



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

November 30, 2012

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

NEW RESIDENT WELCOME BROCHURES (ITEM NO. 42, AGENDA OF OCTOBER 2, 2012)

On October 2, 2012, the Board instructed the Chief Executive Officer (CEO) to: 1) Develop a process to identify and distribute welcome brochures to new unincorporated area residents; 2) Use existing budget authority to identify funds within the Unincorporated Area Services' (UAS) current budget to pay for new unincorporated area welcome brochures; and 3) Report back in 60 days with a plan outlining how new unincorporated area residents will be identified and receive informational brochures.

Development of New Resident Welcome Brochures

UAS worked closely with each Board office to develop their Districts' new resident welcome brochure. As indicated in the motion, the new resident welcome brochures were to include County phone numbers, websites, and general information identifying valuable community services. The brochures were reviewed by County Counsel. Attachment I includes a copy of the final draft welcome brochures for Supervisorial Districts 4 and 5. The welcome brochures for Supervisorial Districts 1, 2 and 3 will be completed by the end of January 2013.

Process for Distribution of Welcome Brochures and Identification of New Residents

The CEO recommends distribution of the welcome brochures in two phases, first to the new homeowners and second to the new renters.

Homeowners

The Assessor can identify new homeowners by Supervisorial District on a monthly basis and provide a list to the CEO. Therefore, upon approval of a final new resident welcome brochure design from each Board office, a bid process for printing and mailing the brochures can be initiated.

"To Enrich Lives Through Effective And Caring Service"

**Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only**

Renters

Mailing the welcome brochures to new renters within each Supervisorial District involves contracting with data brokers that will need to identify new renters and provide mailing lists within the geographic boundaries of the unincorporated areas. The CEO contacted five vendors and only one had the capability of utilizing the County's mapping shape files to produce a mailing list of new renters exclusively within unincorporated areas, excluding homeowners.

The other four vendors that were contacted, utilized city boundaries or zip codes to produce mailing lists, which would not be effective in identifying residents of unincorporated areas. Of the 174 unincorporated area zip codes: 1) 161 overlap with cities; 2) 50 overlap Supervisorial Districts and cities; and 3) four overlap adjacent county boundaries. Therefore, utilizing zip codes would result in many new residents within cities and other counties receiving a County unincorporated area welcome brochure. Furthermore, there is the potential for an unincorporated area resident to receive the wrong Supervisorial District's brochure.

Summary

Attachment IIA provides a breakdown by Supervisorial District of homeowners and renters between October 2011 and October 2012. Although the motion indicated that there are approximately 12,000 new residents that move into County unincorporated areas monthly, or 144,000 new residents annually, based on information provided by the Assessor for homeowners and information provided by the data brokers for new renters, it was determined that there were 29,697 new residents that moved into the unincorporated area during the identified period, 17,100 were new homeowners and 12,597 were new renters.

Cost of Unincorporated Area New Resident Brochures

There are several factors that contribute to the overall cost of mailing new resident welcome brochures, including: 1) printing and storage, 2) new mover mailing list; 3) organizing new mover mailing list data by Supervisorial District; 4) mailing; and 5) translation. The costs summarized below are estimates and final costs will be obtained once a bid process is conducted.

Printing and Storage

The estimated cost for printing and storage for the new resident brochures is provided in Attachment IIB, broken down by Supervisorial District. The total estimated cost is \$7,055.

New Mover Mailing List

The Board motion indicated that the cost for new mover mailing lists was 12 cents per address, however, upon further research and analysis, it was determined that the cost for the new mover mailing list service for unincorporated areas is 44 cents per address for the initial order and 25 cents once we agree to a monthly service order. Attachment IIB provides the cost for the new mover mailing list for renters by Supervisorial District. The total estimated cost is \$5,500.

Organizing New Mover Mailing List Data by Supervisorial District

Once the CEO receives the new mover mailing data for renters from the vendor, it will be sent to the Internal Services Department's (ISD's) Urban Research Section to geocode the addresses and organize data by Supervisorial District. In order to be able to send District specific welcome brochures to renters, ISD will need to sort the data received on a monthly basis. The cost for Urban Research to refine the mailing list is \$484 per month per 1,000 addresses or estimated at \$6,292 for 13,000 renters annually.

Mailing

Mailing costs for the First, Second, Fourth and Fifth Districts is provided in Attachment IIB. The Third District will mail their brochures independently. The total estimated cost is \$21,280.

Translation

Supervisorial District 4 would like their brochure translated into Spanish and Chinese. The estimated cost of the translation for their brochure is \$2,500.

Total Costs

The total budget requirement for developing and mailing new mover brochures for both homeowners and renters in the unincorporated areas of Los Angeles County is estimated at \$42,627.

CONCLUSION

Upon approval of the attached final draft welcome brochures by the individual Board offices, the CEO will: 1) solicit bids for printing and storage, 2) conduct a Request for Quotes to obtain a new renter's mailing list, 3) solicit a vendor to mail the brochures to new residents using the Assessor's list of new homeowners and a vendor's list of new renters to each District's respective unincorporated areas; and 4) solicit bids for Spanish and Chinese translation of the Fourth District welcome brochure.

We will continue to work with your individual Board offices. Should you have any questions, please feel free to contact Dorothea Park at (213) 974-4283, or via e-mail at dpark@ceo.lacounty.gov.

WTF:RLR:DSP
JO:acn

Attachments (2)

c: Executive Office, Board of Supervisors
County Counsel
Assessor
Internal Services

ATTACHMENT I



Welcome to the County of Los Angeles!

Don Knabe, Fourth District
Los Angeles County Board of Supervisors

bos.lacounty.gov

Serving the Unincorporated communities of Academy Hill, Hacienda Heights, La Habra Heights, La Rambla, Los Nietos, Cerritos Island, Long Beach/Carson Park, Marina Del Rey, Rowland Heights, Torrance, Westfield and Whittier.



Dear Resident,
As a resident of an Unincorporated area, you are entitled to services through the County of Los Angeles, which serves as your local government. Each Supervisor serves as your "Mayor" and County departments provide municipal services. Whether you are new to the neighborhood, or recently moved within the same community, the following listings are intended to help you locate basic services. We look forward to serving you. Welcome!



Board of Supervisors Fourth District

500 W. Temple Street, Room 822
Los Angeles, CA 90012
(213) 974-4444

Welcome to the Community!

Please save this brochure as your guide to local services. If you reside in Unincorporated Hacienda Heights, Rowland Heights or Whittier, a community "Connection" guide is delivered to residences annually. Please find the latest Community Connection by logging on to <http://www.lacounty.gov> (click on "Residents", then Unincorporated Areas") or contact the Fourth District at (213) 974-4444 to receive a free copy.



Please let us know if you need assistance with a County-related matter.
We are here to serve you!

Fourth District Office
Kenneth Hann Hall of Administration
500 W. Temple Street, Room 822
Los Angeles, CA 90012
(213) 974-4444
bos.lacounty.gov

Contact or visit your local Field Office:
(Please call for office hours)

Bellflower Field Office
(Unincorporated Cerritos/Norwalk)
10025 E. Flower Street, Bellflower, CA 90706
(562) 804-8208

Long Beach/Signal Hill Field Office
(Unincorporated Long Beach/Carson Park)
1401 E. Willow Street, Signal Hill, CA 90755
(562) 256-1920

Norwalk Field Office
(Unincorporated Los Nietos, East Whittier, North Whittier,
South Whittier and West Whittier)
12720 Norwalk Blvd. Room 704, Norwalk, CA 90650
(562) 807-7350

Rowland Heights Field Office
(Unincorporated Hacienda Heights,
La Habra Heights and Rowland Heights)
1199 S. Fairway Drive, Suite 111, Walnut, CA 91789
(909) 594-6561

San Pedro Field Office
(Unincorporated Academy Hill, La Rambla, Westfield)
505 S. Centre Street, San Pedro, CA 90731
(310) 519-6021

Torrance Field Office
(Unincorporated Marina Del Rey, and Torrance)
825 Maple Avenue, Torrance, CA 90503
(310) 222-3015

Find your district or service providers! Identify your Congressional and State representatives, water districts, school districts, local law enforcement and more.
www.gis.dpw.lacounty.gov/service/locator or
www.lavote.net/online/districtmapapp

Listed are some of the most commonly requested County-related services.

Please log on to www.lacounty.gov, or dial 2-1-1, to search for additional services.

Para copias en español, llame al (213) 974-4444 如需索取中文副本，請致電 (213) 974-4444



To receive a free copy of the Citizens Guide to County Services, call (213) 974-1311

Animal Care and Control

(626) 962-3377
Injured animals, dead animal pick-up, rescues, adoption, dog/cat licensing, and low-cost vaccination clinics.
www.animalcare.lacounty.gov

- **Agricultural Commissioner/Weights and Measures**
Coyote/wildlife issues.
(626) 575-5462
<http://acwm.lacounty.gov>

Beaches and Harbors (310) 305-9545

Activity guide, maps, and more for Los Angeles County beaches and Marina Del Rey.
<http://beaches.lacounty.gov>

Business Resources

- **Treasurer and Tax Collector (213) 974-2011** Business Licenses: Determine if your business is located in the Unincorporated area and if the type of businesses requires a business license.
http://tcc.lacounty.gov/proptax/business_license.htm
- **Los Angeles Economic Development Corporation (213) 622-4300** Information, resources and referrals for businesses. <http://laedc.org>
- **Department of Public Health (626) 430-5560** Environmental Health Division: Conducts restaurant inspections.
<http://www.ph.lacounty.gov/eh/>

Birth/Death Records (562) 462-2137
Registrar-Recorder/County Clerk
<http://rrcc.lacounty.gov/>

Code Enforcement

- Report substandard property conditions.
- **Regional Planning (213) 974-6483** Abandoned cars, junk and debris, and residential and business inspections.
<http://planning.lacounty.gov/enforcement>
- **Department of Public Works-Building and Safety (626) 458-3193** Blighted or abandoned properties.
www.dpw.lacounty.gov/bsd

Community Resources Dial 2-1-1

By dialing 2-1-1, you will be connected to an operator who will assist you with free information on health referrals, social services, Unincorporated municipal services, and more.
<http://www.211lacounty.org>

Consumer Affairs (800) 593-8222
Education, counseling, and investigation on consumer fraud including landlord-tenant disputes, foreclosures, identity theft, scams, immigration fraud, Small Claims Court lawsuits and more.
<http://tca.lacounty.gov>

Emergency Preparedness

- **Emergency Survival Guide:** Information to help you better prepare for a disaster. [lacoea.org/pdf/emergencysurvivalguideowres.pdf](http://www.lacoea.org/pdf/emergencysurvivalguideowres.pdf)
- **CERT (Community Emergency Response Team): (323) 881-2475** or **(888) CERT 939** Community disaster preparedness training.
<http://www.fire.lacounty.gov/ProgramsEvents/PECERT.asp>
- **Alert LA County** Register your cell phone number, voice over IP phone number, and e-mail address with the Alert LA County Emergency Mass Notification System.
<http://www.alert.lacounty.gov>

Graffiti Removal Hotline Report Graffiti **(800) 675-HELP (4357)** or report online: <http://ladpw.org/rtda/dispatch/publicgraffiti>

Health Dial 2-1-1 for more information. For emergencies, dial 9-1-1.

- **Department of Health Services** Public hospitals, urgent and emergency care. www.ladhs.org
- **Department of Public Health (800) 427-8700** Clinic locations, immunizations, flu shots, testing and treatment for sexually transmitted diseases, Tuberculosis, pregnancy and prenatal care and more. www.publichealth.lacounty.gov
- **Environmental Health (888) 700-9995** Inspects/enforces public health laws at food facilities, apartments/condominiums, and more. www.ph.lacounty.gov/eh

Library (562) 940-8400

Find your local County library.
www.colapublib.org

Military Banner Program

Banners are hung in the community to honor residents of the Hacienda Heights, Rowland Heights and Whittier Unincorporated areas who are serving in the United States Armed Forces.

Parks and Recreation (213) 738-2961

Department of Parks and Recreation
Locate local/regional County park locations, youth, adult and senior programs and schedules. www.parks.lacounty.gov

- To reserve a park facility or space: www.reservations.lacounty.gov

Permits and Plan Checks

Check your zoning, request inspections and obtain permits before you build.

- **Building and Safety (800) 458-3173** Guidance on obtaining permits, requirements for building plans, building codes, how-to report a building or property violation.
www.dpw.lacounty.gov/bsd
- **Environmental Health/Public Health (626) 430-5560** Reviews plans of food facilities, inspections after construction/remodeling, and consults with food facility operators.
www.ph.lacounty.gov/eh
- **Fire Prevention (323) 890-4132** Commercial, industrial and residential inspections. www.fire.lacounty.gov/FirePrevention/FirePrevention.asp
- **Regional Planning (213) 974-6411** Provides plan checks, land use and zoning information, residential and business property inspections, home additions and improvements.
planning.lacounty.gov

Public Safety

- **Dial 9-1-1** for emergencies
- **California Highway Patrol (800) TELL-CHP (835-5247)** (Non-emergency) Locate your local station, report traffic related complaints, and to traffic accidents in the Unincorporated areas. www.chip.ca.gov
- **Crime Stoppers (800) 222-TIPS (8477)** Report crime anonymously by calling or logging on to the website. www.lacrimestoppers.org
- **Fire Department** **General Information (323) 881-2411** Locate your neighborhood fire station, access fire safety information, and emergency preparedness training locations (CERT).
Sheriff's Department **General Information (323) 267-4800** Locate your neighborhood station, report a crime, join a Neighborhood Watch or local Sheriff's Community Advisory Council. www.lasd.org

Road Maintenance (626) 458-5100

Department of Public Works
www.ladpw.org
The Service Locator will help you find what you need: www.gis.dpw.lacounty.gov/servicelocator

- **Emergency after-hours hotline (800) 675-4357** (Trees, potholes, sidewalks)
- **Inoperable street lights (Edison) (800) 611-1911**
- **Inoperable traffic signals (626) 458-1722** **Traffic safety issues:** request stop signs, traffic studies. **(626) 300-4708**

Safely Surrendered

(877) 222-9723 or **dial 2-1-1**
State law allows an individual to safely give up an unwanted infant without arrest or prosecution at any hospital or fire station in Los Angeles County.
www.babysafe.ca.gov

Schools and Educational Resources

Registrar-Recorder/County Clerk
Find your school district and other representatives on the website. www.lavote.net/onlinedistrictmapapp or call the Los Angeles County Office of Education at **(562) 922-6336**.

Senior Services

- **Department of Community and Senior Services (800) 510-2020** Obtain information on meal programs, employment, senior activities, social services, local senior centers and more. www.ccss.lacounty.gov
- **Department of Parks and Recreation (213) 738-2961** Locate the closest park senior center. www.parks.lacounty.gov
- **Adult Protective Services Hotline (877) 477-3646** Responds to reports of neglect or abuse of elderly and/or disabled adults.

Shopping Carts (Abandoned)

Department of Public Works (800) 252-4613
Report abandoned shopping carts.
Attention Shoppers! Unincorporated Los Angeles County is a plastic bag free area. Bring your reusable bag every time you shop.

Transportation

- Some programs require that qualified riders register prior to making transportation reservations. Check with the agency directly for more information. www.lagobus.info
- **Access Services (800) 827-0629** For the disabled. www.asfla.org
- **Local Public Bus Service: (323) 466-3876** Schedules: www.metro.net

Dial-a-Ride (800) 827-0829

- For the elderly and disabled. www.ladpw.org/FODD/Transit
- **Shuttles: (888) 524-6287** Local service is available within the Whittier Unincorporated area. Log on to www.lagobus.info for schedules, fare, and shuttle pick up and drop off locations.

Utilities

The following contacts will assist you with identifying your local utility service providers:

- **Cable Television (213) 974-2323**
- **Gas: The Gas Company (800) 427-2200**
- www.socaligas.com
- **Electricity: Southern California Edison (800) 655-4555**
- www.sce.com
- **Water: Service Locator** www.gis.dpw.lacounty.gov/servicelocator/ or "Find my District" www.lavote.net/onlinedistrictmapapp
- **Trash: Public Works Waste Hauler Franchise Hotline (800) 993-5844** Or log on to "Who Picks Up My Trash" at <http://dpw.lacounty.gov/epd/tcls/WhoPickUpMyTrash.aspx>

Voter and Election Information

Registrar-Recorder/County Clerk (800) 481-VOTE Learn of upcoming elections and find your polling place. If you recently moved you must re-register to vote. www.lavote.net



KEY CONTACTS

Animal Care and Control
(800) 253-3555
animalcare.lacounty.gov

Community and Senior Services
(213) 738-4913
css.lacounty.gov

Consumer Affairs
(800) 593-8222
dca.lacounty.gov

Environmental Health Inspections
(626) 430-5200
ph.lacounty.gov/eh

Fire Department
(323) 881-2411
fire.lacounty.gov

Graffiti Removal Hotline
(800) 675-4357
dpw.lacounty.gov

Household Hazardous Waste
(888) CLEAN-LA
cleanLA.com

Illegal Dumping
(888) 838-6746
dpw.lacounty.gov/epd/illdump

MTA Transit Information
(323) 466-3876
www.metro.net

Parks and Recreation
(213) 738-2961
parks.lacounty.gov

Property Tax Information
(888) 807-2111
lacountypropertytax.com

Registrar-Recorder/County Clerk
(800) 815-2666
rrcc.lacounty.gov

Road Maintenance
(800) 675-4357
dpw.lacounty.gov/resident

Sewer Maintenance
(800) 675-4357
dpw.lacounty.gov

Sheriff's Department
(323) 267-4800
lasd.org

Zoning Enforcement
(213) 974-6453
planning.lacounty.gov/enforcement

To find services and LA County offices and facilities in your area, visit maps.lacounty.gov.

Visit the LA County website at lacounty.gov.



Fifth Supervisorial District

500 W. Temple St., Room 869
Los Angeles, CA 90012
(213) 974-5555

Welcome to
Unincorporated
Los Angeles County!
Fifth Supervisorial District



Board of Supervisors County of Los Angeles

MICHAEL D. ANTONOVICH
SUPERVISOR, FIFTH DISTRICT

Dear Resident:

Thank you for selecting unincorporated Los Angeles County as your new home. Our community offers excellent schools, quality parks, libraries, and a safe environment to raise a family.

To help you become acquainted with your new community the County has prepared some information that you may find beneficial both during your move and in the years to come.

The County is your municipal service provider and as such provides law enforcement, firefighting, road maintenance, zoning, building permits, and animal care and control.

We would like to welcome you to unincorporated Los Angeles County. Enclosed you will find a list of field offices you can contact if you have any questions.



www.lacounty.gov

GETTING "CONNECTED"

Fifth Supervisorial District Field Offices

Main Office
Room 869, Kenneth Hahn Hall
of Administration
500 W. Temple St.,
Los Angeles 90012
Phone: (213) 974-5555
E-mail: FifthDistrict@lacbos.org
Website: bos.lacounty.org

Antelope Valley
1113 W. Avenue M-4, Suite A
Palmdale, CA 93551
Phone: (661) 726-3600

Pasadena
215 N. Marengo Ave., Suite 120
Pasadena, CA 91101
Phone: (626) 356-5407

San Gabriel Valley
615 East Foothill Blvd., Suite A
San Dimas, CA 91773
Phone: (909) 394-2264
(626) 967-1441

Santa Clarita Valley
27441 Tourney Rd., Suite 108
Santa Clarita, CA 91355
Phone: (661) 287-3657

San Fernando Valley
21943 Plummer Street
Chatsworth, CA 91311
Phone: (818) 993-5170

Electricity and Gas
For electrical service call
Southern California Edison at
(800) 655-4555.

For gas service, call the
Southern California Gas Company
at (800) 427-2200.

COUNTY SERVICES

FOR POLICE, FIRE AND MEDICAL EMERGENCIES, CALL 911

Trash Service

To find your local trash hauler, call (800) 993-5844 or visit dpw.lacounty.gov/epd/tcis/.

California State Department of Motor Vehicles

For general information (driver's license, registration, office locations, etc.) call (800) 777-0133 or visit www.dmv.ca.gov.

Marriage, Birth and Death Records

For records, call L.A. Registrar-Recorder/County Clerk at (800) 815-2666.

Superior Court of California

For information (traffic court, civil trials, jury service, etc.) visit the Los Angeles Superior Court website at www.lasuperiorcourt.org.

Voter Registration

To register to vote, or update your voter information, please visit www.lavote.net.

Pet License

All dogs and cats must be licensed and vaccinated for rabies. Dogs must also meet the compliance with microchip and spay/neuter requirements. For licensing information, visit animalcare.lacounty.gov or call (800) 253-3555 to find your local shelter.

Town Councils

These organizations consist of residents who are selected to hear input from local residents and make recommendations to elected officials and County staff. To see if you have a local town council, call (213) 974-5555.

COUNTY CODE PROVISIONS

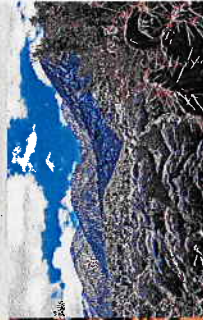
KEY COUNTY CODE REQUIREMENTS

- New buildings, and additions including patio covers, balconies, pools, built-in barbecues, outbuildings, and garages must comply with building setbacks and separation, height limits, and Community Standards District requirements.
- Building Permits are required for fences over six feet tall, and buildings/structures over 120 sq. feet of floor area.
- Permits are required for removal, pruning/trimming, and encroachment of oak trees.
- Property yards are to be maintained free of trash, debris, unused equipment, overgrown vegetation, and miscellaneous items of personal property.
- Limits the number of pets/animals such as dogs, horses, and sheep.

COUNTY CODE PROHIBITS

- Storage of abandoned/inoperable motor vehicles, trailers, campers, boats, and other mobile equipment on private property (except when stored inside an enclosed garage).
- Unsecured swimming pools greater than 18 inches in depth. (A permit is required for fence and sand, gates, and there are signage requirements.)
- Operating a home business, (other than home office), from residential or agricultural zoned properties.
- Display of unpermitted business signs, including advertising banners.
- Parking of commercial vehicles and trailers in residential and agricultural zoned properties.

For the full listing of County Municipal Codes and ordinances, visit: www.municode.com/Library/CA/Los_Angeles_County



OTHER RESOURCES

As an unincorporated area resident, you can simply dial **2-1-1** to access an array of municipal services, including code enforcement, senior services, employment resources, alcohol and drug-related support, volunteer opportunities, and many other health and human services resources. **2-1-1** is operated **24** hours a day, **7** days a week, and is provided in many languages.

For more information about your local County government, visit lacounty.gov.

Planning on any property improvements? Adding a room?

Constructing a fence, wall or driveway? Replacing or installing doors or windows? Upgrading electrical or plumbing work? Remodeling the interior or exterior? Removing a tree? Grading your hillside?

All of the above activities require review and approval. Before starting any property improvement projects, please contact the Department of Public Works, Building and Safety at (626) 458-3173 or dpw.lacounty.gov/bsd

Parks & Recreation

To find out about facilities and programs near your neighborhood, visit parks.lacounty.gov or call (213) 738-2961

Libraries

For information on LA County Public Library programs and to find your local library, visit colapublib.org. Altadena residents are served by the Altadena Library District at (626) 798-0833 or www.altadenalibrary.org.

Road Maintenance/ Public Works

The Department of Public Works provides a full range of road services, including street sweeping, pothole patching, and tree trimming. For information, go to dpw.lacounty.gov or to report a problem call (800) 675-HELP (4357).

Sheriff's Department

To find your local station or for general law enforcement information, visit lasd.org or call (323) 267-4800.

California Highway Patrol

Traffic enforcement and accident investigations in unincorporated areas. For information, visit www.chp.ca.gov or call (800) 835-5847.

LA County Fire Department

Visit fire.lacounty.gov or call (323) 881-2411 for information or to find your local Station.

ATTACHMENT IIA and IIB

**Attachment IIA
New Mover Data by Supervisorial District**

New Mover Population	SD1	SD2	SD3	SD4	SD5	Total
Renters	2,308	2,766	306	3,021	4,196	12,597
Homeowners	2,800	2,600	700	2,300	8,700	17,100
Total	5,108	5,366	1,006	5,321	12,896	29,697

**Attachment IIB
New Resident Welcome Brochure by Supervisorial District**

Estimated Costs	SD1	SD2	SD3	SD4	SD5	Total
Printing and Storage	\$2,160	\$947	\$1,210	\$947	\$1,790	\$7,055
New Mover Mailing List	\$1,008	\$1,208	\$134	\$1,319	\$1,832	\$5,500
Geocoding Renters	\$1,153	\$1,382	\$153	\$1,509	\$2,096	\$6,292
Mailing	\$3,960	\$3,980	\$0	\$3,980	\$9,360	\$21,280
Translation	\$0	\$0	\$0	\$2,500	\$0	\$2,500
Total	\$8,280	\$7,516	\$1,497	\$10,255	\$15,078	\$42,627

NOTE: The costs summarized above are estimates. Final costs will be obtained once a bid process is conducted.