

CITY OF LOS ANGELES

CALIFORNIA

BOARD OF NEIGHBORHOOD COMMISSIONERS

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LA – 32 NEIGHBORHOOD COUNCIL Special Meeting of the Board Monday, April 14, 2014 7PM Cesar Chavez Elementary School 5243 Oakland street Los Angeles, CA 90032

The public is requested to fill out a **“Speaker Card”** to address the Board on any agenda item before the Board 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 Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board 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 Board meeting.

The agenda’s for the Board’ meetings are posted for public review at the following locations: El Sereno Library, 5226 Huntington Drive So., LA, CA 90032; El Sereno Senior Citizens Center, 4818 Klamath Place, LA, CA 90032; El Sereno Recreation Center, 4721 Klamath St., LA, CA 90032; Rose Hills Recreation Center, 4530 Mercury Avenue, LA, CA 90032; and CSULA, 5151 State University Drive, LA, CA 90032.

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, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72-hours) prior to the meeting by contacting Department of Neighborhood Empower, at (213) 978-1551 or toll-free at 311.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all members of the Board in advance of a meeting, may be viewed at the Neighborhood Council meeting or on the Neighborhood Council website by clicking or visiting la32nc.org

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 días de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 978-1551.

1. Welcome and Roll Call
2. General Public Comment- The public may provide comments to the board on non-agenda items within the Neighborhood Council's subject matter jurisdiction. However, please note that under the Brown Act, the board is prevented from acting on the issue you bring to its attention until the matter is agendized for discussion at a future public meeting. (Limited to 2 minutes per speaker.)
3. Discussion and possible action – approval of the minutes for the Special Meeting of the Board held on Wednesday, February 26, 2014 and General Board Meeting of the Board Wednesday, March 5, 2014.
4. Discussion and possible action – approval of the LA 32 NC Monthly Expenditure Report for February 2014 and the LA 32 NC monthly Expenditure Report for March 2014
5. Discussion and possible action to change the venue for the Town Hall/ Candidate Forum from the Vex to the El Sereno Senior Citizen Center on April 23, 2014 at 6 pm.
6. Discussion and possible action to approve the election related expense of the fliers for the LA 32 Elections. The quantity is 5000 for a total of \$500. Vendor is G&R Printing. Please refer to the LA 32 NC Election Ad Hoc Committee Line Item Budget for Election Expenditures
7. Discussion and possible action to approve the election related expense of printing for posters for the LA 32 Elections. The quantity is 50 for a total of \$225. Vendor is G&R Printing. Please refer to the LA 32 NC Election Ad Hoc Committee Line Item Budget for Election Expenditures
8. Discussion and possible action to approve the election related expense of banners for the LA 32 Elections. The quantity is 10 for a total of \$560. Vendor is G&R Printing. Please refer to the LA 32 NC Election Ad Hoc Committee Line Item Budget for Election Expenditures
9. Discussion and possible action to approve the election related expense of a graphic artist for the Banners. The amount is \$150 to be paid out to Jim Tab. Please refer to the LA 32 NC Election Ad Hoc Committee Line Item Budget for Election Expenditures.
10. Discussion and possible action to approve an increment of \$900 for G&R Printing for the election related expense of the printing of the postcard for the LA 32 Candidate Forum and LA 32 Elections. The LA 32 NC previously approved \$600 and will now take action on a possible increase of \$900 for a total of \$1500. Please refer to the LA 32 NC Election Ad Hoc Committee Line Item Budget for Election Expenditures.
11. Discussion and possible action to approve increment of \$500 for G&R Printing the election related expense of the printing of the brochure for the LA 32 Elections. The LA 32 NC previously approved \$1500 and will now take action on a possible increase of \$500 for a total of \$2000. Please refer to the LA 32 NC Election Ad Hoc Committee Line Item Budget for Election Expenditures.
12. Discussion and possible action to approve \$250 to be paid to Subway for the election related expense of food / refreshments for volunteers during Election Day. Please refer to the LA 32 NC Election Ad Hoc Committee Line Item Budget for Election Expenditures.

13. Discussion and possible action to approve one food vendor from Attachments A, B, & C for the election related expense of food for voters during Election Day. Possible vendors are: Maria's Kitchen for a total of \$2500; Kings Son's Training Center for a total of \$3750; and Southwest Catering for a total of \$1800.
14. Discussion and possible action to approve an increment of \$150 for El Aguila Bakery for the election related expense of refreshments for the Town Hall. The LA 32 NC previously approved \$350 and will now take action on a possible increase of \$150 for a total of \$500. Please refer to the LA 32 NC Election Ad Hoc Committee Line Item Budget for Election Expenditures.
15. Discussion and possible action to approve an increment of \$500 for Smart and Final for the election related expense of refreshments for the Meet and Greet. The LA 32 NC previously approved \$1000 and will now take action on a possible increase of \$500 for a total of \$1500. Please refer to the LA 32 NC Election Ad Hoc Committee Line Item Budget for Election Expenditures.
16. Adjournment

Attachment A

Maria's Kitchen

2712 N. Eastern Ave
Los Angeles, Ca 90032
(323) 559-4530

March 12, 2014

To: LA 32 Neighborhood Council

From: Maria Solis

Re: Proposal to Cater for Election Day

The following information is a menu of the various combos that we can provide for your event. If there is any other item (s) you like that is not on this menu, please let m know and I will be glad to give you a quote! I have included the price per person and total for 300 people or 500 people. Thank you in advance and hope to do business with you.

Combo	Price per person	Total for 300 people	Total for 500 people
Bacon wrapped Hotdog 1 bag of chips 1 beverage (soda or agua fresco: horchata, strawberry or lemonade)	\$5	\$1,500	\$2,500
Hamburger or Cheese burger 1 bag of chip 1 beverage (soda or agua fresco: horchata, strawberry or lemonade)	\$5	\$1,500	\$2,500
2 pupusas 1 bag of chips 1 beverage (soda or agua fresco: horchata, strawberry or lemonade)	\$5	\$1,500	\$2,500
3 tacos carne asada 1 bag of chips 1 beverage (soda or agua fresco: horchata, strawberry or lemonade)	\$5	\$1,500	\$2,500

All condiments will be available

Attachment B

Neighborhood Council Elections Proposal

March 26, 2014

To Whom it May Concern:

Kings Son's Training Center, a non-profit agency, proposes to serve as potential catering vendor for Neighborhood Council Elections on April 26, 2014 at Farmdale Elementary School. Kings Son's Training Center can provide five hundred complete healthy meals.

The meals will be comprised of a:

- Protein (chicken fajitas/Grilled chicken)
- A carbohydrate (rice/pasta). This will cater to vegetarians.
- Vegetable/mixed fruit
- Healthy beverage – Agua Fresca and water

We also will be providing necessary plates, cups and eating utensils including napkins. All food will be hot and fresh and ready to serve. By our servers for the event. By providing an all inclusive price, it reduces stress from other LA-32 individuals gathering supplies from various locations.

The cost per meal is \$7.50 @ 500 = \$3,750.

We at the Kings Sons Training center truly appreciate your time and consideration of this proposal and hope it is to your specific needs expected. We have experience serving the community of El Sereno for several years as I serve as Pastor at Christian Presbyterian Church. We have catered Healthy Start's 8th and 9th Annual Community Fair and their monthly meetings. Last year, we served 500 meals at the 9th Annual Community Fair. Kings Son's Training Center has also hosted several events in El Sereno and provided catering services.

Sincerely,

Joey Alvarado

Kings Son's Training Center.

Attachment C

LA-32 Neighborhood Council Elections

Saturday, April 26, 2014

Farmdale Elementary School

9:00am-5:00pm

	Individual Cost	Total Cost
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Menu (Quote for 375 guests/each additional guests \$3.00 per person)		
Entrees		
Choice of Asian Chicken Wraps garnished with a Sesame Dressing OR Sante Fe Chicken Wraps garnished with a Cheese Chipotle Dressing		
Sides		
Rice Pilaf with Dill Seasoning Waldorf Cranberried Pecan Salad with Raspberry Vinagrette Dressing Ceviche Delight with Seasoned Tortilla Chips		
<i>Dessert can be made available at an additional cost per person (aprox. \$2.00-\$3.00 per person)</i>		
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Beverages		
1-Jarro of fresh watermelon cucumber water	<i>included</i>	
1-Jarro of fresh strawberry lemonade	<i>included</i>	
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Additional Food Service Fees		
Disposable Utensils & Dinnerware	<i>included</i>	
Set Up and Clean Up	<i>included</i>	
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Total Food & Drink Costs		\$1800.00

LA-32 NC Election Ad Hoc Committee
Line Item Budget for Election Expenditures
 Revised 3.27.14

Item	Qty	Cost	Total	Vendor	Description
Postcard for candidates-Print	13648		600	G & R Printing	Approved
Postcard for candidates-Postage	13648	0.175	2388.4	USPS	Approved
Postcard for elections/Candidate Forum	13648		1500	G & R Printing	Board approved \$600. Recommend a \$900 increase
Postcard for elections-Postage	13648	0.175	2388.4	USPS	Approved
Brochure for elections-Print	13648		2000	G & R Printing	Board approved \$1500. Recommend a \$500 increase
Brochure for elections-Postage	13648	0.175	2388.4	USPS	Approved
Election day food volunteers	1	250	250	Subway	
Election day food voters	1	1500	1500		
Fliers for candidates	5000		500	G & R Printing	Approved
Fliers for Elections	5000		500	G & R Printing	Tabled
Graphic Artist for 2-4-6-10-11-12-13-14-19	1	1600	1600	Jim Tab	Approved
Graphic Artist for banners	1	150	150	Jim Tab	Banners were not included
Banners-Print	10	0	560	G & R Printing	Tabled
Location rental election day			1000	Farmdale Elementry	Approved
Town Hall Location			700	The Vex-5240 Alhambra	Approved
Posters-print	50	225	225	G & R Printing	Tabled
Coffee for Town Hall			150	Holy Grounds	Coffee- Approved
Bakery for Town Hall			500	El Aguila Bakery 5028 Huntington Dr South	Board approved \$350. Recommend a \$150 increase.
Meet & Greet(s)			1500	Smart and Final	Board approved \$1000. Recommend a \$500 increase
Total			20400.2		
Budgeted			24200		
+/-			3799.8		