

MOTION

The Office of the City Clerk has the primary administrative responsibility to assist the City's certified Neighborhood Councils in securing rented, leased or donated office and/or meeting space to conduct their business.

The voter approval of a City Charter operative July 1, 2000, established a citywide system of Neighborhood Councils;

The Office of the City Clerk, per Section 901 of the Los Angeles City Charter, sets forth the duties and responsibilities to assist Neighborhood Councils to share resources, including offices, equipment and other forms of support to communicate with constituents, other Neighborhood Councils and with government officials.

This responsibility includes ensuring that Neighborhood Councils have adequate office and meeting space to conduct their business by facilitating the shared utilization of City owned or leased space, coordinating the acceptance and use of donated office and/or meeting space from private donors, as well as securing suitable office and meeting space on behalf of the certified Neighborhood Councils.

The City Clerk shall have the authority to execute standard short-term rental and lease agreements with a duration of one year or less for the purpose of fulfilling its obligations under this subsection, pursuant to guidelines established by the City Clerk or for a donated value less than \$10,000. Gifts including leasehold interest valued in excess of \$10,000 shall be submitted to City Council for acceptance or rejection.

On an annual basis, the Office of the City Clerk coordinates the acceptance and use of donated office and meeting space from private owners on behalf of the Neighborhood Councils; and,

I THEREFORE MOVE that the City Council accept on behalf of the following Neighborhood Councils the donated office and/or meeting space from private donors for Fiscal Year 2017-18 in excess of \$10,000 (See attached):

PRESENTED BY:


DAVID E. RYU
Councilmember, 4th District

SECONDED BY:





FEB 06 2019

ORIGINAL

FY 2017-18 DONATED SPACE TO NEIGHBORHOOD COUNCILS

South Robertson Neighborhood Council – Simon Wiesenthal Center
Studio City Neighborhood Council – CBS Studio Center
West Hills Neighborhood Council – Chaminade College Preparatory

FEB 06 2018

ORIGINAL