AGENDA
SPECIAL GENERAL BOARD MEETING
REUNIÓN ESPECIAL GENERAL DE LA MESA DIRECTIVA

Ramada Los Angeles/Downtown West
Conference Center
1901 W Olympic Boulevard
Los Angeles, CA 90006

Wednesday, November 8, 2017
6:00 pm

1. Call to Order and Commission roll call (1 minute)
   Llamada al orden y pasar lista. (1 minute)

2. General Public Comments - Comments from the public on non-agenda items within the Board’s subject matter jurisdiction. This agenda item will last a total of 10 minutes and no individual speaker will be allowed more than three minutes.
   Comentarios del público sobre asuntos que no están en la agenda y los cuales están dentro de la jurisdicción de la junta (comentarios se limitan a un máximo de 3 minutos). (10 minutes)

3. Reports by Representatives of local Agency and Elected Officials. / Informes de los representantes de agencias locales y oficiales electos.

4. Discussion and possible motion to approve participation in the MacArthur Park Winter Wonderland Outreach event with collaboration with CD1.
   Discusión y posible moción para aprobar la participación en el evento de alcance MacArthur Park Winter Wonderland con la colaboración de CD1

5. Discussion and possible motion to move the regular meeting of the Westlake South Neighborhood Council to the first Wednesday of the month, to start at 6:00 pm or other time approved by the Board.
   Discusión y posible moción para mover la reunión regular del Consejo Vecinal de Westlake Sur al primer miércoles de cada mes, para comenzar a las 6:00 p.m. u otro momento aprobado por la Mesa Directiva.
6. Discussion and possible motion to amend the FY 2017-18 budget.
   Discusión y posible moción para enmendar el presupuesto del año fiscal 2017-18.

7. Discussion and possible motion to approve the MacArthur Park Winter Wonderland Outreach event budget up to $10,000.00.
   Discusión y posible moción para aprobar el presupuesto del evento de alcance MacArthur Park Winter Wonderland hasta $10,000.00.

8. Discussion and possible motion to approve the purchase up to $4,500.00 for outreach equipment as listed on attached.
   Discusión y posible moción para aprobar la compra hasta $4,500.00 para equipos de alcance como se detalla en el anexo.

9. Discussion and possible motion to approve up to $5,000.00 for the WSNC Postcard Mailing to 13,000+ Stakeholders to encourage stakeholder participation in WSNC and its committees. Postcard and mailing to be by Phantom Printing with possible translation services by Continental Interpreting.
   Discusión y posible moción para aprobar hasta $5,000.00 para el envío de tarjetas postales de WSNC a más de 13,000 partes interesadas para alentar la participación de las partes interesadas en WSNC y sus comités. Tarjeta postal y envío por correo mediante por Phantom Printing con posibles servicios de traducción por Continental Interpreting.

10. Discussion and possible action to create a generic email address for WSNC outreach accounts and logins. Examples Outreach@ or WSNC@.
    Discusión y posible acción para crear una dirección de correo electrónico genérica para las cuentas y los inicios de sesión de WSNC. Ejemplos Outreach @ o WSNC @.

11. Discussion and possible action to establish a MailChimp email account or similar email marketing account to regularly communicate with stakeholders.
    Discusión y posible acción para establecer una cuenta de correo electrónico de MailChimp o una cuenta similar de marketing por correo electrónico para comunicarse regularmente con las partes interesadas.

12. Board Member Comments
    Comentarios de los miembros del Consejo

    a. Introduce new issues or agenda items for consideration by the Board at its next meeting and request for items on future agenda.
    Introducir nuevos temas o puntos del orden del día para su consideración por la Junta en su próxima reunión y solicitar los puntos del programa futuro.

13. Adjournment / Cierre
PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS: The public is requested to fill out a “Speaker Card” to address the [committee] on any agenda item before the committee takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the committee’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer.

POSTING: In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board members in advance of a meeting may be viewed on our website by clicking on the following link: www.wsncla.org.com, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please download from our website. You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at: http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm.

AMERICANS WITH DISABILITIES ACT: As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three (3) business days (72 hours) prior to the meeting you wish to attend by contacting WSNC Secretary Randy Waller at randywaller@ca.rr.com.

RECONSIDERATION AND GRIEVANCE PROCESS: For information on the WSNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the WSNC Bylaws. The Bylaws are available at our Board meetings and our website www.wsncla.org.

PUBLIC ACCESS OF RECORDS: In compliance with Government Code Section 4957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be reviewed at a scheduled meeting. In addition, if you would like a copy of any record related to an item on the Agenda, please contact WSNC Secretary Randy Waller at randywaller@ca.rr.com or telephone NC Support at 213-978-1551 or via e-mail at: NCsupport@lacity.org.

RECORDING MEETINGS: Note that Board meetings may be sound and/or video recorded for backup to Minutes.
Organizational Background: MacArthur Park is a local park and recreation facility with rich history dating back to the late nineteenth century. The park is divided in two by Wilshire Boulevard. The southern portion primarily consists of a lake, while the northern half includes a small amphitheater, bandshell, synthetic sports meadow, and children’s’ playgrounds. The bandshell has been recently renovated as the Levitt Pavilion and is once again, and since the re-opening, the Levitt Pavilion hosts 50 free concerts each summer.

Our mission is to enrich the lives of residents of Westlake and MacArthur Park by providing a safe, welcoming park and community center. Our vision is to provide affordable recreational, physical and cultural opportunities for all of our residents.

Overview: MacArthur Park along with Council District 1 and other community partners will offer a Winter Wonderland Festival at MacArthur Park on Saturday, December 16, 2017. The festival will include a community parade, an official tree-lighting ceremony, music entertainment, holiday performances, ice-skating, toy giveaway and food; all at no cost to attendees. This seasonal festival will represent a true sense of community and will allow all participants to collectively experience the spirit of the holidays and a winter wonderland in their own neighborhood.

Who will this benefit? Nearly 5,000 children and their families from the communities of Westlake North, Westlake South, Pico-Union will be the recipients of this fun-filled event.

What partnerships will be created or enhanced? This event will certainly enhance the partnership with MacArthur Park and our local elected officials, but more importantly, it will aid in creating new partnerships with our Neighborhood Councils at: Westlake South, Westlake North, MacArthur Park, and Rampart.

Monetary need in support of event: $9,5000
# Westlake South Neighborhood Council

## Outreach Materials

<table>
<thead>
<tr>
<th>OUTREACH MATERIALS</th>
<th>POSSIBLE VENDOR</th>
<th>COST (up to)</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Folding Tables</td>
<td>Home Depot</td>
<td>$150</td>
<td></td>
</tr>
<tr>
<td>Enterprise 10x Canopy with Printed Valance &amp; Peak Panel</td>
<td>EZ up</td>
<td>$1,000</td>
<td></td>
</tr>
<tr>
<td>12 NC Logo Folding “Camp” Chairs for Events</td>
<td>4imprint</td>
<td>$500</td>
<td></td>
</tr>
<tr>
<td>Retractable Banners</td>
<td></td>
<td>$500</td>
<td></td>
</tr>
<tr>
<td>Table Runner and Table Cover with NC logo</td>
<td></td>
<td>$500</td>
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</tr>
<tr>
<td>Printed Outreach Materials</td>
<td>Alco Printing</td>
<td>$500</td>
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</tr>
<tr>
<td>2 tri-folds, glossy stock print in color 500 of each (English/ Spanish) for $500.00, including Sales Tax.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WSNC Badges / IDs (with name or board position)</td>
<td></td>
<td>$300</td>
<td></td>
</tr>
<tr>
<td>WSNC Logo Polo Shirts - Meetings &amp; Events #20</td>
<td>4imprint</td>
<td>$350</td>
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</table>
The Westlake South Neighborhood Council (WSNC) serves as the official City Advisory Agency to the City of Los Angeles for the Westlake South community. The WSNC advises on all City services and serves as the direct link between our community and the LA City Mayor, City Council, and City Departments.

The Westlake South Neighborhood Council (WSNC) is an advisory group composed of neighbors, by neighbors, for neighbors who live, work, own property, or have a community interest in the Westlake South neighborhood boundary area. We're composed of neighbors, by neighbors, for neighbors to make a positive difference in our neighborhood. Join us!

The WSNC serves as the official Neighborhood Council of the Westlake South neighborhood.
Together we can improve the quality of life in the Westlake South Neighborhood Council area:

- Police, Fire, Library, Park & Community Services
- Community Beautification & Clean Up Efforts
- Tree Planting
- Street Repair, Traffic Calming, Parking
- Zoning and Land Use
- Crime and Graffiti Control
- Community Outreach
- Illegal Dumping
- Bring Voice to Your Neighborhood

Everyone is welcome to attend and participate at our meetings. If you have ideas for improvements, or a particular problem on your block, bring them to a meeting. Our representatives from the United States Congress, California Assembly, County of Los Angeles, City Council, and the Los Angeles Police Department are regularly in attendance to answer questions, and we frequently have guest speakers to address topics of interest to the community.

Come to a meeting, get involved!

THINGS TO DO

- Bookmark our Website
- Sign Up To Receive the WSNC E-Newsletter and Meeting Agendas
- Follow us on Instagram
- Download the MyLA311 App
- Join a Committee
- Attend a Meeting
- Tell Your Friends and Neighbors
- Download the MyLA311 App
- Follow us on Instagram
- Sign up to receive the WSNC E-Newsletter and Meeting Agendas
- Bookmark our Website
- Attend a Meeting
Westlake South
Neighborhood Council
Postcard Mailing

**Objective**
- To Connect with 13,000 + Stakeholders
- To Encourage Stakeholder Participation in the Neighborhood Council and Committees
- Share Neighborhood Council Website

**BUDGET**

<table>
<thead>
<tr>
<th>OUTREACH</th>
<th>VENDOR</th>
<th>COST (up to)</th>
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<tbody>
<tr>
<td>EDDM Direct Mail 10,000 6x9 postcards - WESTLAKE SOUTH</td>
<td>Phantom</td>
<td>$1245 postcards 6x9</td>
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<tr>
<td></td>
<td></td>
<td>$445 presort/ deliver</td>
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<tr>
<td></td>
<td></td>
<td>$2445 EDDM postage</td>
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<tr>
<td>Translation Services - only if needed</td>
<td>Continental Interpreting</td>
<td>Up to $300</td>
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<tr>
<td></td>
<td>Services (.16/word)</td>
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</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$</strong> 5,000</td>
</tr>
</tbody>
</table>
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WSNCLA.org