



Candidate Name: Aaron Boudaie

Board Seat: At-Large

Statement: I am applying to fill the At-Large Representative seat. I would like to use this space to share my ties to the SORO neighborhoods, before sharing my experiences and my passion. Beyond presently living at the corner of Pico and Holt, right at the border between zones 2 and 10, I have spent a lifetime interacting with SORO neighborhoods, notably frequenting the restaurants in zone 1--which is also where the barbershop I frequent is located. I know many of the businesses in this neighborhood very well. My further lifelong ties to SORO neighborhoods also include attending Pressman Academy pre-school and later, Hebrew school, before having my bar mitzvah at Temple Beth Am, and weekly visits for either Shabbat or Sunday barbecues to my uncle's triplex in zone 10. While I am a renter in one of our SORO neighborhoods, he is a property owner/landlord, so I have a unique insight into both points of view. Finally, my father is a small business owner on Robertson in zone 10. He does IT services for many other businesses and for homeowners throughout the SORO community. As the son of a small business owner, I also bring an appreciation for that important point of view. My experiences in community leadership began in college when I served as an elected student body representative while at UCLA, and also interned for Congressman Ted Lieu. Since then, I went to law school -- also at UCLA -- where I graduated in May. During law school, I served on the governing board of directors of a 501(c)(3) nonprofit, was a member of a First Amendment clinic, and was appointed editor in chief of one of our law journals. I also served as the sole student representative on the faculty's academic standards committee. I believe I could be a strong addition to the board principally because of my passion. I am someone who fervently believes in community involvement -- that everyone should seek to serve their neighborhoods the best they can, because there is no higher calling than public service. Thank you for consideration my application.

Legal Affirmation: yes



Candidate Name: Kylie Ora Lobell

Board Seat: At-Large

Statement: I am a young woman who has lived in SORO for over a decade and I'm highly involved in my community. I love people, I am a marketing and PR expert, and I'm a mother of two young girls -- which means I have empathy for others. I come from a diverse town, Baltimore, and enjoy working with people of different backgrounds on issues that affect us all.

Legal Affirmation: yes

SORO NC Committee Memberships as of 10/27/22

Land Use	Barry Levine, Ken Blaker, Richard Bloom, Ellen Lanet , Joseph Mollaie, Jacob Shofet, Mitch Cohen
Business Advocacy & Development Committee	Ken Blaker, Richard Bloom, Jon Liberman , Barry Levine, Michael Lynn, David Notowitz, Shevy Dorfman Lieder, Shirley Traum, Joseph Mollaie , Kyle Burman, Bill Gross
Outreach Committee	Terrence Gomes, Barry Levine, Michael Lynn, Sophia French, David Notowitz, Fabiola Prieto
Parks and Recreation Committee	Barry Levine, Jon Liberman , Laurie Levine , Fabiola Prieto
Public Safety Committee	Michael Lynn, Terrence Gomes , Richard Bloom, Sophia French, Ken Blaker, Jon Liberman, Laurie Levine, Baila Romm , Bill Gross, Melinda Chuarn
Transportation Committee	Barry Levine, Sophia French, Joel Weinberger , Shevy Dorfman Lieder, Ellen Lanet, Joseph Mollaie
Homelessness Committee	Sophia French, Terrence Gomes , Barry Levine, Michael Lynn, Richard Bloom, Ken Blaker, Jon Liberman , Laurie Levine, David Notowitz, Jacob Shofet, Melinda Chuarn
Education Committee	Shirley Traum, Barry Levine, Jon Liberman
Bylaws Committee	Ken Blaker , Michael Lynn, Terrence Gomes, Jon Liberman, Barry Levine
Budget & Finance Committee	Terrence Gomes , Barry Levine, Michael Lynn, Jon Liberman
Board Development	Baila Romm ,
Elections Committee (Ad Hoc)	Jon Liberman , Joel Weinberger



Motion for the SORO NC support the WRAC motion to write a letter to Mayor Garcetti and Councilmember Koretz concerning the mistreatment of animals at City Shelters; send letters to Councilmember Koretz and Mayor Garcetti; and submit a CIS to Council File: 22-0943

Agenda Item: GB10272-05
Date: October 27, 2022
Proposed By: Executive
Include motion in Consent Agenda? Committee NO

Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

Vacant
Corresponding Secretary

Background

The Westside Regional Alliance of Councils (WRAC) has a pending motion to send letters to Mayor Garcetti and Paul Koretz to strongly support the sentiments, goals and requests made in the letter from Bel-Air Beverly Crest Neighborhood Council of August 10, 2022 to Mayor Garcetti and Councilmember Koretz concerning the mistreatment of animals at City Shelters.

Additionally, Councilmember Koretz has proposed a Motion that the City Council instruct the Department of Animal Services, the CAO, the CLA, and any other relevant departments and stakeholders to determine the budgetary needs for the department to fully staff, seven animal shelters and all programmatic and departmental administrative needs and report back to the City Council in 60 days with that information ([Council File: 22-0943](#)).

Additional Background Material:

Reports on LA Animal Shelter Conditions

<https://www.latimes.com/california/story/2022-07-16/l-a-city-council-members-called-for-action-city-shelters>

<https://citywatchla.com/index.php/cw/animal-watch/24645-la-animal-shelters-in-neglect-annette-ramirez-unprepared-with-budget-issues>

<https://spectrumnews1.com/ca/la-west/la-times-today/2022/07/26/overcrowding-poor-conditions-in-la-s-animal-shelters>

<https://www.cbsnews.com/losangeles/news/dogs-at-la-animal-shelters-go-weeks-months-without-walks/>

**South Robertson
Neighborhoods Council**

PO Box 35836
Los Angeles, CA 90035

P: (310) 295-9920
E: info@soronc.org

soronc.org





September 15, 2022

Eric Garcetti,
Mayor City of Los Angeles

Paul Koretz,
Chair- Personnel, Audits, and Animal Welfare Committee
City of Los Angeles

Re: Treatment of Animals at City Shelters

Dear Mayor Garcetti and Councilmember Koretz,

Like most Angelenos, members of the South Robertson Neighborhoods Council were appalled and disappointed by the reports in the *Los Angeles Times* of mistreatment of animals in the care of the Department of Animal Services. It appears that the Department is understaffed and lacks skilled managerial leadership, and these shortcomings led to a profound breach of moral duty.

It is unfathomable how neither the PAAW Committee nor the Board of Animal Services Commissioners (made up entirely of Mayor Garcetti's appointees) gave any public indication of these problems and left it to a newspaper exposé and the honest words of volunteers to make these conditions known to the wider public. Smaller news outlets have documented these conditions before, including occupied animal living quarters overrun by rats.

The SORO NC has a liaison appointed to coordinate with the Department of Animal Services, but the Department has not communicated with Neighborhood Council representatives for years even before the pandemic.

Further, volunteers who were indefinitely "suspended" after speaking to the media must be immediately reinstated. Terminating highly skilled volunteers of longstanding who run shelter programs such as dog playgroups, train other volunteers, and walk the more challenging dogs materially and seriously harms animals in the shelters. Retaliation against employee whistleblowers is illegal, and retaliation against volunteers is obviously wrong and erodes trust in our City's governance structures.



South Robertson Neighborhoods Council

City of Los Angeles Certified Neighborhood Council

PO Box 35836
Los Angeles, CA 90035
(310) 295-9920
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The City's leadership should also immediately consult with shelter volunteers on how to include them in discussions on solutions to the shelter system's problems. One option that could be considered is the formation of a volunteers' "Animal Services Advisory Committee," with representatives elected by the volunteers from each of the City's shelters.

The animals in the shelter system, the shelter volunteers, and the taxpayers, deserve the ethical treatment that would be provided by a better run department, and responsibility for delivering it falls to you and your appointees.

The SORO NC will gather more information on this situation and engage with the Department directly. However, it seems clear that responsibility for the situation and a plan for action needs to be forthcoming from the Mayor's Office immediately.

This letter was approved by the Board of the South Robertson Neighborhoods Council at a duly noticed regular meeting with a quorum present and voting on September 15, 2022.

Sincerely,

President
South Robertson Neighborhoods Council
President@soronc.org



Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

VACANT
Corresponding Secretary

P: (310) 295-9920
E: info@soronc.org
W: soronc.org

General Board Draft Minutes

Thursday, September 15, 2022, 7:00pm

Meetings end at 10:00pm unless the Board votes to end earlier or extend the time.

Location: IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE SOUTH ROBERTSON NEIGHBORHOODS COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

To join online: <https://zoom.us/j/89930026366>

1. **Call to Order 7:04 pm by Baila Romm leading the meeting.**
 2. **Pledge of Allegiance led by Bill Gross**
 3. **Roll Call: Bill Gross, Laurie Levine, Michael Lynn, Fabiola Prieto, Joel Weinberger, Terrence Gomes, Ellen Lanet, Baila Romm, Ken Blaker, Jon Liberman, Kyle Berman, Richard Bloom, Mitch Cohen, Shirley Traum, Jacob Shofet, Shevy Lieder, Joseph Mollaie (7:09pm)**
Absent: Sandy Block, Dina Leeds, Joseph Mollaie (entered the meeting at 7:09 pm), Sophia French, David Notowitz, Melinda Chuarn, Barry Levine, Sandy Block joined the meeting at 9 pm, Jacob Shofet left the meeting at 8:00 pm, Terrence Gomes left the meeting at 9:35 pm
 4. **General Public Comment: None**
 5. **Brief Board Announcements**
 - a. **Items for Future Committee or General Board Agendas: Kyle Burman Close Lane on Venice Blvd. Transportation Committee. Bill Gross – Live meetings How to transition.**
 - b. **Other Brief Board Announcements – None**
- 7:31 pm Michael Lynn takes lead of meeting**
6. **Presentation by LADOT on the Venice Blvd Safety and Mobility Project**
 - a. **Will include a questions and answers period for Board members and Stakeholders**
Presenters: Babak Dorji from LADOT, James Shahamiri and Clare Eberle
Public Comment: Ellen Issacs
Presentation and Q&A ended at about 8:32 pm

7. Community Reports

- a. LA Police Department (Baker/Ojeda) - None
- b. Office of Councilmember Ridley-Thomas (Guevara) – Gave Presentation
- c. Office of Councilmember Koretz (Ingram) - None
- d. Office of Mayor Garcetti (?) - None
- e. Office of State Assemblymember Bloom (Kaufler) None
- f. Office of State Assemblymember Bryan (Persoff) Gave Presentation
- g. Office of State Senator Kamlager (Siroky) None
- h. Office of County Supervisor Kuehl (Sherrell) None
- i. Department of Neighborhood Empowerment (Cupen-Ames) Gave Presentation and email sent.
- j. Other Neighborhood, City and State offices Kenny from LAFD was in attendance to give report but left due to the late time.

8. Board Membership- Selections, Removals, Resignations & Leaves of Absence

Public Comment: None

- a. Motion to nominate a SORO NC Corresponding Secretary (GB091522-01)
No nominations Postpone to next month.
- b. Motion to appoint Organizational Representative 3 (Term expires 2023) (GB091522-02) - **No Applicants; now becomes an At-Large Representative seat for remainder of Term, as per By-Laws (first posted on soronc.org July 5, 2022) Postpone to next meeting**
- c. Motion to appoint Student Representative (Term expires 2023) (GB091522-03)- **No Applicants Postpone to next month.**
- d. Motion for the SORO NC to appoint up to six (6) board members to attend Civic U 1.0., presented by the Department of Neighborhood Empowerment and the Office of Mayor Garcetti (GB091522-04)
Fabiola Prieto, Joseph Mollaie, Michael Lynn
Moved Terrence Second Jon Liberman

Roll Call Vote:

Yes-Bill Gross, Richard Bloom, Laurie Levine, Michael Lynn, Fabiola Prieto, Mitch Cohen, Joseph Mollaie, Joel Weinberger, Kyle Berman, Shevy Lieder, Terrence Gomes, Shirley Traum, Ellen Lanet, Baila Romm, Ken Blaker, Jon Liberman

Vote:

16 yes 0 no 0 abstain

Motion passes

9. Committees, Liaisons and Alliance Representatives

- a. Opportunity to Join and/or Change Membership to Board Committees (GB091522-05)
Transportation Committee meeting time moved to 7:30 pm Canceling Next Meeting Sept. 27. – Joel Weinberger
Joel Weinberger – leave Business Advocacy
Michael Lynn – leave Ad Hoc Elections
Baila Romm – leave Ad Hoc Elections
Ad Hoc Election needs committee members

Baila Romm- Sent email about board development meeting, Oct 24
Michael Lynn-David Notowitz resigned as Co-chair business advocacy and outreach committee

- b. Committee, Liaisons and Alliance Reports Liaisons and Alliances: LANCC, WRAC, LADWP, Budget Advocates, City Attorney, Public Works, Animal Services, Data

10. Unfinished Business

- a. NONE

11. Consent Agenda

Public Comment_ None

- a. Motion to approve Draft meeting minutes of August 18, 2022 General Board Meeting (GB091522-06)
- ~~b. Motion to approve August 2022 MERS Report (GB091522-07) **Bill Gross**~~
- c. Motion for the SORO NC to approve Mitch Cohen as Vice-Chair of the Land Use Committee (GB091522-08)
- d. Motion to send a letter to the General Manager of the Office of the City Clerk requesting an immediate accounting of the amount of SORO NC's 2021-2022 fiscal year roll over and request that this amount immediately be deposited into the SORO NC account (GB091522-09)
- e. Motion for the SORO NC to replace JotForm paid service with Google Forms (GB091522-10)
- ~~f. Motion for the SORO NC support the WRAC motion to write a letter to Mayor Garcetti and Councilmember Koretz concerning the mistreatment of animals at City Shelters; send letters to Councilmember Koretz and Mayor Garcetti; and submit a CIS to Council File: 22-0943 (GB091522-11) **Bill Gross**~~
- g. Motion for the SORO NC to name the Board members who will receive the four (4) additional ZOOM.com licenses from the Department of Neighborhood Empowerment (GB091522-12) **Joel Weinberger**
- h. Motion for the South Robertson Neighborhoods Council to Have the BONC Commissioner Attend SORO NC Meetings Once a Quarter (GB091522-13)

Roll Call Vote: 11 A-C-D-E-H

Moved: Terrence Gomes Second: Jon Liberman

Vote: 16 yes 0 no 0 abstain

Yes: Richard Bloom, Bill Gross, Laurie Levine, Michael Lynn, Fabiola Prieto, Mitch Cohen, Joseph Mollaie, Joel Weinberger, Kyle Berman, Shevy Lieder, Terrance Gomes, Shirley Traum, Ellen Lanet, Baila Romm, Ken Blaker, Jon Liberman

Motion passes

12. New Business

Public Comment: None

- a. Motion for the SORO NC to adopt the proposed 2023 Election Marketing Plan and set a proposed budget of up to \$16,300 (GB091522-14)

Moved: Jon Liberman Second: Laurie Levine

Roll Call Vote:

Vote yes: Richard Bloom, Sandy Block, Michael Lynn, Fabiola Prieto, Mitch Cohen, Joel Weinberger, Kyle Berman, Ellen Lanet, Baila Romm, Jon Liberman

Vote: No Bill Gross, Laurie Levine, Joseph Mollaie, Shevy Lieder, Terrence Gomes, Shirley Traum, Ken Blaker

Vote: 10 yes 7 no 0 abstain

Motion passes

Terrence Gomes left the meeting at 9:35 pm

- b. Motion to send letter to City of Los Angeles City Council to create a council file encouraging 100% Native Plants in all new projects (GB091522-15)

Moved: Jon Liberman Second: Ellen Lanet

Roll Call Vote:

Vote: yes 12 no 1 abstain 2

Yes: Richard Bloom, Sandy Block, Laurie Levine, Michael Lynn, Fabiola Prieto, Mitch Cohen, Joseph Mollaie, Joel Weinberger, Shevy Lieder, Shirley Traum, Ellen Lanet, Jon Liberman

No: Bill Gross,

Abstain: Baila Romm, Ken Blaker

Not Present: Kyle Berman

Motion Passes

- c. Motion for the SORO NC to Co-Sponsor a Halloween event with the Department of Recreation and Parks for up to \$900 to be held at the Robertson Recreation Center (GB091522-16) agenda corrected to \$900 (typo)

Moved: Jon Liberman Second; Laurie Levine

Vote: 12 yes 1 no 2 abstain

Yes: Richard Bloom, Sandy Block, Laurie Levine, Michael Lynn, Fabiola Prieto, Mitch Cohen, Joel Weinberger, Shirley Traum, Ellen Lanet, Baila Romm, Ken Blaker, Jon Liberman

No: Bill Gross

Abstain: Joseph Mollaie, Shevy Lieder

Not Present: Kyle Berman

Motion passes

- d. Motion for the SORO NC to participate in an in-person event to be held at Our Big Kitchen LA where SORO NC board members and Community members will volunteer in a meal preparation session at OBKLA on October 23, 2022 from 1:00-3:00 pm (GB091522-17)

Moved: Baila Romm Second: Jon Liberman

Vote: 14 yes 0 no 0 abstain 1 recusal

Yes: Richard Bloom, Sandy Block, Bill Gross, Laurie Levine, Michael Lynn, Fabiola Prieto, Mitch Cohen, Joseph Mollaie, Joel Weinberger, Shirley Traum, Ellen Lanet, Baila Romm, Ken Blaker, Jon Liberman

Recusal: Shevy Lieder

Not present: Kyle Berman

Motion Passes

11b. Motion to approve August 2022 MERS Report (GB091522-07)

Moved: Michael Lynn Second Joel Weinberger

Vote: 9 yes 1 no 6 abstain

Yes: Richard Bloom, Sandy Block, Laurie Levine, Michael Lynn, Fabiola Prieto, Mitch Cohen, Joel Weinberger, Shirley Traum, Ken Blaker

No: Bill Gross

Abstain: Joseph Mollaie, Kyle Berman, Shevy Lieder, Ellen Lanet, Baila Romm, Jon Liberman

Motion passes

11f. Motion for the SORO NC support the WRAC motion to write a letter to Mayor Garcetti and Councilmember Koretz concerning the mistreatment of animals at City Shelters; send letters to Councilmember Koretz and Mayor Garcetti; and submit a CIS to Council File: 22-0943 (GB091522-11)

Postpone to next month.

Michael Lynn moved to Extend meeting for 5 minutes without objection.

11g. Motion for the SORO NC to name the Board members who will receive the four (4) additional ZOOM.com licenses from the Department of Neighborhood Empowerment (GB091522-12)

Motion to Amend to add the names Terrence Gomes, Jon Liberman, Ellen Lanet, Joel Weinberger.

Moved: Jon Liberman Second: Joseph Mollaie

Roll Call Vote:

15 yes 0 no 0 abstain

Vote yes: Richard Bloom, Sandy Traum, Bill Gross, Laurie Levine, Michael Lynn, Fabiola Prieto, Mitch Cohen, Joseph Mollaie, Joel Weinberger, Ahevy Lieder, Ellen Lanet. Baila Romm, Ken Blaker, Jon Liberman

Not Present: Kyle Berman

ROLL CALL VOTE ON MOTION AS AMENDED

15 yes 0 no 0 abstain

Yes- Richard Bloom, Sandy Block, Bill Gross, Laurie Levine, Michael Lynn, Fabiola Prieto, Mitch Cohen, Joseph Mollaie, Joel Weinberger Shevy Lieder Shirley Traum Ellen Lanet, Baila Romm, Ken Blaker, Jon Liberman.

Not present: Kyle Berman

12. Adjournment 10:05 pm

Monthly Expenditure Report

GB102722-07



Reporting Month: September 2022 Budget Fiscal Year: 2022-2023

**NC Name: South Robertson
Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$30413.61	\$2083.70	\$28329.91	\$0.00	\$0.00	\$28329.91

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$17500.00	\$501.99	\$13829.91	\$0.00	\$13829.91
Outreach		\$1581.71		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$7250.00	\$0.00	\$7250.00	\$0.00	\$7250.00
Neighborhood Purpose Grants	\$7250.00	\$0.00	\$7250.00	\$0.00	\$7250.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$1586.39	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	FACEBK QWDW3HPPV2	09/01/2022	Facebook Boost Ads	General Operations Expenditure	Outreach	\$117.91
2	THE WEB CORNER, INC	09/01/2022	Website maintenance	General Operations Expenditure	Outreach	\$199.00
3	PUBLIC STORAGE 21914	09/03/2022	NC Storage	General Operations Expenditure	Office	\$363.00
4	THE WEB CORNER, INC	09/13/2022	Website support	General Operations Expenditure	Outreach	\$199.00
5	SMART AND FINAL 735	09/28/2022	Movies in the Park	General Operations Expenditure	Outreach	\$490.80
6	PARTNERS IN DIVERSITY	09/28/2022	Minute Taker	General Operations Expenditure	Office	\$138.99
7	Genesis FXE	08/16/2022	To pay graphic artist to design SORO NC medallions.	General Operations Expenditure	Outreach	\$575.00
Subtotal:						\$2083.70

Outstanding Expenditures

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



Receipt for Michael Lynn

Account ID: 70871908

Invoice/Payment Date
Aug 31, 2022, 6:01 PM

Payment method
MasterCard · 7213
Reference Number: QWDW3HPPV2

Transaction ID
5363554693761563-10587192

Product Type
Facebook ads

Paid

\$117.91 USD

Remaining ad costs at the end of the month.

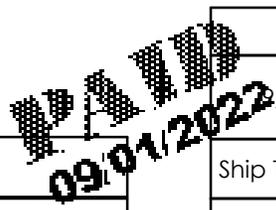
Campaigns

Post: "Want to join the South Robertson Neighborhoods..."		\$60.00
From Aug 2, 2022, 12:00 AM to Aug 15, 2022, 11:59 PM		
Post: "Want to join the South Robertson Neighborhoods..."	2,379 Impressions	\$60.00
Post: "20 yrs ago, today -August 13, 2002- the best..."		\$27.91
From Aug 2, 2022, 12:00 AM to Aug 15, 2022, 11:59 PM		
Post: "20 yrs ago, today -August 13, 2002- the best..."	2,227 Impressions	\$27.91
Post: "20 yrs ago, today -August 13, 2002- the greatest..."		\$30.00
From Aug 2, 2022, 12:00 AM to Aug 15, 2022, 11:59 PM		
Post: "20 yrs ago, today -August 13, 2002- the greatest..."	2,912 Impressions	\$30.00

The Web Corner, Inc.

15300 Ventura Blvd. Suite 400
 Sherman Oaks, CA 91403
 818-345-7443

Invoice



Date	Invoice #	Terms
9/1/2022	24419	

Bill To
South Robertson Neighborhoods Council Terrence Gomes

Ship To

QTY	Description	Price Each	Amount
1	Sep. 2022 Monthly Maintenance : includes up to 1.5 hours for; phone support, website requests, & adjustments Cloud DNS Management Free SSL Certificate & Management Hosting	199.00	199.00
		Total	\$199.00
		Payments/Credits	-\$199.00
		Balance Due	\$0.00

Terrence Gomes

From: Public Storage <DoNotReply@Publicstorage.com>
Sent: 09/03/2022 3:30 PM
To: Terrencegomes@soronc.org
Subject: Your AutoPay confirmation

Have questions? Ask our [virtual assistant](#) 



**Public
Storage**



Thanks for your AutoPay payment!

Hi Terrence,

We're confirming that a payment in the amount of \$363.00 was made on 09/02/2022 from your Master Card CreditCard account ending in 7213 and entry type is manual.

Your confirmation number for this transaction is 012010.

Your Account Details [Log In](#)

TERRENCE GOMES

ACCOUNT NUMBER: 13352721

PHONE: (310) 387-1274

EMAIL: Terrencegomes@soronc.org

Payment Details

STORAGE LOCATION: 5917 Burchard Ave
Los Angeles, CA 90034
(323) 383-9913

SPACE NUMBER: 254

SPACE SIZE: 10x10

PAYMENT AMOUNT:
\$363.00

	PAST DUE/DUE NOW	DUE NEXT 10/01/2022
RENT	\$0.00	\$457.00
INSURANCE	\$0.00	\$9.00
TOTAL	\$0.00	\$466.00

Glad to have you with us,
Your Public Storage Team



CONNECT:       BLOG

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The Web Corner, Inc.

15300 Ventura Blvd. Suite 400
Sherman Oaks, CA 91403
818-345-7443

Invoice

Date	Invoice #	Terms
7/1/2022	24149	

Bill To
South Robertson Neighborhoods Council Terrence Gomes

Ship To

QTY	Description	Price Each	Amount
1	July 2022 Monthly Maintenance : includes up to 1.5 hours for; phone support, website requests, & adjustments Cloud DNS Management Free SSL Certificate & Management Hosting	199.00	199.00
		Total	\$199.00
		Payments/Credits	\$0.00
		Balance Due	\$199.00

Merchant: The Web Corner, Inc

15300 Ventura Blvd. Suite 400
Sherman Oaks, CA 91403
US

8183457443

Order Information

Description: 24149

Order Number:

P.O. Number:

Customer ID:

Invoice Number:

Billing Information

Terrence Gomes
South Robertson NC

Shipping Information

Shipping: 0.00

Tax: 0.00

Total: USD 199.00

Payment Information

Date/Time: 13-Sep-2022 14:05:25 MDT

Transaction ID: 63929803415

Transaction Type: Authorization w/ Auto Capture

Transaction Status: Captured/Pending Settlement

Authorization Code: 047213

Payment Method: MasterCard XXXX7213



PARTNERS IN DIVERSITY, INC.
A Small Business, Women Owned Enterprise

Remit to: Partners In Diversity, Inc.
P.O. Box 654
South Pasadena, CA 91031-0654

INVOICE

Invoice Amount
\$138.99

Payment Terms	Invoice Date
Due On Receipt	09/19/2022
Invoice No.	Customer No.
39567	1936

Neighborhood Council/South Robertson
P.O. Box 35836
Los Angeles, CA 90035

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/South Robertson	Corporate	1936	Due On Receipt

Description	Type	Units	Rate	Amount
Week ending: 09/18/2022				
POZO, MICHAEL A Minute Taker	Reg	4.75	\$29.26	\$138.99
Total This Week ending:				\$138.99

Reg: 4.75 OT: 0 DT: 0	Total - This Invoice:	\$138.99
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Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

PARTNERS IN DIVERSITY
690 E GREEN ST STE 101
PASADENA, CA 91101-2190
626-793-0020

PARTNERS IN DIVERSITY

Date: 09/28/2022 10:41:44 AM

CREDIT CARD SALE

MASTERCARD

CARD NUMBER: *****7213 K

TOTAL AMOUNT: \$138.99

APPROVAL CD: 082988

RECORD #: 000

CLERK ID: Officeassist1

INVOICE #: 39567

Customer Copy

INVOICE

GenesisFXE Graphic Design

Carlos Sosa

P.O. Box 15763, Los Angeles, CA 90015, UNITED STATES

genesisfxe@yahoo.com

Invoice No#: 2022_0095
Invoice Date: May 20, 2022
Due Date: May 20, 2022



\$575.00
AMOUNT DUE

BILL TO

South Robertson Neighborhoods Council
terrencegomes@soronc.org

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	Design of SoRo Medallion All Graphic Design • Editing Time with Adobe Illustrator, Adobe Photoshop, and Adobe Acrobat • Illustrations from Client Drawings • Initial Digital Samples & Conceptualizations • Full Mock Ups and Prototype Previews of Final Artwork • Designer available to meet with Client (upon request) • Multiple Language Translations	1	\$575.00	\$575.00
			Subtotal	\$575.00
			Shipping	\$0.00
			TOTAL	\$575.00 USD



Motion to conduct a survey to determine what our stakeholders prefer as to the use of City owned property adjacent to Irving Schacter Park

Agenda Item: GB102722-10
Date: October 27, 2022
Proposed By: Parks and Recreation Committee
Include motion in Consent Agenda? Yes

Background

Over thirty years ago land in Beverlywood was bought by the City of Los Angeles. The southern portion of this property became Irving Schacter Park which is a "Nanny" Park in Beverlywood. The Northern portion of the land was left undeveloped for future expansion as needed. Over time this undeveloped property was left uncared for and became overgrown with vegetation. The City has cleaned it up once, but it needs additional cleanup now. Neighbors in Beverlywood are unhappy about the condition of this parcel. We propose conducting a survey to determine the best use of the property according to Soro NC Stakeholders.

Proposed Motion

The South Robertson Neighborhoods Council shall conduct a survey as to the best use of this property as per our stakeholders. The survey shall run for thirty days on our website. The results shall be tabulated and transmitted to the office of CD # 5.

Considerations

Committee review: Votes For: 3 Against:0
(highly recommended)

Amount previously allocated in Committee's working budget: \$-0-
(applies to funding motions only)

Arguments for:

1. It preserves land in Beverlywood that can be used for recreational purposes.
2. There is a scarcity of recreational facilities throughout the city.

Arguments against:

None.

Michael Lynn
President

Ken Blaker
Vice-President

Terrance Gomes
Treasurer

Baila Romm
Secretary

South Robertson
Neighborhoods Council

PO Box 35836
Los Angeles, CA 90035

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soronc.org



Motion for the SORO NC to approve a Standing Rule that the official quorum (minimum number of Committee Members attending in order to hold a meeting) for all SORO NC Committees to be set at three (3), exempting Ad-hoc Committees

Agenda Item: GB102722-11
Date: October 27, 2022
Proposed By: Executive Committee
Include motion in Consent Agenda? Yes

Background

The South Robertson Neighborhoods Council newly revised Bylaws (Approved September 6, 2022) require that all Committees have a “fixed” number of members in attendance in order to reach quorum to hold an official meeting.

Article 5: Section 2: Quorum

The quorum shall be thirteen (13) members of the General Board. Committees shall have a fixed quorum number as established in the SORO NC Standing Rules. Floating quorum is not allowed.

As the old SORO NC Bylaws did not mention a minimum quorum, the Board needs to set an official number, which will need to be reflected in the SORO NC Standing Rules and posted on the soronc.com website. The City Attorney has determined that this action is necessary to become legally compliant, and further recommended that Quorum number be no less than three but should be higher.

Ad-hoc Committees are created by individual motion, where its membership and quorum are defined, and would thereby be exempt from this Standing Rule.

All active members of a Committee Meeting that are in attendance would count towards quorum, whether they are Stakeholders or SORO NC Boardmembers.

Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

Vacant
Corresponding Secretary

**South Robertson
Neighborhoods Council**

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Proposed Motion

That the SORO NC approve a Standing Rule for the official quorum (minimum number of Committee Members attending in order to hold a meeting) to be set at three (3) for all SORO NC Committees, exempting Ad-hoc Committees.

Considerations

Committee review:	Votes For:3	Against: 0
--------------------------	-------------	------------

Arguments for:

A lower number makes it easier for a Committee to meet

Arguments against:

Setting a low number could make activation of the Censure Procedure impossible



Motion for the SORO NC to send a letter to Council members Gil Cedillo and Kevin de León demanding they resign immediately from LA City Council (cc the other 12 council members and submit Community Impact Statements on Council Files 22-1189 and 22-1195 in support of the censure of Councilmembers Gil Cedillo and Kevin de León.

Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

VACANT
Corresponding Secretary

Agenda Item: GB102722-12
Date: October 27, 2022 (General Board Mtg Date)
Proposed By: Executive Committee
Include motion in Consent Agenda? No

Background

Los Angeles city council president Nury Martinez has resigned after audio leaked of her and her colleagues making disparaging and racist remarks about another council member's son at a meeting with Los Angeles County Federation of Labor President Ron Herrera in October 2021. It has been reported that Council member Kevin de Leon was also heard on that recording making additional racist and disparaging comments and both de Leon and Cedillo had appeared to condone and contribute to her racist and disparaging remarks.

Governor Gavin Newsom, President Joe Biden, other Los Angeles Neighborhood Councils and members of the public have all called for the resignation of L.A. City Councilmembers Kevin de León and Gil Cedillo to follow Nury Martinez in resigning from their positions. While Martinez and Herrera quickly resigned from their positions, Cedillo and De León have so far resisted calls both from their political colleagues and from the public to leave office. They've both been stripped of their committee duties.

La City Council has opened two council files (Files 22-1189 and 22-1195) that call for the censure of the council members.

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Proposed Motion

- I. Motion for the SORO NC to send a letter to Council members Gil Cedillo and Kevin de León demanding they resign immediately from LA City Council (cc the other 12 council members and submit Community Impact Statements on Council Files 22-1189 and 22-1195 in support of the censure of Councilmembers Gil Cedillo and Kevin de León.

Considerations

Committee review:
(Highly recommended)

Votes For: 4

Against: 0

Amount previously allocated in Committee's working budget:
(applies to funding motions only)

\$ N/A

Arguments for:

Arguments against:



Kevin De Leon
Council District 14
200 N. Spring Street, Suite 425
Los Angeles, CA 90012

October 27, 2022

Re: Racist Rants

Councilman De Leon,

I am writing on behalf of the South Robertson Neighborhoods Council (“SORO NC”). On October 27, 2022, at a Brown Act compliant meeting, the Board members voted Yes-xx No-xx Abstention-xx, to demand that you:

Resign

Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

Vacant
Corresponding Secretary

This would allow the City of Los Angeles to start the healing process from the disgraceful and shocking meeting that you were involved in.

We invite you to address the SORO NC at a public meeting if you wish to ask us any questions regarding our demand.

Sincerely,

Michael Lynn
President, South Robertson Neighborhoods Council

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Neighborhoods Council**

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Kevin De Leon
Council District 14
200 N. Spring Street, Suite 425
Los Angeles, CA 90012

October 27, 2022

Re: Racist Rants

Councilman De Leon,

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Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

Vacant
Corresponding Secretary

This would allow the City of Los Angeles to start the healing process from the disgraceful and shocking meeting that you were involved in.

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Sincerely,

Michael Lynn
President, South Robertson Neighborhoods Council

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Motion for the SORO NC to modify the proposed 2023 Election Marketing Plan Budget adopted at our September 15, 2022 General Board Meeting and reduce the budget from \$16,300 to \$9,000

Agenda Item: GB102722-13
Date: October 27, 2022
Proposed By: Elections Ad-hoc Committee
Include motion in Consent Agenda? NO

Background

The Elections Ad Hoc Committee proposed an initial 2023 Election Marketing Plan Budget at our September 15, 2022 General Board Meeting of \$ 16,300. This was predicated on the assumption that we had a substantial roll-over of our fiscal year 2021-2022 budget which could be applied to pay for all of the proposed \$8800 increase ,that our September motion, recommended to the already budgeted \$7500 allocated for the 2023 election.

The reason for this motion to reduce the 2023 Election Marketing Plan budget is complex and simple at the same time. The short answer is that the neighborhood council does not have the fiscal year 2021-2022 rollover as anticipated when the original Election Marketing budget was submitted last month. To clarify the situation the following attachments are submitted with this motion:

- | | |
|----------------|--|
| Attachment # 1 | Revised 2023 Election Marketing Plan and Budget |
| Attachment # 2 | Original Motion of Marketing Plan Budget approved at the September, 2023 General Board Meeting |
| Attachment # 3 | Board Motion GB051922-09 approving a FY 22-23 annual budget of \$42,000 which included a rollover Amount of \$10,000. [Note: This budget has never been revised to reflect any amount of less than \$42,000.] |
| Attachment # 4 | Board Motion SGB053122-a, approved at a Special Board Meeting on May 31, 2022, to commit <u>excess</u> funding of \$20,000 for tree planting and stump removal. |

At the October 9, 2022 Soro Budget and Finance Committee meeting we were advised by our Treasurer that the Motion in Attachment # 4 had the effect of wiping out the FY 21-22 rollover in it's entirety. We were further advised that the previously adopted 2023 Election Budget would result in approximately \$1200-\$1300 overspending of our entire NC budget for FY 2022-23 after routine operating expenses were accounted for. Put another way, if we cut our budget by \$1200-\$1300 to eliminate the projected deficit, **we would have no further funds to spend for anything except routine operating costs until July 1, 2023.]**

Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

Vacant
Corresponding Secretary

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In that our Election Committee original motion was predicated on being able to afford the additional election expenses; the Election Committee reworked the 2023 Election Budget to cut expenses where appropriate. We have produced a revised budget that would return \$7300 to our NC budget that could be used for NPG and CIP.

Attachment # 1 is the proposed revised 2023 Election Marketing Plan budget, and we recommend that it be adopted at this October General Board Meeting. The revised election budget retains most of the functionality of the original proposed budget. In addition, it will return \$7,300 to the Soro NC budget that can be used for other purposes.

Proposed Motion

That the SORO NC adopt:

1. the proposed modified 2023 Election Marketing Plan and Budget (attachment # 1) for implementation in the upcoming election.
2. the SORO NC reduce the Election budget from the prior level of \$16,300 maximum budget to a revised maximum budget of \$9000 [Note that the Ad Hoc Election Committee will be sending individual spending motions and that not all of the \$9000 budget may be requested.]

Considerations

Committee review:

Votes For: 2

Against: 0

Arguments for:

1. Goals of an engaged stakeholder base which has 3-4 candidates per open board seat and votes cast of 2000 or more in the forthcoming election cycle is a sign of a strong neighborhood council.
2. Based on our spending during the past two election cycles this is still a significant increase in funding.
3. We can afford the additional funding requested.

Arguments against:

1. The additional money could be spent elsewhere.

Attachment # 1

Soro NC Revised 2023 Election Marketing Plan Budget

Category	Item	Original Budget	Revised Budget	Changes
Candidate Recruitment	Mixer	\$500	0	Change to Virtual Only
	Social Media Posts	\$1500	\$2000	Increase by \$500
	Lawn Signs	\$500	\$1000	Eliminate candidate lawn signs and replace with generic election lawn signs
	Posters/Flyers	\$500	\$500	No change
	Category Total	\$3000	\$3500	
Voter Registration	Candidate Orientation	\$100	\$100	No change
	Social Media Posts	\$1000	\$1000	No Change
	Banners	\$1000	\$1500	Increase by \$500
	Postcards	\$6000	0	eliminate
	Election Day	\$200	0	eliminate
	Category Total	\$8300	\$2600	
	Get Out the Vote	Candidate Event	\$500	\$500
Social Media Posts		\$1000	\$1000	No Change
Lawn Signs		\$500	0	Eliminated. Signs combined into Generic sign and moved to Candidate Recruitment section

	Voter Guides	\$2600	\$600	Guide on website only. Printing eliminated. Money is for design of web page(s)
	Posters (11x17)	\$400	\$800	Doubled cost to provide for more exposure
	Category Total	\$5000	\$2900	
	Total Budget	\$16,300	\$9000	Savings \$7,300



Attachment # 2

Text of Original Motion approved at September, 2022 General Board Meeting Motion for the SORO NC to adopt the proposed 2023 Election Marketing Plan and set a proposed budget of \$16,300

Agenda Item:

Date: September 15, 2022
Proposed By: Elections Ad-hoc Committee
Include motion in Consent Agenda? NO

Background

The Elections Ad Hoc Committee met to review the proposed marketing plan and the 2021 NC Election results for the city, our zone (#11) and Soro NC. These are enclosed with this motion as attachments. At the time of our 2021 election there were approximately 42,000 stakeholders. Our election results show 241 mail in ballots were sent out by the City Clerk's Office. This is a population of a little over half of one percent of our total stakeholders (.0057%). Of this population of 241 potential voters only 103 voters actually returned their ballots. Doing the math, you have our candidates in 2021 elected by a population equal to less than one quarter of one percent of our stakeholders.

There is a direct tie-in between an election which is part of an engaged stakeholder community which results in 3 to 4 candidates per open seat, and which has voting results where you have one to two percent of the stakeholders actually voting and submitting ballots. If you believe that stakeholder participation is vital towards maintaining a strong Board of Directors, then there needs to be a marketing plan that creates the election results which produces the engaged stakeholder base. The 2023 proposed marketing plan utilizes a multi-layered program designed to achieve these goals. Note that results are tied to marketing, and it takes an investment far above what was spent in the 2019 election.

The Election Committee reviewed each aspect of the proposed plan and voted to recommend to the Board that the plan be adopted in full. This will result in an increase in budget of \$8,800 which will be substantially paid for by tapping our fiscal year 2021-2022 roll-over funding. Note that as of this date we do not know the true amount of the roll-over funding. If it is not sufficient to fund this \$8,800 in full the neighborhood council will have to look at other elements of our budget to come up with the difference.

Proposed Motion

That the SORO NC adopt the proposed 2023 Election Marketing Plan for implementation in the upcoming election and that the SORO NC increase the allocation of Election expenses from the current level of \$7,500 to the proposed level

Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

Vacant
Corresponding Secretary

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City of Los Angeles Certified
Neighborhood Council



of \$16,300

Considerations

Committee review:

Votes For:4

Against: 0

Arguments for:

1. Goals of an engaged stakeholder base which has 3-4 candidates per open board seat and votes cast of 2000 or more in the forthcoming election cycle is a sign of a strong neighborhood council.
2. Based on our spending during the past two election cycles we can afford the additional expenditures.

Arguments against:

1. The additional money could be spent elsewhere.

SORO NC 2023 Elections

Election Date: March 26, 2023

Marketing Plan

Recommended Overall Budget: \$16,300

South Robertson NC boundaries has approximately 50,000 Stakeholders, represented by 25 NC Board Members of which 12 are up for election in March 2023:

- Residential Zone 2
- Residential Zone 4
- Residential Zone 6
- Residential Zone 8
- Residential Zone 10
- At-Large 2
- At-Large 4
- Business 1
- Business 3
- Business 5
- Organization 1
- Organization 3

Previous Results: The 2021 SORO NC Elections were "Vote by Mail" only and yielded 103 votes. The NC only spent \$1500.

As this election will have both "vote by mail" and a live polling location on Election Day, there are 3 separate phases in the marketing process- Candidate Recruitment, Voter Registration and Get-Out-the-Vote.

Candidate Recruitment:

Filing begins 11/26/21 and ends the first week of January 2023. Will need Board approval of \$3000 (itemized) budget motions.

Although this is the phase that is furthest from the elections, it is actually the most important.

Most voters come from the efforts of the Candidates themselves. Therefore, the more candidates that are running, the more Stakeholders will show up to vote overall. Further, if there are uncontested races, there is little incentive for that candidate to campaign at all.

Marketing should be a mix of overall candidate recruitment "education" along with targeted "motivation" for each seat that is up for election. Although a large percentage of Stakeholders spend a significant amount of time online, it is also important to not neglect real world marketing. It is during this phase that the Elections Team needs to be the most engaged.

1. **Candidate Recruitment Mixer \$500**
 - a. Live and/or Online event(s) that gather and motivate potential candidates- answer questions about NC, timeline, qualifications, etc... Should also be social.
2. **Social Media Posts- \$1500**
 - a. Focus on engaging posts that target a particular Seat. Use a wide mix of platforms over several weeks. Tags and Boosting are important.
3. **Lawn Signs- \$500**
 - a. 10 per zone- Simple and Visible. Should include the Filing Deadline and website for more information.
4. **Flyers/Posters- \$500**
 - a. 5000 Hand out to local businesses, organizations. (Will require volunteers to distribute)

Voter Registration:

This phase begins January 26 and ends March 17. Will need Board approval of \$8300 (itemized) budget motions.

Although City Clerk and DONE haven't yet sent out the exact protocols for registration, it can be expected that there will be advanced registration for the Vote-by-Mail application and Election Day.

Candidates will generally ramp up their campaigns and should be encouraged and motivated to start early and work hard to get voters registered. They will end up bringing in most of the voters. The Elections Team should focus marketing on educated Stakeholders about the NC and registering/applying for a ballot, most heavily during the first 4 weeks and then shifting to Voting.

1. **Candidate Orientation \$100**
 - a. Live and/or Online event the week of January 30th to give campaigning rules, instructions, tips, etc... limited to all Certified Candidates.
2. **Social Media Posts- \$1000**
 - a. Engaging posts that are more NC informational, with several subjects that target a complete variety of Stakeholder types (Residents, Organizations, Businesses, Employees, Students...) Use a wide mix of platforms over several weeks. Tags and Boosting are important. The "action" of these posts should be to REGISTER.

3. **Banners- \$1000**
 - a. 10+ banners of varying sizes with minimal information that focuses on "Register Now", Polls/date, QR code, website-
4. **Postcard (EDDM)- \$6000**
 - a. 20,000 4x6 double sided postcards to every address in SORO. General Election/Registration Information.
5. **Election Day-\$200**
 - a. Social media blitz, 5 lawn signs

Get-Out-The-VOTE:

Mail-in ballots are accepted beginning February 24 through March 28. The polls will be open from 10am-4pm at the Robertson Rec Center (pending approval). Will need Board approval of \$5000 (itemized) budget motions.

1. **Candidate Events \$500**
 - a. Live and/or Online event(s) that give Stakeholders the opportunity to hear directly from candidates.
 - b. Candidate Meet-&-Greet Open house style w/tables for information.
2. **Social Media Posts- \$1000**
 - a. A mix targeting both Mail Ballot and Election Day
3. **Lawn Signs- \$500**
 - a. 10 per zone- Simple and Visible. Info should focus mainly on the Election Day
4. **Voter Guides- \$2500** (plus design, if needed)
 - a. At least 2000. Begin distributing first week of March.
5. **11x17 Posters- \$400**
 - a. 1000 Hand out to local businesses to post in windows. Instructions on Voting. (Will require volunteers to distribute)

Alternatively, you could skip the postcard and distribute 20,000 "newspaper" voter guides by The Walking Man for \$7000 total (I tried to estimate inflation- might be a little cheaper)



ATTACHMENT # 3

Motion to Approve the SORO NC Budget for FY 2022-2023 for \$42000.

Agenda Item: GB051922-09
Date: May 19, 2022
Proposed By: Budget and Finance Committee
Include motion in Consent Agenda? YES

Background

The SORO NC has to approve an annual budget. The Budget and Finance Committee met on May 8, 2022 and considered public input and committee requests. The following budget was created based on the input and Budget and Finance Committee's oversight.

Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

Jon Liberman
Corresponding Secretary

- a. Operations
 - 1. Public Storage \$4500
 - 2. Meeting Expenses \$2000
 - 3. Office Support \$2500
 - 4. Training \$1000
- b. Outreach
 - 1. Townhall \$1000
 - 2. Social Media \$3500
 - 3. Website \$3000
 - 4. General Outreach \$2500
- c. Elections-
 - 1. Election Outreach \$7500
- d. NPG
 - 1. Unallocated \$7250
- e. CIP
 - 1. Unallocated \$7250
- f. Rollover
 - 1. \$10000

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Proposed Motion

Motion to Approve the SORO NC Budget for FY 2022-2023 for \$42000.

Considerations



Committee review:
(highly recommended)

Votes For: 4

Against: 0

Amount previously allocated in Committee's working budget:
(applies to funding motions only)

\$ NA

Arguments for:

Arguments against:

Office of the City Clerk
Neighborhood Council Funding Program
Fiscal Year Administrative Packet

Neighborhood Council: South Robertson NC

Fiscal Year: 2022-2023

NEIGHBORHOOD COUNCIL FUNDING PROGRAM FISCAL YEAR ADMINISTRATIVE PACKET

Summary

The Administrative Packet provides for a more comprehensive and complete record of all items that support the Neighborhood Councils' (NC) fiscal and administrative operations, including its annual budget, Financial Officers, and any commitments for NC office space, storage facility, P.O. Boxes, etc.

Goal(s)

The goal(s) of the Administrative Packet is to make it easier for NCs to identify, plan, and confirm, via a board vote, all fiscal and administrative requirements upfront each year so that our Office can prepare for and process funding requests and resulting contracts judiciously and expeditiously.

The Packet contains the following items:

- NC Funding Program Acknowledgements & Agreements – Signed by all Financial Officers
 - **If a new Financial Officer is being appointed for the new Fiscal Year, please check the appropriate box for the Financial Officer(s).**
- Completed Annual Budget
- Information pertaining to office space, meeting space, storage facility, Post Office Box (P.O. Box), and website services, as applicable.

Procedure

On a yearly basis, we require each NC to discuss, prepare, and approve the Administrative Packet. Once the NC board has voted on the Packet, the Packet and the completed Board Action Certification (BAC) Form are to be submitted to the NC Funding Program.

Your NC Treasurer can submit both documents, the Packet and BAC, by uploading them in the NC Funding System portal, Budget Allocation section, immediately after Board approval. Once received, reviewed, and accepted by our Program, your NC will gain full access to its funds. The NC Funding System portal website is <https://cityclerk.lacity.org/NCFundPortal/#/login>

As our Program awaits your Packet submission, access to your NC funds will be limited to \$333.00 per month, until the annual budget, Administrative Packet, and BAC have been received and accepted. This limited amount is intended to assist your NC operationally for expenses related to conducting your NC meetings, i.e. meeting facility use fees, printing and photocopying of meeting documents, meeting refreshments/snacks, professional staff services.

If you have questions or require any assistance regarding the packet, please feel free to email us at clerk.ncfunding@lacity.org or call us at 213-978-1058.

**NEIGHBORHOOD COUNCIL FUNDING PROGRAM
FINANCIAL OFFICERS LETTER OF ACKNOWLEDGEMENT & AGREEMENT**

We, the undersigned, do hereby declare that as a result of an official action of the Governing Body of the Neighborhood Council (NC) named below:

- (1) we are authorized to request City funding to support NC general operations,
- (2) all items or services described or included in any related funding requests are exclusively intended to further the goals and objectives of the Neighborhood Council, and
- (3) all reasonable precautions shall be exercised by the undersigned to fully safeguard, control and account for all use of funds. Proper accountability of all City funds is critical to the success of the NC Funding Program.

Therefore, by the signature(s) below, and on behalf of the Neighborhood Council named below, WE HEREBY AGREE to the terms and conditions as set forth in this Letter of Acknowledgement and all related documents as provided by the City, agree to expend funds in accordance with any applicable City rules, policies or procedures, and specifically agree to expend monies received by the Office of the City Clerk solely for public purposes relating to the goals and purposes of the Neighborhood Council named below, consistent with the scope and authority under the City Charter, the Plan for a Citywide System of Neighborhood Councils and any implementing ordinances. We have attended and participated in the City-provided training relating to the NC Funding Program.

WE FURTHER ACKNOWLEDGE and WE AGREE to comply with any requirements regarding use of the NC funds. WE AGREE to provide NC financial reports and/or supporting documentation to the Office of the City Clerk, Neighborhood Council Funding Program as requested and at monthly meetings to the Governing Body and stakeholders of the NC named below. WE AGREE that the Office of the City Clerk and other City representatives may make on-site visits to inspect and review all NC financial records, upon providing reasonable advance notice to the NC Treasurer or designated representatives.

WE ACKNOWLEDGE THAT A NEW LETTER OF ACKNOWLEDGEMENT MUST BE FILED IF THERE IS ANY CHANGE OF FINANCIAL OFFICERS.

Neighborhood Council Financial Officers - Names and Signatures:

Treasurer

Please check here if a new Treasurer is being appointed

SIGNATURE OF THE TREASURER

Terrence Gomes

PRINT NAME OF THE TREASURER

Business Rep/ Treasurer

BOARD POSITION

08/05/2021

DATE

terrencegomes@soronc.org

EMAIL

310-387-1374

PHONE NUMBER

CONTINUES OTHER SIDE

2nd Signer

Please check here if a new 2nd Signer is being appointed

08/05/2021

SIGNATURE OF THE 2nd SIGNER

Sophia French

DATE

sophiafrench@soronc.org

PRINT NAME OF THE 2ND SIGNER

At-Large Rep II

EMAIL

310-567-3027

BOARD POSITION

PHONE NUMBER

Alternate Signer

(If not applicable, please indicate "N/A")

Please check here if a new Alt. Signer is being appointed

04/28/2022

SIGNATURE OF THE ALTERNATE SIGNER

Shevy Lieder

DATE

shevylieder@soronc.org

PRINT NAME OF THE ALTERNATE SIGNER

Business Rep 1

EMAIL

310-310-4883

BOARD POSITION

PHONE NUMBER

1st Bank Cardholder

Please check here if a new Cardholder is being appointed

SIGNATURE OF THE 1st BANK CARD HOLDER

Terrence Gomes

DATE

terrencegomes@soronc.org

PRINT NAME OF THE 1st BANK CARD HOLDER

Business Rep 3

EMAIL

310-387-1374

BOARD POSITION

PHONE NUMBER

2nd Bank Cardholder

Please check here if a new Cardholder is being appointed

SIGNATURE OF THE 2nd BANK CARD HOLDER

DATE

PRINT NAME OF THE 2nd BANK CARD HOLDER

EMAIL

BOARD POSITION

PHONE NUMBER

***** Bank Cardholders, please read further next page *****

**NEIGHBORHOOD COUNCIL FUNDING PROGRAM
BANK CARDHOLDER ACKNOWLEDGEMENT &
AGREEMENT OF RESPONSIBILITIES**

This document outlines the responsibilities that I, as the Neighborhood Council Bank Cardholder, have as the primary custodial holder of a City Los Angeles Neighborhood Council (NC) Bank Card, referred herein as "the card" for the Neighborhood Council named below. My signature indicates that I have read and understand these responsibilities and further, that I agree to adhere to the guidelines established by the Office of the City Clerk and approved by the City Controller for the use of City funding as it relates to the Neighborhood Council Funding Program.

1. I understand that the City of Los Angeles Neighborhood Council Card is intended to facilitate the purchase and payment of materials or services required for the conduct of official Neighborhood Council business only.

2. I agree to make only those purchases consistent with the type of purchases authorized by the Office of the City Clerk and approved by the NC Governing Board.

3. I understand that under no circumstances will I use the Card to make personal purchases either for myself or for others. The Card is issued in the name of the Neighborhood Council and I serve as the Card custodian. I agree that should I willfully violate the terms of this Agreement and use of the Card for personal use or gain that I will reimburse the City of Los Angeles for all incurred charges and any fees related to the collection of those charges.

4. Uses of the Card not authorized by the Office of the City Clerk can be considered misappropriation of City funds. This could result in (a) immediate and irrevocable forfeiture of the Card, and /or (b) potential de-certification action. I understand that the Card must be surrendered upon termination of any official position with the Neighborhood Council to which the card is issued. I agree to maintain the Card with appropriate security whenever and wherever I or any other authorized person may use the Card. If the Card is stolen or lost, I agree to immediately notify the Office of the City Clerk.

5. I understand that since the Card is the property of the Bank and authorized for issue by the City of Los Angeles, I am required to comply with internal control procedures designed to protect City assets. This may include being asked to produce the Card, receipts, and/or statements to validate its existence and to audit its use.

6. I understand that I will have access to the Funding Program System portal via the Internet where all card transactions will be posted by the Bank when the card is used. I understand that I am required to obtain itemized receipts for all card transactions and upload the itemized receipts to the Funding Program System portal to verify the posted card transaction. Uploading the required itemized receipt is necessary for my NC Monthly Expenditure Report (MER) to be generated by the Funding Program System portal. The MER must be reviewed and approved by the NC Governing Board before being submitted to the Office of the City Clerk as a complete Report.

7. I understand that all transactions on the Card will reduce the funds available to the NC. I understand that the Bank will not accept any limit increases from me.

8. I understand that the Card is solely provided to the designated NC cardholder and that assignment of the Card is based on the understanding that I need to purchase materials required for the conduct of Neighborhood Council business. I understand that custodial possession of the Card is not an entitlement nor reflective of title or position.

9. As a Neighborhood Council Financial Officer, I have signed and received a copy of both the NC Funding Program Bank Cardholder Agreement of Responsibilities and Financial Officers Letter of Acknowledgement, have attended and completed the required NC Funding Program training, and understand the requirements and limitations regarding the NC Bank Card's use.

PLEASE SIGN NEXT PAGE

1st Bank Cardholder

SIGNATURE OF THE 1st BANK CARD HOLDER

Terrence Gomes

PRINT NAME OF THE 1st BANK CARD HOLDER

DATE

2nd Bank Cardholder

SIGNATURE OF THE 2nd BANK CARD HOLDER

PRINT NAME OF THE 2nd BANK CARD HOLDER

DATE

NEIGHBORHOOD COUNCIL FUNDING PROGRAM
ANNUAL BUDGET TEMPLATE – FISCAL YEAR 2020-2021

The annual budget is a plan for the utilization of the NC’s financial resources. It should be used as a strategic financial road map to conduct activities and efforts that will help the NC achieve its mission, goals, and objectives. The budget should include the input of stakeholders, be accessible, and comply with the rules that govern the use of NC public funds.

As a planning tool, the annual budget allows the NC board to allocate its funds, both regular annual funds and rollover funds, if any, into the following Expenditure Categories:

1. General and Operational Expenditures
 - i. **Office/Operational**
 - ii. Outreach
 - iii. Elections
2. Neighborhood Purposes Grants (NPGs)
3. Community Improvement Projects (CIPs)

With the exception of certain expenditures related to Office/Operational items, the annual budget cannot be used as authorization or approval of actual payments to vendors. All payments related to Outreach purchases, activities, and events, Elections, NPGs, and CIPs must be considered and approved through separate board motions, not as part of the board approval of the annual budget.

The annual budget may be accepted as authorization for payment for certain monthly and recurring **Office/Operational expenditures only**, such as those listed below, when itemized in the Office/Operational Expenditure Category. Please see the sample itemized Office/Operational budget allocations next page.

1. Office lease payments
2. Office supplies and equipment expenses, not including inventory items
3. Storage facility lease payments
4. P.O. Box payments
5. Office telephone and Internet services
6. Refreshments/snacks for board/committee meetings
7. Website hosting and maintenance services
8. Professional meeting/office-related services, i.e. translators, minute-takers, audio services
9. Printing and copying for meetings/office-related purposes only
10. Printing NC business cards

The annual budget template form provided here is an optional tool. Your Neighborhood Council may submit its annual budget on a form different from this template as long as it only contains the same budget allocation Expenditures Categories listed above.

For more details on the Administrative Packet, Fiscal Year annual budget, and rollover of funds unspent at the end of the Fiscal Year, please review the Policies and Guidelines, Policy 1.1, found on our website: <https://clerk.lacity.org/clerk-services/nc-funding>

**Sample Itemized Budget Allocations for
Office/Operational Expenditures**

Office/Operational Expenditures Category	
<i>Office Rent (\$500/month x 12 months)</i>	<i>\$6,000.00</i>
<i>Office Supplies (paper, ink, staples, pens, binders, business cards, etc.)</i>	<i>\$500.00</i>
<i>Printer/Copy Machine Lease</i>	<i>\$1,500.00</i>
<i>Internet Service (Spectrum)</i>	<i>\$1,000.00</i>
<i>Telephone Service (Ooma)</i>	<i>\$500.00</i>
<i>Website Hosting and Maintenance</i>	<i>\$1,500.00</i>
<i>Printing and Photocopying for Meetings</i>	<i>\$300.00</i>
<i>Meeting Facility Fees (Riverside Elementary School)</i>	<i>\$1,500.00</i>
<i>Minute-Taker for Meetings (AppleOne)</i>	<i>\$1,500.00</i>
<i>Refreshments/Snacks for Meetings</i>	<i>\$1,200.00</i>
Total Office/Operational Expenditures	\$15,500.00

South Robertson Neighborhood Council Annual Budget for Fiscal Year: 2022-2023	
Annual Budget Funds	\$ 32,000.00
Rollover Funds*	\$ 10,000.00
Total Annual Budget Funds	\$ 42,000.00

Office/Operational Expenditures Category	
Training of Board	\$ 1,000.00
Meeting Expenses (Food, Location Fee, and Printing)	\$ 2,000.00
Public Storage	\$ 4,500.00
Office Support (Supplies, Software, Hardware)	\$ 2,500.00
Total Office/Operational Expenditures	\$ 10,000.00

*The Funding Program will notify each NC of their Fiscal Year closing balance including available rollover funds and/or applicable adjustment, if any, approximately August 1st or next business day. Depending on when an NC submits its Admin Packet/annual budget, the NC may need to revise and resubmit its annual budget to account for any rollover and/or adjustments.

**NEIGHBORHOOD COUNCIL FUNDING PROGRAM
LEASES & AGREEMENTS**

Please complete the following information, as applicable, for any leases or service agreements your NC currently has or plans on securing in the Fiscal Year involving office space, meeting space, storage facilities, P.O. Boxes, and/or website services. If sections below do not apply to your NC, please select NA on the sections that do not apply. If you have more than one Meeting Location, then please provide the same information on an additional page. The information provided on this form is to confirm services that an NC may currently have or that it would like to secure in the Fiscal Year which may require a City agreement. If an agreement needs to be drafted from the information provided, the NC board will be notified and advised to agendaize and approve the drafted agreement at a future board meeting; The approval the Administrative Packet/annual budget does not replace the vote the board will need to take to approve any agreements needed.

Office Location:

<input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA	
Property Name:	
Property Address:	
Property Owner Name:	
Property Owner Phone Number:	
Property Owner Email:	

Meeting Location:

<input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA	
Property Name:	
Property Address:	
Property Owner Name:	
Property Owner Phone Number:	
Property Owner Email:	

Storage Facility:

<input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input type="checkbox"/> NA	
Facility Name/Owner	Public Storage
Facility Address:	5917 Burchard Ave
Facility Owner Phone Number:	323-383-9913
Facility Owner Email:	
Name on Facility Account:	Terrence Gomes

P.O. Box:

<input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input type="checkbox"/> NA	
Property Name/Owner:	USPS
NC P.O. Box Address	PO Box 35836 Los Angeles, CA 90035
Property Owner Address:	
Property Owner Phone Number:	
Property Owner Email:	
Name on P.O. Box Account:	South Robertson NC

Website Services:

<input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input type="checkbox"/> NA	
Name of Website Services Provider:	The Webcorner
Service Provider Address:	15300 Ventura Blvd Suite 400 Sherman Oaks, CA 91403
Service Provider Phone Number:	818-345-7443
Service Provider Email:	
Type of Services Provided:	Website Support.

When the Board completes and approves the Admin Packet, the NC Treasurer may submit the Packet and BAC Form online in the NC Funding System portal, Budget Allocation section. The NC Funding System portal website is <https://cityclerk.lacity.org/NCFundPortal/#/login>

Please contact our Office for any questions you may have. We are here to help.

Clerk.NCFunding@lacity.org

(213)978-1058

ATTACHMENT # 4

soro
south robertson
neighborhoods council



Motion to allocate funding to a special account from Community Improvement Projects and excess funding for tree planting and stump removal for \$20,000.

Agenda Item: SGB053122-a
Date: May 31 2022
Proposed By: Budget and Finance Committee
Include motion in Consent Agenda? YES

Background

City street trees play a vital role in South Robertson communities. These trees mitigate the negative effects of urbanization and development, and enhance the quality of life within the community. Considering South Robertson's 8,609 trees, 173 stumps, and 1,972 vacant sites, the stocking rate is 79.7%. The most abundant type of tree in the inventory is broadleaf (68.6%) which provide the most shade.

https://streetsla.lacity.org/sites/default/files/south_robertson_nc.pdf

"According to the study, a 10 percent increase in trees roughly equaled a 12 percent decrease in crime. 'It's really pretty striking how strong this relationship is,' says Austin Troy, director of the University of Vermont's Transportation Research Center and lead author of the study, published in the June issue of the journal Landscape and Urban Planning."

<https://www.smartcitiesdive.com/ex/sustainablecitiescollective/new-evidence-city-trees-reduce-crime/42781/>

It is imperative that the South Robertson Neighborhoods Council take a leadership role in improving the health and safety of its stakeholders that we represent. This would be the first step in a larger program for community improvement.

Proposed Motion

Motion to allocate funding to a special account from Community Improvement Projects and excess funding for tree planting and stump removal for \$20,000.

Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

Jon Liberman
Corresponding Secretary

**South Robertson
Neighborhoods Council**

PO Box 35836
Los Angeles, CA 90035

P: (310) 295-9920
E: info@soronc.org

soronc.org





Considerations

Committee review:
(highly recommended)

Votes For: 3

Against: 0

Amount previously allocated in Committee's working budget:
(applies to funding motions only)

\$ NA

Arguments for:

Arguments against:



Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

Vacant
Corresponding Secretary

South Robertson
Neighborhoods Council

PO Box 35836
Los Angeles, CA 90035

P: (310) 295-9920
E: info@soronc.org

soronc.org

Motion for the SORO NC to approve funding of up to \$3598.75 to implement the Candidate Recruitment phase of the modified 2023 SORO NC Election Marketing Plan

Agenda Item: GB102722-14
Date: October 27, 2022 Elections
Proposed By: Ad-hoc Committee
Include motion in Consent Agenda? NO

Background

Phase 1 of the modified 2023 Election Marketing Plan is Candidate Recruitment. In order to implement this phase, we need authorization to have the city, pay up to \$3,500.00:

1. A "Virtual Candidate Mixer" to be put on at no cost.
2. Social Media outreach to potential candidates at a cost of up to \$750 for a graphic artist and up to \$1250 for posting to social media.
3. Generic Lawn signs at a cost up to \$1000
4. Printing of Soro NC developed flyers/posters at a cost of up to \$500

We have sought quotes for these items, and they are included with this motion.

Proposed Motion

That the SORO NC approve the funding of the following items in the previously approved modified 2023 Election Marketing Plan.

1. Put on the "Virtual Candidate Mixer" by Zoom. There is no cost for this element.
2. Order graphic art from Carlos Sosa for the social media event for candidate recruitment at a cost of up to \$750. The cost of posting to the social media would be up to \$ 1250.
3. Order 100 "Generic" lawn signs from Phantom Printing (50 in English, 30 in Spanish, 10 in Hebrew and 10 in Farsi) at a total cost of \$1325 for signs, delivery and taxes. [the overage in cost will be offset by reductions in printing of flyers/posters and in postings to social media.]
4. Order 125 posters and 500 flyers from Office Depot at a total cost of \$273.75 including tax [the posters/flyers will only be printed upon agreement of Soro Board Members to distribute these to stakeholders.]

Considerations

Committee review: Votes For:2 Against: 0

Arguments for:

1. n/a

Arguments against:

1. n/a



Jon Liberman <jonliberman@soronc.org>

Request for Quotation Lawn Signs for Soro NC Election

Jon Liberman <jonliberman@soronc.org>

Tue, Oct 18, 2022 at 1:55 AM

To: "dave@phantomprint.com" <dave@phantomprint.com>

Cc: Michael Lynn <michaellynn@soronc.org>, Fabiola Prieto <fabiolaprieto@soronc.org>

Bcc: Jon Liberman <jonliberman@soronc.org>

Dave

As we discussed I am requesting a quote for four separate lawn signs. All contain the same message. One in English, one in Spanish, one in Hebrew and one in Farsi. I have the mock ups of the English and Spanish available now. The Hebrew and Farsi versions should be here by late this week or early next week.

All signs will be : 24" wide x 18" tall

Hunter Green background

White Text

Printed on both sides

delivered with metal posts

I need quotes for quantities of 10,25,50,75,100 and 150 of each lawn sign.

We will place the order prior to October 31, 2022 and would require delivery as soon as possible but definitely before November 15, 2022.

Please submit a quotation by Wednesday October 19, 2022

Jon Liberman

Soro NC Election Committee

JonLiberman@soronc.org

(310) 717-3456

2 attachments

 Elections lawn sign option 4.pdf
460K

 Elections lawn sign option 4 - SPA.pdf
495K



Jon Liberman <jonliberman@soronc.org>

Request for Quotation Lawn Signs for Soro NC Election

Jon Liberman <jonliberman@soronc.org>
To: dave@phantomprint.com
Bcc: jonliberman@soronc.org

Tue, Oct 18, 2022 at 4:28 PM

Dave

Confirming our telephone call. The quote is for printing and free delivery. The quote was with out state and local taxes. You agreed to absorb the taxes. The price quote thus becomes the total price we pay for the item.

Jon Liberman

Sent from my iPhone

On Oct 18, 2022, at 11:26 AM, dave@phantomprint.com wrote:

Hi Jon-

Lawn Signs, with H-stakes 18 x 24 2 sided

10 \$15.00 each

50 \$14.00 each

100+ \$13.25 each

*Turn-around: 4-6 working days

Thank you,

David Guerra
Phantom Printing
310-387-9006

[Quoted text hidden]

[Quoted text hidden]

<Elections lawn sign option 4.pdf><Elections lawn sign option 4 - SPA.pdf>

Order Number: 273023109-001
Order is modifiable
This order has NOT been invoiced

Order Information:

Order Date: Tuesday, October 18, 2022
CSR ID: 2206
Store Employee ID: 0000975882
Order Source: JMillennia in Stores

Delivery Information:

Estimated Date: Wednesday, October 19, 2022 08:30 AM - 05:00 PM
Status: Held for Deposit , Deliver to Store
Pick-Up Date: Wednesday, October 19, 2022 08:30 AM - 05:00 PM
Pickup Location: Store Number 2206
Pickup Proxy Information:

Customer Information:

Payment Information:

Cash

Amount \$273.75

Currency: U.S Dollars
Contact Information:
C C
(310) 551- 3006

Billing Address:

9527 W PICO BLVD
LOS ANGELES, CA 90035-1201
USA

Shipping Address:

9527 WEST PICO BLVD
LOS ANGELES, CA 90035
USA

Delivery Location:

2206-LOS ANGELES CA

#	Qty	BkOrd Qty	Qty Ship	Item Number	Description	Unit	Unit Price	Ext-Price	Orig Price	Action	Reason	Comments
1	125	0	0	870284	COPIES & FLYERS	EA	\$0.960	\$120.00	\$0.00	Order		
2	500	0	0	870284	COPIES & FLYERS	EA	\$0.260	\$130.00	\$0.00	Order		

Sub Total: \$250.00
Delivery Charge: \$0.00
Tax Percent: 9.500 %
Tax: \$23.75

Order Total: \$273.75
Amount Due: \$273.75



2730231090010

To check the status of your order, 24 hours a day, 7 days a week, please visit <https://www.officedepot.com/orderhistory> and enter your order number and phone number.
Or, call our Customer Service Center at 1-800-GO-DEPOT (1-800-463-3768).



Jon Liberman <jonliberman@soronc.org>

Fwd: Fw: Inquiry about designing social media posts for South Robertson Neighborhood Council

1 message

Joel Weinberger <joelweinberger@soronc.org>
To: Jon Liberman <jonliberman@soronc.org>

Mon, Oct 17, 2022 at 4:21 PM

Hi Jon. Here's the quote as discussed.
—Joel

----- Forwarded message -----

From: **Carlos Sosa** <genesisfxe@yahoo.com>
Date: Sun, Oct 16, 2022 at 6:36 AM
Subject: Fw: Inquiry about designing social media posts for South Robertson Neighborhood Council
To: Joel Weinberger <joelweinberger@soronc.org>

----- Forwarded Message -----

From: Carlos Sosa <genesisfxe@yahoo.com>
To: Joel Weinberger <joelweinberger@soronc.org>
Sent: Saturday, October 15, 2022 at 08:51:21 AM PDT
Subject: Re: Inquiry about designing social media posts for South Robertson Neighborhood Council

On Friday, October 14, 2022 at 07:44:55 PM PDT, Joel Weinberger <joelweinberger@soronc.org> wrote:

Hi Carlos. I just wanted to follow up and see if you'll be able to provide a formal quote. We are meeting early next week, and I'll need to present the quote then.

Thank you,
Joel

On Thu, Oct 13, 2022 at 8:45 PM Joel Weinberger <joelweinberger@soronc.org> wrote:

Hi Carlos. The committee and I have talked it over and would love to propose working with you to the general board. Can you write up a quote for us in the next day or so with the details of your bid so we can bring it to the board to approve?

Thank you so much,
Joel Weinberger

On Wed, Oct 12, 2022 at 6:56 AM Carlos Sosa <genesisfxe@yahoo.com> wrote:
Good Morning Joel.

I had already signed off for the evening and was at a fundraiser yesterday, so I was not able to reply sooner. However, I was able to grant access to your GMail account yesterday and just now I also approved your SoRo NC e-mail account, so you should now have access from both accounts.

And yes, the current budget of \$750 for 25 posts for for the first round of the election which is to seek candidates. The second round would be to engage the local community to vote and that would be a different budget and price.

As always, feel free to call or e-mail me if you have any questions or need to go over any of the above.

Thanks,

Carlos Sosa
GenesisFXE Graphic Design
[Instagram](#)
[Facebook](#)
Mobile: (213) 393-2997
Voicemail: (213) 417-8888
E-mail: genesisfxe@yahoo.com

On Tuesday, October 11, 2022 at 09:02:47 PM PDT, Joel Weinberger <joelweinberger@soronc.org> wrote:

Thank you so much for this, Carlos. I just requested access to the designs you listed above, and I'd greatly appreciate if you can provide that.

Your budget and price breakdown is very helpful, and I will talk to the committee about it tomorrow and get back to you as soon as I can. While I do not think we will need a flyer design, there is a very good chance we will need a second round of designs for the actual election, since this is just the round for getting candidates.

Thank you again,
Joel Weinberger

On Tue, Oct 11, 2022 at 6:31 AM Carlos Sosa <genesisfxe@yahoo.com> wrote:

Dear Joel,

Sorry for the mix up. Yes, I did intend to forward my response on Sunday evening but somehow a blank draft was sent instead, thanks for pointing that out. Kindly scroll below for my initial response...

Re: Project Budget and Price Breakdown

Typically there are between 25-30 social media posts created during a campaign, based on my previous experiences on with the local Neighborhood Councils. I can work with you and your Committee on your \$750 budget to carry this set of announcements and I am flexible to move things around in case you want to swap a set of 5 announcements or so for a Flyer or perhaps another special request. I can also accommodate all of your November deadlines and have everything ready for you in time to post to your social media channels. Each post would be formatted for both Instagram and Facebook. Let me know if you have any questions about any of this or would like to discuss it in further detail.

Re: Design Samples

I set up a special set of Google Drive Folders where you can conveniently review some of the designs I developed for the following Neighborhood Councils. Please note that each NC had a different campaign theme and each layout reflects whatever that NC requested. I can provide further details on each campaign or on a particular set of announcements if you would like me to.

[Venice NC 2019 Designs](#)

[Venice NC 2021 Designs](#)

[Rampart Village NC 2021 Designs](#)

I have a booked morning ahead, but I should free up from 2:30pm and on in case you'd like to chat on the phone about any of the above.

Thanks,

Carlos Sosa
GenesisFXE Graphic Design
[Instagram](#)
[Facebook](#)
Mobile: (213) 393-2997
Voicemail: (213) 417-8888
E-mail: genesisfxe@yahoo.com

On Monday, October 10, 2022 at 09:04:51 PM PDT, Joel Weinberger <joelweinberger@soronc.org> wrote:

Hi Carlos. Your latest email to me was empty, so I just wanted to check and see if you meant to include any information in it. No worries if not!

Two other things:

- I forgot to ask in the original email, but when you provide your prices, can you also include an example or two of your work so we can review it?
- Can you possibly send your prices to me by Tuesday afternoon? We have a meeting on Wednesday, and we would love to discuss our options then.

Thank you,
Joel

On Mon, Oct 10, 2022 at 6:46 AM Carlos Sosa <genesisfxe@yahoo.com> wrote:

On Sunday, October 9, 2022 at 10:33:31 PM PDT, Joel Weinberger <joelweinberger@soronc.org> wrote:

Thank you so much. I look forward to receiving your quote as soon as possible.
—Joel

On Sat, Oct 8, 2022 at 7:26 AM Carlos Sosa <genesisfxe@yahoo.com> wrote:

Good Morning Joel.

Thanks for reaching out. These past 2 days were a bit hectic, so I reserved Saturday morning to catch up on e-mails.

Yes, I would love to work on this project for SoRo. I do have a BTRC and I will review your inquiry more closely and will provide a detailed response with prices and services included, shortly. I just wanted to first acknowledge your e-mail and provide a response.

I'll be around all weekend catching up on stuff, so feel free to call or e-mail should you have questions about any of the above.

Thanks,

Carlos Sosa
GenesisFXE Graphic Design
[Instagram](#)
[Facebook](#)
Mobile: (213) 393-2997
Voicemail: (213) 417-8888
E-mail: genesisfxe@yahoo.com

On Thursday, October 6, 2022 at 01:31:44 PM PDT, Joel Weinberger <joelweinberger@saronc.org> wrote:

Hi Carlos. My name is Joel Weinberger, and I am a member of the South Robertson Neighborhood Council—specifically the Elections Committee.

We are looking to generate several social media ads/posts for our upcoming election. For the first round, we're looking to generate ones specifically to reach out to potential candidates. By example, we're looking for designs similar to these:

- <https://www.facebook.com/VeniceNC/photos/pb.100068637245406.-2207520000.../3465199750251109/?type=3>
- <https://www.instagram.com/p/BwAZKvqhydp/>

We need both Facebook and Instagram sized posts. We will provide thematic pictures, mostly of our neighborhood, so we're asking for you to design posts using those images with links to and information about our election. The candidate period starts mid-November, so we would need posts starting then.

If this is something you're interested in, we have a few further questions, and then would love to receive an official bid:

- Do you have a Business Tax Registration Certificate (BTRC) with the City of Los Angeles?
- If our budget is around \$750, how many posts would you be able to make?

Please do not hesitate to let me know if you have any additional questions.

Sincerely,
Joel Weinberger



Motion for the South Robertson Neighborhoods Council to Request CD 5 and CD 10 to Create a Council File to Reappropriate \$9,644.42 in Uncommitted Prior Year Funds

Agenda Item: GB102722-15
Date: October 27, 2022
Proposed By: Executive Board
Include motion in Consent Agenda? Yes

Background

The South Robertson Neighborhoods Council had appropriated \$20,000 to the Street Services Fund for tree planting, stump removal, and watering maintenance during the FY 2021-2022 Fiscal Year. Due to a clerical error and late filing of the paperwork, the City Controller has requested a council file motion for the funds be authorized to reappropriate \$9,644.42 in uncommitted prior year funds from the FY 2021-22 South Robertson Neighborhood Council Fund No. 59B-14, Account 141272, to FY 2022-23 South Robertson Neighborhood Council Fund 59B-14, Account 141272, for the purpose of community improvement project, tree planting, stump removal, and watering maintenance.

Proposed Motion

The South Robertson Neighborhoods Council (SORO NC) moves to send a letter to CD 5 and CD 10 to have a Council File created to reappropriate \$9,644.42 in uncommitted prior year funds from the FY 2021-22 South Robertson Neighborhood Council Fund No. 59B-14, Account 141272, to FY 2022-23 South Robertson Neighborhood Council Fund 59B-14, Account 141272, for the purpose of community improvement project, tree planting, stump removal, and watering maintenance.

Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

Jon Liberman
Corresponding Secretary

**South Robertson
Neighborhoods Council**

PO Box 35836
Los Angeles, CA 90035

P: (310) 295-9920
E: info@soronc.org

soronc.org

Considerations





Committee review:
(Highly recommended)

Votes For: 4

Against: 0

Amount previously allocated in Committee's working budget: \$
(applies to funding motions only)

Arguments for:

Arguments against:

The SORO NC needs the funding to plant trees and remove stumps

The funding could be used for other projects funded by the City's General Fund.



**South Robertson
Neighborhoods Council**

City of Los Angeles Certified Neighborhood Council

PO Box 35836

Los Angeles, CA 90035

(310) 295-9920

info@soronc.org



soronc.org

Councilmember Paul Koretz
200 N. Spring Street, Suite 440
Los Angeles, CA 90012

OFFICE OF COUNCIL DISTRICT 10
200 N. Spring St, Room 420
Los Angeles, CA 90012

October 27, 2022

Greetings,

The South Robertson Neighborhoods Council (SORO NC) had voted last year to appropriate \$20,000 to the Street Services Fund for tree planting, stump removal, and watering maintenance during the FY 2021-2022 Fiscal Year. Due to a clerical error and late filing of the paperwork, the City Controller has requested a council file motion for the funds to be authorized and reappropriate \$9,644.42 in uncommitted prior year funds from the FY 2021-22 South Robertson Neighborhood Council Fund No. 59B-14, Account 141272, to FY 2022-23 South Robertson Neighborhood Council Fund 59B-14, Account 141272, for the purpose of community improvement project, tree planting, stump removal, and watering maintenance. The SORO NC is requesting a Council File to be created. This is sample language that the City Council office can consider to reappropriate the uncommitted funds for the SORO NC that was left at the end of last FY, the \$9,644.42. The language was created by the City Clerk's Office, but you may revise as needed:

I MOVE that the Office of the City Clerk, with assistance from the City Administrative Officer, be authorized to reappropriate \$9,644.42 in uncommitted prior year funds from the FY 2021-22 South Robertson Neighborhood Council Fund No. 59B-14, Account 141272, to FY 2022-23 South Robertson Neighborhood Council Fund 59B-14, Account 141272, for the purpose of community improvement project, tree planting, stump removal, and watering maintenance.

I FURTHER MOVE that the City Clerk and City Administrative Officer be authorized to make any technical corrections or clarifications to the above fund transfer instructions in order to effectuate the intent of this Motion.

Sincerely,

Michael Lynn, President
South Robertson Neighborhoods Council



Motion for the South Robertson Neighborhoods to support a new Conditional Use Permit (CUP) to allow the sale of full-line of alcohol for offsite consumption in conjunction with a new market Koshco Wholesale at 8800 W. Pico Blvd; Hours of Operation 7am - 11pm daily

Agenda Item: GB102722-16
Date: October 27, 2022 (General Board Mtg Date)
Proposed By: Land Use Committee
Include motion in Consent Agenda? No

Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

VACANT
Corresponding Secretary

Background

Koshco Wholesale a new market under construction in SORO. Koshco wants to include selling alcohol for off site use. This requires a separate discretionary Conditional Use Permit (CUP) from LA City Planning. This process typically takes longer than receiving a building permit for remodeling the existing tenant space. Koshco obtained its building permit and is completing construction to open its new market soon.

Meanwhile Koshco's Planning Dept CUP hearing is happening this week. It is typical when applying for a CUP to present to the local neighborhood council for stakeholder support. Then the neighborhood council sends a letter of support or opposition to the LA City Planning Dept. Neighborhood Council's support or oppose becomes one of the discretionary components reviewed by the LA City Planning Department.

Additional Information:

<https://www.soronc.org/assets/documents/14/meeting6345f673af4c1.pdf>

<https://www.soronc.org/assets/documents/14/meeting6345f660ecdf5.pdf>

**South Robertson
Neighborhoods Council**

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Los Angeles, CA 90035

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Proposed Motion

- I. To support a new Conditional Use Permit (CUP) to allow the sale of full-line of alcohol for off-site consumption in conjunction with a new market Koshco Wholesale at 8800 W. Pico Blvd; Hours of Operation 7am - 11pm daily

Considerations

Committee review: <i>(highly recommended)</i>	Votes For: 5	Against: 1
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Amount previously allocated in Committee's working budget: <i>(applies to funding motions only)</i>	\$ N/A
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Arguments for:
 Other kosher markets sale alcohol
 Owner will go bankrupt w/out

Arguments against:
 parking insufficient for market and
 falsely represented for building permit
 Neighbors sent in concerns to not allow
 alcohol license
 Market has inadequate loading area &
 urrently blocked by HC parking



Motion for the South Robertson Neighborhoods Council to support approval of proposed mixed-use development w/ residential, retail, and office uses at 8787 Venice Blvd., an existing surface parking lot, requesting Affordable Housing Density Bonus incentive, Including waivers for (1) average density, floor area, open space, parking & vehicle access (2) increase floor area ratio (3) increase height (4) obtain relief from transitional height requirements (5) increase the percentage of recreation room area used to achieve the project's usable open space requirement

Michael Lynn
President

Ken Blaker
Vice-President

Terrence Gomes
Treasurer

Baila Romm
Secretary

VACANT
Corresponding Secretary

Agenda Item: GB102722-17
Date: October 27, 2022
Proposed By: Land Use Committee
Include motion in Consent Agenda? No

Background

8787 Venice is a new multi-use building being proposed for construction. 8787 Venice currently is a vacant lot across from Helm's Bakery on Venice Blvd and is owned by the Helm's Bakery Owner. The proposed multi-use building will be 6-stories of commercial retail & offices and residential apartments over below grade parking. The proposed project appears as 2 separate buildings: the front building along Venice Blvd will contain the commercial retail & office space and 2-floors of residential at the top while the rear building will be all apartments. The 2 buildings are connected on the ground floor by common drive aisle area to access parking parking and serve as a Courtyard above between the 2 building with a pedestrian bridge connecting them above at the top floor.

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The Owner is requesting “Density Bonus” incentives which require discretionary Conditional Use Permit (CUP) from LA City Planning. “Density Bonus” incentives are granted when an apartment project includes “affordable units”. The project proposes 11 of its 73 apartment units to be affordable. In return the Owner is seeking waivers to building height, transitional height to adjacent single family homes, density, vehicular access and other requirements.

Additional Info:

<https://www.soronc.org/assets/documents/14/meeting6345f687a3040.pdf>

<https://www.soronc.org/assets/documents/14/meeting6345f6ba3b42f.pdf>

Proposed Motion

- I. To support approval of 8787 Venice Blvd proposed mixed-use development w/ residential, retail, and office uses at 8787 Venice Blvd. an existing surface parking lot. Requesting Affordable Housing Density Bonus incentive. Including waivers for (1) average density, floor area, open space, parking & vehicle access (2) increase floor area ratio (3) increase height (4) obtain relief from transitional height requirements (5) increase the percentage of recreation room area used to achieve the project’s usable open space requirement

Considerations

Committee review: <i>(highly recommended)</i>	Votes For: 6	Against: 0
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Amount previously allocated in Committee's working budget: <i>(applies to funding motions only)</i>	\$ N/A
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Arguments for: Nicely designed on Venice street front Good mix of retail, offices, apartments and	Arguments against: Too massive on north elevation adjacent to single family homes & will block sunshine for several homes on
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low income arts

No driveway on Venice Blvd keeps Venice a pedestrian street vs. interrupted by driveways for cars

each street

Helms & Hutchinsen Avenues on east & west side street with new driveway access are too narrow to take up additional traffic

Neighbors on Helms & Hutchinsen want apartment dwellers to only use development parking and not be able to obtain parking permits for their restricted streets
