

FRANK T. MARTINEZ  
City Clerk

KAREN E. KALFAYAN  
Executive Officer

CITY OF LOS ANGELES  
CALIFORNIA



ANTONIO R. VILLARAIGOSA  
MAYOR

Office of the  
CITY CLERK  
Council and Public Services  
Room 395, City Hall  
Los Angeles, CA 90012  
Council File Information - (213) 978-1043  
General Information - (213) 978-1133  
Fax: (213) 978-1040

CLAUDIA M. DUNN  
Chief, Council and Public Services Division  
[www.cityclerk.lacity.org](http://www.cityclerk.lacity.org)

When making inquiries  
relative to this matter  
refer to File No.

06-1813

CD 5  
Encino Elementary School Parent Teachers  
Organization  
c/o Councilmember Weiss

September 19, 2007

Building & Safety Department,  
Special Events  
Bureau of Street Services, Director  
cc: Street Use Inspection Division  
Department of Transportation,  
Traffic Section  
Fire Commission  
Fire Captain  
Chief Legislative Analyst

Controller, Room 300  
Accounting Division, F&A  
Disbursement Division  
Councilmember Weiss  
Councilmember Rosendahl  
Board of Public Works  
Police Department  
Department of General Services

RE: DECLARING THE ENCINO ELEMENTARY SCHOOL BACK TO SCHOOL PICNIC ON  
SEPTEMBER 30, 2007 A SPECIAL EVENT

At the meeting of the Council held September 18, 2007, the following action was taken:

Attached motion (Weiss - Rosendahl) adopted.....	_____X_____
Attached resolution adopted .....	_____
Attached report adopted .....	_____
Ordinance adopted .....	_____
FORTHWITH .....	_____
Motion adopted to approve communication recommendation(s).....	_____

City Clerk  
jr



53cc

SEP 11 2007

MOTION	TO BE FILED WITH THE CITY CLERK'S OFFICE ON NEXT BUSINESS DAY POSTED	#1000
--------	--	-------

The Encino Elementary School Parent Teachers Organization is sponsoring their "Encino Elementary School Back to School Picnic" on September 30, 2007, from 9:00 am to 5:00 pm. Council District Five has received a request that the City provide certain services and declare this function a Special Event. Approval of this request will mean that an estimated \$1,188 in fees and salary costs will be absorbed by the City. (Event Coordinator: Jody Jacobson (818) 515-3228 [jodyjake@socal.rr.com](mailto:jodyjake@socal.rr.com))

I THEREFORE MOVE that the "Encino Elementary School Back to School Picnic" be declared a Special Event, and that City departments be requested to waive all fees, costs, and requirements, except insurance.

I FURTHER MOVE that the Event Sponsor be directed to fulfill the insurance requirements of the City by contacting the Bureau of Street Services - Street Use Inspection Division at (213) 847-6029 to obtain, and complete, the necessary insurance forms, upon adoption of this Motion by the City Council.

I FURTHER MOVE that pursuant to Ordinance No. 150567 relating to temporary street closures, the following streets be closed on September 30, 2007, from 9am – 5pm, subject to the supervision of the Director of the Bureau of Street Services:

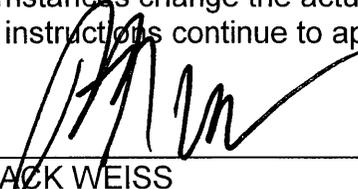
- o **Addison St. between Genesta Ave. and Paso Robles Ave.**

I FURTHER MOVE that the Bureau of Street Services be directed to furnish the necessary traffic control devices, including 20 traffic barricades. These devices will be provided with the understanding that the sponsoring organization will pick up and return them to the Bureau, and remove any debris following this event.

I FURTHER MOVE that the Department of Transportation be directed to post "Temporary No Stopping" signs and provide traffic control personnel, if necessary.

I FURTHER MOVE that should unforeseen circumstances change the actual date of the Special Event, the aforementioned departmental instructions continue to apply.

*Motion*  
**ADOPTED**  
 SEP 18 2007  
 LOS ANGELES CITY COUNCIL

PRESENTED BY:   
 JACK WEISS  
 Councilmember, 5<sup>th</sup> District

SECONDED BY: 

September 11, 2007

*gbr*  
*En*