



CITY OF
LOS ANGELES
CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

FINAL BOARD MEETING MINUTES

January 2, 2020

de Toledo High School, 22622 Vanowen Street, West Hills

ATTENDANCE:

Present: Aida Abkarians, Faye Barta, Sandi Bell, Thomas Booth, Dan Brin, Anthony Brosamle, Bob Brostoff, Margery Brown, Carolyn Greenwood, Bonnie Klea, Ann Mizrahi, Saif Mogri, Olivia Naturman, Steve Randall, Bill Rose, Anthony Scarce Myrl Schreibman, Ron Sobel, Joan Trent, Alec Uzemeck, Brad Vanderhoof, Zach Volet and Joanne Yvanek-Garb

Absent: Charlene Rothstein and Bobbi Trantafello

OPENING BUSINESS:

President and Co-Chair Dan Brin called the meeting to order at 7:08 p.m. Secretary Carolyn Greenwood called roll and established **quorum**.

Approval of Board Meeting Minutes of December 5, 2019 were approved as written.

20-0001 – Discussion and possible action regarding approval of the WHNC’s November 2019 Monthly Expenditure Report (MER)

November 2019 MER approved with 20 yes votes and two (2) absent and three (3) ineligible.

Anthony Brosamle went over the Controller’s report and explained the column listed at “Balance (Pre/Post)” as a budgeted item’s beginning budget amount and current unspent amount at time of the report.

Alec Uzemeck stated he had nothing to add to the WHNC Budget Status Report as of November. He was asked why there was a \$200 balance listed under item 11 when the event is over and the monies have been spent. Alec said he would check his notes and get back to the Board.

COMMENTS FROM THE CHAIR:

Mr. Dan Brin stated he was glad to be here and wished everyone a Happy New Year.

PUBLIC COMMENT:

Loraine Lundquist introduced herself and spoke about her run for the District 12 City Council seat.

Glenn Bailey, on behalf of VANC (Valley Alliance of Neighborhood Councils), spoke about the annual VANC mixer which will be on March 12. He thanked the Board for its past support and hoped for its continued support of the event.

ANNOUNCEMENTS:

LAPD Officer Sean Dinse introduced the new acting Senior Lead Officer (SLO), Joseph (Joe) Bain, who will be handling Officer Sean Brown's area of West Hills. Officer Bain's contact number is (424) 652-1544.

Freddy Cupen-Ames, who shares responsibility with Seme Park as representative from the Department of Neighborhood Empowerment to the WHNC, stated that there will be an open house on January 22 in the Valley and that the NC Congress will be take place on Saturday, September 26, 2020.

Tessa Charnofsky, district director for Supervisor Sheila Kuehl's office, advised that the entire Board of Supervisors voted to support that cleanup at SSFL be to the highest level of remediation. There will be an open house at the Supervisor's Calabasas office on January 16 at 5:30 p.m.

LAUSD District 3 Board Member Scott Schmerelson's administrative assistant, Tara Vahdani, spoke about happenings in the district.

COUNCIL ANNOUNCEMENTS:

Emergency Preparedness Committee – LAPD will begin CERT training in March.

Homelessness Committee – The homeless count for West Hills will occur on January 21. Sixty-five volunteers are needed. There is a link on the WHNC website to sign up.

Beautification – Next cleanup is January 18 at Topanga & Nordoff, from 8:30 to 11:30.

Special Events Committee – There will be a free Senior Valentine Dance on February 14, 2020.

Environment Committee – Next meeting is next Wednesday, January 8. Almost the entire meeting is dedicated to public comment.

CERTIFICATES OF APPRECIATION:

Certificates of Appreciation were presented to Mary and Richard Kuebler for their work on behalf of the homeless and Ms. Leslie Frankel for her support to residents of West Hills.

8:05 – Board member Ron Sobel left.

OLD BUSINESS:

19-0080 – Discussion and possible action on approving a neighborhood council event approval form for a proposed Senior Valentine Dance to be held on February 14, 2020.

Motion to forward Event Approval Request form to the City Clerk passed with 20 yes votes, three (3) absent and two (2) ineligible.

NEW BUSINESS:

20-0002 – Discussion and possible action on approving the Beautification Committee's Event approval form for continuing Cleanup activities.

Event Approval Request form passed with 20 yes votes, three (3) absent and two (2) ineligible.

20-0003 – Discussion and possible action on approving \$30 for the Beautification Committee’s January Cleanup activity.

Recommendation to approve expenditure passed with 20 yes votes, three (3) absent and two (2) ineligible.

20-0004 – Discussion and possible action on approving an NPG for Pomelo Community Charter in the amount of \$800.00 for support of school garden.

Board Member Aida Abkarians recused herself and left the room.

Stakeholder Marie Jandani spoke on the benefits of the garden for the students.

Recommendation to approve the NPG passed with 19 yes votes, three (3) absent, one (1) recusal and two (2) ineligible.

20-0005 – Discussion and possible action on approving an NPG for Welby Way Charter and Gifted/High Ability Magnet Center Elementary School in the amount of \$800 for garden supplies.

Recommendation to approve the NPG passed with 20 yes votes, three (3) absent and two (2) ineligible.

8:35 - Board Member Bonnie Klea left.

20-0006 – Discussion and possible action on approving an NPG for Hamlin Charter Academy in the amount of \$836.00 for 100 Logitech stereo headsets.

Recommendation to approve the NPG passed with 18 yes votes, two (2) no votes, four (4) absent and one (1) ineligible.

20-0007 – Discussion and possible action on a draft letter to Assemblyman Gabriel’s office for 2020 Legislative Agenda – “Require Salary Range Disclosures for All Jobs Posted Online”.

Stakeholder, Gabrielle Castleberry-Gordon spoke in support of both agenda items 20-0007 and 20-0008.

After much discussion regarding how the letter should be addressed and to whom it should be addressed, **the motion to approve the letter as written passed with 18 yes votes, two (2) no votes, four (4) absent and one (1) abstention.**

9:35 – Board Member Margery Brown left.

20-0008 – Discussion and possible action on amended draft letter to Assemblyman Gabriel’s office for 2020 Legislative Agenda – “Just Cause Termination Protections.”

Motion to approve the amended letter passed with 12 yes votes, six (6) no votes, five (5) absent and two (2) abstentions.

Meeting adjourned at 9:45 p.m.



NEIGHBORHOOD COUNCIL EVENT APPROVAL REQUEST FORM



Office of the City Clerk – Neighborhood Council Funding Program
200 N. Spring Street, Rm 224, Los Angeles, CA 90012 • (213) 978-1058 or Toll-Free 3-1-1
E-mail: Clerk.NCFunding@LACity.org • www.Clerk.LACity.org

Events are great opportunities for Neighborhood Councils to interact with their stakeholders. There are, however, liability and permitting issues that must be handled prior to the event. The Office of the City Clerk, Administrative Services Division, NC Funding Program Section must approve all Neighborhood Council sponsored events before any payments can be processed.

Please complete, sign, and submit this form at least 30 days prior to your event. Missing or incomplete required information or documents will delay review.

Neighborhood Council: West Hills Neighborhood Council

The Neighborhood Council is the Main Sponsor or Co-Sponsor for the event.

Main sponsor: West Hills Neighborhood Council

Contact Person: Steve Randall

Phone: 818-340-4700 Email: STEVEKR@2000@AOL.COM

Co-Sponsor (if applicable): CD 12

Contact Person: Ron Rubine

Phone: 323-440-5226 Email: R.Rubine@LAcity.org

Event Information

Event Title and Description: VALENTINES DAY SENIOR DANCE

Date: 2/14/20 Time Frame: 6:30^{PM}-9:30^{PM} Est. number of attendees: 200^{MAX} Event Budget: \$ 1150.00

Venue Name: WEST VALLEY CHRISTIAN CHURCH

Venue Address: 22450 SHERMAN WAY, WEST HILLS, CA. 91307

Contact Person: CYNTHIA WAGNER

Phone: 818-884-6480 Email: CYNTHIA@WVCCCH.ORG

Please note: If the venue for the event is at a City or public facility, e.g. park, school, the venue approval may be easier and at little or no cost. If the venue for the event is not a City facility, a separate contract may be needed and can take up to 60 days to complete.

Please scan the following documents and email to Clerk.NCFunding@lacity.org for approval PRIOR to event:

- Neighborhood Council Event Approval Form – Signed by Treasurer, 2nd Signer or Event Chair
- Board Action Request (BAC) Form – Completed and signed by Treasurer and 2nd Signer, or Alternate Signer
- Itemized Detailed Event Budget – Total budget with funding categories (food, entertainment, flyers, permits, etc.) and with specific vendors if available.

If a bank card credit limit increase will be necessary to pay for expenditures for this event, please contact your Funding Program Representative to submit a request to increase applicable limits.

The City of Los Angeles provides Neighborhood Councils with event liability coverage in the amount of \$5 million. Depending on the type of event, there may be additional permits and liability issues that must be addressed prior to the event, or the Neighborhood Council will be liable for any penalties or injuries incurred at the event. There may be fees attached to obtaining permits and additional liability so please budget accordingly. It may be easier to partner with the City family or a community based organization or even hire an event planner (will require a contract prepared by the Department) so that they can obtain/handle the necessary permits and liability issues instead. The following must be obtained and submitted **PRIOR TO THE EVENT** if they are applicable to your event:

If FOOD is being purchased/provided/distributed/served at your event, you may be required to obtain the following PERMITS:

- LA County Public Health Department Permits – Community Event Organizer and Temporary Food Facility permits may be required. Permit fees may be waived by the County if requested.
- LA Fire Department – Permit may be necessary for temporary structures setup to prep/cook/serve food.

CERTIFICATES OF INSURANCE, SERVICE AGREEMENTS, and/or FACILITY USE PERMITS from Vendors providing the following types of services. Insurance Certificates need to list the "City of Los Angeles" as Additional Insured.

- Jumpers/Bouncers (Inflatables) – City Risk Management may need to review
- Games (e.g. dunk tank, other carnival style games, video game bus)
- Food (purchased, provided, distributed and/or served)
- Entertainers (e.g. DJs, musicians, face painting, balloon artists, etc.)
- Equipment Rentals (e.g. performing stage, mechanical rides, canopies)
- Event Venues (e.g. school auditoriums, private theaters and halls, parks, street block, etc.)

If RENTING a vehicle or truck to transport event materials:

- Renting and driving of vehicle/truck must be by a board member
- Additional Insurance offered by the rental company must be purchased in full

ADDITIONAL PERMITS may be required if the event has:

- Over 500 attendees, which may require LAPD presence - LAPD Special Events
- Street closures for block parties - Bureau of Street Services or LADOT for larger street closures, such as a parade
- Tents/canopies larger than 450 square feet or stages/platforms more than 30 inches above grade - Building and Safety

CONTACT INFORMATION for possible permits:

- Street Maintenance - (213) 847-2999
- Building and Safety - (213) 482-0387
- LADOT (Traffic Officers) - (323) 913-4652
- LADOT (Signs) - (213) 485-2298
- LADOT (Special Operations) - (323) 224-2124
- Risk Management - (213) 978-7475
- LAPD - (213) 486-0410
- LAFD - (213)-978-3640
- Sanitation - (213) 485-3612
- Street Services - <http://bsspermits.lacity.org/spevents/>
- LA County Public Health Dept. - <http://publichealth.lacounty.gov>

Documents to be submitted to NC Funding Program and filed for you records:

- Neighborhood Council Event Approval Form – Signed by Treasurer, 2nd Signer, Event Chair.
- Board Action Certification (BAC) Form – Completed and signed by Treasurer and 2nd Signer, or Alternate Signer
- Itemized Detailed Event Budget – Final total budget with funding categories and specific vendors.
- Vendor Invoices and Service/Facility Use Agreements
- Copies of Insurance Certificates
- Copies of Permits
- Proof of Sponsorships (e.g. event flyers, webpage copy, etc.)
- W-9 (for 1099 Individual Services (if applicable))

I have read and understand the requirements set forth in this document and agree to comply with the required paperwork necessary for Neighborhood Council events.

Signature: Steve Randall Date: 12/17/2019
Print Name: STEVE RANDALL Title: Committee Co/Chair
Email: SteveKR2000@AOL.COM Phone: 818-884-6480

For Staff Use Only: Approved Denied Code: _____

Reviewers Signatures: 1st Level _____ 2nd Level _____

Reviewers Names: 1st Level _____ 2nd Level _____

WEST HILLS NEIGHBORHOOD COUNCIL

Spending Request Form

Please print legibly or type

Date of submission:

Committee Name:

Chairperson/Stakeholder:

Date Approved by Committee:

Phone:

Email:

Event/Activity

Total Amount Requested:

Budget Line Item:

Justification for request. This must include a statement about how the event/activity benefits the stakeholders of West Hills.

(Attach additional pages if necessary)

List all expense items, quantities, and amounts:

Item & Quantity	Amount
<input type="text" value="Decorations"/>	<input type="text" value="\$250.00"/>
<input type="text" value="Printing"/>	<input type="text" value="\$300.00"/>
<input type="text" value="Insurance"/>	<input type="text" value="\$300.00"/>
<input type="text" value="Music and Entertainment"/>	<input type="text" value="\$300.00"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

For Budget Committee/Controller Use Only:

Committee Approved

Budget Approved

Board Approved

Monthly Expenditure Report



Reporting Month: November 2019 Budget Fiscal Year: 2019-2020

NC Name: West Hills Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$40269.78	\$417.23	\$39852.55	\$0.00	\$0.00	\$39852.55

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$35800.00	\$417.23	\$23652.55	\$0.00	\$23652.55
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$6200.00	\$0.00	\$6200.00	\$0.00	\$6200.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$11730.22	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	TARGET.COM	11/01/2019	(Credit card transaction)	General Operations Expenditure	Office	\$140.78
2	THE WEB CORNER, INC	11/06/2019	(Credit card transaction)	General Operations Expenditure	Office	\$150.00
3	PAVILION #2225	11/06/2019	(Credit card transaction)	General Operations Expenditure	Office	\$32.36
4	RACKSPACE EMAIL & APPS	11/22/2019	(Credit card transaction)	General Operations Expenditure	Office	\$64.94
5	Bob Brostoff	11/12/2019	Agenda item 19-0129, Discussion and possible actio...	General Operations Expenditure	Office	\$29.15
Subtotal:						\$417.23

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
Subtotal: Outstanding						\$0.00

2019-2020 WHNC CONTROLLER'S REPORT (as of December 29, 2019) (20191229)

Transaction Number	Committee	Vendor/Payee	Budget Line Item	Balance (Pre/Post)	Committee Agenda	Committee Approval	Budget Agenda	Budget Approval	Budget Request Form NPG Request	Board Agenda	Board Approval	Transaction Date / Processed by City	Amount Paid	Notes
1	Communications & Outreach	Kristal Graphics	11	\$3,700/\$2,915.80	TBD	TBD	TBD	TBD	TBD	7/2/2019	7/2/2019	7/3/2019 7/31/2019	\$784.20	Outreach - Clips, Pens, Mugs
2	Board (Recurring)	The Web Corner	7	\$1,800/\$1,650	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/10/2019 7/31/2019	\$150.00	Monthly Website
3	Board (Recurring)	Kristal Graphics	1	\$800/\$706.30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/12/2019 7/31/2019	\$93.70	Board Agenda Printing
4	Board (Recurring)	Kristal Graphics	3	\$1225/1,220.21	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/12/2019 7/31/2019	\$4.79	Committee Printing
5	Beautification	Faye Barta / Lowes	CSF	\$1,500 / \$1,324.83	TBD	TBD	TBD	TBD	TBD	TBD	TBD	7/20/2019	\$175.17	wee Whacker Reimbursement
6	Board (Recurring)	Rackspace Email	8	\$660/\$597.60	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/22/2019 7/31/2019	\$62.40	Email Server
7	Board (Recurring)	AKD	1	\$706.3/\$695.35	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/24/2019 7/31/2019	\$10.95	New Member Badges
8	Board (Recurring)	Pavillions	1	\$695.35/\$669.02	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/31/2019 8/8/2019	\$26.33	Meeting Refreshments
9	Board (Recurring)	The Web Corner	7	\$1,650/\$1,500	N/A	N/A	N/A	N/A	N/A	N/A	N/A	8/1/2019 9/2/2019	\$150.00	Monthly Website
10	Board (Recurring)	Apple One	5	\$19,601.60/ \$16,661.30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	8/6/2019 8/6/2019	\$2,940.30	Executive Assistant
11	Board (Recurring)	Rackspace Email	8	\$597.60/\$535.20	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/6/2019 9/9/2019	\$62.40	Email Server

Transaction Number	Committee	Vendor/Payee	Budget Line Item	Balance (Pre/Post)	Committee Agenda	Committee Approval	Budget Agenda	Budget Approval	Budget Request Form NPG Request	Board Agenda	Board Approval	Transaction Date / Processed by City	Amount Paid	Notes
12	Govt. Relations	EMPLA Congress	17	\$750/\$0.00	TBD	TBD	TBD	TBD	TBD	TBD	TBD	9/7/2019 9/9/2019	\$750.00	Congress
13	Govt. Relations	EMPLA Awards	18	\$100/\$0.00	TBD	TBD	TBD	TBD	TBD	TBD	TBD	9/7/2019 9/9/2019	\$100.00	Awards Event
14	Govt. Relations	Budget Advocates	16	\$200/\$0.00	TBD	TBD	TBD	TBD	TBD	TBD	TBD	9/7/2019 9/9/2019	\$200	Budget Advocates
15	Board (Recurring)	GoDaddy	6	\$21.17/\$0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/19/2019 10/2/2019	\$21.17	Website Domain
16	Board (Recurring)	The Web Corner	7	\$1,500/1,350	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/20/2019 10/2/2019	\$150.00	Monthly Website
17	Board (Recurring)	Kristal Graphics	1	\$669.02/\$531.68	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/20/2019 10/2/2019	\$137.34	Board Agenda Printing
18	Board (Recurring)	Kristal Graphics	3	\$1,220.21/ \$1,204.28	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/20/2019 10/2/2019	\$15.93	Committee Printing
19	Board (Recurring)	Rackspace Email	8	\$535.20/\$472.80	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/21/2019 10/2/2019	\$62.40	Email Server
20	Board (Recurring)	Rackspace Email	8	\$472.80/\$410.40	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/22/2019 10/2/2019	\$62.40	Email Server
21	Board (Recurring)	Apple One	5	\$16,661.3/ \$15,354.5	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/24/2019 10/2/2019	\$1,306.80	Executive Assistant
22	Board (Recurring)	Apple One	5	\$15,354.5/ \$14,047.7	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/24/2019 10/3/2019	\$1,306.80	Executive Assistant
23	Board (Recurring)	Apple One	5	\$14,047.70/ \$12,740.90	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9/24/2019 10/8/2019	\$1,306.80	Executive Assistant

Transaction Number	Committee	Vendor/Payee	Budget Line Item	Balance (Pre/Post)	Committee Agenda	Committee Approval	Budget Agenda	Budget Approval	Budget Request Form NPG Request	Board Agenda	Board Approval	Transaction Date / Processed by City	Amount Paid	Notes
24	Board (Recurring)	Pavillion's	1	\$531.68 / \$506.34	N/A	N/A	N/A	N/A	N/A	N/A	N/A	10/2/2019 10/8/2019	\$25.34	Meeting Refreshments
25	Board (Recurring)	The Web Corner	7	\$1,350 / \$1,200	N/A	N/A	N/A	N/A	N/A	N/A	N/A	10/2/2019 10/8/2019	\$150	Monthly Website
26	Special Events Committee	All Printing Services	12	\$600 / \$501.45	TBD	TBD	TBD	TBD	TBD	TBD	TBD	10/7/2019 10/10/2019	\$98.55	Posters
27	Special Events Committee	All Printing Services	12	\$501.45 / \$485.02	TBD	TBD	TBD	TBD	TBD	TBD	TBD	10/7/2019 10/14/2019	\$16.43	Flyers
28	Board (Recurring)	PrintFirm	1	\$506.34 / \$491.03	N/A	N/A	N/A	N/A	N/A	N/A	N/A	10/7/2019 10/18/2019	\$15.31	Business Cards
29	Board (Recurring)	Apple One	5	\$12,740.90 / \$11,107.40	N/A	N/A	N/A	N/A	N/A	N/A	N/A	10/10/2019 10/22/2019	\$1,633.50	Executive Assistant
30	Board (Recurring)	Rackspace Email	8	\$410.40 / \$348.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	10/22/2019 10/29/2019	\$62.40	Email Server
31	Special Events Committee	PayPal Ebay Inc.	12	\$485.02 / \$482.94	TBD	TBD	TBD	TBD	TBD	TBD	TBD	10/30/2019 11/1/2019	\$2.08	Parchment Tax
32	Special Events Committee	Paypal Ebay Sunrise	12	\$482.94 / \$461.04	TBD	TBD	TBD	TBD	TBD	TBD	TBD	10/30/2019 11/1/2019	\$21.90	Certificate Parchment
33	Board (Recurring)	Target.com	1	\$491.03 / \$405.90	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/1/2019 11/2/2019	\$85.13	Frames for Board
34	Special Events Committee	Target.com	12	\$461.04 / \$405.39	TBD	TBD	TBD	TBD	TBD	TBD	TBD	11/1/2019 11/2/2019	\$55.65	Frames for Halloween
35	Board (Recurring)	The Web Corner	7	\$1,200 / \$1,050	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/6/2019 11/9/2019	\$150	Monthly Website

Transaction Number	Committee	Vendor/Payee	Budget Line Item	Balance (Pre/Post)	Committee Agenda	Committee Approval	Budget Agenda	Budget Approval	Budget Request Form NPG Request	Board Agenda	Board Approval	Transaction Date / Processed by City	Amount Paid	Notes
36	Board (Recurring)	Pavillion's	1	\$405.90 / \$373.54	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/6/2019 11/9/2019	\$32.36	Meeting Refreshments
37	Board (Recurring)	Rackspace Email	8	\$348.00 / \$283.06	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/22/2019 11/23/2019	\$64.94	Email Server
38	Board (Recurring)	The Web Corner	7	\$1,050 / \$900	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/3/2019 12/9/2019	\$150	Monthly Website
39	Board (Recurring)	Ralph's	1	\$373.54 / \$346.20	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/4/2019 12/9/2019	\$27.34	Meeting Refreshments
40	Board (Recurring)	Kristal Graphics	3	\$1,204.28 / \$1,133.36	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/9/2019 12/23/2019	\$70.92	Committee Printing
41	Communications & Outreach	Dollar Tree	11	\$2,915.80 / \$2,890.80	TBD	TBD	TBD	TBD	TBD	12/5/19 19-140	12/5/19 19-140	12/20/2019	\$25.00	Candy for Outreach
42	Board (Recurring)	Rackspace Email	8	\$283.06 / \$218.26	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/22/2019	\$64.80	Email Server
43	Board (Recurring)	Apple One	5	\$11,107.40 / \$10,127.30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/24/2019	\$980.10	Executive Assistant
44	Board (Recurring)	Apple One	5	\$10,127.30 / \$9,800.60	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/24/2019	\$326.70	Executive Assistant
45	Board (Recurring)	Apple One	5	\$9,800.60 / \$8,167.1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12/24/2019	\$1,633.50	Executive Assistant

WHNC Budget Status Nov
2019

Item #	Committee	Purpose	Budget	July	August	September	October	November	December	Total Spent	Balance	% Spent
1	Office	Mtg Expenses	\$800.00	\$130.98			\$49.32	\$202.29		\$382.59	\$417.41	48
2	Office	Rent	\$5.00							\$0.00	\$5.00	0
3	Office	Committee Print	\$1,225.00	\$3.61		\$153.27	\$130.29			\$287.17	\$937.83	23
4	Office	PO Box	\$308.00							\$0.00	\$308.00	0
5	Office	Apple One	\$19,601.60		\$2,940.30	\$3,920.40	\$1,633.50			\$8,494.20	\$11,107.40	43
6	Office	Go Daddy	\$21.17			\$21.17				\$21.17	\$0.00	100
7	Board	Web Corner	\$1,800.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00		\$750.00	\$1,050.00	42
8	Board	Rack Space	\$660.00	\$62.40		\$187.20	\$62.40	\$64.94		\$376.94	\$283.06	57
9	Board	iContact	\$530.00							\$0.00	\$530.00	0
	Subtotal		\$24,950.77	\$346.99	\$3,090.30	\$4,432.04	\$2,025.51	\$417.23		\$10,312.07	\$14,638.70	41
	Outreach											
10	Beautification	Special Events	\$500.00								\$500.00	0
	Subtotal		\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$500.00	0
11	Communications	Outreach	\$3,700.00	\$1.18						\$1.18	\$3,698.82	0
	Subtotal		\$3,700.00	\$1.18	\$0.00	\$0.00	\$0.00	\$0.00		\$1.18	\$3,698.82	0
12	Special Events	Halloween Houses	\$200.00							\$0.00	\$200.00	0
13	Special Events	West Hills Talent	\$3,400.00							\$0.00	\$3,400.00	0
14	Special Events	Valentines Day Dance	\$1,150.00							\$0.00	\$1,150.00	0
	Subtotal		\$4,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$4,750.00	0
15	Gov't Relations	VANC	\$500.00							\$0.00	\$500.00	0
16	Gov't Relations	Budget Advocates	\$200.00			\$200.00				\$200.00	\$0.00	100
17	Gov't Relations	Congress	\$750.00			\$750.00				\$750.00	\$0.00	100
18	Gov't Relations	Emp LA Awards	\$100.00			\$100.00				\$100.00	\$0.00	100
	Subtotal		\$1,550.00	\$0.00	\$0.00	\$1,050.00	\$0.00	\$0.00		\$1,050.00	\$500.00	68
19	Outreach	Memorial Day Parade	\$1,300.00							\$0.00	\$1,300.00	0
	Subtotal		\$1,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$1,300.00	0
20	Homelessness	Homelessness	\$2,250.00							\$0.00	\$2,250.00	0
	Subtotal		\$2,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$2,250.00	0
21	Public Safety	Forums	\$500.00							\$0.00	\$500.00	0
	Subtotal		\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$500.00	0

WHNC Budget Status Nov
2019

Item #	Committee	Purpose	Budget	July	August	September	October			Total Spent	Balance	% Spent
22	Strts & Transport	Safety Fair	\$1,000.00							\$0.00	\$1,000.00	0
23	Strts & Transport	Utility Boxes	\$800.00							\$0.00	\$800.00	0
	Subtotal		\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$1,800.00	0
24	Youth & Education	AntiBullying Forum	\$1,000.00							\$0.00	\$1,000.00	0
	Subtotal		\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$1,000.00	0
25	Public Health		\$200.00							\$0.00	\$200.00	0
	Subtotal		\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$200.00	0
	Subtotal Outreach		\$42,500.77	\$348.17	\$3,090.30	\$5,482.04	\$0.00	\$0.00		\$8,920.51	\$33,580.26	21
26	Elections		\$549.23							\$0.00	\$549.23	0
	Subtotal		\$549.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$549.23	0
	□											
27	Youth & Education	NPG's	\$7,200.00							\$0.00	\$7,200.00	0
	Subtotal		\$7,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$7,200.00	0
	Community Improvement Projects											
28	Beautification	Refresh. & Supplies	\$750.00							\$0.00	\$750.00	0
29	Beautification	Cleanups	\$1,000.00							\$0.00	\$1,000.00	0
	Subtotal		\$1,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$1,750.00	0
	Grand Total		\$52,000.00	\$348.17	\$3,090.30	\$5,482.04	\$2,025.51	\$417.23		\$11,363.25	\$40,636.75	22
30	Clean St Grant		\$1,500.00	\$175.17						\$175.17	\$1,324.83	
	Grand Total		\$1,500.00	\$175.17	\$0.00	\$0.00	\$0.00	\$0.00		\$175.17	\$1,324.83	



NEIGHBORHOOD COUNCIL EVENT APPROVAL REQUEST FORM



Office of the City Clerk – Neighborhood Council Funding Program
200 N. Spring Street, Rm 224, Los Angeles, CA 90012 • (213) 978-1058 or Toll-Free 3-1-1
E-mail: Clerk.NCFunding@LACity.org • www.Clerk.LACity.org

Events are great opportunities for Neighborhood Councils to interact with their stakeholders. There are, however, liability and permitting issues that must be handled prior to the event. The Office of the City Clerk, Administrative Services Division, NC Funding Program Section must approve all Neighborhood Council sponsored events before any payments can be processed.

Please complete, sign, and submit this form at least 30 days prior to your event. Missing or incomplete required information or documents will delay review.

Neighborhood Council: West Hills Neighborhood Council

The Neighborhood Council is the Main Sponsor or Co-Sponsor for the event.

Main sponsor: West Hills Neighborhood Council/Beautification Committee

Contact Person: Brad Vanderhoof and Faye Barta, Co-Chairs

Phone: 818-887-7811 Email: Faye.Barta@westhillsnc.org

Co-Sponsor (if applicable): N/A

Contact Person: N/A

Phone: N/A Email: N/A

Event Information

Event Title and Description: Community Cleanups--Board members and stakeholder volunteers gather to clean up areas of public properties to maintain public access

Date: See Addendum Time Frame: 8:30 AM to 11:30 AM Est. number of attendees: 30 to 50 Event Budget: \$ up to \$50

Venue Name: West Hills Neighborhood Council's (Name of Month -- See Addendum) Cleanup Event

Venue Address: See attached Addendum

Contact Person: Faye Barta

Phone: 818-887-7811 Email: Faye.Barta@westhillsnc.org

Please note: If the venue for the event is at a City or public facility, e.g. park, school, the venue approval may be easier and at little or no cost. If the venue for the event is not a City facility, a separate contract may be needed and can take up to 60 days to complete.

Please scan the following documents and email to Clerk.NCFunding@lacity.org for approval PRIOR to event:

- Neighborhood Council Event Approval Form – Signed by Treasurer, 2nd Signer or Event Chair
- Board Action Request (BAC) Form – Completed and signed by Treasurer and 2nd Signer, or Alternate Signer
- Itemized Detailed Event Budget – Total budget with funding categories (food, entertainment, flyers, permits, etc.) and with specific vendors if available.

If a bank card credit limit increase will be necessary to pay for expenditures for this event, please contact your Funding Program Representative to submit a request to increase applicable limits.

The City of Los Angeles provides Neighborhood Councils with event liability coverage in the amount of \$5 million. Depending on the type of event, there may be additional permits and liability issues that must be addressed prior to the event, or the Neighborhood Council will be liable for any penalties or injuries incurred at the event. There may be fees attached to obtaining permits and additional liability so please budget accordingly. It may be easier to partner with the City family or a community based organization or even hire an event planner (will require a contract prepared by the Department) so that they can obtain/handle the necessary permits and liability issues instead. The following must be obtained and submitted **PRIOR TO THE EVENT** if they are applicable to your event:

If FOOD is being purchased/provided/distributed/served at your event, you may be required to obtain the following PERMITS:

- LA County Public Health Department Permits – Community Event Organizer and Temporary Food Facility permits may be required. Permit fees may be waived by the County if requested.
- LA Fire Department – Permit may be necessary for temporary structures setup to prep/cook/serve food.

CERTIFICATES OF INSURANCE, SERVICE AGREEMENTS, and/or FACILITY USE PERMITS from Vendors providing the following types of services. Insurance Certificates need to list the "City of Los Angeles" as Additional Insured.

- Jumpers/Bouncers (Inflatables) – City Risk Management may need to review
- Games (e.g. dunk tank, other carnival style games, video game bus)
- Food (purchased, provided, distributed and/or served)
- Entertainers (e.g. DJs, musicians, face painting, balloon artists, etc.)
- Equipment Rentals (e.g. performing stage, mechanical rides, canopies)
- Event Venues (e.g. school auditoriums, private theaters and halls, parks, street block, etc.)

If RENTING a vehicle or truck to transport event materials:

- Renting and driving of vehicle/truck must be by a board member
- Additional Insurance offered by the rental company must be purchased in full

ADDITIONAL PERMITS may be required if the event has:

- Over 500 attendees, which may require LAPD presence - LAPD Special Events
- Street closures for block parties - Bureau of Street Services or LADOT for larger street closures, such as a parade
- Tents/canopies larger than 450 square feet or stages/platforms more than 30 inches above grade - Building and Safety

CONTACT INFORMATION for possible permits:

- Street Maintenance - (213) 847-2999
- Building and Safety - (213) 482-0387
- LADOT (Traffic Officers) - (323) 913-4652
- LADOT (Signs) - (213) 485-2298
- LADOT (Special Operations) - (323) 224-2124
- Risk Management - (213) 978-7475
- LAPD - (213) 486-0410
- LAFD – (213)-978-3640
- Sanitation - (213) 485-3612
- Street Services - <http://bsspermits.lacity.org/spevents/>
- LA County Public Health Dept. - <http://publichealth.lacounty.gov>

Documents to be submitted to NC Funding Program and filed for you records:

- Neighborhood Council Event Approval Form – Signed by Treasurer, 2nd Signer, Event Chair.
- Board Action Certification (BAC) Form – Completed and signed by Treasurer and 2nd Signer, or Alternate Signer
- Itemized Detailed Event Budget – Final total budget with funding categories and specific vendors.
- Vendor Invoices and Service/Facility Use Agreements
- Copies of Insurance Certificates
- Copies of Permits
- Proof of Sponsorships (e.g. event flyers, webpage copy, etc.)
- W-9 (for 1099 Individual Services (if applicable))

I have read and understand the requirements set forth in this document and agree to comply with the required paperwork necessary for Neighborhood Council events.

Signature:  Date: 12/13/2019
 Print Name: Faye Barta and Brad Vanderhoof Title: Co-Chairs, Beautification Committee, West Hills Neighborhood Council
 Email: Faye.Barta@westhillsnc.org/Brad.Vanderhoof@westhillsnc.org Phone: 818-887-7811

For Staff Use Only: Approved Denied Code: _____

Reviewers Signatures: 1st Level _____ 2nd Level _____

Reviewers Names: 1st Level _____ 2nd Level _____

WEST HILLS NEIGHBORHOOD COUNCIL’S ADDENDUM
 TO THE “NEIGHBORHOOD COUNCIL EVENTS
 APPROVAL REQUEST FORM” FOR FEBRUARY
 THROUGH JUNE, 2020 COMMUNITY CLEANUP EVENTS

DATES	LOCATIONS
February 22, 2020	Medical Center Drive
March 28, 2020	Valley Circle between Victory and Woolsey Canyon
April 25, 2020	Saticoy/Woodlake
May 16, 2020	Sherman Way between Shoup and Sale
June 20, 2020	Victory/Fallbrook

EACH EVENT’S BUDGET --

Coffee	\$15
Bagels	18
Cream Cheese	7
Water	10

WEST HILLS NEIGHBORHOOD COUNCIL

Spending Request Form

Please print legibly or type

Date Of Submission: _____

Committee Name: _____

Chairperson/Stakeholder: _____

Date Approved By Committee: _____

Phone: _____

Email: _____

Event/Activity: _____

Total Amount Request: _____

Budget Line Item: _____

Justification for request. This must include a statement about how the event/activity benefits the stakeholders.

(Attach additional pages if necessary)

List all expense items, quantities and amounts:

Items & Quantity:

Amount:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

For Budget Committee/Controller Use Only:

Committee Approved

Budget Approved

Board Approved



LOS ANGELES UNIFIED SCHOOL DISTRICT



Pomelo Community Charter

CALIFORNIA DISTINGUISHED SCHOOL

7633 MARCH AVENUE, WEST HILLS, CALIFORNIA 91304

TEL: (818) 887-9700 FAX: (818) 887-1744

AUSTIN BEUTNER
Superintendent of Schools

JOSEPH NACORDA
*Superintendent
Local District NW*

ANDREA FERBER
Principal

JAMES MCGROARTY
Assistant Principal, EIS

October 29, 2019

Dear West Hills Neighborhood Council,

Thank you for the opportunity to apply for a Neighborhood Purpose Grant. We have recently implemented a Garden Program that is in need of supplies. We will use the grant money to buy plants, seeds, soil and garden tools.

This program provides instruction to our 600+ students at Pomelo Community Charter in understanding plants and the life cycle and the relationship of the soil, insects, sun and rain. It allows for involvement from our parent community as volunteers to the garden. In addition, the beautiful wooden planter boxes beautify our school campus and the surrounding neighbors can enjoy the colorful and changing growth of the vegetation that the students plant.

We appreciate the Neighborhood Council as an integral part of our community.

Sincerely,

Andrea Ferber, Principal

Pomelo Community Charter

7633 March Ave.

West Hills, CA 91304

818-887-9700

**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 (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: West Hills Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a) Team Pomelo 95-4365911 CA 2/20/1968
 Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) 7633 March Ave. West Hills CA 91304
 Organization Mailing Address City State Zip Code

1c) _____
 Business Address (if different) City State Zip Code

1d) PRIMARY CONTACT INFORMATION:

Andrea Ferber 818-887-9700 andrea.ferber@LANSP.net
 Name Phone Email

2) Type of Organization- Please select one:

- Public School (not to include private schools) or 501(c)(3) Non-Profit (other than religious institutions)
 Attach Grant Request on School Letterhead Attach IRS Determination Letter

3) Team Pomelo West Hills CA 91304
 Name / Address of Affiliated Organization City State Zip Code
 (if applicable)

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

This Grant will be used toward the ongoing Annual Expense of our School Garden. This will be used for the Garden and Ranger Program from Enrich LA, which will offer garden education for 600+ students at Pomelo Community Charter.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

Having a beautiful garden that borders a Neighborhood sidewalk makes the environment more beautiful and appealing to the community. The Grant money will go towards maintaining this Garden and the Planter Boxes. The Ranger assigned to us will upkeep the Garden and keep it vibrant over the summer months also.

SECTION III - PROJECT BUDGET OUTLINE

6a) Personnel Related Expenses	Requested of NC	Total Projected Cost
	<i>0</i>	

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes, please describe:

Source of Funding	Amount	Total Projected Cost
<i>NPG</i>	<i>\$800.00</i>	<i>\$800.00</i>

9) What is the TOTAL amount of the grant funding requested with this application: *\$800.00*

10a) Start date: *MAJOR (15-16) Aug 2020* 10b) Date Funds Required: *Just Aug 15, 2020*

10c) Expected completion date: *Mar 2020* (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?
 No Yes - Please describe below:

Name of NC Board Member	Relationship to Applicant
<i>Aida Abkarians</i>	<i>Prof. Expert</i>

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application? Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department will deny the payment of this grant in its entirety.)

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. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*
Sara Wilkening *President* *Sara Wilkening* *11/14/19*
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
Katrina Schreiner *Secretary* *[Signature]* *11/15/19*
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form

**Request for Taxpayer
 Identification Number and Certification**

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

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return) _____

Business name, if different from above
Team Pomelo

Check appropriate box: Individual/Sole proprietor Corporation Partnership
 Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ _____ Exempt payee
 Other (see instructions) ▶ *501(c)3 not for profit*

Address (number, street, and apt. or suite no.)
7633 March Ave.

City, state, and ZIP code
West Hills, CA 91304

List account number(s) here (optional) _____

Requester's name and address (optional) _____

Part I Taxpayer Identification Number (TIN)

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

Social security number

or

Employer identification number
95-4365911

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

Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign Here Signature of U.S. person ▶ *Sara Wilkening* Date ▶ *11/14/19*

General Instructions

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

Purpose of Form

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

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

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

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

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,



Los Angeles Unified School District

Welby Way Charter and Gifted/High Ability Magnet Center Elementary School
A National Blue Ribbon School and A California Distinguished School

23456 Welby Way
West Hills, CA 91307

Telephone: (818) 348-1975 Fax: (818) 704-8726

November 13, 2019

Dear West Hills Neighborhood Council,

I am writing this letter to accompany Welby Way Elementary School's parent group's application for a Neighborhood Purpose Grant (NPG). The grant application demonstrates our school's interest in continuing our Literacy Garden along with our recent addition of lower water and scientific gardening beds. Welby Way has continued to have a group of parents, teachers, and students that are excited about using the resources that the West Hills Neighborhood Council could provide. We specifically need the \$800 dollar grant in order to purchase several specimens of plants, renew our soil for 16 raised beds, and continue to add physical improvements and environmentally friendly improvements to our garden.

I want to thank the Neighborhood Council for your consistent support of Welby Way Elementary School. We know that we are just one part of what makes West Hills great and strive to do our part. This grant will continue to beautify areas of our school that is scene by much of our West Hills community. The garden also is a life-lab learning experience for the 800 plus students at Welby Way, their parents and community volunteers. I continue to be briefed by both our teacher garden club leader and volunteer parents on the extensive research that has gone into planning our gardens and am updated on schoolwide commitment to this project.

Welby Way Elementary, and our partner LAUSD schools in West Hills, represent just one aspect of what makes West Hills great. We are proud to be a contributor to the West Hills Community, and enjoy doing our part as a community member. We appreciate your support of our school.

Thanks,

A handwritten signature in cursive script, appearing to read "Helen Kim".

Helen Kim

Principal

Welby Way Elementary School

**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 (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: West Hills Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a) PARENTS OF WELBY WAY / WELBY WAY ELEM. CA 10/18/10
 Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) 6520 Platt Ave #644 West Hills CA 91307
 Organization Mailing Address City State Zip Code

1c) _____ CA _____
 Business Address (if different) City State Zip Code

1d) **PRIMARY CONTACT INFORMATION:**
LAURA KLEIN (POWW PRESIDENT) (818) 348-1975 president@parentsofwelby
 Name Phone Email way.com

2) Type of Organization- Please select one:
 Public School (not to include private schools) or 501(c)(3) Non-Profit (other than religious institutions)
 Attach Grant Request on School Letterhead Attach IRS Determination Letter

3) _____
 Name / Address of Affiliated Organization City State Zip Code
 (If applicable)

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

The purpose of the grant is to sustain and further develop Welby Way Elementary School's active literacy garden. Our garden due to the generosity of the West Hill's Neighborhood council has over 15 active garden beds that are labeled A-Z. The money from this grant would be used specifically to replenish plant specimens, and to work on the remaining 5 beds with new plants, soil, and needed gardening tools. In addition to our plants that represent the letters A-Z we seek to further on low water irrigation efforts and plants as well as to establish a scent garden and experimental garden.(cuttings, grafting, etc)

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

Our garden is entirely a public space. We are are a public community school and our community volunteers to the garden (multiple grandparents), siblings, and students from all grade levels reflect the West Hills Community. It should also be noted that our garden is community facing along the street. The garden club meets on Friday afternoon and we have community volunteers and required parent/guardian support that is screened by the office.

SECTION III - PROJECT BUDGET OUTLINE

6a) Personnel Related Expenses	Requested of NC	Total Projected Cost

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
GARDEN SUPPLIES AND PLANTS (See attached spreadsheet)	800	800

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

No Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes, please describe:

Source of Funding	Amount	Total Projected Cost

9) What is the TOTAL amount of the grant funding requested with this application: 800.00

10a) Start date: January 19, 2020 10b) Date Funds Required: January 15, 2020

10c) Expected completion date: Nov 2020 (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?

No Yes - Please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application? Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department will deny the payment of this grant in its entirety.)

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. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

LAURA KLEIN President [Signature] Nov 13, 19
PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

Tara Hernandez Secretary [Signature] Nov 13, 2019
PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form Page 24

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Parents of Welby Way	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. 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: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its 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) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. 6520 Platt Ave. #644	Requester's name and address (optional)
6 City, state, and ZIP code West Hills, CA 91307	
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 instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
3	0	-	0	6	2	9	9	7	4

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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 for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ <u>11-12-19</u>
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General Instructions

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

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

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, later.

Projected Grant Expenditures 2020 Welby Way Elementary School

Item	Purpose	Cost
Nursery Plants	Use to plant additional beds and to replenish beds that need refurbishment (about 20 total beds)	500.00
Tools/Hardware	Weed whacker string, weed protection canvas	200.00
Soil and Seed	Amend Soil, Seed to both germinate and to attract birds.	100.00
		800.00 (sum)

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 18 2010

PARENTS OF WELBY WAY
C/O CINDY OLIVARES
23456 WELBY WAY
WEST HILLS, CA 91307-3328

Employer Identification Number:
30-0629974
DLN:
17053263338010
Contact Person:
GARY MUTHERT ID# 31518
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
July 31
Public Charity Status:
509(a) (2)
Form 990 Required:
Yes
Effective Date of Exemption:
December 7, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

Corp. Date
12/7/2009

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c) (3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c) (3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c) (3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)



LOS ANGELES UNIFIED SCHOOL DISTRICT

Hamlin Charter Academy

22627 Hamlin Street, West Hills, CA, 91307

Phone (818) 348-4741 • Fax (818) 348-3506

AUSTIN BEUTNER
Superintendent of Schools

JOSEPH NACORDA
LDN/Superintendent

LAURA SINGER
Principal

November 20, 2019

West Hills Neighborhood Council
P.O. Box 4670
West Hills, CA 91308-4670

To Whom It May Concern,

Thank you for your consideration of our request to help support student achievement at Hamlin Charter Academy. Throughout the school year, Hamlin students need headphones in order to complete mandated State assessments, such as the Smarter Balanced Assessment Consortium (SBAC) and English Language Proficiency Assessments for California (ELPAC). In the spring of 2020, California is changing the format and requirements. Students will listen to the audio input and speak their responses to designated questions. In order to complete these sections, students must use headphones with a microphone attachment to listen to the audio output and record their responses to the questions.

Currently, Hamlin Charter does not have any headsets with microphone capability. Acquiring the headsets will provide Hamlin students with the necessary tools to meet the new requirements and perform their best on the ELPAC assessment. Our request for equipment includes: One hundred Logitech Stereon Headset H111 (\$7.64 per headset).

We appreciate any assistance you can provide to help support our students the Hamlin community to help support student achievement and parent involvement. If you have any questions, please do not hesitate to call us at (818) 348-4741.

Thank you for your consideration.

Sincerely,

Laura Singer
Principal.

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 (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: West Hills Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a) Hamlin Charter Academy 8022488 _____ _____
 Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) 22627 Hamlin Street West Hills CA 91367
 Organization Mailing Address City State Zip Code

1c) _____
 Business Address (if different) City State Zip Code

1d) PRIMARY CONTACT INFORMATION:
Laura Singer (818) 348-4741 laura.singer@lausd.net
 Name Phone Email

2) Type of Organization- Please select one:
 Public School (not to include private schools) or 501(c)(3) Non-Profit (other than religious institutions)
 Attach Grant Request on School Letterhead Attach IRS Determination Letter

3) _____
 Name / Address of Affiliated Organization City State Zip Code
 (if applicable)

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.
 The purpose of the grant is to help support student achievement and increase student performance. Throughout the year, Hamlin students use electronic devices for instruction and assessment. Students need headphones in order to hear the audio output. The intent of the grant is to provide headphones to the students to help support their learning.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)
 The headphones will also be used to support parent/guardian and community use. The devices help assist families in completing mandatory online forms or to receive services for their child such as Parent Portal, More than a meal, and the School Experience Survey. Each of these programs have options for families to listen in their primary language. The program contains an

SECTION III - PROJECT BUDGET OUTLINE

6a) Personnel Related Expenses	Requested of NC	Total Projected Cost
n/a		

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
Logitech Stereo Headset - \$7.64 each + tax (need 100 total)	7.64 each (need 100) plus tax	\$836.00

- 7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes, please list names of NCs: _____
- 8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes, please describe:

Source of Funding	Amount	Total Projected Cost

9) What is the TOTAL amount of the grant funding requested with this application: \$836

10a) Start date: Feb 1, 2019 10b) Date Funds Required: Feb 2020

10c) Expected completion date: June 2019 (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?
 No Yes - Please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application? Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department will deny the payment of this grant in its entirety.)

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. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*
Laura Singer Principal Lama Singer 11/12/11
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

 PRINT Name Title Signature Date

W-9

Form (Rev. October 2007)
Department of the Treasury
Internal Revenue Service

**Request for Taxpayer
Identification Number and Certification**

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

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
Hamlin Charter Academy
Business name, if different from above

Check appropriate box: Individual/Sole proprietor Corporation Partnership
 Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ Exempt payee
 Other (see instructions) ▶

Address (number, street, and apt. or suite no.)
22627 Hamlin St.

Requester's name and address (optional)

City, state, and ZIP code
West Hills, CA. 91307

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 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

or

Employer identification number
8022488

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

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below).

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

Sign Here Signature of U.S. person *James King*

Date ▶ *11/20/19*

General Instructions

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

Purpose of Form

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

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

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. 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.

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

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations' section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

Required Salary Range Disclosure Letter

Dear Councilman Lee,

The West Hills Neighborhood Council would like to submit a formal request that your office forward the following letter to Assemblyman Gabriel's office, so that they can add the following proposed legislation to the upcoming 2020 Legislative Agenda.

Specifically, we propose amending the California Labor Code, Section 432.3, to require Employers who post jobs online to disclose the Salary Range for the position, institute penalties for non-compliance, and close loopholes that allow Employers to circumvent these laws using third-party job boards.

In 2017, the California Assembly passed AB 168, which amended The California Labor Code to prohibit Employers from seeking salary history information and require Employers to provide the pay scale for a position to an applicant applying for employment upon request. This was an important step in helping employment applicants avoid, effectively, bidding against themselves during a job search.

Unfortunately for Californians, Angelinos, and West Hills residents, there are no enforcement mechanisms in place to ensure these provisions are being met, no penalties for companies who fail to meet these provisions, no specific language in the amended Labor Code that explicitly prohibits employers from circumventing these salary disclosure prohibitions by using third-party job boards to solicit this information, and no avenue for redress for Applicants victimized by Employers' failures to comply.

When contacted about these infractions, Employees at the Labor Standards Enforcement Office were unaware of either of the provisions in AB 168 mentioned above, and were similarly unaware of any potential actions that could be taken against the Employers once notified of non-compliance. If those responsible for enforcing labor laws are ignorant of the laws themselves, or any mechanisms to require compliance, what recourse does a harmed Applicant have to pursue?

Companies frequently break the law by responding to salary range requests, which they are obligated to provide once an inquiry has been made, by instead asking "What are you looking for?" (See Appendix A). Worse, many companies use third-party job board web sites (e.g., ZipRecuriter or Indeed) for job postings, and use these employment Agents to directly ask for prior salary disclosure (see Appendix B). Such questions are not vetted by these companies' legal departments unless an applicant visiting the site complains directly to their Legal Affairs Offices.

Searching for new employment, or "job-hopping" as it is sometimes called, is more frequent now than ever¹. Due to stagnated wages, employees who change jobs earn more than those who stay with the same Employer²³, and those who stay in companies for longer than two years on average may earn 50% less over their lifetimes⁴.

Applicants for new employment must weigh a variety of factors when considering making a switch, including: the impact of possibly longer commute times, health care benefits offered, parental leave policies, and, most importantly, the salary range for the new position.

Unfortunately, it has become increasingly rare for any position posted to actually list the Salary Range for the position offered.

This lack of transparency by Employers can cause Applicants to waste valuable PTO or Sick Time interviewing for positions that they might never have considered had they known the Salary Range offered.

In their initial opposition to AB 168, the California Chamber of Commerce accidentally admitted that a lack of transparency between Employers and Applicants is an inefficiency in the Job Transition Market that should be remedied:

“... salary data can be used as a reference regarding whether the employee’s expectations of compensation far exceed what the employer can realistically offer. Requiring both the applicant and employer to waste time on the interview process which, for highly compensated employees, could be lengthy, to ultimately learn at the end of the process that the employee would never consider taking the compensation offered is unnecessary.”⁵

Here, we partially agree with the Chamber; Employers should avoid this unnecessary market inefficiency by being required to post the Salary Range for *all* job openings, not just highly compensated positions.

For the concept of a “Free Market” to exist, in this case services provided in exchange for fair market compensation for those services, “perfect competition” *must also exist*. One of the conditions on which “perfect competition” relies is the concept of “perfect information” – All consumers (Employees) and producers (Employers) know all prices (Wages) of products and utilities (Services Provided) they get from owning each product. When this condition is absent, as is the case when Employers disclose the services they want provided, but not the wages at which they are willing to compensate those services, **Employers are, in fact, causing a market failure in the Job-Opening – Job-Applicant marketplace.**

Requiring Salary Range disclosure would also help to eliminate the gender wage gap. If all Applicants are able to see the Salary Range for jobs posted online, it becomes much more difficult for Employers to pay disparate wages to women and men.

California is one of six states that have enacted laws regarding salary histories. However, states like Connecticut and Delaware have also included specific penalties for breach of these statutes where California has not. In fact, Delaware, a state best known for the business-oriented legislation that makes it the favored jurisdiction for organization of business entities, levies fines⁶ between \$1,000 - \$5,000 for the first offense, and \$5,000 - \$10,000 for any subsequent offense thereafter.

A law was passed that gave Employers a chance to act in good faith about salary disclosures, and correct their market failure. *They have squandered that opportunity*. As it stands, with no practical enforcement and no consequential penalties for non-compliance with AB 168’s provisions, the laws are effectively toothless, and applicants are still being harmed with no path for redress.

Therefore, in order to close non-compliance loopholes, strengthen enforcement measures, introduce penalties for Employers who are non-compliant, and level the inequity of the Employer-Applicant relationship, we propose the following amendments to California Labor Code Section 432.3:

Section 1.

Section 432.3 of the Labor Code is **amended** to read:

432.3.

(a) An employer shall not rely on the salary history information of an applicant for employment as a factor in determining whether to offer employment to an applicant or what salary to offer an applicant.

(b) An employer shall not, orally or in writing, personally or through an agent, seek salary history information, including compensation and benefits, about an applicant for employment.

(c) Third-party job hosting websites* shall not, orally or in writing, seek information about prior salaries, benefits or other forms of compensation from applicants for employment.

***(e.g., this would need to be defined to include sites like ZipRecruiter, GlassDoor, LinkedIn, Indeed, et al. that have ignored subsection (b))**

~~(d) An employer, upon reasonable request, shall provide the pay scale for a position to an applicant applying for employment.~~

(d) An employer must post the salary ranges for all jobs posted online.

(e) Jobs posted online include:

- i. Any job posting by an Employer on that Employer's internal Job Board.**
- ii. Any job posting by an Employer on that Employer's external Job Board.**
- iii. Any job posting by an Employer through a third-party hosting site or Job Board (Indeed, LinkedIn, GlassDoor, ZipRecruiter, et al.)**
- iv. Any job posting by a Temporary Hire (i.e. "Temp") agency on behalf of another Employer.**
- v. Any job posting by a Staffing agency on behalf of another Employer.**
- vi. Any job posting by a Recruitment agency on behalf of another Employer.**
- vii. Any job posting by any other employment agency on behalf of another Employer.**

(f) The salary range posted shall be listed by Hourly or Annual Salary.

(g) The salary range listed shall be based solely and entirely on the wages paid for the position and should not include:

- i. 401k contributions or any other type of retirement savings account.**
- ii. Health plan premiums covered by the Company.**

iii. Any other Health plan benefits (HSA, HRP, HIS, FSA, etc.) contributions made by the Company.

(h) The salary range for job postings must be based on the salary or salary ranges of existing employees of the Company with the same or similar job titles for the current fiscal year.

(i) The upper limit of the posted salary range shall not be larger than 30% greater than the lower limit of the posted salary range (i.e. \$50,000 - \$65,000).

(j) Any party that is found in violation of subsections (a), (b), (c), (d), (e), (f), (g), (h), (i) of this section by a court of competent jurisdiction shall be liable for \$2,500.00 for each violation. An action for such violations may be maintained by any one or more employees or applicants. Any subsequent violation thereafter would be subject to double damages. Any further violations thereafter would be subject to treble damages, and such legal and any additional equitable relief as the court deems just and proper. In addition, an employer who violates the above-mentioned subsections of this section may be found liable for compensatory damages, attorney's fees and costs, and punitive damages.

(k) No action shall be brought for any violation of subsection (a), (b), (c), (d), (e), (f), (g), (h), (i) of this section except within two years after such violation.

(l) Section 433 does not apply to this section.

(m) This section shall not apply to salary history information disclosable to the public pursuant to federal or state law, including the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code) or the federal Freedom of Information Act (Section 552 of Title 5 of the United States Code).

(n) This section applies to all employers, including state and local government employers and the Legislature.

(o) Nothing in this section shall prohibit an applicant from voluntarily and without prompting disclosing salary history information to a prospective employer.

(p) If an applicant voluntarily and without prompting discloses salary history information to a prospective employer, nothing in this section shall prohibit that employer from considering or relying on that voluntarily disclosed salary history information in determining the salary for that applicant.

(q) Consistent with Section 1197.5, nothing in this section shall be construed to allow prior salary, by itself, to justify any disparity in compensation.

Please consider adding this to your legislative agenda for 2020.

We are aware that AB 168 was introduced by Assemblywoman Eggman, and that therefore her office gets "first call" at any changes to this bill, but we request that you approach her about co-sponsoring these further amendments to the bill.

Thank you for your time and attention, we hope to hear from you soon.

Respectfully,

West Hills Neighborhood Council Board of Directors

¹ Chatzky, Jean, "Job-hopping is on the rise. Should you consider switching roles to make more money?," *NBC News*, April 24, 2018, www.nbcnews.com/better/business/job-hopping-rise-should-you-consider-switching-roles-make-more-ncna868641.

² Cole, Lauren Lyons, "The key to earning more money may be switching jobs — and this chart proves it," *Business Insider*, August 24, 2017, www.businessinsider.com/earn-more-money-switching-jobs-2017-7.

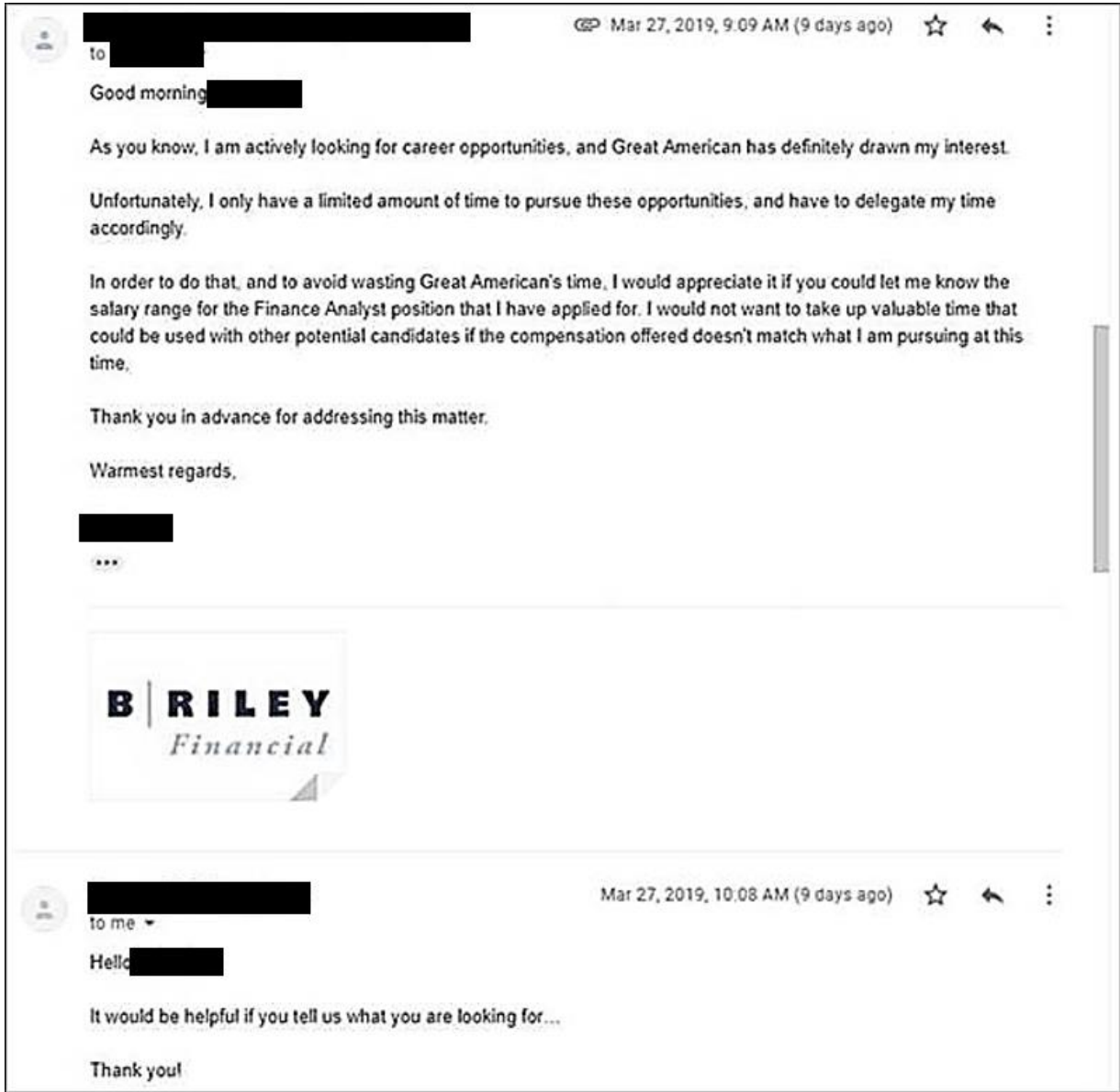
³ Gillespie, Patrick, "People who switch jobs get paid more," *CNN Business*, November 7, 2017, money.cnn.com/2017/11/07/news/economy/job-openings/index.html

⁴ Keng, Cameron, "Employees Who Stay In Companies Longer Than Two Years Get Paid 50% Less," *Forbes*, June 22, 2014, www.forbes.com/sites/cameronkeng/2014/06/22/employees-that-stay-in-companies-longer-than-2-years-get-paid-50-less/#ef2ef6be07fa

⁵ Barrera, Jennifer, "Seeking Salary History May Be Banned," *CalChamber Advocacy*, May 25, 2017, advocacy.calchamber.com/2017/05/25/seeking-salary-history-may-be-banned/.

⁶ Delaware Labor General Provisions > Del. Code Tit. 19, § 709B(h)(1))

APPENDIX A



APPENDIX B

10:10

ziprecruiter.com

ZipRecruiter

Interview for
Multifamily Property Supervisor
Professional Property Management Company

5. What are you currently being paid by your current employer or previous employer?

Please enter a number to continue.

Continue

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Just Cause Termination Protection Letter (As Amended)

Dear Councilman Lee,

The West Hills Neighborhood Council would like to submit a formal request that your office forward the following letter to Assemblyman Gabriel's office, so that they can add the following proposed legislation to the upcoming 2020 Legislative Agenda.

Specifically, we propose amending the existing California Labor Code by adding protective provisions regarding termination for "At Will" workers, the vast majority of employees, by requiring "Just Cause Protections" for terminations.

Nearly 80%¹ of Americans live paycheck to paycheck, with 60% having less than \$500² in savings. Additionally, since federal efforts to expand a single-payer health coverage system have been unsuccessfully, Americans' health care coverage remains tied to employment.

These same circumstances apply to Californians, Angelinos, and West Hills residents as well, and are major contributors to our homelessness crisis.

In essence, the very *maintenance of employment* becomes the thinnest line³ between shelter and homelessness, between health care coverage and no access to care.

With our entire system predicated on the dependency on employment for shelter and health care, how do we, as the state that often drags the rest of the nation forward, offer our residents so little protection from losing their employment and all that comes with it?

In California, employers are allowed to fire their employees for any reason, or no reason at all. They are not required to give justification, nor warning, nor are they required to try and take corrective actions for underperforming or struggling employees.

This inequality of labor power, and the dire consequences that may result from it, should be something we address in the upcoming legislative session.

"At Will" employment is not even particularly beneficial to businesses. Even business-friendly sources are able to capture the negative effects "At Will" employment presents to the workforce: fear of angering management, stifling of creativity, and a business culture of fear.⁴

Employers can also use "At Will" employment as a means to justify terminations for nefarious or even illegal reasons. Employees who become pregnant or who attempt to unionize can be terminated despite law to the effect these actions cannot be used as cause for terminations, all under the auspices of "At Will" employment. These same faulty invocations of "At Will" terminations can be used to justify equally invidious terminations based on race, gender, religion, age, or sexual orientation.

In these instances, the terminated employees can pursue redress in court, but this avenue is also fraught with inequity: Employers have legal departments and company resources to fight costly court battles, while terminated Employees rarely enjoy such advantages.

The California Labor Code⁵ does actually provide certain protections relating to the termination of employment "for a specified term" (e.g., 1-year or 5-years). However, the vast majority of rank and file

employees *are not* employed for a specified term, and thus do not enjoy any specific statutory protections.

It is time that they did.

With the Los Angeles City Council supporting AB 1481, requiring "Just Cause" for evictions, we think the next step to protect Angelinos and West Hills residents would be to enact a similar "Just Cause Termination" bill to protect us from the inequities and dangers of "At Will" employment terminations.

We believe this would be a tremendously important, and popular, legislative item. We have recently seen constituents of other states reject "At Will" and "Right to Work" legislation; I think it's time for California to join the push. These laws have been instrumental⁶ in destroying Unions, suppressing wages, and stifling employee satisfaction.

"Just Cause Termination" protections are not without precedent; Federal Employees, California State Employees, Los Angeles City Employees, and various Union members already enjoy these protections.

Why not protect all Californians as well?

Therefore, we request "Just Cause Termination" amendments to the California Labor Code to include, *based on existing Montana State labor law*⁷ but not be limited to, the following:

- i. *This part may be cited as the "Just Cause Termination Protection Act"*
- ii. *This part sets forth certain rights and remedies with respect to wrongful termination.*
- iii. **Definitions.** *In this part, the following definitions apply:*
 - a. *"Constructive termination" means the voluntary termination of employment by an employee because of a situation created by an act or omission of the employer which an objective, reasonable person would find so intolerable that voluntary termination is the only reasonable alternative. Constructive termination does not mean voluntary termination because of an employer's refusal to promote the employee or improve wages, responsibilities, or other terms and conditions of employment.*
 - b. *"Termination" includes a constructive termination as defined in subsection (a) and any other termination of employment, including resignation, elimination of the job, layoff for lack of work, failure to recall or rehire, and any other cutback in the number of employees for a legitimate business reason.*
 - c. *"Employee" means a person who works for another for hire. The term does not include a person who is an independent contractor.*
 - d. *"Fringe benefits" means the value of any employer-paid vacation leave, sick leave, medical insurance plan, disability insurance plan, life insurance plan, and pension benefit plan in force on the date of the termination.*

- e. *"Just cause" means reasonable job-related grounds for dismissal based on a failure to satisfactorily perform job duties, disruption of the employer's operation, or other legitimate business reason.*
 - f. *"Lost wages" means the gross amount of wages that would have been reported to the internal revenue service as gross income on form W-2 and includes additional compensation deferred at the option of the employee.*
 - g. *"Due Process" means:*
 - i. *Notice, specificity, and documentation of complaint*
 - ii. *Hearing with appropriate evidentiary safeguards*
 - iii. *Opportunity to introduce, and consideration of, mitigating circumstances*
 - h. *"Public policy" means a policy in effect at the time of the termination concerning the public health, safety, or welfare established by constitutional provision, statute, or administrative rule.*
- IV. ***Elements of wrongful termination -- presumptive probationary period.***
- a. *A termination is wrongful only if:*
 - i. *it was in retaliation for the employee's refusal to violate public policy or for reporting a violation of public policy;*
 - ii. *the termination was not for just cause and the employee had completed the employer's probationary period of employment;*
or
 - iii. *the employer violated the express provisions of its own written personnel policy.*
 - iv. *The stated violation of express written personnel policy has not been uniformly or recently enforced or has effectively passed into disuse.*
 - v. *The stated violation of express written personnel policy has been enforced in a discriminatory manner including where age, color, race, gender, religion, sexual orientation, disability, country of origin, etc., is the basis for such discrimination*
 - vi. *Due process has been denied*
 - b. *During a probationary period of employment:*
 - i. *The employment may be terminated at the will of either the employer of the employee on notice to the other for any reason or for no reason.*
 - ii. *If an employer does not establish a specific probationary period or provide that there is no probationary period prior to or at the time of hire, there is a probationary period of 6 months from the date of hire.*
- V. ***Remedies.***
- a. *If an employer has committed a wrongful termination, the employee may be awarded lost wages and fringe benefits for a*

period not to exceed 4 years from the date of termination, together with interest on the lost wages and fringe benefits. Interim earnings, including amounts the employee could have earned with reasonable diligence, must be deducted from the amount awarded for lost wages. Before interim earnings are deducted from lost wages, there must be deducted from the interim earnings any reasonable amounts expended by the employee in searching for, obtaining, or relocating to new employment.

- b. The employee may recover punitive damages otherwise allowed by law if it is established by clear and convincing evidence that the employer engaged in actual fraud or actual malice in the termination of the employee in violation of (IV)(a)(i).*
- c. There is no right under any legal theory to damages for wrongful termination under this part for pain and suffering, emotional distress, compensatory damages, punitive damages, or any other form of damages, except as provided for in subsections (a) and (b).*

VI. Limitation of actions.

- a. An action under this part must be filed within 1 year after the date of termination.*
- b. If an employer maintains written internal procedures, other than those specified in (VII), under which an employee may appeal a termination within the organizational structure of the employer, the employee shall first exhaust those procedures prior to filing an action under this part. The employee's failure to initiate or exhaust available internal procedures is a defense to an action brought under this part. If the employer's internal procedures are not completed within 90 days from the date the employee initiates the internal procedures, the employee may file an action under this part and for purposes of this subsection the employer's internal procedures are considered exhausted. The limitation period in subsection (a) is tolled until the procedures are exhausted. In no case may the provisions of the employer's internal procedures extend the limitation period in subsection (a) more than 120 days.*
- c. If the employer maintains written internal procedures under which an employee may appeal a termination within the organizational structure of the employer, the employer shall within 7 days of the date of the termination notify the terminated employee of the existence of such procedures and shall supply the terminated employee with a copy of them. If the employer fails to comply with this subsection, the terminated employee need not comply with subsection (b).*

VII. Exemptions. This part does not apply to a termination:

- a. that is subject to any other state or federal statute that provides a procedure or remedy for contesting the dispute. The statutes*

- include those that prohibit termination for filing complaints, charges, or claims with administrative bodies or that prohibit unlawful discrimination based on age, color, race, gender, religion, sexual orientation, disability, country of origin, etc.*
- b. *of an employee covered by a written collective bargaining agreement or a written contract of employment for a specific term.*
- VIII. **Preemption of common-law remedies.** *Except as provided in this part, no claim for termination may arise from tort or express or implied contract.*

We believe that adding these safeguards that Employers must meet to justify termination will have a massively positive effect on California Employees' morale and sense of security in employment.

More importantly, these protections will create a buffer between the possibility of homelessness and loss of health coverage; two of the most common, and most devastating, outcomes of victims of "At Will" employment terminations.

Please consider adding this to your legislative agenda for 2020.

Thank you for your time and attention, we hope to hear from you soon.

Respectfully,

West Hills Neighborhood Council Board of Directors

¹ Friedman, Zack, "78% Of Workers Live Paycheck To Paycheck," Forbes, January 11, 2019, www.forbes.com/sites/zackfriedman/2019/01/11/live-paycheck-to-paycheck-government-shutdown/#66ec86da4f10.

² Vasel, Kathryn, "6 in 10 Americans don't have \$500 in savings," CNN Money, January 12, 2017, www.money.cnn.com/2017/01/12/pf/americans-lack-of-savings/index.html.

³ Sze, Kristen, "San Francisco research shows most people homeless due to job loss," ABC 7 News, June, 29, 2016, www.abc7news.com/news/sf-research-shows-most-people-homeless-due-to-job-loss/1407632/.

⁴ Ryan, Liz, "Ten Ways Employment At Will Is Bad For Business," Forbes, October 3, 2016, www.forbes.com/sites/lizryan/2016/10/03/ten-ways-employment-at-will-is-bad-for-business/#64303225157b.

⁵ 2018 California Code > Labor Code > Division 3 > Chapter 2 > Article 4 > Section 2924, law.justia.com/codes/california/2018/code-lab/division-3/chapter-2/article-4/section-2924/.

⁶ Feigenbaum, James, Hertel-Fernandez, Alexander, Williams, Vanessa, "Right-to-Work Laws Have Devastated Unions — and Democrats," New York Times, March 8, 2018, www.nytimes.com/2018/03/08/opinion/conor-lamb-unions-pennsylvania.html.

⁷ Montana Code Annotated 2019 > Title 39 Labor > Chapter 2 The Employment Relationship > Part 9 Wrongful Discharge From Employment > Sections 901 - 913

File # :	19-0046
Title :	Developer Contribution Restrictions
Type :	Motion
City/State :	Los Angeles City Council

Summary :	<p>The City of Los Angeles has enacted a robust set of laws designed to prevent any perception that the official actions of elected officials are influenced by campaign contributions. However, no such comparable regulations exist for developers seeking City approvals for potentially lucrative projects.</p> <p>Enacting developer contribution restrictions would improve the confidence of Los Angeles City residents and businesses, including developers, that discretionary approvals of development projects are made on the merits and without regard to campaign contributions. This would further improve the confidence of Los Angeles City residents and voters in the political process and continue the City’s efforts to empower small dollar donors, as recently achieved by the passage of the 6:1 Matching Funds Program laid out in Council File 15-1088-SI</p>
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Motion :	<p>WE FURTHER MOVE that the Chief Legislative Analyst, in consultation with Ethics Commission staff, be requested to report back on a strategy for a draft Ordinance restricting city officials from requesting, and developers and their principals from providing, behested payments under the same conditions described herein.</p> <p>WE FURTHER MOVE that the City Attorney, in consultation with the Ethics Commission staff and the Chief Legislative Analyst, consider and provide recommendations for the application of similar restrictions to donations from builders requesting approvals from the Governing Board of the Los Angeles Unified School District.</p> <p>WE FURTHER MOVE that the City Attorney be requested to prepare and present an Ordinance amending Section 49.7,16 of the Los Angeles Municipal Code to require contributors to certify, under penalty of perjury, that the contribution is being made according to the City’s applicable ethics and campaign finance laws, including an affidavit certifying that the contributor is not a Restricted Developer prohibited from contributing as described herein.</p> <p>WE FURTHER MOVE that the Los Angeles City Ethics Commission be requested to report back to the Los Angeles City Council on their recent discussions and recommendations regarding prohibiting campaign contributions from non-individual entities (Humans Only or Federal Models) and the implementation of a model, similar to that employed by the Los Angeles Metropolitan Transit Authority (LA METRO), requiring that elected officials be recused from voting on issues relating to the Planning Entitlement Process for a property owned by a Restricted Developer where the official has accepted contributions from that Restricted Developer.</p>
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GR Position :	The Government Relations Committee UNANIMOUSLY SUPPORTS the Motion
Vote :	7 “Yes,” 0 “No,” 0 “Abstain”

“YES” Vote:	<p>A “YES” vote would be in favor of a CIS to support the Motion to amend the Los Angeles Municipal code to include more stringent restrictions on Developer contributions.</p> <p>YES = YES</p>
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“NO” Vote:	<p>A “NO” vote would be in opposition to a CIS to support the Motion to amend the Los Angeles Municipal code to include more stringent restrictions on Developer contributions.</p> <p>NO = NO</p>
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MOTION

Developer Contribution Restrictions

The City of Los Angeles has enacted a robust set of laws designed to prevent any perception that the official actions of elected officials are influenced by campaign contributions. These laws include outright prohibitions on campaign contributions from registered lobbyists, restrictions on contributions by businesses that are contracting (or seeking to contract) with the City, and prohibitions on solicitations of contributions from City employees and commissioners. However, no such comparable regulations exist for developers seeking City approvals for potentially lucrative projects.

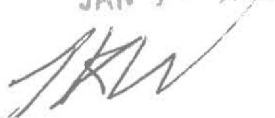
Enacting developer contribution restrictions would improve the confidence of Los Angeles City residents and businesses, including developers, that discretionary approvals of development projects are made on the merits and without regard to campaign contributions. This would further improve the confidence of Los Angeles City residents and voters in the political process and continue the City’s efforts to empower small dollar donors, as recently achieved by the passage of the 6:1 Matching Funds Program laid out in Council File 15-1088-S1.

WE THEREFORE MOVE that the City Attorney, in consultation with the Ethics Commission staff, be requested to prepare and present a draft Ordinance, similar to the 2011 Measure H restrictions approved by City of Los Angeles voters, to prohibit contributions to City elected officials and candidates for City office from “Restricted Developers.” “Restricted Developers” shall be defined to include the owner or owners of real property (and if ownership is held in the name of a legal entity, the term shall also include the principals of the entity), when (a) an application for any significant Planning Entitlement Process administered by the Department of City Planning for the property has been filed, and (b) the completion of the Planning Entitlement Process requires approval or other action by City elected officials or candidates for City office, and (c) the Planning Entitlement Process involved would allow the construction or addition of more than 4,000 square feet of residential floor area or 15,000 square feet of commercial floor area. The prohibition on contributions described herein would extend from the date of the application to a date 12 months following the final resolution of the application.

WE FURTHER MOVE that the Chief Legislative Analyst, in consultation with Ethics Commission staff, be requested to report back on a strategy for a draft Ordinance restricting city officials from requesting, and developers and their principals from providing, behested payments under the same conditions described herein.

WE FURTHER MOVE that the City Attorney, in consultation with the Ethics Commission staff and the Chief Legislative Analyst, consider and provide recommendations for the application of similar restrictions to donations from builders requesting approvals from the Governing Board of the Los Angeles Unified School District.


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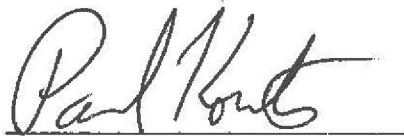
WE FURTHER MOVE that the City Attorney be requested to prepare and present an Ordinance amending Section 49.7.16 of the Los Angeles Municipal Code to require contributors to certify, under penalty of perjury, that the contribution is being made according to the City's applicable ethics and campaign finance laws, including an affidavit certifying that the contributor is not a Restricted Developer prohibited from contributing as described herein.


WE FURTHER MOVE that the Los Angeles City Ethics Commission be requested to report back to the Los Angeles City Council on their recent discussions and recommendations regarding prohibiting campaign contributions from non-individual entities (Humans Only or Federal Models) and the implementation of a model, similar to that employed by the Los Angeles Metropolitan Transit Authority (LA METRO), requiring that elected officials be recused from voting on issues relating to the Planning Entitlement Process for a property owned by a Restricted Developer where the official has accepted contributions from that Restricted Developer.


CO-PRESENTED BY:



DAVID E. RYU
Councilmember 4th District


PAUL KREKORIAN
Councilmember 2nd District


PAUL KORETZ
Councilmember 5th District


NURY MARTINEZ
Councilmember 6th District


MIKE BONIN
Councilmember 11th District


JOE BUSCAINO
Councilmember 15th District

SECONDED BY:



ORIGINAL

File # :	19-0002-s182 re: H.R. 1585
Title :	Reauthorization of the Violence Against Women Act
Type :	Resolution
City/State :	Los Angeles City Council re: United States House of Representatives

Summary :	H.R.1585 “Violence Against Women Reauthorization Act of 2019” would reauthorize grant programs under the Violence Against Women Act originally passed in 1994, and subsequently reauthorized four times, as well as expanding protections for vulnerable populations such as youth, Native American women, LGBTQ persons, and survivors who lack shelter. The law was last reauthorized in 2013, and expired in February 2019.
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Resolution :	NOW, THEREFORE, BE IT RESOLVED, with the concurrence of the Mayor, that by the adoption of this Resolution, the City of Los Angeles hereby includes in its 2019-2020 Federal Legislative Program SUPPORT for H.R. 1585 (Bass), the “Violence Against Women Reauthorization Act of 2019,” which would reauthorize the expired Violence Against Women Act and make various improvements to the Act to meet the varied and changing needs of survivors.
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GR Position :	The Government Relations Committee SUPPORTS a CIS in FAVOR the resolution.
Vote :	6 “Yes,” 0 “No,” 1 “Abstain”

“YES” Vote:	A “YES” vote would be in favor of a CIS to support the Resolution to support H.R. 1585, which would reauthorize and expand the Violence Against Women Act and its grant programs. YES = YES on the Resolution YES = YES on H.R. 1585
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“NO” Vote:	A “NO” vote would be in opposition to the CIS to support the Resolution to support H.R. 1585, which would reauthorize and expand the Violence Against Women Act and its grant programs. NO = NO on the Resolution NO = NO on H.R. 1585
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Agenda Item 20-0010

RESOLUTION RULES, ELECTIONS, INTERGOVERNMENTAL RELATIONS

WHEREAS, any official position of the City of Los Angeles with respect to legislation, rules, regulations or policies proposed to or pending before a local, state or federal governmental body or agency must have first been adopted in the form of a Resolution by the City Council with the concurrence of the Mayor; and

WHEREAS, according to a 2018 National Intimate Partner and Sexual Violence survey conducted by the Center for Disease Control and Prevention (CDC), nearly 52.2 million women experience some form of sexual violence in their lifetime; and

WHEREAS, nearly one in four women report experiencing physical violence by an intimate partner and 45 percent of women killed in the United States die at the hands of an intimate partner; and

WHEREAS, vulnerable populations continue to face barriers to receiving services, and many undocumented immigrants are reluctant to report these crimes because of fear of deportation; and

WHEREAS, currently pending in Congress is H.R. 1585 (Bass), the "Violence Against Women Reauthorization Act of 2019," which would reauthorize grant programs under the Violence Against Women Act as well as expand critical protections for vulnerable populations such as youth, Native American women, LGBTQ persons, and survivors who lack shelter; and

WHEREAS, the Violence Against Women Act was first enacted in 1994 and signed into law by President Bill Clinton in response to the prevalence of domestic and sexual violence, and the significant impact of such violence on the lives of women; and

WHEREAS, the law has since been reauthorized four times with the last being the 2013 Act which expired on, February 14, 2019; and

WHEREAS, the Violence against Women Reauthorization Act of 2019 was approved by the House in April 2019 and currently awaits Senate approval;

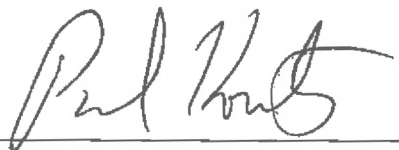
NOW, THEREFORE, BE IT RESOLVED, with the concurrence of the Mayor, that by the adoption of this Resolution, the City of Los Angeles hereby includes in its 2019-2020 Federal Legislative Program SUPPORT for H.R. 1585 (Bass), the "Violence Against Women Reauthorization Act of 2019," which would reauthorize the expired Violence Against Women Act and make various improvements to the Act to meet the varied and changing needs of survivors.

PRESENTED BY:


MONICA RODRIGUEZ

Councilwoman, 7th District

SECONDED BY:





OCT 29 2019

ORIGINAL

**REPORT OF THE
CHIEF LEGISLATIVE ANALYST**

DATE: NOVEMBER 8, 2019

TO: Honorable Members of the Rules, Elections, and Intergovernmental Relations Committee

FROM: Sharon M. Tso *Sharon M. Tso* Council File No: 19-0002-S182
Chief Legislative Analyst Assignment No: 19-11-1015

SUBJECT: H.R. 1585 Violence Against Women Reauthorization Act of 2019

CLA RECOMMENDATION: Adopt Resolution (Rodriguez – Koretz) to include in the City’s 2019-2020 Federal Legislative Program SUPPORT for H.R. 1585 (Bass), the Violence Against Women Reauthorization Act of 2019, which would reauthorize the expired Violence Against Women Act and make various improvements to the Act to meet the varied and changing needs of survivors.

SUMMARY

On October 29, 2019, the Resolution (Rodriguez – Koretz) was introduced in support for H.R. 1585 (Bass), the Violence Against Women Reauthorization Act of 2019, which would reauthorize grant programs under the Violence Against Women Act as well as expand critical protections for vulnerable populations such as youth, Native American women, LGBTQ persons, and survivors who lack shelter. The Resolution states that nearly one in four women report experiencing physical violence by an intimate partner and 45 percent of women killed in the United States die at the hands of an intimate partner. Vulnerable populations continue to face barriers to receiving services, and many undocumented immigrants are reluctant to report these crimes because of fear of deportation.

The Resolution recommends support for H.R. 1585 (Bass), which would reauthorize the expired Violence Against Women Act and make various improvements to the Act to meet the varied and changing needs of survivors.

BACKGROUND

The Violence Against Women Act (VAWA) was first enacted in 1994 and signed into law by President Bill Clinton in response to the prevalence of domestic and sexual violence, and the significant impact of such violence on the lives of women. Over the years, VAWA has improved the criminal justice system’s ability to keep victims safe and hold predators accountable as well as provide victims with critical services, such as transitional housing and legal assistance. Since VAWA was signed into law, over \$7 billion in federal grants have been issued to state and local governments to facilitate programs that prevent domestic violence, sexual assault and dating violence. The law has since been reauthorized three times in 2000, 2005, and 2013. VAWA was most recently reauthorized in 2013 but expired on February 14, 2019 after lawmakers were unable to reach agreement on changes to the program.


The VAWA Reauthorization Act of 2019 reauthorizes VAWA through 2024 and makes various improvements to the Act to meet the varied and changing needs of survivors in a number of ways, including:

- Expanding Services, Training, Officers and Prosecutors (STOP) VAWA grants to include additional community resources for response to incidences of domestic violence.
- Increasing SMART Prevention Grant funding to support youth violence prevention education programs from \$15 million to \$45 million, each year through 2024.
- Increasing grants for combating violent crimes on campuses from \$12 million to \$16 million annually.
- Supporting training in early childhood programs on domestic violence, sexual assault and stalking.
- Expanding gun buying restrictions to include individuals with a misdemeanor conviction of domestic abuse or stalking.
- Preserving and expanding housing protections for survivors.
- Enhancing law enforcement tools and safeguards for the Office on Violence Against Women within the U.S. Department of Justice.
- Adding a new provision that would allow tribal courts to prosecute non-native people accused of domestic crimes or dating violence on tribal lands.

On April 4, the U.S. House of Representatives approved the VAWA Reauthorization Act of 2019 on a 263 to 158 vote but currently awaits Senate approval. Republicans oppose the bill for several reasons including the inclusion of protections for transgender people and a provision that would prohibit those convicted of misdemeanor charges of stalking or domestic abuse from purchasing firearms.

BILL STATUS

03/07/19	Introduced in House
03/27/19	Amended by the Committee on Judiciary
04/04/19	Passed in House (263-158)


Xochitl Ramirez
Analyst

SMT:xr

Attachment: 1. Resolution (Rodriguez – Koretz)

Agenda Item 20-0010

RESOLUTIONS, ELECTIONS, INTERGOVERNMENTAL RELATIONS

WHEREAS, any official position of the City of Los Angeles with respect to legislation, rules, regulations or policies proposed to or pending before a local, state or federal governmental body or agency must have first been adopted in the form of a Resolution by the City Council with the concurrence of the Mayor; and

WHEREAS, according to a 2018 National Intimate Partner and Sexual Violence survey conducted by the Center for Disease Control and Prevention (CDC), nearly 52.2 million women experience some form of sexual violence in their lifetime; and

WHEREAS, nearly one in four women report experiencing physical violence by an intimate partner and 45 percent of women killed in the United States die at the hands of an intimate partner; and

WHEREAS, vulnerable populations continue to face barriers to receiving services, and many undocumented immigrants are reluctant to report these crimes because of fear of deportation; and

WHEREAS, currently pending in Congress is H.R. 1585 (Bass), the "Violence Against Women Reauthorization Act of 2019," which would reauthorize grant programs under the Violence Against Women Act as well as expand critical protections for vulnerable populations such as youth, Native American women, LGBTQ persons, and survivors who lack shelter; and

WHEREAS, the Violence Against Women Act was first enacted in 1994 and signed into law by President Bill Clinton in response to the prevalence of domestic and sexual violence, and the significant impact of such violence on the lives of women; and

WHEREAS, the law has since been reauthorized four times with the last being the 2013 Act which expired on, February 14, 2019; and

WHEREAS, the Violence against Women Reauthorization Act of 2019 was approved by the House in April 2019 and currently awaits Senate approval;

NOW, THEREFORE, BE IT RESOLVED, with the concurrence of the Mayor, that by the adoption of this Resolution, the City of Los Angeles hereby includes in its 2019-2020 Federal Legislative Program SUPPORT for H.R. 1585 (Bass), the "Violence Against Women Reauthorization Act of 2019," which would reauthorize the expired Violence Against Women Act and make various improvements to the Act to meet the varied and changing needs of survivors.

19-0002-5182

PRESENTED BY: _____
MONICA RODRIGUEZ
Councilwoman, 7th District

OCT 29 2019 1

SECONDED BY: _____

- [Sec. 1. Short title; table of contents.](#)
- [Sec. 2. Universal definitions and grant conditions.](#)
- [Sec. 3. Reporting on female genital mutilation, female genital cutting, or female circumcision.](#)
- [Sec. 4. Agency and Department Coordination.](#)

TITLE I—ENHANCING LEGAL TOOLS TO COMBAT DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

- [Sec. 101. Stop grants.](#)
- [Sec. 102. Grants to improve the criminal justice response.](#)
- [Sec. 103. Legal assistance for victims.](#)
- [Sec. 104. Grants to support families in the justice system.](#)
- [Sec. 105. Outreach and services to underserved populations grants.](#)
- [Sec. 106. Criminal provisions.](#)
- [Sec. 107. Rape survivor child custody.](#)
- [Sec. 108. Enhancing culturally specific services for victims of domestic violence, dating violence, sexual assault, and stalking.](#)
- [Sec. 109. Grants for lethality assessment programs.](#)

TITLE II—IMPROVING SERVICES FOR VICTIMS

- [Sec. 201. Sexual assault services program.](#)
- [Sec. 202. Sexual Assault Services Program.](#)
- [Sec. 203. Rural domestic violence, dating violence, sexual assault, stalking, and child abuse enforcement assistance program.](#)
- [Sec. 204. Training and services to end violence against people with disabilities.](#)
- [Sec. 205. Training and services to end abuse in later life.](#)
- [Sec. 206. Demonstration program on trauma-informed training for law enforcement.](#)

TITLE III—SERVICES, PROTECTION, AND JUSTICE FOR YOUNG VICTIMS

- [Sec. 301. Rape prevention and education grant.](#)
- [Sec. 302. Creating hope through outreach, options, services, and education \(CHOOSE\) for children and youth.](#)
- [Sec. 303. Grants to combat violent crimes on campuses.](#)
- [Sec. 304. Combat online predators.](#)

TITLE IV—VIOLENCE REDUCTION PRACTICES

- [Sec. 401. Study conducted by the Centers for Disease Control and Prevention.](#)
- [Sec. 402. Saving Money and Reducing Tragedies \(SMART\) through Prevention grants.](#)

TITLE V—STRENGTHENING THE HEALTHCARE SYSTEMS RESPONSE

- [Sec. 501. Grants to strengthen the healthcare systems response to domestic violence, dating violence, sexual assault, and stalking.](#)

TITLE VI—SAFE HOMES FOR VICTIMS

- [Sec. 601. Housing protections for victims of domestic violence, dating violence, sexual assault, and stalking.](#)
- [Sec. 602. Ensuring compliance and implementation; prohibiting retaliation against victims.](#)
- [Sec. 603. Protecting the right to report crime from one's home.](#)
- [Sec. 604. Transitional housing assistance grants for victims of domestic violence, dating violence, sexual assault, or stalking.](#)
- [Sec. 605. Addressing the housing needs of victims of domestic violence, dating violence, sexual assault, and stalking.](#)
- [Sec. 606. United States Housing Act of 1937 amendments.](#)

TITLE VII—ECONOMIC SECURITY FOR VICTIMS

- [Sec. 701. Findings.](#)
- [Sec. 702. National Resource Center on workplace responses to assist victims of domestic and sexual violence.](#)
- [Sec. 703. Entitlement to unemployment compensation for victims of sexual and other harassment and survivors of domestic violence, sexual assault, or stalking.](#)
- [Sec. 704. Study and reports on barriers to survivors' economic security access.](#)
- [Sec. 705. GAO Study.](#)

Sec. 706. Education and information programs for survivors.
Sec. 707. Severability.

TITLE VIII—HOMICIDE REDUCTION INITIATIVES

Sec. 801. Prohibiting persons convicted of misdemeanor crimes against dating partners and persons subject to protection orders.

Sec. 802. Prohibiting stalkers and individuals subject to court order from possessing a firearm.

TITLE IX—SAFETY FOR INDIAN WOMEN

Sec. 901. Findings and purposes.

Sec. 902. Authorizing funding for the tribal access program.

Sec. 903. Tribal jurisdiction over crimes of domestic violence, dating violence, obstruction of justice, sexual violence, sex trafficking, stalking, and assault of a law enforcement officer or corrections officer.

Sec. 904. Annual reporting requirements.

Sec. 905. Report on the response of law enforcement agencies to reports of missing or murdered Indians.

TITLE X—OFFICE ON VIOLENCE AGAINST WOMEN

Sec. 1001. Establishment of Office on Violence Against Women.

Sec. 1002. Report of the Attorney General on the effects of the shutdown.

TITLE XI—IMPROVING CONDITIONS FOR WOMEN IN FEDERAL CUSTODY

Sec. 1101. Improving the treatment of primary caretaker parents and other individuals in federal prisons.

Sec. 1102. Public health and safety of women.

Sec. 1103. Research and report on women in federal incarceration.

Sec. 1104. Reentry planning and services for incarcerated women.

TITLE XII—LAW ENFORCEMENT TOOLS TO ENHANCE PUBLIC SAFETY

Sec. 1201. Notification to law enforcement agencies of prohibited purchase or attempted purchase of a firearm.

Sec. 1202. Reporting of background check denials to state, local, and tribal authorities.

Sec. 1203. Special assistant U.S. attorneys and cross-deputized attorneys.

TITLE XIII—CLOSING THE LAW ENFORCEMENT CONSENT LOOPHOLE

Sec. 1301. Short title.

Sec. 1302. Prohibition on engaging in sexual acts while acting under color of law.

Sec. 1303. Incentives for States.

Sec. 1304. Reports to Congress.

Sec. 1305. Definition.

TITLE XIV—OTHER MATTERS

Sec. 1401. National stalker and domestic violence reduction.

Sec. 1402. Federal victim assistants reauthorization.

Sec. 1403. Child abuse training programs for judicial personnel and practitioners reauthorization.

Sec. 1404. Sex offender management.

Sec. 1405. Court-appointed special advocate program.

Sec. 1406. Rape kit backlog.

Sec. 1407. Sexual assault forensic exam program grants.

Sec. 1408. Review on link between substance use and victims of domestic violence dating violence, sexual assault, or stalking.

Sec. 1409. Interagency working group to study Federal efforts to collect data on sexual violence.

Sec. 1410. National Domestic Violence Hotline.

Sec. 1411. Rule of construction regarding compliance with immigration laws.

TITLE XV—CYBERCRIME ENFORCEMENT

Sec. 1501. Local law enforcement grants for enforcement of cybercrimes.

Sec. 1502. National Resource Center Grant.

Sec. 1503. National strategy, classification, and reporting on cybercrime

File # :	19-1558
Title :	Commercial Cannabis Licensing & Criminal History Verification
Type :	Motion
City/State :	Los Angeles City Council

Summary :	<p>During the creation of the regulatory framework for commercial cannabis activity, the City created an administrative process, whereby the Department of Cannabis Regulation, with the assistance of various City departments, is responsible for reviewing applications on a case-by-case basis for compliance as it relates to proximity to sensitive uses, security plans, and permits and fees, amongst many other things. As part of this review process, verification of criminal history for potential licensees is required to determine eligibility for a commercial cannabis license (LAMC Section 104.03). In order to verify criminal history, the Department of Cannabis Regulation would need to obtain access to state and federal summaries of criminal history through the Department of Justice.</p>
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Motion :	<p>I THEREFORE MOVE that the Council adopt the attached Resolution to authorize the Department of Cannabis Regulation to access state and federal level summary criminal history information through the Department of Justice for licensing of all owners of commercial cannabis businesses in the City of Los Angeles and may not disseminate the information to a private entity.</p> <p style="text-align: center;">“NOW THEREFORE, BE IT RESOLVED, that the City of Los Angeles is hereby authorized to access state and federal level summary criminal history information for licensing of all owners of commercial cannabis businesses in the City of Los Angeles and may not disseminate the information to a private entity.”</p>
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GR Position :	The Government Relations Committee SUPPORTS a CIS in OPPOSITION to the Motion.
Vote :	6 “Yes,” 1 “No,” 0 “Abstain”

“YES” Vote:	<p>A “YES” vote would be in favor of a CIS to oppose the Motion to adopt the Resolution to authorize the City of Los Angeles to access state and federal level criminal history information for purposes of commercial cannabis licensing.</p> <p>YES = NO on the Motion</p>
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“NO” Vote:	<p>A “NO” vote would be in opposition to a CIS to oppose the Motion to adopt the Resolution to authorize the City of Los Angeles to access state and federal level criminal history information for purposes of commercial cannabis licensing.</p> <p>NO = YES on the Motion</p>
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FOR PLACEMENT ON NEXT
COUNCIL AGENDA TO BE POSTED

#58

MOTION

RULES COMMITTEE

Approved by the voters on March 7, 2017, Proposition M allows for the recreational use, sale, and taxation of cannabis and cannabis-related products in the City of Los Angeles. The Department of Cannabis Regulation is responsible for both the licensing of cannabis-related businesses as well as the enforcement of the City's rules and regulations surrounding commercial cannabis activity.

During the creation of the regulatory framework for commercial cannabis activity, the City created an administrative process, whereby the Department of Cannabis Regulation, with the assistance of various City departments, is responsible for reviewing applications on a case-by-case basis for compliance as it relates to proximity to sensitive uses, security plans, and permits and fees, amongst many other things. As part of this review process, verification of criminal history for potential licensees is required to determine eligibility for a commercial cannabis license (LAMC Section 104.03). In order to verify criminal history, the Department of Cannabis Regulation would need to obtain access to state and federal summaries of criminal history through the Department of Justice.

I THEREFORE MOVE that the Council adopt the attached Resolution to authorize the Department of Cannabis Regulation to access state and federal level summary criminal history information through the Department of Justice for licensing of all owners of commercial cannabis businesses in the City of Los Angeles and may not disseminate the information to a private entity.

PRESENTED BY:


MARQUEECE HARRIS-DAWSON
Councilmember, 8th District

SECONDED BY:



ORIGINAL

sl DEC 06 2019



RESOLUTION

**A RESOLUTION OF THE LOS ANGELES CITY COUNCIL
AUTHORIZING THE CITY OF LOS ANGELES TO ACCESS
STATE AND FEDERAL SUMMARY CRIMINAL HISTORY
FOR LICENSING PURPOSES THROUGH THE
DEPARTMENT OF JUSTICE**

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) authorize cities, counties, districts and joint powers authorities to access state and local summary criminal history information for employment, licensing or certification purposes; and

WHEREAS, Penal Code Section 11105(b)(11) authorizes cities, counties, districts and joint powers authorities to access federal level criminal history information by transmitting fingerprint images and related information to the Department of Justice to be transmitted to the Federal Bureau of Investigation; and

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) require that there be a requirement or exclusion from employment, licensing, or certification based on specific criminal conduct on the part of the subject of the record; and

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) require the city council, board of supervisors, governing body of a city, county or district or joint powers authority to specifically authorize access to summary criminal history information for employment, licensing, or certification purposes.

NOW THEREFORE, BE IT RESOLVED, that the City of Los Angeles is hereby authorized to access state and federal level summary criminal history information for licensing of all owners of commercial cannabis businesses in the City of Los Angeles and may not disseminate the information to a private entity.

I hereby certify that the foregoing Resolution was adopted by the Los Angeles City Council at its meeting _____, 2019.

CITY CLERK

MAYOR

Approved _____