

CITY OF LOS ANGELES

CALIFORNIA



ANTONIO R. VILLARAIGOSA
MAYOR

BOARD OF NEIGHBORHOOD COMMISSIONERS

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GRAYCE LIU
GENERAL MANAGER

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MINUTES

BOARD OF NEIGHBORHOOD COMMISSIONERS

SPECIAL MEETING AGENDA

THURSDAY, JUNE 27, 2013 – 6:00 P.M.

**SILVER LAKE INDEPENDENT JEWISH COMMUNITY CENTER
CONFERENCE ROOM
1110 BATES AVENUE
LOS ANGELES, CA 90029**

COMMISSIONERS PRESENT

Paul Park, President
Leonard Shaffer, Vice President
Linda Lucks
Arnetta Mack
Karen Mack

ABSENT

Douglas Epperhart
Daniel Gatica

DEPARTMENT STAFF PRESENT

Grayce Liu, General Manager
Leyla Campos, Senior Project Coordinator
Joseph Hari, Project Coordinator

CITY ATTORNEY REPRESENTATIVE

Darren Martinez, 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 6:10 p.m. Commission roll was called by Grayce Liu.

3. Approval of the Minutes of the Regular Meeting of June 17, 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/06-17-13_draft_COMMISSION_MINUTES.pdf

ACTION: Commissioner Lucks moved approval of the Minutes of the meeting of June 17, 2013, as written. Commissioner Shaffer seconded the Motion.

**VOTE: Ayes – 5
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:

Nyla Arslanian – stakeholder, Greater Griffith Park Neighborhood Council. Concerned about the recent decision made by the current Greater Griffith Park Neighborhood Council board to change the name to the Los Feliz Neighborhood Council.

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.

- Funding staff still closing out demand warrants and trying to get them paid
- Some demand warrants and contracts and leases did not make the cutoff date and we will be working to contact those Neighborhood Councils to let them know about that and taking the next steps which will probably have to go City Council action in order to get the fund paid out of this current year.
- Approximately 15 Neighborhood Councils went over their yearly allocation so we will be contacting those Neighborhood Councils to let them know that in order for us to pay their P-Cards we will need to take out of their next year allocation.
- Funding trainings have started for the new Funding Program this week.
- One glitch with Wells Fargo, they cannot do ATM cards.

7. 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.

8. Discussion and possible action establishing a committee regarding the EmpowerLA awards (the EmpowerLA awards are awarded annually at the Congress of Neighborhoods to recognize outstanding Neighborhood Councils). The committee will outreach to Neighborhood Councils regarding the availability and nomination procedure for the award and evaluate which Neighborhood Council nominees should be an award recipient. (10 minutes)

ACTION: Commissioner Shaffer moved that the Commission establish a committee of Commissioners to outreach to Neighborhood Councils regarding the availability and nomination procedures for the award and to evaluate which Neighborhood Council nominees should be an award recipient and thereafter if there does not exist a quorum of the Commission, pass the evaluation recommendation to the Department of Neighborhood Empowerment for a decision as to the awardees.

Commissioner Lucks seconded the motion

**VOTE: Ayes – 5
Nays – 0**

Motion passes unanimously

EmpowerLA Awards Committee: Commissioners Karen Mack (Chair), Shaffer, and Lucks

Public comment received from:

Ivan Spiegel – the theme of the Congress this year is called bridging the gap – one foot in City Hall, one foot in your community. When you think about these awards you might want to think about going along with that theme so that everything is tied together. Suggest that the committee come meet with the Congress Planning Committee early on.

9. **PUBLIC HEARING:** Discussion and possible action on Greater Griffith Park Neighborhood Council's (GGPNC) Boundary Adjustment Application in conjunction with Silver Lake Neighborhood Council (SLNC) to move an area within the GGPNC's boundaries to SLNC. (10 minutes)

ACTION: Agenda item nos. 9 and 10 were taken concurrently.

Commissioner Lucks moved that the Board of Neighborhood Commissioners recommend that the Greater Griffith Park Neighborhood Council's request to adjust their southern boundaries to remove the area from the intersection of Fountain Avenue and Myra Avenue, southwest on Myra Avenue to Hoover Street; North on Hoover Street to Fountain Avenue; then east on Fountain Avenue to Myra Avenue Street consistent with increasing the effectiveness and efficiency of the Certified Neighborhood Council under Article VI, Section 2 (a)(iii) of the Plan for a Citywide System of Neighborhood Councils;

FIND the Greater Griffith Park Neighborhood Council's adjusted boundaries provide for better and focused representation and outreach to the stakeholders within their boundaries; and

APPROVE the requested change to the Greater Griffith Park Neighborhood Council's boundaries and bylaws.

Commissioner Karen Mack seconded the motion.

**VOTE: Ayes – 5
 Nays – 0**

Motion passes unanimously

Public comment received from:

Linda Demmers, President, Greater Griffith Park Neighborhood Council, support the boundary adjustment.

Clint Lukens, co-chair Silver Lake Neighborhood Council, support the boundary adjustment.

Mark Mauceri, board member Greater Griffith Park Neighborhood Council, support the boundary adjustment.

Rusty Millar, secretary on the Silver Lake Neighborhood Council, in opposition of the boundary adjustment.

Renee Nahum, co-chair Silver Lake Neighborhood Council, support the boundary adjustment.

Paul Michael Neuman, on Silver Lake Neighborhood Council, support the boundary adjustment.

Barbara Riquette, board member Silver Lake Neighborhood Council, support the boundary adjustment.

Jesse Rogue, owner Mack Senwett Studios, support the boundary adjustment.

Patrick Seamans – my name is Patrick Seamans, Disability Representative board member, Mid City West Community Council. Per Brown Act, you the board, posted your agenda 24 hours prior to your special meeting. On your own agenda for tonight there is an ADA (Americans with Disabilities Act) clause requiring three business days to arrange accommodations, in my case a real time captioner (sign language communication assistant). I dutily requested accommodations this early afternoon to the staff on your board. Now I don't see accommodations for me at this meeting. This meeting is in violation of the ADA Title II. I ask you, the president, to adjourn this meeting. Otherwise I will file a federal grievance.

Nina Sorkin, resident in the Silver Lake Neighborhood Council area for 46 years, support the boundary adjustment.

10. **PUBLIC HEARING:** Discussion and possible action on Silver Lake Neighborhood Council's (SLNC) Boundary Adjustment Application in conjunction with Greater Griffith Park Neighborhood Council (GGPNC) to adopt a GGPNC area into the SLNC's boundaries. (10 minutes)

ACTION: Agenda item nos. 9 and 10 were taken concurrently.

Commissioner Shaffer moved to FIND the Silver Lake Neighborhood Council's request to change the western boundary by adding the following area – from the intersection of Hoover Street and Myra Avenue, north on Hoover Street to Fountain Avenue; East on

Fountain Avenue to Myra Avenue; Then southwest on Myra Avenue to Hoover Street consistent with increasing the effectiveness and efficiency of the Certified Neighborhood Council under Article VI, Section 2 (a)(iii) of the Plan for a Citywide System of Neighborhood Councils;

FIND the Silver Lake Neighborhood Council's adjusted boundaries provide for better and focused representation and outreach to the stakeholders within their boundaries; and

APPROVE the requested change to the Silver Lake Neighborhood Council's boundaries and bylaws.

Commissioner Arnetta Mack seconded the motion.

**VOTE: Ayes – 5
 Nays – 0**

Motion passes unanimously

11. **PUBLIC HEARING:** Discussion and possible action on North Hills West Neighborhood Council's (NHWNC) Boundary Adjustment Application in conjunction with Northridge East Neighborhood Council (NENC) to move an area within the NHWNC's boundaries to NENC. (10 minutes)

ACTION: Agenda item nos. 11 and 12 were taken concurrently.

Commissioner Shaffer moved to table agenda items no 11 and 12.

Commissioner Mack seconded the motion.

**VOTE: Ayes – 5
 Nays – 0**

Motion passes unanimously

Commissioner Shaffer moved to remove agenda items no 11 and 12 from the table.

Commissioner Mack seconded the motion.

**VOTE: Ayes – 5
 Nays – 0**

Motion passes unanimously

Commissioner Shaffer moved to FIND the North Hills West Neighborhood Council's request to adjust their western boundary to the following description – east side of Balboa Boulevard between Devonshire Street and Lassen Street, east on Lassen Street to Woodley Avenue, south on Woodley Avenue, west on Plummer Street to Bull Creek then south on Bull Creek to Roscoe Boulevard consistent with increasing the effectiveness and efficiency of the Certified Neighborhood Council under Article VI, Section 2 (a)(iii) of the Plan for a Citywide System of Neighborhood Councils;

FIND the North Hills West Neighborhood Council's adjusted boundaries provide for better and focused representation and outreach to the stakeholders within their boundaries; and

APPROVE the requested change to the North Hills West Neighborhood Council's boundaries and bylaws.

Commissioner Arnetta Mack seconded the motion.

**VOTE: Ayes – 5
Nays – 0**

Motion passes unanimously

Public comment received from:

Glenn Bailey – the area in your item no. 11 that talks about changing it from Balboa to Bull Creek is actually already covered in two other Neighborhood Councils. Regarding no. 12 there are errors that should be corrected.

12. **PUBLIC HEARING:** Discussion and possible action on Northridge East Neighborhood Council's (NENC) Boundary Adjustment Application in conjunction with North Hills West Neighborhood Council (NHWNC) to adopt a NHWNC area into the NENC's boundaries. (10 minutes)

ACTION: Commissioner Shaffer moved to FIND the Northridge East Neighborhood Council's request to change the eastern boundary to the following description: 118 Freeway south on Aliso Wash to Devonshire Street, east on Devonshire Street to Balboa Boulevard, south on Balboa Boulevard to Lassen Street, east on Lassen Street to Woodley Avenue, south on Woodley Avenue to Plummer Street, west on Plummer Street to Bull Creek, and south on Bull Creek to Nordhoff Street consistent with increasing the effectiveness and efficiency of the Certified Neighborhood Council under Article VI, Section 2 (a)(iii) of the Plan for a Citywide System of Neighborhood Councils;

FIND the Northridge East Neighborhood Council's adjusted boundaries provide for better and focused representation and outreach to the stakeholders within their boundaries; and

APPROVE the requested change to the Northridge East Neighborhood Council's boundaries and bylaws

Commissioner Lucks seconded the motion.

**VOTE: Ayes – 5
Nays – 0**

Motion passes unanimously

13. **PUBLIC HEARING:** Discussion and possible action on Northridge East Neighborhood Council's Boundary Adjustment Application to share 2 adjacent City facilities with their abutting Neighborhood Councils: Northridge Branch Library, 9051 Darby Avenue, Northridge 91325 with the Northridge South Neighborhood Council; and Fire Station 87, 10124 Balboa Boulevard, Granada Hills 91344 with the North Hills West Neighborhood Council. (10 minutes)

ACTION: Commissioner Arnetta Mack moved that the Board of Neighborhood Commissioners **FIND** the Northridge East Neighborhood Council's request to change the boundaries to reflect shared space of public facilities of the Northridge Branch Library, 9051 Darby Avenue, Northridge 91325 with the Northridge South Neighborhood Council; and Fire Station 87, 10124 Balboa Boulevard, Granada Hills 91344 with the North Hills West Neighborhood Council consistent with increasing the effectiveness and efficiency of the Certified Neighborhood Council under Article VI, Section 2 (a)(iii) of the Plan for a Citywide System of Neighborhood Councils;

FIND the shared space between the Northridge East Neighborhood Council, Northridge South Neighborhood Council and North Hills West Neighborhood Council to be compliant under Article III, Section 2 (a)(iii) of the Plan for a Citywide System of Neighborhood Councils, which allows two (2) or more Certified Neighborhood Councils to overlap boundaries when the area for proposed inclusion into each Council is designed for a public use, such as a library or police station;

FIND the Northridge East Neighborhood Council's adjusted boundaries provide for better service and outreach to the stakeholders within their boundaries; and **APPROVE** the requested change to the Northridge East Neighborhood Council's boundaries and bylaws.

APPROVE the requested change to the Northridge East Neighborhood Council's boundaries and bylaws.

Commissioner Lucks seconded the motion.

VOTE: Ayes – 5
Nays – 0

Motion passes unanimously

Public comment received from:

Glenn Bailey, First Vice President, Northridge East, support the boundary adjustment.

14. **PUBLIC HEARING:** Discussion and possible action on Northridge West Neighborhood Council's Boundary Adjustment Application to include all of the western side of Reseda Boulevard and to include the Northridge Recreation Center area (on the east side of Reseda Boulevard), sharing it with Northridge East Neighborhood Council. (10 minutes)

ACTION: Commissioner Karen Mack moved to **FIND** the Northridge West Neighborhood Council's request to change the eastern boundary to the following description – western side of Reseda Boulevard; plus all of Northridge Recreation Center area which is on east side of Reseda Boulevard and share it with Northridge East Neighborhood Council consistent with increasing the effectiveness and efficiency of the Certified Neighborhood Council under Article VI, Section 2 (a)(iii) of the Plan for a Citywide System of Neighborhood Councils;

FIND the shared space between the Northridge West Neighborhood Council and Northridge East Neighborhood Council to be compliant under Article III, Section 2 (a)(iii) of the Plan for a Citywide System of Neighborhood Councils, which allows two

(2) or more Certified Neighborhood Councils to overlap boundaries when the area for proposed inclusion into each Council is designed for a public use, such as a library or police station;

FIND the Northridge West Neighborhood Council's adjusted boundaries provide for better service and outreach to the stakeholders within their boundaries; and

APPROVE the requested change to the Northridge West Neighborhood Council's boundaries and bylaws.

Commissioner Lucks seconded the motion.

**VOTE: Ayes – 5
Nays – 0**

Motion passes unanimously

15. **PUBLIC HEARING:** Discussion and possible action on Canoga Park Neighborhood Council's Bylaws Amendment Application requesting a change to their Board structure to change the 2 Industrial Business Seats to 2 At-Large Seats. (10 minutes)

ACTION: Commissioner Lucks moved that the Board of Neighborhood Commissioners FIND the Canoga Park Neighborhood Council's request to change their Board structure to change the 2 Industrial Seats to 2 At-Large Seats Stakeholders consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and

APPROVE the requested change to the Canoga Park Neighborhood Council's bylaws.

Commissioner Karen Mack seconded the motion.

**VOTE: Ayes – 5
Nays – 0**

Motion passes unanimously

Public comment received from:

Ronald Ben Clary, Vice President, Canoga Park Neighborhood Council, people have been applying and running under the categories and in practice it has never been a problem. We have not had an industrial seat filled in two years.

16. **PUBLIC HEARING:** Discussion and possible action on Hollywood Studio District Neighborhood Council's Bylaws Amendment Application requesting a change to their Board structure to increase the Commercial Property Owners, Owner-Occupied Residential Property Owners, Residential Tenants, and Employee of Service Organizations from 1 seat to 2 seats respectively for each of the named categories, decrease the At-Large seats from 5 seats to 2 seats and decrease the Youth seat from 2 seats to 1 seat. (10 minutes).

ACTION: Commissioner Arnetta Mack moved to FIND the Hollywood Studio District Neighborhood Council's request to change their Board structure to increase the

Commercial Property Owner, Owner Occupied Residential Property Owners, Residential Tenants, and Employee of Service Organizations from 1 seat to 2 seats respectively for each of the named categories, decrease the At-Large seats from 5 seats to 2 seats and decrease the Youth seat from 2 seats to 1 seat consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and

APPROVE the requested change to the Hollywood Studio District Neighborhood Council's bylaws.

Commissioner Lucks seconded the motion.

**VOTE: Ayes – 5
Nays – 0**

Motion passes unanimously

Public comment received from:

Ziggy Kruse, we have put in the bylaws already that if a seat or category cannot be filled or wasn't filled during election time that it can only be remained open and then it can be filled with an At-Large, if people send in an application, then it can be filled by appointment.

Jirair Toussounian, Chair, Bylaws Committee, the committee spent numerous times of digesting the bylaws and reiterating it to make it so that it fits our needs of today and possibly the next election round. The board had met to discuss the bylaws in three different board meetings. There is a section in the bylaws that says if any appointments are necessary it can be done within the Neighborhood Council district.

17. **PUBLIC HEARING:** Discussion and possible action on Mid City West Community Council's Bylaws Amendment Application requesting a change to their Board structure by reducing the number of Board seats from 45 to 35 and changing the number of mandatory categories from 19 to 6, which will include homeowners, renters, zone representatives, business, non-profit organizations and at-large members. (10 minutes)

ACTION: Commissioner Karen Mack moved to FIND the Mid City West Community Council's request to change their Board structure from forty-five (45) to thirty-five (35) seats by decreasing their Mandatory Categories from nineteen (19) to six (6), eliminating two (2) Medium-to-Large Business seats, Government seat, two (2) Education seats, two (2) Religious Community seats, Civic Associations seat, Media/Entertainment seat, two (2) Art seats, Medical seat, two (2) Minority seats, Senior seat, Youth seat, Disabled seat and Union seat while increasing small Business seats from three (3) to six (6) seats and Members at Large seat from seven (7) to eight (8) seats consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and

APPROVE the requested change to the Mid City West Community Council's bylaws.

Commissioner Shaffer seconded the motion.

Commissioner Shaffer moved to amend the motion to strike the word small preceding business after the word increasing.

Commissioner Karen Mack moved to FIND the Mid City West Community Council's request to change their Board structure from forty-five (45) to thirty-five (35) seats by decreasing their Mandatory Categories from nineteen (19) to six (6), eliminating two (2) Medium-to-Large Business seats, Government seat, two (2) Education seats, two (2) Religious Community seats, Civic Associations seat, Media/Entertainment seat, two (2) Art seats, Medical seat, two (2) Minority seats, Senior seat, Youth seat, Disabled seat and Union seat while increasing Business seats from three (3) to six (6) seats and Members at Large seat from seven (7) to eight (8) seats consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and

APPROVE the requested change to the Mid City West Community Council's bylaws

Commissioner Lucks seconded the motion.

**VOTE: Ayes – 5
Nays – 0**

Motion passes unanimously

Public comment received from:

Jay Handal, I was at their final meeting when they actually got quorum to be able to vote on these things. There was some contention, but it wasn't so much about bringing it down because I think they all recognized that they needed to bring it down. There were at least three, they couldn't meet quorum meetings in the last three to four months. The fifteen seats had been vacant up to six months which means that one-third of the stakeholders were under or not represented at all on a Neighborhood Council and that's egregious. So they took a very proactive step in trying to narrow it down. The goal was actually in trying to hit 30, but the compromise was to hit 35, to at least bring it down to an area. The seat number is good for now.

Andrew Jhun, delegated member from Mid City West, I am also on the bylaws committee. That was directly one of the issues that we faced, which was who is a factual basis stakeholder? That motion was put onto the floor and what the board debated and deliberated about was, where do we get guidance from? We need guidance from the Board of Neighborhood Commissioners. We did not have the guidance to determine that. We tabled that motion for a later date.

Charles Lindenblatt, was bylaws grievance committee chair for many years. Strongly opposed to the changes, there is no problem with the size of the board. The board was purposely set up with a large number of seats. Reducing the size of the board reduces the number of voices that go into the decisions. Historically, the board has not had quorum issues. The quorum issues that have developed recently may be attributed to inadequate outreach during our prior elections and not filling vacancies subsequent to this election.

18. **PUBLIC HEARING:** Discussion and possible action on North Hills West Neighborhood Council's Bylaws Amendment Application requesting a change to their Board structure by increasing their Residential Stakeholder seats from 6 to 7, decreasing their General Stakeholder Board seats from 7 to 5 and adding a Factual Basis Board seat. (10 minutes)

ACTION: Commissioner Shaffer moved to **FIND** the North Hills West Neighborhood Council's request to change their Board structure from (6) Residential Stakeholders Seats to (7); from (7) General Stakeholders Seats to (5), and adding (1) seat for the Factual Basis Stakeholder consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and

APPROVE the requested change to the North Hills West Neighborhood Council's bylaws.

Commissioner Arnetta Mack seconded the motion.

VOTE: Ayes – 5
Nays – 0

Motion passes unanimously

19. **PUBLIC HEARING:** Discussion and possible action on Bel-Air Beverly Crest Neighborhood Council's Bylaws Amendment Application requesting a change to their Board structure from a governance system, which has primarily been residential homeowner associations selecting representatives, to one where publicly elected at-large representatives will represent geographic areas not represented, including non-residential Stakeholder Groups to reflect the diversity of interests within the Council territory. (10 minutes)

ACTION: None. Bel-Air Beverly Crest Neighborhood Council withdrew their Bylaws Amendment Application requesting a change to their Board structure.

Public comment received from:

Jay Handal, just a quick concern on Bel-Air Beverly Crest. It has been a concern for quite a while. Commissioner Shaffer brought up a very interesting point a few minutes ago about violating the Plan, by having one group control the entire council. This Neighborhood Council is being controlled by homeowners groups and they don't elect people they appoint people. I think this council completely violates the Plan and as oppose to them withdrawing and trying to play this game, I think this is a Neighborhood Council that needs to go into exhaustive efforts and be completely revamped from the financials before to the issues of the representation, this council on the west side has not been a council it has well represented its constituents because most of the constituents have no ability to be involved in this council. It's merely appointed person by person, homeowner by homeowner. This is a community council this is not a Neighborhood Council. This is like a federation of homeowner group.

20. Discussion and possible action regarding the recommendations from the Commission's Regional Plan Review Committees which suggest establishing, changing, reaffirming, or adding to the following: (45 minutes)

1) Neighborhood Council subdivision/boundary adjustment policies

Possible proposed motion includes:

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

A new Neighborhood Council may be created from within the boundaries of an existing Neighborhood Council by the following process:

- a. The subdividing group shall undertake the process for Neighborhood Council formation as already described for new councils.
- b. The Department of Neighborhood Empowerment shall set an election to take up the question within 90 days of verifying all paperwork is complete.
- c. A majority of the votes cast by stakeholders of the entire original Neighborhood Council shall be required to complete the separation and create a new council.
- d. If an area leaves a Neighborhood Council, the original council should simply be required to adjust its boundaries and board structure and not recertify.
- e. If an area moves between two existing Neighborhood Councils, neither should be required to recertify.

2) Grievances and complaints policies and procedures

Possible proposed motion includes:

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

- a. The grievance procedure and the complaint process be merged into one system; that the Department of Neighborhood Empowerment (Department) establish a single set of procedures with a regional grievance panel empowered to render a final decision on a grievance without further right of appeal, which shall be based on the grievance policy recommendations already made by the Department as reflected in its report dated November 22, 2011, and contained in Council File Number 11-1018.

3) Rules for governing board selections

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners recommends that:

- a. The Department of Neighborhood Empowerment look at establishing rules and guidelines for Board selections so that they are more uniform and more open to the public.

4) Election policies and procedures; term limits

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners recommends that sections of the City's Administrative Code which touch upon Neighborhood Council election policies and procedures be reaffirmed or amended as follows:

- a. Reaffirm support for the authority having been returned to the Department of Neighborhood Empowerment to conduct Neighborhood Council board elections and to partner with the City Clerk for back office administrative services.
- b. All Neighborhood Councils need to participate in elections or selections at least every two year cycle.
- c. Existing Neighborhood Council boards are encouraged to partner with other Neighborhood Councils and with the Department of Neighborhood Empowerment for candidate recruitment and election outreach.
- d. The City of Los Angeles should not require Neighborhood Councils to impose term limits. It should be left to each Neighborhood Council's discretion.
- e. There shall be participatory involvement of Neighborhood Councils in reviewing election policies and procedures prior to Neighborhood Council elections.

5) Brown Act and posting policies

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners reaffirms and/or amends its policies to reflect the following:

- a. Reaffirm support for the Brown Act for Neighborhood Councils and its single accessible 24 hour posting requirement, and reaffirm current board policies regarding electronic mail and website posting, with only one physical posting site as opposed to many. The email requirement shall specify that agendas be sent to "NCSupport" with the intent that the Department will post them to the city's agenda system.
- b. Neighborhood Councils that do not have a website must post in at least five (5) physical locations.

6) Department of Neighborhood Empowerment General Manager and Board of Neighborhood Commissioners appointments, and Neighborhood Council involvement in the formulation of rules and regulations

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners recommends that sections of the City's Administrative Code which touch upon the appointment of the Department General Manager and the Board of Neighborhood Commissioners, and sections which touch upon the formulation of Department rules and regulations be amended to reflect the following:

- a. Neighborhood Councils should have a greater role in the formulation of rules and regulations as promulgated by the Department and shall continue to have an advisory role in the appointment of the Department General Manager and the members of the Board of Neighborhood Commissioners.
- 7) Duties of the Department in Sec 22.801(j) which currently states that "[The Department shall] with the assistance of the Information Technology Agency, create and maintain an internal and external information and communication network, including a Citywide database of neighborhood organizations and similar information, that would be available for public use;"

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners recommends that Sec 22.801(j) of the Administrative Code be amended as follows:

"with the assistance of the Information Technology Agency, create and maintain an internal and external information and communication network that would be available for public use to:

- a. Provide organized access to all current rules, regulations, and election/selection/voting and any other procedures adopted by the Department of Neighborhood Empowerment,
- b. Provide organized access to all historic rules, regulations, and election/selection/voting and any other procedures adopted by the Department of Neighborhood Empowerment that are no longer in force,
- c. Provide organized access to all current legal opinions by the City Attorney on matters relating to the Department of Neighborhood Empowerment, Board of Neighborhood Commissioners, Department rules or regulations, and Department procedures for elections/selections/voting and any other matter,
- d. Provide organized access to all historic legal opinions by the City Attorney on matters relating to the Department of Neighborhood Empowerment, Board of Neighborhood Commissioners, department rules or regulations, and department procedures for elections/selections/voting and any other matter that are no longer in force,
- e. Provide a Citywide database of existing neighborhood organizations and similar information, sortable by areas and individual Neighborhood Councils;"

8) Duties of the Board of Neighborhood Commissioners

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners recommends that sections of the City's Administrative Code which touch upon the duties of the Board of Neighborhood Commissioners be amended to reflect the following:

- a. The Board of Neighborhood Commissioners be given more power to enforce its policies.

ACTION: Commissioner Arnetta Mack recused herself from this agenda item. Commissioner Shaffer moved that all of 20 be postponed for a maximum of 60 days for the purpose of allowing all of these items to be circulated to the Neighborhood Councils for comment, requesting the help of the Department in having these out to Neighborhood Councils and whatever types of surveys they might wish to do it. and that during that 60 day period we agendized for further discussion at our meeting scheduled for July 15, 2013, items 21, 22 and 23 and then at our meeting scheduled for August 19 the remaining items of number 20 for further discussion.

The motion did not receive a second.

Commissioner Shaffer moved that the entirety of 20 be postponed for 60 days for the purpose of distributing it to the Neighborhood Councils for comment, with the proviso that from time to time at our meetings during those 60 days individual items on 20 may be agendized for the purpose of discussion only.

Commissioner Karen Mack seconded the motion.

Commissioner Shaffer withdrew his motion.

Commissioner Lucks moved to postpone item 20 for final vote for 60 days and that all items on item 20 are placed on every Commission meeting agenda between now and then for the purposes of public comment, with the possibility of discussion and that all items be disseminated by the Department in every eblast for the 60 days to solicit as much public input as possible

Commissioner Karen Mack seconded the motion.

**VOTE: Ayes – 4
Nays – 0**

Motion passes unanimously

Public comment received from:

Glenn Bailey – Thank the Commission for setting up the NC Plan process. It was very valuable to have the involvement from the different regions, separately and collectively. I strongly support the 60 day vetting process, not just for the individual Neighborhood Councils, but possibly even more importantly for the regional alliances to put this on their agendas and also LANCC, so that as a group of Neighborhood Councils as well we can have that meeting of the mind. It was a good process, but not perfect. On the

Brown Act it says one, I think it should be at least one and on a case by case basis. Regarding the subdivision issue, with the experience of Valley Cityhood, where it was required that the area that wanted to leave had to have a majority vote and then the entire city had to have a majority vote, I think the same thing should apply for the Neighborhood Councils as well.

Robert Blue – I am mainly focused on the Brown Act and posting issues. Ziggy and I did an audit of the Hollywood community of Neighborhood Councils and found that almost all of them were not in compliance. We brought that to the attention of the City Attorney and also the General Manager and also the individual chairs of the Neighborhood Councils. As an example one Central Hollywood, specifically it wasn't a matter of them not being able to post it was a matter of them not posting at all. They didn't have a meeting because of that and you would think that because if you brought that up there would be heighten attention to it. The problem has been ongoing since last July. The board members serve the stakeholders so we shouldn't make something convenient for the board members. We should make it so we can serve the stakeholders. I would hope we could use and enforce and make sure the policies and procedures are followed. Email is not outreach. Posting is important and taking the posting seriously is very important.

Jay Handal – Item no. 20.1 - you heard the question about fiscal impact. I would definitely want to see a report back on fiscal impact. The question is, how small will you allow it to be? What is the minimum number of stakeholders for a geographic area? The problem becomes these little areas want to split out because of the parochial issues and the infighting among the Neighborhood Councils within themselves. Isn't it really better to teach them how to get along and work with each other as opposed to now creating 100 new Neighborhood Councils that we can't afford and have them way too small? Minimum number is really important and fiscal impact is really, really important. Item no. 20.2, I firmly agree. Item No. 20.3 is definitely needed in my opinion. Item No. 20.4, I certainly agree with and I would even consider the fact that they should mandate staggered terms. Item no. 20.5, posting, a lot of people have problem with posting, but the reality is there are city buildings, county buildings and a lot of public use places. Really all you need to do is get a hold of the people that run those buildings and get them on a blast email for posting. Attach the agenda, send it to everybody and have them send something back saying posted and you have posted it 4, 5, 7, 8, 10, 12, 20 places. I think it is really important to keep posting. Items 20.6 and 20.7, I agree with. Item 20.8, I think you guys need more power, we all think that. You need to think about standardizing bylaws for all Neighborhood Councils because it is insane the way it is done now.

Ziggy Kruse – in regards to dividing Neighborhood Councils into subdivision it kind of reminds me of City of LA, dividing it into districts, then into Neighborhood Councils and now you want to make it smaller, nobody wants to take responsibility so I wouldn't touch that at least not until people start looking into it a little bit deeper into what subdivisions mean and how they are going to work, how it will infringe on the other Neighborhood Councils. Grievances – should be left to the Neighborhood Councils, how they want to deal with it. My focus point is the Brown Act – having the Brown Act is a great tool. Having a policy to enforce the Brown Act is a great tool, but nobody wants to enforce that. Having Neighborhood Councils give one opportunity to post at least give them the tool that they shall identify a posting location. They should be

required under the policy, under the Plan to post at 5-7, that shouldn't change. That encourages outreach. That encourages that Neighborhood Council board members have to go to the locations to post the agendas. Get more people involved in that way. Duties of the Commission – I wish you guys had the enforcement behind you to enforce your policies.

Charles Lindenblatt, I was bylaws grievance committee chair for several years. I strongly encourage that the grievance policy be adopted. Over the last few years we were very limited in terms of what sort of grievances we could hear and even if we could hear them at all. To have a citywide system set up like this would be an improvement because it would certainly give an outlet for where grievances could be appealed to and dealt with in an appropriate fashion. I oppose the Brown Act change.

Joseph Riser - I came here to speak on subdivision, I am going to hold most of those comments until you actually do take a vote. I am glad you're going out for more public comment. I thank the board for having the Neighborhood Council Plan review process to begin with.

Ivan Spiegel, was a member of one of the planning groups, 1) subdivision-I don't have a problem with what's written here, I have a problem with what is not written, how is this going to affect our funding? You have to give us that answer first before you send it out to the councils. 2) grievances and complaints – after two years of fighting about this, about three years ago we finally got a policy, we went around and around and came up with a whole sheet on how this was going to work and now we are back here again. If you combine grievances and complaint, can you still file against an individual board member? 3) election procedures – Neighborhood Councils need to participate in elections or selections every two year cycle – what if you have a staggered board? 4) Brown Act – I've spoken about this over and over and over – our job is to outreach to our stakeholders and get them involved. If you cut back on the number of postings and the amount of outreach you do, you're cutting back on our primary mission. BONC need the power to enforce its policies.

21. Discussion and possible action regarding Board of Neighborhood Commissioners Policy Number 2011-02 (the "Policy") regarding Factual Basis Stakeholders and an amendment/correction to the Policy to reflect the Commission's action at its May 20, 2013 Commission meeting. (15 minutes)

Current policy: It is recommended and advised that all Neighborhood Councils revise their bylaws to include language stating that: 1. Each Neighborhood Council should allow for the inclusion of a minimum of one board seat or a maximum of (10) percent of the total board composition that factual basis stakeholders can run and vote for in all upcoming elections. If no factual basis stakeholder chooses to seek election to that seat it may be filled with a non-factual basis stakeholder.

Passed motions from May 20, 2013: 1) 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. 2) allow each Neighborhood Council to determine the number of governing board seats that will be allocated to factual basis stakeholder.

Possible proposed amended policy: It is recommended and advised that all Neighborhood Councils revise their bylaws to include language stating that: 1. Each Neighborhood Council should allow for the inclusion of a minimum of one board seat for an "at large seat," which means that any stakeholder may run or vote for the at large board seat. This board composition would meet the requirement that all stakeholders have the opportunity to run and vote for a board seat, while still allowing the Neighborhood Council the flexibility to create specific seats for certain stakeholder categories on its board.

ACTION: An Ad Hoc committee was set up to revise the document and report to the board in the future with a recommendation. Committee - Commissioner Shaffer (Chair), and Lucks. Joe Hari and the City Attorney will assist the committee in revising the policy.

Public comment received from:

Jay Handal – Neighborhood Councils can now through their bylaws process protect themselves from being taken over if they actually had the proper guidance. So I don't know if that is really a major issue. I don't if you need an amendment or if you actually need to revoke the old policy and bring in a new policy so there's clarity in what it really is as oppose to someone looking at it saying its amended, it change, that would certainly be a suggestion that I would have, is that you revoke the old policy and lay in a new policy. I think the big issue is the definition of who a factual basis at-large person is. Is that still going to be necessary under the new policy?

Ivan Spiegel – we spent months on this a couple of years ago. I sat through about five Plan review meetings, two conference meetings, we got everybody together. You guys have taken this up for hours and hours and hours at your last few meetings. We had over an hour lecture from the City Attorney on what needed to be included in this and none of this is in here. So who's writing this? Why are you putting us through these dog and pony show meeting and then you just change everything we said? You just sent eight other policies out to the Neighborhood Councils are you really going to listen when they come back or are you just going to change it based on what you want? What's going on here? The key things and the way this is written, this would amend the current policy so that means the minimal and one percent is still in there with these amendments to it. Jay is right either you change the whole thing, you can't just amend it. The City Attorney gave us a whole lecture, the key thing here is substantial. When we talked in the Plan meetings it was all about substantial. It's not about whether factual basis should be allowed, but what does it mean. Does it mean you buy one cup of coffee and now you're a factual basis. You have to define that. What does substantial homeless mean? You're going have to define all of this.

22. 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: Commissioner Park announced his resignation from the Commission due to him moving outside of the City of Los Angeles.

23. 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:

Mary Benson – I just had some time off. Formerly council staff for Councilmember Alarcon. I just wanted to come and see where I learned all about City politics and that was the formation of Neighborhood Councils with the original City Charter and how much sophistication and care and conciseness that both the Board of Neighborhood Commissioners, the Department of Neighborhood Empowerment and the stakeholders have grown. One last thing I wanted to say is that I attended the meetings of three Neighborhood Councils over this past month. The Sun Valley Neighborhood Council held a block party at which over 200 people came to help beautify a block within Sun Valley. The Sylmar Neighborhood Council held a make your horse count, which was an Animal Services licensing clinic, which for the first brought out over 500 Hispanic constituents and stakeholders from the Sylmar Neighborhood Council, that had really never participated in a public event of this nature before. They licensed 266 horses. That is the largest license sale ever that Animal Services has ever held and it was done in cooperation with Sylmar Neighborhood Council. I think Neighborhood Councils are growing. They are gaining in their innovation for empowerment and it's through the support of really a revitalized Neighborhood Council and your Commissioners that are really making that possible. It makes my job a lot easier.

24. Adjourn

ACTION: Commissioner Lucks moved that the meeting be adjourned at 10:00 p.m. Commissioner Karen Mack seconded the motion.

**VOTE: Ayes – 5
Nays – 0**

Motion passes unanimously.

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