

**June 6, 2025**

**Motion for Encino Property Owners Association Board to consider at its upcoming June 12, 2025 meeting.**

**Oak Tree Motel Transitional Housing – Community Conditions and Requirements**

**Motion:**

The Encino Property Owners Association (EPOA) moves to formally request that Hope the Mission and its co-operator Village Family Services (herein “Operators”), as the owner and operator of the upcoming Oak Tree Motel interim housing facility (deemed “The Oaks”) at 17748 Ventura Blvd, Encino, scheduled to open during Fall 2025, agree to the following conditions as a prerequisite for ongoing community support:

**1. Adoption of Community Code of Conduct**

Operators shall incorporate the attached “Code of Conduct for Oak Tree Residents Regarding the Encino Neighborhood Community” into its resident rules and policies. This code includes, but is not limited to:

- No drug use anywhere near homes or businesses, including the Oak Tree facility frontage.
- No loitering, littering, or public urination/defecation in front of or on the property of any home, business, or the facility itself.
- Dog owners must clean up after their pets and keep dogs leashed at all times.
- Residents must respect neighborhood noise levels and parking restrictions.
- Compliance with all facility curfew times.

**2. Liability Insurance Requirement**

Operators shall maintain a General Liability Insurance Policy with a minimum coverage limit of \$10,000,000, naming the Encino Property Owners Association as an additional interested party. Proof of insurance shall be provided to the Association annually and upon request.

**3. Community Contact Information**

Operators shall provide the EPOA and the immediate neighborhood with up-to-date contact information for:

- The site's lead operator/manager (name, phone, and email)
- On-duty security guards (phone and email for shift supervisors)
- A designated 24/7 emergency contact for urgent facility-related concerns

#### **4. Ongoing Communication**

Operators commits to quarterly meetings with EPOA representatives and the local community to address concerns, review compliance with the Code of Conduct, and discuss any incidents or improvements.

#### **5. Prohibition of Amnesty Boxes for Drugs or Weapons**

Operators shall **not provide or allow the use of "Amnesty Boxes" or any similar storage for potentially illegal items such as drugs or weapons** at the Oak Tree Motel facility.

- Residents should not be permitted to store, deposit, or access illegal substances or weapons on property at any time.
- If Operators asserts that the provision of Amnesty Boxes is required by Federal, State, or Local law, it must provide the EPOA with written documentation or legal citation supporting this requirement.
- In the absence of such proof, Amnesty Boxes must be removed and prohibited, as their presence is inconsistent with community safety and the stated Code of Conduct.

#### **Rationale:**

- As the sole owner and operator, Operators is responsible for operational management, resident conduct, and liability associated with the Oak Tree Motel facility, regardless of the City or State role in funding the acquisition.
- The attached Code of Conduct reflects reasonable community standards necessary to maintain neighborhood safety, cleanliness, and quality of life.
- A \$10,000,000 liability insurance policy is a standard risk management practice for nonprofit operators of residential facilities and protects both the organization and the surrounding community in the event of incidents or claims.

- Transparent and accessible communication channels are essential for effective problem-solving community relations.
- The presence of Amnesty Boxes for drugs or weapons is not required by any known Federal, State, or Local law and is contrary to the safety and security of the Encino community. If such a requirement exists, Operators must provide proof; otherwise, these boxes must be removed.

**SEE BELOW FOR "PROPOSED CODE OF CONDUCT FOR ALL RESIDENTS"**

**Proposed by:**

Mitchell Bloom, on behalf of the Encino Property Owners Association Board

**Note:**

After research, there is no current Federal, State, or Local law in California or Los Angeles that require the provision of "Amnesty Boxes" for illegal drugs or weapons at homeless or interim housing facilities. If any such law is cited, it should be reviewed by legal counsel for verification.

*Feel free to copy, edit, or further tailor this motion so that we can get a consensus.... I take no personal ownership, only concern for the welfare of our residents and community..... MB*

## *PROPOSED*

### **Code of Conduct for Oak Tree Residents Regarding the Encino Neighborhood Community**

**1. Illegal Drug Use is Prohibited by Law:** Open drug use or drugged behavior will not be tolerated by the Encino homeowners and know that Law Enforcement will be called in. Do not use drugs anywhere near homes or businesses -- ..this includes: no drug use on lawns in front of homes, no drug use anywhere near the front of any house or business, nor any drug use on the sidewalk or street in front of any house or business.

This includes no drug use in front of the Oak Tree facility.

**2. Loitering is Prohibited by Law:** No loitering: no standing, no sitting, no eating, or no socializing in the front of or on the property of any home or business, including the Oak Tree facility.

**3. Littering is Prohibited by Law:** If you will have trash with you, either bring a small bag or bring your trash to the nearest trash receptacle. No littering anywhere. This includes no littering on the street or sidewalk or in the front of or on any home or business, including the Oak Tree facility.

**4. Public Defecating, Urination and/or Indecent Exposure is Prohibited by Law:** Do it before you leave the Oak Tree Facility or find a restaurant or business to patron where you may use a public restroom facility. No defecating or urinating in front of or on the property of any home or business, including the Oak Tree facility. Be properly clothed at all times within the adjacent neighborhood streets.

**5. Clean up after your Pet:** If your dog defecates on the street, sidewalks or someone's property, clean up their mess with a sanitary bag or "poop" bag that will be provided by the Oak Tree facility. All dog's must be on a leash at all times.

**5. Be A Good Neighbor:** Please respect the neighbors in the community by not making noise when walking by any neighboring homes or businesses. This means no yelling, no amplified music nor loud talking.

**6. Adhere to All Parking Restrictions:** When parking your car, Please respect all parking enforcement signs including No Parking and 2 Hour Restrictions. The area is frequented by Parking Control and your car will be ticketed or towed if not legally parked. Please respect posted parking signs and the parking meter times.

**7. Be a Great Neighbor Within Oak Tree:** You must respect all Oak Tree designated curfew times.