityCare.org
Office: [\(818\) 901-9480](tel:(818)901-9480)*

AGENDA ITEM # 16-0087

CF14-0656

**Baseline Mansionization /
Stabilize the Conflict of Out Of Scale Homes**



West Hills, CA

Community Impact Statement Recommendation

To: West Hills Neighborhood Council Board

From: Zoning and Planning Committee

Date Approved by Committee: 9/13/2016

For Board Consideration on: 10/06/2016

RE: Baseline Mansionization / Stabilize the Conflict of Out of Scale Homes

Motion or Recommendation of committee: The Zoning and Planning committee recommends a “FOR” vote by the WHNC Board of Directors.

Summary: Since 2008, the City’s Baseline Mansionization Ordinance (BMO, Ordinance 179883) has guided land-use regulation for all single-family zoned properties located within non-hillside designated areas.

In the past eight years mini-mansions that are out-of-scale and out-of-character from the rest of a single-family residential neighborhood have been built all around Los Angeles. The backbone of our city’s single-family neighborhoods are modest sized lots, with modest sized homes. Of all the residential family zoned parcels within the BMO, 234,575 or 77% are zoned R-1. Our neighborhoods are an integral part of our city’s history, have provided a stable presence for families of all socio-economic categories and supported economic growth.

The Zoning and Planning committee recommends a “FOR” vote on CF14-0656 that will address the counterproductive provisions of the Baseline Mansionization Ordinance (No. 179883) to stabilize the conflict of our-of-scale homes that continue to proliferate in our neighborhoods.

Fiscal Impact Report: None reported

VOTE BY BOARD

Quorum: _____

For	
For if amended	
Against	

Against unless amended	
No Position Council file discussed but NC could not muster enough votes either way	
Neutral Position	

14-0656

MOTION

Since its inception on May 6, 2008, the City's Baseline Mansionization Ordinance (BMO), (Ordinance No. 179883), has been the guiding land-use regulation for all single-family zoned properties located within non-hillside designated areas.

Over the past six years, we have seen where the BMO has accomplished the intended goals of maintaining and promoting communities that preserve their integrity and livability. However, the past six years have also shown us where the BMO has fallen far short of its mandate to create regulations that allow for sustainable neighborhoods and that protect the interest of all homeowners. The largest victim of these shortcomings is the city's stock of R1 (single family) zoned lots.

Of all the residential family zoned parcels within the BMO, 234,575 or 77% are zoned R1. And, of those, half are lots in the 5,000-6,000 square foot range. This means the backbone of our city's single-family neighborhoods are modest sized lots, with modest sized homes. These neighborhoods are integral to the city's history, as they have provided a consistent presence for our families and economic growth. And despite its good intentions, the BMO has shown to have vulnerabilities that threaten the cohesion and character of our single-family neighborhoods.

I THEREFORE MOVE that the Council instruct the Planning Department, with the assistance of the Department of Building and Safety, and in consultation with the City Attorney, to prepare and present an ordinance that will address the counterproductive provisions of the Baseline Mansionization Ordinance (No. 179883), to stabilize the conflict of out-of-scale homes that continue to proliferate in entire neighborhoods as follows:

- *Green Bonus Provisions:* The City's Green Building Program (Ordinance No. 181480), was instituted as a mandatory requirement for all new construction, which applies energy and resource conservation use. The City's inclusion of a "Tier 1" bonus of 20% increase in home size has encouraged larger, and more energy and resource consuming homes. Therefore project applicants should not be allowed to enlarge a home, by claiming a 20 percent Floor Area Ratio (FAR) bonus that encourages larger, more energy and resource consuming homes.
- *The BMO's Two Design Bonuses:* Each resulted in a 20 percent increase in the size of a house, and each appear to produce the large, boxy, suburban-style houses that the Baseline Mansionization Ordinance intended to prevent. The houses actually permitted through the Baseline Mansionization's two design bonuses need to be carefully reviewed to determine if these bonuses meet the ordinance's intended goals of stopping mansionization.
- *FAR Bonus and R1 (Single Family) Zones:* R1 lots that exceed 7,500 square feet have a by-right FAR of 45 percent of the lot area, while those below 7,500 square feet have an FAR of 50 percent of the lot area. This small difference has meant that those R1 neighborhoods with the smallest lots and the least amount of setback have the largest home to lot-size ratio of any single-family zone in the city. This provision has encouraged out-of-scale homes that loom over neighborhoods with smaller lots, and the by-right FAR for the smaller lots should be reduced to .45 to ensure that all R-1 lots are covered by the same zoning regulations.
- *Re-evaluate FAR Exemptions:* The six exemptions listed in the BMO need to be re-evaluated to determine their impact citywide on the scale and character of new houses. In particular, exemptions for attached garages, attached porches/patios/breezeways, and double-height entryways appear to result in out of scale and out of character development. They should, therefore, be removed from the Baseline Mansionization Ordinance.

PRESENTED BY:

Paul Koretz
PAUL KORETZ

Councilmember, 5th District

SECONDED BY:

[Signature]

rrm

MAY 16 2014
[Signature]

ORIGINAL



DEPARTMENT OF
CITY PLANNING

200 N. SPRING STREET, ROOM 525
LOS ANGELES, CA 90012-4801
AND
6262 VAN NUYS BLVD., SUITE 351
VAN NUYS, CA 91401

CITY PLANNING COMMISSION

RENEE DAKE WILSON
PRESIDENT
DANA M. PERLMAN
VICE-PRESIDENT

ROBERT L. AHN
DAVID H. J. AMBROZ
MARIA CABILDO
CAROLINE CHOE
RICHARD KATZ
JOHN W. MACK
MARTA SEGURA

JAMES K. WILLIAMS
COMMISSION EXECUTIVE ASSISTANT II
(213) 978-1300

CITY OF LOS ANGELES
CALIFORNIA



ERIC GARCETTI
MAYOR

EXECUTIVE OFFICES

MICHAEL J. LOGRANDE
DIRECTOR
(213) 978-1271

ALAN BELL, AICP
DEPUTY DIRECTOR
(213) 978-1272

LISA M. WEBBER, AICP
DEPUTY DIRECTOR
(213) 978-1274

JAN ZATORSKI
DEPUTY DIRECTOR
(213) 978-1273

FAX: (213) 978-1275

INFORMATION
www.planning.lacity.org

October 1, 2014

City Council of the City of Los Angeles
Planning and Land Use Management (PLUM) Committee
200 North Spring Street
Los Angeles, CA 90012

**Re: Report on Baseline Mansionization Ordinance Amendment (CF 14-0656)
and the Department's Neighborhood Conservation Initiative**

Honorable Members of the Planning and Land Use Management (PLUM) Committee:

On May 16, 2014, Councilmember Koretz introduced a motion requesting that the Department of City Planning prepare an ordinance to address "the counterproductive provisions of the Baseline Mansionization Ordinance to stabilize the conflict of out-of-scale homes that continue to proliferate in entire neighborhoods" and included a set of recommended changes. At its July 29, 2014 meeting, the PLUM Committee requested that the Department of City Planning report back on a proposal to accomplish this request.

In response to this request, the Department is proposing a four step approach to address the short-term and long-term effects of this urgent issue:

1. Establish an **Interim Control Ordinance (ICO)** to limit the demolition of single-family homes in five proposed **Historic Preservation Overlay Zones (HPOZs)** and the construction of new single-family homes in four proposed **Residential Floor Area (RFA)** overlay districts and one hillside area. The estimated timeframe for this effort is 60 days.
2. Close loophole in the **Baseline Mansionization Ordinance (BMO)**. The estimated timeframe for this effort is 18 months.

3. Create and implement new single-family zones that address the specific goals of four proposed **Residential Floor Area (RFA)** overlay districts and one hillside neighborhood. The estimated timeframe for this effort is 24 months.
4. Establish five new **Historic Preservation Overlay Zones (HPOZs)**. The estimated timeframe for this effort is 24 months.

BACKGROUND

The BMO established regulations to reduce the development potential of single-family residential structures on single-family zoned lots outside of Hillside Areas and the Coastal Zone. The ordinance provided a “one-size-fits-most” set of maximum allowable development regulations for single-family zones with the expectation that individual communities could increase or decrease the development potential through the application of RFA Districts.

Since 2008, RFA Districts have been established in Sunland-Tujunga, Studio City, and Beverly Grove. Recently, the City Council has seen an increase in the number of requests for new RFA Districts with some seeking just the replication of an existing RFA District or an expansion of existing boundaries. At the same time, the City has seen a surge in requests for HPOZs. Many historic neighborhoods across the City are confronted with development pressure and the potential irreversible loss of historic resources that accompanies the demolition and alteration of historic homes. The City’s SurveyLA Program has identified potential Historic Districts across the City, which has further galvanized communities to protect and keep their neighborhoods intact.

Recognizing the need to further protect the character of neighborhoods, the City Council funded four new planner positions for a Neighborhood Conservation Initiative. Although the Department has the budget authority to staff this initiative, these positions cannot be filled until the first quarter of 2015. Taking this into account, the Department will address a portion of this work program with existing staff. The majority of the work program outlined below will not begin until the staffing for the Neighborhood Conservation Initiative is in place.

In addition to existing neighborhood protections, the Department has embarked on a five-year effort to comprehensively revise the Zoning Code – **re:code LA**. A key element of this project is the creation of more finely-tuned single-family zones. Given the urgency for additional neighborhood character protections, the Department will reprioritize the **re:code LA** work program so that the creation of new contextual single-family zones can be made available for implementation through the current Zoning Code, and much earlier than previously proposed.

1. ESTABLISH AN INTERIM CONTROL ORDINANCE (ICO)

An ICO would temporarily prohibit demolition in five proposed HPOZs and limit construction activity in four proposed RFA Districts and a hillside neighborhood for a maximum period of two years. Below are three concepts to address different categories of neighborhoods:

Proposed HPOZs – Prohibit all single-family home demolitions in the following five selected areas, which have been surveyed or are in the process of having a Historic Resources Survey prepared by a qualified consultant:

- Sunset Square – Council District 4
- Carhay Square – Council District 5
- Holmby – Westwood – Council District 5
- Oxford Square – Council District 10
- El Sereno – Berkshire Craftman District– Council District 14

Proposed RFA Districts – An option to provide maximum neighborhood protection in the following areas could prohibit all single-family home demolitions while allowing only interior remodels that retain all exterior walls and roofs. A less restrictive option that includes some flexibility for property owners could allow complete demolitions but limit new structures to 120% of the size of the previously legally existing structure; however in no case shall the ICO grant more development potential than is already permitted.

- ✓ • Studio City/Valley Village – Council District 2
- South Hollywood – Council District 4
- ✓ • La Brea Hancock Neighborhood – Council District 4
- North Beverly Grove – Council District 5

Hillside Neighborhood – Similar to the proposed RFA Districts above.

- The Oaks – Council District 4

The ICO would include exceptions for projects with vested rights, for health and safety reasons, and where its application would violate state or federal law.

2. AMEND BASELINE MANSIONIZATION ORDINANCE (BMO)

The new Neighborhood Conservation staff will amend the regulations established by the Baseline Mansionization Ordinance (BMO) as outlined in the subject motion. The focus of this effort will be on closing known loopholes.

3. ESTABLISH NEW SINGLE FAMILY ZONES FOR 5 PROPOSED RFA DISTRICTS and ONE HILLSIDE NEIGHBORHOOD

The Department will reprioritize the **re:code LA** work program so that the creation of new contextual single-family zones can be made available for implementation prior to the completion of the new Zoning Code. Project staff will analyze the five proposed RFA Districts and the hillside neighborhood and develop new zoning options that address development concerns. The new Neighborhood Conservation staff will codify and implement the newly crafted zones in the five neighborhoods.

4. ESTABLISH 5 NEW HPOZs

The new Neighborhood Conservation staff will create and establish five new HPOZs. The work program will include: Verification of the Historic Resources Survey and Context Statement prepared by the consultant, confirmation of area boundaries, drafting of a Preservation Plan, public workshops, official public hearing, certification of the Historic Resources Survey by the Cultural Heritage Commission, ordinance and Preservation Plan adoption by the City Planning Commission and finally, adoption by the City Council.

CONCLUSION

The Department of City Planning recognizes the importance of neighborhood preservation while also supporting development that is consistent with the fabric of these communities. The aforementioned four part Neighborhood Conservation Initiation addresses the City's goal of protecting neighborhood character.

For further information, please contact Tom Rothmann at tom.rothmann@lacity.org or 213-978-1891 or Erick Lopez at erick.lopez@lacity.org or 213-978-1323.

Sincerely,

A handwritten signature in cursive script that reads "Alan Bell".

Alan Bell, AICP
Deputy Director of Planning

Office of the City Clerk, City of Los Angeles

This report was generated by the Council File Management System on 10/03/2016

Council File Number
14-0656

INDEX of all ACTIONS and COMMUNITY IMPACT STMTS

Title

Baseline Mansionization Ordinance / Stabilize the Conflict of Out-of-Scale Homes

Last Change Date

09/05/2016

Expiration Date

09/06/2018

Reference Numbers

Ordinances: 181480; 179883, City Attorney Report: R15-0033; R15-0041, Ordinance 183496, Ordinance 183497, Case: CPC-2015-3484-CA

Pending in committee

Planning and Land Use Management Committee

Mover

PAUL KORETZ

Second

MIKE BONIN
FELIPE FUENTES

Mover/Second Comment

Motion (LaBonge - Fuentes) 06/16/2015

Action History for Council File 14-0656

Date

Activity

09/07/2016 Los Angeles City Planning Commission document(s) referred to Planning and Land Use Management Committee.

09/02/2016 Document(s) submitted by Los Angeles City Planning Commission, as follows:

Los Angeles City Planning report, dated September 2, 2016, relative to a proposed Ordinance amending the Los Angeles Municipal Code to modify single-family development standards for properties zoned R1, RA, RE, and RS Citywide.

07/14/2016 Community Impact Statement submitted by Encino Neighborhood Council.

07/13/2016 Community Impact Statement submitted by Westwood Neighborhood Council.

07/07/2016 Community Impact Statement submitted by Bel Air-Beverly Crest Neighborhood Council.

06/17/2016 Community Impact Statement submitted by PICO Neighborhood Council.

01/16/2016 Community Impact Statement submitted by Westside Neighborhood Council.

01/11/2016 Community Impact Statement submitted by Brentwood Neighborhood Council.

01/10/2016 Community Impact Statement submitted by Studio City Neighborhood Council.

01/04/2016 Community Impact Statement submitted by Westwood Neighborhood Council.

12/11/2015 Community Impact Statement submitted by PICO Neighborhood Council.

12/10/2015 Community Impact Statement submitted by PICO Neighborhood Council.

10/13/2015 Community Impact Statement submitted by PICO Neighborhood Council.

08/23/2015 Community Impact Statement submitted by Studio City Neighborhood Council.

07/07/2015 Community Impact Statement submitted by Greater Echo Park Elysian Neighborhood Council.

06/24/2015 Council Action.

06/23/2015 Council adopted item, subject to reconsideration, pursuant to Council Rule 51.

06/18/2015 City Clerk scheduled item for Council on June 23, 2015 .

06/16/2015 Motion referred to Council (tentatively scheduled for June 23, 2015).

05/07/2015 Community Impact Statement submitted by PICO Neighborhood Council.

04/30/2015 Council Action.

04/29/2015 Council adopted item forthwith.

04/28/2015 Planning and Land Use Management Committee approved item(s) .

04/27/2015 Community Impact Statement submitted by Westwood Neighborhood Council.

04/24/2015 City Clerk scheduled item for Council on April 29, 2015 .

04/24/2015 Planning and Land Use Management Committee scheduled item for committee meeting on April 28, 2015.

04/22/2015 City Planning document(s) referred to Planning and Land Use Management Committee.

04/21/2015 Document(s) submitted by City Planning, as follows:

Department of City Planning report, dated April 21, 2015, relative to extending Ordinances 183496 and 183497.

04/17/2015 City Planning document(s) referred to Planning and Land Use Management Committee.

04/17/2015 Document(s) submitted by City Planning, as follows:

Department of City Planning report, dated April 17, 2015, relative to extend Interim Control Ordinances Nos. 183496 and 183497.

04/02/2015 Council Action.

03/26/2015 Mayor transmitted file to City Clerk. Ordinance effective date: March 25, 2015.

03/26/2015 City Clerk transmitted file to Mayor. Last day for Mayor to act is April 6, 2015.

03/25/2015 Council adopted item forthwith.

03/19/2015 City Clerk scheduled item for Council on March 25, 2015 .

03/18/2015 Community Impact Statement submitted by Glassell Park Neighborhood Council.

03/17/2015 Planning and Land Use Management Committee approved item(s) .

03/15/2015 Community Impact Statement submitted by Greater Wilshire Neighborhood Council.

03/13/2015 Community Impact Statement submitted by PICO Neighborhood Council.

03/13/2015 Planning and Land Use Management Committee scheduled item for committee meeting on March 17, 2015.

02/24/2015 Planning and Land Use Management Committee continued item to/for undetermined date.

02/23/2015 City Planning document(s) referred to Planning and Land Use Management Committee.

02/20/2015 Planning and Land Use Management Committee scheduled item for committee meeting on February 24, 2015.

02/20/2015 Document(s) submitted by City Planning, as follows:

City Planning report, dated February 20, 2015, relative to a revised California Environmental Quality Act (CEQA) Clearance for Neighborhood Conservation Interim Control Ordinance.

02/20/2015 City Attorney document(s) referred to Planning and Land Use Management Committee.

02/20/2015 Document(s) submitted by City Attorney, as follows:

City Attorney report R15-0041, dated February 19, 2015, relative to a revised draft Interim Control Ordinance prohibiting the issuance of building permits for the construction of residentially zoned properties where construction does not meet neighborhood-specific criteria.

02/13/2015 City Attorney document(s) referred to Planning and Land Use Management Committee.

02/12/2015 Document(s) submitted by City Attorney, as follows:

City Attorney report R15-0033, dated February 12, 2015, relative to draft interim control ordinances establishing a moratorium on the issuance of building and demolition permits within proposed Historic Preservation Overlay Zones and prohibiting the issuance of building permits for the construction of residentially zoned properties where construction does not meet neighborhood-specific criteria.

11/05/2014 Council Action.

11/04/2014 Council adopted item, subject to reconsideration, pursuant to Council Rule 51.

10/30/2014 City Clerk scheduled item for Council on November 4, 2014 .

10/28/2014 Community Impact Statement submitted by Hollywood Hills West Neighborhood Council.

10/21/2014 Planning and Land Use Management Committee approved as amended .

10/21/2014 Community Impact Statement submitted by Greater Wilshire Neighborhood Council.

10/17/2014 Planning and Land Use Management Committee scheduled item for committee meeting on October 21, 2014.

10/07/2014 Planning and Land Use Management Committee continued item to/for October 21, 2014 .

10/06/2014 Community Impact Statement submitted by Granada Hills South Neighborhood Council; Westwood Neighborhood Council.

10/03/2014 Planning and Land Use Management Committee scheduled item for committee meeting on October 7, 2014.

10/01/2014 City Planning document(s) referred to Planning and Land Use Management Committee.

10/01/2014 Document(s) submitted by City Planning, as follows:

Department of City Planning report, dated October 1, 2014, relative to Baseline Mansionization Ordinance Amendment and the Neighborhood Conservation Initiative.

09/16/2014 Community Impact Statement submitted by PICO Neighborhood Council.

08/23/2014 Community Impact Statement submitted by Studio City Neighborhood Council.

07/29/2014 Planning and Land Use Management Committee continued item to/for undetermined date.

07/28/2014 Community Impact Statement submitted by Valley Village Neighborhood Council.

07/25/2014 Planning and Land Use Management Committee scheduled item for committee meeting on July 29, 2014.

05/16/2014 Motion referred to Planning and Land Use Management Committee.

AGENDA ITEM #16-0088

CF15-1138-S15

Safe Parking Pilot Program

The most important part of understanding this CIS is the report entitled

STRATEGY 6B – SAFE PARKING PILOT PROGRAM
FRAMEWORK

and

Attachment 4, DRAFT Program Policy Framework: Safe Parking for Vehicle Dwellers in the City of Los Angeles.

The CIS is to support moving people who live in their vehicles away from city residential streets to more appropriate sites that will provide links to supportive services.

The committee has made 2 amendments to Attachment 4 and stated that no additional funds beyond those allocated in the Homeless Budget for FY 16-17 be spent on this 1 year pilot program.



City of Los Angeles
 ENS (Early Notification System)
 Department of Neighborhood Empowerment
 City Calendar
 City Clerk

Community Impact Statement

Contact Information (All fields in this section are required)

Neighborhood Council: (11) West Hills Neighborhood Council
 Name: Simone Best
 Phone: _____
 E-mail: simone.best@westhillsnc.org
 Date of NC Board Action: 10/06/2016 (MM/DD/YYYY)
 The Board approved this CIS by a vote of: Yea Nay Abstain Ineligible Recusal
 Type of NC Board Action: For if Amended

Impact Information

Today's Date: 10/03/2016 (MM/DD/YYYY)
 Update to a Previous Submittal? No
 Directed To: City Council and Committees
 Council File Number: 15-1139-S15 (##-### or ##-###-S###, If Known or Applicable)
 Agenda Date: _____ (MM/DD/YYYY, If Known or Applicable)
 Item Number: _____ (If Known or Applicable)

Brief Summary: (Limited to 2000 characters or approximately 300 words).

Amendments to Attachment 4, Sections 4 and 5 of the DRAFT Program Policy Framework: Safe Parking for Vehicle Dwellers in the City of Los Angeles:

Section 4. Program Operation Standards, Participant Eligibility, d) Operational and Registered Vehicle should include the language; participant may be given the opportunity to join in the Parking Citation Homeless Community Service Program (PCHCSP), if the participant chooses not to participate they may be given a 10 day grace period to remedy insurance, licensing or violations of VI-SPDAT status".

Section 5. Program Rules # 18, should be changed from "Do not park within 3 blocks of the lot you are assigned to at any time", to, "Do not park within 2 miles of the lot you are assigned during the day.

869
 Characters
 Count

Also no additional funds other than the adopted Homeless Budget for FY 16-17 should be allocated to this program.

Other Attachments

(2 Files or up to 5 Megabyte allowed)

Document Name **Document Size**

Community Impact Statement Motion

To: West Hills Neighborhood Council Board of Directors
From: Homelessness Subcommittee
Date Approved by Committee: 9/19/16
For Board Consideration on: 10/6/16

RE: CF15-1138-S15 -- Safe Parking Pilot Program (SPPP) / Comprehensive Homeless Strategy / Strategy 6B (Bonin, Wesson) (CF14-1057 and CF14-14-1057-S1)

Motion from committee: By unanimous vote the committee moves that the WHNC Board of Directors vote "FOR", **CF15-1138-S15 if amended as follows.**

Amendments are to Attachment 4, *DRAFT Program Policy Framework: Safe Parking for Vehicle Dwellers in the City of Los Angeles*, Sections 4 and 5.

Section 4. Program Operation Standards, Participant Eligibility, d) Operational and Registered Vehicle should include the language; *participant may be given the opportunity to join in the Parking Citation Homeless Community Service Program (PCHCSP), if the participant chooses not to participate they may be given a 10 day grace period to remedy insurance, licensing or violations of VI-SPDAT status*".

Section 5. Program Rules #18, should be changed from "Do not park within 3 blocks of the lot you are assigned to at any time", to, *"Do not park within 2 miles of the lot you are assigned during the day.*

Also no additional funds other than the funds adopted in the Homeless Budget for FY 16-17 should be allocated to this program.

Summary: In 2014 the 9th Circuit Court (Desertrain v. City of LA) ruled that LA Muni Code (LAMC) Section 85.02, which prohibited people from using vehicles parked on public streets as living quarters, is unconstitutionally vague and raises the possibility of arbitrary enforcement against homeless people.

After the court's 2014 ruling, CF14-1057 and CF14-1057-S1 were introduced to the City Council. These council files repealed LAMC Section 85.02. The City Council also asked for a report from the City Attorney, with assistance of the CLA, CAO, LAHSA, LAPD and HCID on how to protect residential neighborhoods from becoming campgrounds without criminalizing homelessness and violating the constitutional rights of unhoused citizens.

Until 85.02 is amended or replaced, individuals and families living in their vehicles may do so anywhere in Los Angeles without enforcement. LAMC Section 85.02 has gone unenforced since 2014

On August 24, 2016 the CAO and CLA submitted the report requested in CF14-1057 to the Homeless Strategy Committee as CF15-1138-S15.

The main report is entitled, *Strategy 6B – Safe Parking Pilot Program Framework* and includes four attachments. .

The report, *Strategy 6B—Safe Parking Pilot Program Framework* and its four attachments, provide the framework for establishing a one-year Safe Parking Pilot Program (SPPP) to replace unconstitutional LAMC sec 85.02.

Included in this motion are-

- *Strategy 6B – Safe Parking Pilot Program Framework* details the overarching rules of the program, is the report requested by the City Council.
- Attachment 1: File No 14-1057, 14-1057-S1
- Attachment 2: Vehicles by Council District
- Attachment 3: Potential Safe Parking Street Segments
- Attachment 4: *DRAFT Program Policy Framework: Safe Parking for Vehicle Dwellers in the City of Los Angeles*

Fiscal Impact Report: Cost is included in the Homeless budget for FY 16-17

VOTE BY BOARD

Quorum: _____

For	
For if amended	
Against	

Against unless amended	X
No Position Council file discussed but NC could not muster enough votes either way	
Neutral Position	

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: August 24, 2016

To: Honorable Members of the Homeless Strategy Committee

From:

 Miguel A. Santana
City Administrative OfficerSharon M. Tso 
Chief Legislative AnalystSubject: **STRATEGY 6B - SAFE PARKING PILOT PROGRAM FRAMEWORK****SUMMARY**

On February 9, 2016, the City adopted a Comprehensive Homeless Strategy (CHS), which includes a series of targeted strategies aimed at addressing the City's growing homelessness crisis. According to the 2016 Homeless Count that was conducted by the Los Angeles Homeless Services Authority (LAHSA), the City has approximately 28,464 homeless individuals on any given night. As stated in Strategy 6B of the CHS, within the City's current homeless population, an often underserved population of the homeless exists which consists of individuals and families who reside within their vehicles as a form of shelter. LAHSA indicates, there are over 3,900 vehicles occupied by the homeless throughout the City.

This report presents the framework for establishing a one-year Safe Parking Pilot Program (SPPP) in the City, which would allow for homeless individuals and families who currently reside in their vehicles to do so legally in designated, non-residential areas in all Council Districts. The 2016-17 Adopted Homeless Budget, included an appropriation of \$770,198 to establish the SPPP and provide mobile showers for the homeless. The SPPP would provide homeless individuals the opportunity to enroll in case management, receive social services, and long-term housing. Additionally, this report provides an overview of the program elements that the Council would need to consider when creating a program. Upon review by the Homeless Strategy Committee, the SPPP Framework will be transmitted to the Homelessness and Poverty Committee (HPC) in response to an HPC instruction (Attachment 1) to staff issued on June 22, 2016 (C.F. 14-1057-S1). The HPC will provide further policy direction with regard to program design and implementation for the SPPP, and upon approval, will be subsequently transmitted to the Council for consideration. Upon Council direction, City staff would finalize guidelines associated with program design and implementation.

Background

Vehicular dwelling for homeless individuals provides a sense of security that often alleviates fears associated with living on the streets overnight or in a shelter with strangers. Currently, under Los Angeles Municipal Code (LAMC) Section 85.02, individuals are prohibited from utilizing vehicles as living quarters either overnight, day-by-day, or otherwise on any City street, or upon any parking lot owned by or under the control of the City. However, as of 2014, the United States Court of Appeals for the Ninth Circuit declared that LAMC Section 85.02 is “unconstitutionally vague” and must be repealed or replaced with a constitutional version. Since the Ninth Circuit’s 2014 ruling, the City has not repealed or replaced LAMC Section 85.02. Therefore, individuals who are currently dwelling within their vehicles are doing so without the threat of enforcement. The SPPP is intended to replace LAMC Section 85.02 and provide homeless individuals and families who currently reside in their vehicles options to legally sleep in their vehicles during designated operating hours and in non-residential areas in all Council Districts.

Several programmatic elements must be taken into consideration under a SPPP, including location of overnight parking, hours of operation, rules and regulations, and criteria for eligible participation. For homeless individuals who are enrolled in the program, there would be three types of designated areas for them to park overnight: non-residential street segments, public lots, and private lots. Participants in the program could also need to have a form of identification on their vehicles that would verify their participation in the program to the appropriate officials. The programmatic aspects that are recommended for development of the SPPP framework are discussed in detail below.

PILOT PROGRAM FRAMEWORK ELEMENTS

Size/Capacity of Program

At its meeting on June 22, 2016, the HPC recommended a minimum of 75 parking spaces per Council District for the SPPP (C.F. 14-1057-S1). If every Councilmember identified the minimum number of parking spaces, the SPPP would only be able to accommodate 1,125 vehicles, which represents 29 percent of the 3,900 vehicles occupied by the homeless throughout the City. Although the City is not required to accommodate all of the existing vehicles and it is unlikely all 3,900 vehicles would qualify for the SPPP, but upon further evaluation the Council may desire to increase the City’s vehicular capacity for the SPPP and accommodate a greater percentage of potential vehicles. Attachment 2 provides the number of vehicle dwellers from the last Homeless Count in each Council District, as well as, minimum parking space scenarios that could accommodate a higher percentage of the number of existing vehicles.

Types of Parking Areas/Lots

The Council may wish to consider increasing the minimum number of parking spaces from 75 to, at least, 150 parking spaces per Council District which may be met with a combination of street segments, public lots, and private lots to better accommodate the existing number of homeless individuals living in vehicles. Additionally, all identified areas designated for the SPPP would be at least 500 feet away from schools.

Street Segments

With a street network comprised of approximately 6,500 centerline miles of streets and 800 centerlines miles of alleys, the City has the largest municipal street system network in the nation. Centerline miles represent the total length of a road from its starting point to its end point. The number and size of the lanes on that road are ignored when calculating its centerline mileage. Centerline mileage provides a more accurate number than lane mileage. For instance, if there are only 50 miles of roadway in a given city but it all consists of four-lane roads the lane mileage will amount to 200 miles, which would be misleading for the purposes of the SPPP. To help alleviate the limited supply of available parking lots (public and private), a SPPP would need to include the City's extensive street segment network in order to meet the high demand of homeless individuals that are currently dwelling within their vehicles.

The Department of Transportation (DOT), Department of City Planning (DCP), and impacted Bureaus within the Department of Public Works could identify appropriate street segments. It is suggested that 21 unique Safe Parking Zones (SPZ) using the LAPD's 21 Community Police Station areas as programmatic boundary lines be identified. Designated SPZs would be located on non-residential streets, which would be identified by the zoning of the surrounding parcels. Attachment 3 illustrates a draft map for the Hollenbeck Community Police Station. Upon the identification of non-residential street segments, the LAPD's Command Staff and Senior Lead Officers (SLOs) from each of the 21 divisions would review and, if necessary, recommend changes to their division's street segments in order to identify areas of concern and minimize potential negative impacts. This would allow LAPD Officers from each respective division to be made aware of the program and provide them the opportunity to monitor participants of the program for compliance. In focusing on non-residential corridors, homeless individuals currently residing in their vehicles would be relocated out of residential neighborhoods to identified SPZs.

Once the available non-residential streets have been reviewed by the LAPD within each of the 21 SPZs, Councilmembers would be able to review and modify the proposed maps, if and only if, the minimum number of parking spaces within the Council District are met. Until a minimum number of spots have been identified per Council District, individuals currently dwelling within their vehicles would be allowed to park in any non-residential area. Designated SPPP street

segments would have posted signs to identify areas participating in the program. Registered participants of the program would be exempt from the designated streets' parking restrictions during the nightly operation of the program, should they apply.

Public Lots

As part of the City's adopted CHS, City staff are evaluating public lots and land for use as homeless services, facilities, and housing. Within the areas of homeless services and facilities, staff have explored the possibility of using public lots as potential sites for a SPPP. Input from the General Services Department (GSD), DOT, and other departments will be critical to the identification and evaluation of public lots for potential use as a SPPP lot. In order to mitigate potential negative effects to daily operations and revenue, the Council may wish to instruct the DOT, GSD, and others departments as appropriate to evaluate candidate lots for revenue potential, use of the lot by the Film Industry and general community purposes, and parking capacity. Once the lots have been identified, staff would provide each Councilmember with a list of lots that may be considered for the SPPP. Each Council Office would then have an opportunity to evaluate their lists and add lots to the SPPP through a Council Motion.

Once initiated, City staff would determine cost estimates, hours of operation, and the appropriate vehicular capacity per lot specifications. Upon the completion of the evaluation, the Councilmember may choose to notify the surrounding neighborhoods for community input. Ideally, hours of operation would be consistent with all aspects of the SPPP. However, hours of operation may vary on a lot-by-lot basis depending on preexisting hours of operation and usage of the lot. In terms of security for public lots, the City may consider contracting with an outside party that provides security services on a nightly basis. As this may be a costly option, the City can also consider monitoring participation and compliance within these lots through the use of lot monitors which could be supplemented by the LAPD, which could include these lots in their daily routes.

Private Lots

In addition to the use of public assets, a SPPP may also include private lots and parcels. Private lots for the operation of a SPPP would include, but not be limited to, faith-based organizations and nonprofit agencies. Should private owners of lots choose to participate in the SPPP, they would notify the surrounding communities. Private Lot owners would be given discretion as to their program's requirements for participation, rules and regulations, hours of operation, and operational activities/amenities (i.e. access to or provision of bathrooms). Additionally, the Council could also consider applying the City's Rules and Regulations for the SPPP to private lot operators.

Programmatic Hours of Operation

A SPPP should offer homeless individuals who reside in their vehicles a safe area to legally park on an overnight basis. Safe parking programs in other jurisdictions are operated between nine p.m. and six a.m., but hours of operation for the City's SPPP may vary on a lot-by-lot basis due to circumstances surrounding normal daily use of the lot.

For participants of the program who are using street segments, their vehicles would be exempted from overnight parking restrictions during adopted program hours. However, posted restrictions would apply during non-SPPP hours. Therefore, program participants would need to relocate their vehicles to comply with posted regulations. Similarly, for Safe Parking areas located on public lots, participants would need to leave the lots at posted daily hours in order to allow for the lots to be made available for the original intended use. With regard to private lots, hours of operation would be at the discretion of the private owners.

Parking Permit Issuance

Individuals who are enrolled would be issued parking permits in the form of placards or program stickers to clearly identify participants of the Safe Parking Pilot Program. Parking placards would be issued to participants in the program who are assigned to public or private lots. The placards would be unique for each lot and lots cannot be oversubscribed i.e. the number of placards issued would be less than or equal to the number of parking spaces available. The estimated cost to produce 250 placards similar to DOT's mileage placards is \$240. The actual costs may be higher if the placards are not included with a larger order. Program stickers that adhere to a vehicle's bumper would be issued to all enrollees and exempt the registered vehicle from posted parking requirements/restrictions during program hours on designated street segments in non-residential areas. The average cost for each sticker is less than one dollar and includes an anti-tampering clear plastic film over the sticker to prevent fraud. Issuance of parking permits for the program will be contingent upon status of enrollment into the SPPP (i.e. temporary sticker vs. program enrollee), and will be considered on a case-by-case basis. In order to ensure that potential SPPP participants are homeless, homeless service providers will administer the VI-SPDAT assessment for the Coordinated Entry System (CES) to determine an individual's acuity with regard to homelessness.

Parking permits given to individuals on a temporary basis would be valid for a period of 30-days. Following the initial temporary permit issuance, an additional 30-day extension could be given to the participant at the discretion of the homeless service provider to allow participants to reconcile extenuating circumstances or obstacles that may preclude full program enrollment. Such obstacles may include, but are not limited to, the following:

- Lack of current registration and/or insurance;

- Pending motor vehicle citations or violations; and,
- Incomplete VI-SPDAT assessment.

Upon completion of the necessary requirements as outlined by the draft SPPP Guidelines (Attachment 4), participants would be able to attain full program enrollment. With full program enrollment, participants would have access to case management services and supportive services that could lead to long-term housing. Participants who are fully enrolled in the SPPP would be issued placards and/or stickers that are valid for a period of 90-days, with opportunities for renewal at the discretion of case managers or service providers. This would ensure that participants in the program are in continual contact with their assigned service providers or case managers, and are on the path to stable housing.

Program Enforcement, Rules and Regulations

As a means to ensure participants are within compliance of the program and mitigate negative impacts on the surrounding communities, the SPPP will have a set of rules and regulations that participants would need to comply with in order to remain enrolled with the program. Rules and regulations would ensure that participants of the pilot program are held accountable to both the program and other participants. If a program participant is found to be in violation of the Rules and Regulations, they would have at most three opportunities to remedy the issue. Should a program participant continue to violate the rules and regulation, they will risk termination from the program, have their programmatic privileges revoked, and potentially be subject to violations and citations, as appropriate.

With regard to programmatic operations, areas designated for participation in the pilot program will have assigned, overnight hours of operation. In order to ensure that designated street segments and lots remain operational during their regular business hours, program participants would be required to vacate the designated area for its primary, daily use or risk suspension from the program. Should a program participant park within a designated program area outside of the assigned overnight hours, they would be warned to vacate the area, and then subsequently be subjected to posted restrictions, and potential violations and citations.

Based on our proposed timeline, beginning April 1, 2017, individuals who are dwelling within their vehicles would need to demonstrate that they are:

- 1) Participants of the SPPP by displaying their program stickers and/or placards; and,
- 2) Park in a designated SPZ or their assigned space in a designated lot during the designated overnight hours of operation.

Program participants would be subject to violations and citations, as appropriate, should they be found parking in areas and zones that are not designated for the SPPP.

Enforcement with regard to violations of the SPPP would vary depending on parking area types. For street segments, the Council may wish to consider using law enforcement (LAPD, DOT) for enforcement of the SPPP, as they would be able to incorporate these areas into their regular patrol routes. Signs would be posted to make street segments for the SPPP easily identifiable to law enforcement. As program participants on street segments would have program stickers attached to their vehicle, law enforcement would be able to easily identify individuals who are properly enrolled in the program, as well as, observe their programmatic compliance. For publicly-owned lots, the City may choose to either rely on law enforcement to monitor these lots on their regular patrols, hire a private security contractor, or allow volunteer lot monitors to monitor these lots on a nightly basis. Participants assigned to lots would have parking placards that would be easily identifiable to the monitoring entity. For privately-owned lots, the requirement of security would be at the discretion of the private operator. Participants in privately-owned lots would also have parking placards that are easily identifiable to the operator and/or monitoring entity.

Parking Citation Homeless Community Service Program

Individuals who dwell in their vehicle must have current registration for their vehicle to become a full-time participant of the SPPP. However, pre-existing violations and citations often prevent these individuals from obtaining current registration. In order to help alleviate these issues and ensure participation in the SPPP, DOT has developed a Parking Citation Homeless Community Service Program (PCHCSP) that would permit eligible individuals to perform community service in-lieu of payment of a parking penalty. The California Vehicle Code (CVC) allows the implementation of a community service program for parking citations only through the authorization of the Mayor and Council. The proposed PCHCSP pilot provides a mechanism for homeless individuals, as defined in Title 42 of the Public Health and Welfare Code, who have received a parking citation to perform community service in-lieu of paying the outstanding parking fine. The PCHCSP would build on partnerships between DOT, LAHSA, City Attorney's Office, Council Offices, Mayor's Office, social service agencies, and parking and law enforcement. The goal is to have the PCHCSP pilot implemented in parallel with the SPPP.

Additionally, this program only applies to fines and vehicle citations that have been issued by the City of Los Angeles. Citations issued with regard to life and safety violations do not qualify for the PCHCSP. Once violations and citations have been remedied through this program, vehicle owners would be able to successfully obtain current registration and enroll into the SPPP. Eligibility for participation with the program would be limited to individuals that LAHSA has determined to be homeless through the proper VI-SPDAT assessment.

SAFE PARKING PILOT PROGRAM TIMELINE

Pre-Implementation - September 1, 2016 to December 31, 2016

August 25, 2016

- HSC meeting, Safe Parking report presented for review. No recommendation.
- LAHSA, CLA, and CAO's office to develop final Safe Parking Policy Framework and prospective budget scenarios

September 2016

- Homelessness and Poverty Committee presentation
- City Council Repeals and Replaces LAMC 85.02 and Authorizes Safe Parking program
- Council could request a report by Staff within 30 days on the following items:
 - Identification of potential public and private parking lots, and street segments
 - LADOT Community Service Program for Parking Violations
 - Coupon Program for Waste Disposal
 - LAHSA Outreach Protocol for Vehicle Dwellers
 - Safe Parking Pilot Program Rules and Regulations
 - LAHSA refines budget scenarios per Committee priorities/Money is allocated and committed
 - CAO/CLA to report on potential use/establishment of Homeless Services Trust Fund for program use

October 2016

- City departments prepare follow-up reports
- LAHSA finalizes program design and procurement process

November/December 2016

- Safe parking street segments are identified by Council Districts (ongoing)
- Potential public lots are evaluated
- Potential private lots approved for compliance
- Flyers are created to announce program
- Production and preliminary distribution of vehicle stickers/placards for those who are eligible
- LAHSA contracts with service provider(s)
- Outreach by LAHSA ERT, DOT, and LAPD begins to tell vehicle dwellers that they can only park in designated non-residential areas starting Jan. 1 (applies only to CDs that have identified restricted areas, i.e. street segments)
- Vehicle dwellers begin to be referred to service provider(s)

Pilot Program Implementation Phase 1 - January 1, 2017 to March 31, 2017

- Vehicle dwellers will be referred to service provider(s)
- Service providers begin to evaluate participants of the program through CES survey
- If qualified, service providers begin to distribute Safe Parking stickers/parking placards
- Quarterly Status Report #1.

Phase 2 - April 1, 2017 to June 30, 2017

- Service providers may issue temporary Safe Parking stickers/parking placards; if program demand exceeds capacity during Phase 1
- Vehicle dwellers outside of the designated SPZs may be cited.
- Quarterly Status Report #2.

Phase 3 - July 1, 2017 to September 30, 2017

- Vehicle dwellers outside of the designated Safe Parking zones and vehicle dwellers who are not active participants in the SPPP may be cited.
- Quarterly Status Report #3.

Phase 4 - October 1, 2017 to December 31, 2017

- Quarterly Status Report #4 - Evaluate pilot program and provide recommendations to either end the program or convert to permanent program that is modified by pilot program analysis.
- City Departments and LAHSA to make recommendations based on pilot program analysis.

Challenges

Some of the challenges with regard to the implementation of a SPPP, include, but are not limited to, the following:

- Additional resources (funding and staff) dedicated to Phase I Vehicular Outreach (e.g. additional staff for LAHSA's ERT Teams);
- Lead time between appropriation of funds and hiring of staff;
- Maximization of staff resources and performing outreach (i.e. staff dedicated to vehicular outreach would need direction in locating areas where homeless individuals are currently residing in vehicles);
- Contract procurement of homeless service providers who may monitor lots for the SPPP; and,
- Property evaluation and disposition of public lots for a SPPP.

Next Steps

Upon review by the HSC, the SPPP Framework will be transmitted to the Homeless and Poverty Committee (HPC) in response to an HPC instruction to staff issued on June 22, 2016

(C.F. 14-1057-S1). The HPC will provide further policy direction with regard to program design and implementation for the SPPP, and upon approval, will be subsequently transmitted to the Council for consideration.

Lead Applicant: West Hills Neighborhood Council

Partners:

- Canoga Park—West Hills Chamber of Commerce
 - Contact: Mark Neudorff
- Key Club International, Davison 16 West
 - Contact: Dominique Cavalier

Event Plan:

Provide a description of your project(s). This is the WHERE and WHEN of your plan. for Neighborhood Clean-up Events, include the dates, times, locations, expected volunteer turnout and, if applicable, the area of focus for the cleanup (litter, landscape, weed abatement, etc.). For all other projects, such as Block Captain Programs or MyLA311 Blitz Days, please provide us with details. <500

The West Hills Neighborhood Council will conduct a series of two events as part of the CleanStreetsLA challenge and also drawing back into our monthly cleanup as part of our Beautify West Hills campaign.

Our first event will be on October 15th at 8:30 a.m. at the intersection of Roscoe Boulevard & Sale Avenue near 8311 Sale Ave. We will be working west on the north side of Roscoe Avenue with the goal of removing roadside litter, dead vegetation, overgrown weeds and bulky items. We hope to have at least 20 volunteers present.

Our second event will be on Novemeber 5th (will add time), in partnership with The Church at Rocky Peak's All Serve event. As part of this event, we will have project locations around West Hills with an average of 20-30 volunteers per project:

- Medical Center Drive (just north of West Hills Hospital)
- West Hills Post Office (23055 Sherman Way, West Hills): beautification project including replanting and doing landscape improvements as well as cleaning the area around the post office on sidewalks and streets

- Woodlake Avenue/Saticoy Street Clean Up: One team will work its way northbound on Woodlake Avenue up to Ingomar Street. The second team will work its way west on Saticoy Street up to Ingomar Street.
- Valley Circle Street Clean Up (between Ingomar Street and Roscoe Boulevard)
- Roscoe Boulevard Clean Up (between Valley Circle Boulevard and Woodlake Avenue)
- L.A. City Fire House #106 (23004 Roscoe Blvd.): improvements to the station to and improving the area around the station.

In addition, LADWP will provide a street sweeper during the November 5th cleanups to sweep areas in the community that are identified as at need.

The West Hills Neighborhood Council also will be promoting MyLA311 Walks to encourage residents of the community to use the MyLA311 app on their smart phones when walking in our community in addition to promoting non-formal community participation to report concerns to the city.

Implementation Plan:

Provide an implementation plan that includes your schedule, strategy, and tactics required in order to successfully complete your Event Plan. This is the WHAT and HOW of your plan. Tell us what resources you will need. Please note: The Department of Public Works, Office of Community Beautification can provide tools and supplies, such as trash bags, gloves, shovels, and rakes, free-of-charge to facilitate clean-ups within the City limits. Reservations are encouraged. Tools and supplies are available on a first-come, first-served basis. <500

The West Hills Neighborhood Council, with our partners, local community/service groups and residents, will tackle these locations, targeting litter, weeds, overgrown vegetation, bulky items and cluttered sidewalks by bagging waste for curbside pickup, placing bulky items for pickup and placing 311 service requests, as well as reporting any other items volunteers run across that we are unable to bag or deem hazardous for volunteer handling. The West Hills Neighborhood Council will be able to supply some equipment, including vests, tools, gloves, traffic tools and bags, and is working with the Office of Community Beautification for additional equipment for volunteers, but we will need further assistance from the office for additional equipment and bags for projects that were not included in a recent request placed by a partner. We will also need one large rollaway bin for our November 5th project at Pomelo Charter Elementary School, since we will be cleaning both the streets around the school and inside the school facility.

Marketing & Outreach Plan:

Provide a marketing and outreach plan that describes how you will engage your community and advertise your events and/or project(s). Will you utilize your Clean Streets Captains, Neighborhood Council Public Works Liaison, or Clean Streets Hero? How will you recruit volunteers?

The West Hills Neighborhood Council will be promoting our two community events by featuring the cleanups on the home page and Beautification Committee pages on our website (www.westhillsnc.org), our Facebook (www.facebook.com/WestHillsNC) page, by creating a public event page and sharing posts to related community groups, tweeting posts on our Twitter account (www.twitter.com/WestHillsNC), posting on our Nextdoor account page by creating multiple post, sending out weekly notices via our weekly calendar with local event dates, and links to our subscribers, and lastly including reminders and previous success stories in our monthly newsletters. We will also be reaching out to our community partners, including the office of Council District 12, the Canoga Park/ West Hills Chamber of Commerce, CleanStreetsLA, the Mayor's Volunteer Corps, Office of Community Beautification, local Kiwanis and Key Club groups, and handing out flyers door-to-door in the immediate neighborhoods surrounding our cleanups.

Reporting & Monitoring Plan:

All events and projects should have metrics so that you can track and share your progress. The Department of Public Works, the Bureau of Sanitation, and the Department of Neighborhood Empowerment should be able to measure and/or evaluate what you have accomplished during the challenge.

During our two events, the West Hills Neighborhood Council will be taking action shots of volunteers working and will take a group action shot with all the volunteers involved. In addition, the West Hills Neighborhood Council will count the bags filled and volunteers present, and collect photographs from the cleanups to post on our website gallery page (www.westhillsnc.org/gallery.php), on our Twitter page (www.twitter.com/WestHillsNC) and our Facebook album page (www.facebook.com/WestHillsNC/photos) with details and metrics about our event. In addition, we will share our cleanup results with the Department of Sanitation and the CleanStreetsLA team.

16-0091 - Discussion and Possible Action on Requests for Restricted Street Parking Signs on Royer Avenue (north of Sherman Way)

At the request of local neighbors in attendance, the Streets & Transportation Committee of the West Hills Neighborhood Council approved at its August committee meeting, by a vote of 8-0-1, a motion to be submitted to the Board of Directors of the West Hills Neighborhood Council as follows:

Motion: In response to requests from local stakeholders, the Board of Directors of the West Hills Neighborhood Council hereby recommends that the Los Angeles Department of Transportation, at its earliest opportunity, install "No Overnight Parking for Oversized Vehicles" signs on both the east and west sides of the 7200N, 7300N, and 7400N blocks of Royer Avenue in West Hills. The signs should restrict overnight parking of oversized vehicles for the full stretch of Royer Avenue from Sherman Way, north until the dead-end occurring just north of Valerio Street. The signs should read as follows:

NO PARKING (Symbol)

2 AM TO 6 AM

VEHICLES OVER

7' HIGH OR 22' LONG

EXCEPT BY PERMIT

CALL 3-1-1 FOR INFORMATION

L.A.M.C. 80.69.4