

## Authorization to submit Community Impact Statements <NC Name> Board Resolution

We, \_\_\_\_\_ (President Name)  
and \_\_\_\_\_ (Officer Name), declare that we are the President and  
\_\_\_\_\_, respectively of the \_\_\_\_\_ Neighborhood Council  
(NC) and that on \_\_\_\_\_ (date adopted), a Brown Act noticed public meeting was held  
by this NC with a quorum of \_\_\_\_\_ (number) board members present and that by a vote  
of \_\_\_\_\_ (number) yes, \_\_\_\_\_ (number) no, and \_\_\_\_\_ (number) abstentions adopted the following  
resolution:

Whereas, a Community Impact Statement is an official statement adopted by a Neighborhood  
Council on issues pending before the City Council, its committees, or City commissions,

Whereas, up to five board members can be authorized through a board resolution to write and  
submit Community Impact Statements through the City Clerk's online web system at  
<http://cityclerk.lacity.org/cis>.

Therefore, be it resolved, that the \_\_\_\_\_ Neighborhood Council  
authorizes the following board member(s) to SUBMIT Community Impact Statements which have been  
passed by a vote of the full board:

| Name | Email address | Phone No. |
|------|---------------|-----------|
|      |               |           |
|      |               |           |
|      |               |           |
|      |               |           |
|      |               |           |

Be it further resolved, in cases where an issue is moving quickly through the legislative process and a  
promptly issued statement is beneficial, the aforementioned board members are authorized to also  
WRITE and SUBMIT Community Impact Statements which express positions previously voted upon by  
the full board.

IN WITNESS of the above action, the undersigned has executed and delivered this certificate in the  
name and on behalf of the \_\_\_\_\_ (NC name) and as of the date set forth  
below.

|                            |      |             |
|----------------------------|------|-------------|
| Signature of President     | Date | Print Name: |
| Signature of Board Officer | Date | Print Name: |

Submit this form by emailing to [ncsupport@lacity.org](mailto:ncsupport@lacity.org), faxing to 213-978-1751, or mailing to 200  
North Spring Street, 20th floor, Los Angeles, CA 90012.