

ADOPTED 06-04-13

CITY OF LOS ANGELES

CALIFORNIA



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BOARD OF NEIGHBORHOOD COMMISSIONERS

PAUL PARK
PRESIDENT

LEONARD SHAFFER
VICE PRESIDENT

DOUGLAS EPPERHART
DANIEL GATICA
LINDA LUCKS
KAREN MACK

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MINUTES

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING

MONDAY, MAY 20, 2013 – 1:00 P.M.

CITY HALL, 10TH FLOOR CONFERENCE CENTER
ROOM 1060, 200 NORTH SPRING STREET
LOS ANGELES, CA 90012

(Please note the meetings are no longer in Room 1070)

COMMISSIONERS PRESENT

Paul Park, President
Leonard Shaffer, Vice President
Douglas Epperhart
Karen Mack

ABSENT

Daniel Gatica
Linda Lucks

DEPARTMENT STAFF PRESENT

Grayce Liu, General Manager
Stephen Box, Acting Senior Project Coordinator
Leyla Campos, Senior Project Coordinator
Joseph Hari, Project Coordinator
Janet Lindo, Executive Administrative Assistant

CITY ATTORNEY REPRESENTATIVES

Valerie Flores, Assistant City Attorney
Darren Martinez, Deputy City Attorney
Carmen Hawkins, Deputy City Attorney
Alois Phillips, Deputy City Attorney

1. Introduction (5 minutes)

ACTION: President Park gave the introduction.

2. Call to Order and Commission roll call. (1 minute)

ACTION: President Park called the meeting to order at 1:12 p.m. Commission roll was called by Janet Lindo, Executive Administrative Assistant.

3. Approval of the Minutes of the Regular Meeting of May 7, 2013. (Click on the link to view a copy of the document.) (3 minutes)

http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/05-07-13_draft_COMMISSION_MINUTES.pdf

ACTION: Commissioner Epperhart moved approval of the Minutes of the meeting of May 7, 2013, as written. Commissioner Mack seconded the Motion.

VOTE: Ayes – 4

Nays – 0

Motion passes unanimously.

4. General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than three minutes. (15 minutes)

ACTION: Public comment received from:

Glenn Bailey – wanted to share an example of collaboration of Neighborhood Councils within a region that happens to be within a Council District (CD 12) where all of the Neighborhood Councils are joined together to help in conjunction with the Council Office and the Department of Recreation and Parks put on two events for their stakeholders, a Senior Dance on May 31 and the Valley Family Festival, May 31-June 2.

Jay Handal – West Los Angeles Neighborhood Council will be holding their 3rd Annual Concerts in the Municipal Square at West Los Angeles. Free concerts open to all. Ten concerts every Wednesday night at 7:00 p.m. featuring great bands, two bands every night plus dancing plus food trucks. Friday nights starting the first week of July will be our movies in the park at Stoner Park.

Ida Talalla – appalled by what she read in the May 7 minutes. Minutes need to be clearer in the sense of identifying who spoke, what Neighborhood Council, because this is important.

5. Verbal update from a representative of the Office of the Mayor Antonio Villaraigosa, Neighborhood and Community Services. (10 minutes)

ACTION: None.

6. General Manager's Report. (10 minutes)

1. Briefing on Departmental activities.
2. Staffing, budget and other operational matters.

ACTION: General Manager, Grayce Liu, gave a verbal update on Departmental activities, staffing, budget and other operational matters.

- Budget – after several weeks with the Budget and Finance Committee and with the help of the Budget Advocates, and particular Jay Handal, we have been able to reinstate our entire budget request from the original request at the beginning of the fiscal year. That includes no elimination of existing staff plus two additional staff positions in addition to funding for the as needed funding staff that we would need, elections and also funding for Congress and Budget Advocate work.
 - City Council will be holding a Special Meeting on Thursday to discuss the entire budget.
 - Funding – last Wednesday was our deadline for Demand Warrants and Neighborhood Purposes Grant (NPG). As of Friday we received 138 we suspect that we will have about 160 by the end of today.
 - The next funding deadline is May 31 for any Neighborhood Council who wishes to allocate funds for the Congress of Neighborhoods and Budget Advocates work they can do that with a simple Board Resolution and send it to the Department.
 - June 14 is the cut off time for the purchase card usage at 12 noon Pacific Standard Time because USB Bank who allocates the purchase card is on the East Coast and they will turn off at their time at 12:00 p.m.
 - The checking account system is in the works. We are waiting for the Ordinance to go to City Council so that the City Council can take a look at that. It requires two readings to pass. My hope is that we will have that complete by early June or mid-June so that we can open the checking accounts and have them be ready to go sometime in early July for the Neighborhood Councils.
 - Trainings – the training that we recently had for our EmpowerLA Leadership Academy workshops focused on advocacy and the City Clerk did training on community impact statements and council files. Within the first part of June we will be putting all the Neighborhood Council emails with the City Clerk so that they can start sending the Neighborhood Councils their referral memorandum which shows all the motions that are going before City Council so that they can start looking at those themselves. We will look at them too for citywide issues.
 - Bylaws – the deadline is coming up on June 1 for bylaws amendments.
 - Elections – Glenn Bailey - just starting the process. More details and further update will be provided at the next Commission meeting.
 - A budget packet was put out to all Neighborhood Councils for next fiscal year. It is due by July 12 back to our office. We asked Neighborhood Councils to put together a very basic strategic plan in order for them to start strategically budgeting their money.
 - Field Operations – training in the Harbor is scheduled for June 29 at the Kaiser building in the area.
 - Continuing to work with Councils for Councils and the Valley Resource Board.
7. Discussion and motion to retroactively amend the Olympic Park Neighborhood Council contract with the Los Angeles Neighborhood Initiative (LANI) to extend the terms of the contract from December 31, 2012, to December 31, 2013. (Click on the link to view a copy of the document.) (10 minutes)
- http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/LANI_LOA_SuppAgreement.pdf

ACTION: Agenda item to be continued. Quorum was lost due to Commissioner Mack recusing herself.

8. Commission Committee Reports. (10 minutes)
 1. Ad Hoc Committee re Standards and Outreach (Members: Mack-Chair, Park, and Lucks)
 2. Neighborhood Council Plan Review Committee (Members: Epperhart-Chair, and Shaffer)

ACTION: None.

9. Discussion and possible action amending the Commission's Rules of Order, Rule number 3, regarding the 3rd Monday of each month meeting location for the remainder of the 2013 regular meetings of the Board of Neighborhood Commissioners. Click on the link to view a copy of the document.) (10 minutes)
http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/Rule-3_2013_revised_StandingMeetingsLocation_05-20-13.pdf

ACTION: Commissioner Shaffer moved approval amending the Commission's Rules of Order, Rule number 3, regarding the 3rd Monday of each month meeting location for the remainder of the 2013 regular meetings. Commissioner Mack seconded the Motion.

**VOTE: Ayes – 4
Nays – 0**

Motion passes unanimously.

10. Discussion and possible action regarding the recommendations from the Commission's Regional Plan Review Committees suggesting changes to the Factual Basis Stakeholder definition. Currently, a stakeholder in the Neighborhood Council system is defined as a person who "lives, works, or owns property in the neighborhood and any individual who declares a stake in the neighborhood and affirms the factual basis for it." The Commission may take action on this definition recommending amendments to the Los Angeles City Administrative Code Section 22.811(a) (2). (30 minutes)

ACTION: Proposed Motion

Resolved, the Board of Neighborhood Commissioners recommends that sections of the City's Administrative Code which touch upon Neighborhood Council stakeholders be amended as follows:

- (1) remove the requirement that neighborhood councils provide governing board positions for factual basis stakeholders;
- (2) allow each neighborhood council to determine the number, if any, of governing board seats that will be allocated to factual basis stakeholder;
- (3) remove the current definition of factual basis stakeholder; and
- (4) allow each neighborhood council to adopt its own definition of factual basis stakeholder.

Commissioner Shaffer moved to table further discussion of item 10 until June 17. Commissioner Mack seconded the motion.

**VOTE: Ayes – 3 (Park, Shaffer, and Mack)
Nays – 1 (Epperhart)**

Motion fails.

Commissioner Shaffer moved to remove the requirement that Neighborhood Councils provide governing board positions specifically reserved for factual basis stakeholders as long as there is a board position which could be voted on and occupied by a factual basis stakeholder, but not exclusively. Commissioner Epperhart seconded the motion.

**VOTE: Ayes – 3 (Park, Shaffer, Epperhart)
Abstention – 1 (Mack)
Nays – 0**

Motion passes.

Commissioner Epperhart moved to amend the motion as follows: remove the requirement that Neighborhood Councils provide a governing board position reserved for factual basis stakeholders provided there is an at large position for which all stakeholders could vote and run for. Commissioner Shaffer seconded the amendment.

**VOTE: Ayes – 3 (Park, Shaffer and Epperhart)
Abstention – 1 (Mack)
Nays – 0**

Motion passes.

Commissioner Shaffer moved to allow each Neighborhood Council to determine the number of governing board seats that will be allocated to factual basis stakeholder. Commissioner Epperhart seconded the motion.

**VOTE: Ayes – 3 (Park, Shaffer, and Epperhart)
Abstention – 1 (Mack)
Nays – 0**

Motion passes.

Commissioner Shaffer moved to postpone consideration of numbers 3 and 4 to June 17. Commissioner Epperhart seconded the motion.

**VOTE: Ayes – 4
Nays – 0**

Motion passes unanimously.

Public comment received from:

Glenn Bailey – was an Independent Elections Administrator (IEA) for one of the regions and roved a few of the others, was also a poll manager for four Neighborhood Councils in four different regions as well. A best practice for one Neighborhood Council where they were expecting factual basis stakeholders coming in from the school, is the school gave us the roster. It was like a voter registration roster. It made it real easy to verify. The same thing could be done for the religious institutions. Also, you have in your packet a comment from Jill Banks-Barad regarding the terminology of changing it

to community interests. If you take the language and say any individual who has a community interest instead of that other wording that might narrow it down a bit. The other issue is the whole self-affirmation vs. documentation. Where the documentation resulted in receipts being shown, but as I indicated to you previously at West Hills we had people showing and then handing off the receipt to somebody else. We had to go to a process where we signed the receipt so it could not be used again.

Jay Handal – definition of stakeholder according to what I have on the internet – person, group, organization, member or system who affects or can be affected by an organization’s action. The current BONC policy, if you narrow it down to you can have one seat and no more than two, you’re done. Trying to sit here and figure out what the exact definition, how we’re going to do it, we’ll let the Department come in and do it. The Department does not have staff to start to do pre-registering and qualifying. We’re lucky we can get demand warrants done and get people to meetings that are contentious. Leaving it up to Neighborhood Councils, disaster. As a C4C member out in Neighborhood Councils right now I don’t want to leave it up to them because there are a whole lot of Neighborhood Councils out there that are not very functional and that would be a huge error and create anarchy. Prescreening will become unfriendly and prejudicial. Recommend to Huizar go to one and no more than two and be done with it.

Ivan Spiegel – the concept of substantial interest in a community came from the City Attorney’s office about two months after the 2010 elections, City Clerk election. Nobody did anything about it. Your Board passed a policy and if people would follow your policy we wouldn’t be here having these conversations right now. All you’re doing is opening up more cans of worms, more interpretations. You want to find the definition, find the definition of substantial and that will help everybody and that’s the end of it. The policy of one seat, a minimum of one seat. We have 16,000,000 stakeholders in Venice and they all have legitimate use of Venice Beach. It would totally swamp our Council. We made one seat, we love it. We have gotten two great people over two elections to fill that seat and we don’t have this discussion because anybody can run for it, we don’t care. It’s a factual basis seat. It’s one person on our board out of 21. They can’t take over our board. If you can’t define what factual basis means do you really think 95 Councils are each going to do it? Please keep the policy you have now, it’s working. If you want to remove the definition with the City Council, do it, but keep your policy because it works. Please don’t let people do this on their own.

11. Commission Business - Comment from Commissioners on subject matters within the Board’s jurisdiction. (20 minutes)
 1. Comment on Commissioners’ own activities/brief announcements.
 2. Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
 3. Introduce new issues for consideration by the Commission at its next meeting and direct staff to place on the agenda.
 4. Ask staff to research issues and report back to the Commission at a future time.

ACTION: None.

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12. General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than three minutes. (15 minutes)

ACTION: No speaker cards received.

13. Adjourn

ACTION: Commissioner Shaffer moved that the meeting be adjourned at 4:30 p.m. Commissioner Epperhart seconded the motion.

**VOTE: Ayes – 4
Nays – 0**

Motion passes unanimously.

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