

CITY OF LOS ANGELES
CALIFORNIA

**BOARD OF NEIGHBORHOOD
COMMISSIONERS**

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VICE PRESIDENT

LINDA LUCKS
ARNETTA MACK
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GRAYCE LIU
GENERAL MANAGER

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MINUTES

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING

TUESDAY, OCTOBER 1, 2013 – 6:00 P.M.

**HOLLYWOOD ADVENTIST CHURCH
FELLOWSHIP HALL
1711 NORTH VAN NESS AVENUE
LOS ANGELES, CA 90028**

COMMISSIONERS PRESENT

Leonard Shaffer, Vice President
Victor Medina
Arnetta Mack
Karen Mack

ABSENT

Linda Lucks

DEPARTMENT STAFF PRESENT

Grayce Liu, General Manager
Joseph Hari, Project Coordinator

CITY ATTORNEY REPRESENTATIVE

Carmen Hawkins, Deputy City Attorney

1. Introduction (5 minutes)

ACTION: Vice President Shaffer gave the introduction

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

ACTION: Vice President Shaffer called the meeting to order at 6:17 p.m. Commission roll was called by Joseph Hari.

3. Approval of the Minutes of the Special Meeting of September 9, 2013. (Click on the link to view a copy of the document.) (3 minutes)

http://empowerla.org/wp-content/uploads/2013/09/09-09-13_draft_MINUTES_SPECIAL-COMMISSION-MEETING.pdf

ACTION: Commissioner Medina moved approval of the Minutes of the Special meeting of September 9, 2013, as written. Commissioner Karen 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)

Public comment received from:

Shirley Mims – resident Franklin Hills, concerned with the Board of Greater Griffith Park Neighborhood Council vote to change its name to Los Feliz Neighborhood Council.

Carol Nese, resident Greater Griffith Park-Franklin Hills, concerned with the Board of Greater Griffith Park Neighborhood Council vote to change its name to Los Feliz Neighborhood Council.

Pete Nicholas – residential stakeholder in Rampart Village Neighborhood Council. Request the Commission to visit the issue of how people are determined to be business or residential stakeholders of one neighborhood council or another on one side or the other of a boundary.

5. Verbal update from a representative of the Office of the Mayor Eric Garcetti, 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.

- On Saturday we had an amazing Congress of Neighborhoods with over 700 people at City Hall.
- Neighborhood Council Budget Advocates – Neighborhood Council Budget Day is Saturday, October 26. Budget Advocates will be chosen.
- City Council moved on to the City Attorney the stakeholder definition update which came from the Neighborhood Council Plan Review Committees and the Board of Neighborhood Commissioners. They have asked the City Attorney to draft the ordinance change that will take effect hopefully very soon before the elections come upon us.
- Elections – 12 regions in the City. March, April and May will be the months of the election, 13 weeks. Elections will start in the Valley with Region 2. There were two election sections at the Congress.

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- The difference in the upcoming elections, this is a partnership this time between the Department of Neighborhood Empowerment and the City Clerk. Last time the Department was given special permission by the City Council for 2012 only to run the Neighborhood Council elections. The Department is really strong with working with Neighborhood Councils, Independent Election Administrators (IEA), volunteer poll workers (had 429 last time) and the election committees, outreach, etc., the Department will continue to work on. The part that the City Clerk does for the regular elections which would include candidate filing, qualifying of candidates, putting together the election supplies for the polling place. An MOU has been drafted so that each one is in agreement between what each one will be doing.
- The fiscal implication of the split is \$650,000 was proposed to run the elections. The City Clerk and the Department will split the \$650,000. The City Clerk will get approximately \$100,000 to do their part which is a significant discount considering they will be handling the back office and will provide 25 staffers to do that type of work for that money. The Department would not have been able to provide 25 staffers.
- The Department will be doing six sessions throughout the City starting October, November, and December just to do outreach and elections so that we can make sure everybody is ready.
- Neighborhood Council funding - we are almost there with the checking accounts. Hoping by this week we will be given the o.k, to open the checking accounts. Might require a small ordinance change to the existing ones that we got depending on City Attorney opinion on this matter. Hoping to have them active and going by the beginning of November. We have 25 Neighborhood Councils with their funds frozen for a variety of reasons. Working to try to get them unfrozen as soon as possible.
- Field – we have one Neighborhood Council in exhaustive efforts. Working with North Hills West Neighborhood Council who has allegations of age and gender discrimination. We are working with the Office of City Attorney and Personnel Department to investigate these allegations to determine what happened.
- Department funding and budget – sent out a survey about a month ago asking stakeholders to weigh in on the Department and how we have done the last year. This will help us in terms of prioritizing our budget for next year. Mayor Garcetti has asked all Department Heads to provide a performance metrics so that we can start tracking our progress and our work. We will be implementing that based on the priorities that Neighborhood Councils are setting forward as well as Mayor Garcetti's priorities, one of which is increase civic engagement.

7. Commission Committee Reports. (10 minutes)

1. Ad Hoc Committee re Standards and Outreach (Members: Mack-Chair, and Lucks)
2. Neighborhood Council Plan Review Committee (Member: Shaffer)

ACTION: None.

8. Recognition and presentation of 10 Year Anniversary Certificates to the Olympic Park Neighborhood Council and the Greater Wilshire Neighborhood Council. (10 minutes)

ACTION: 10 Year Anniversary Certificates were presented to John Jake, President, Olympic Park Neighborhood Council, and Owen Smith, Greater Wilshire Neighborhood Council.

9. Discussion with various Central area Neighborhood Council representatives who wish to report concerns, operations, and best practices. Neighborhood Council representatives should complete their questionnaire in advance of the meeting. This matter will last a maximum of 20 minutes and the time will be divided among those representatives wishing to speak. (Click on the link to view a copy of the document.) (20 minutes)
http://empowerla.org/wp-content/uploads/2013/09/BEST-PRACTICES_NC_-CVR-LTR_QUESTIONNAIRE.pdf

ACTION: None.

10. 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: (Click on the links to view copies of the documents.) (75 minutes)
http://empowerla.org/wp-content/uploads/2013/09/Feedback-on-Nine-Proposed-Neighborhood-Council-Plan-Review-Committee-Motions_09-26-13.pdf
http://empowerla.org/wp-content/uploads/2013/09/Attachment-A_SurveyResults_9-motions_09262013.pdf
http://empowerla.org/wp-content/uploads/2013/09/Attachment-B_NC-Resolutions_9-motions_092613.pdf
<http://empowerla.org/wp-content/uploads/2013/09/SurveyContent.pdf>

ACTION: Commissioner Medina moved to move agenda item 10.2a before agenda item 10.1. There were no objections by any of the Commissioners.

- 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.

Commissioner Karen Mack moved to 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.

Commissioner Medina seconded the motion.

Commissioner Medina moved to table this motion.
Commissioner Karen Mack seconded the motion.

VOTE: Ayes – 4
Nays – 0

Motion passes unanimously to table this agenda item.

Commissioner Medina moved to bring back again agenda item 10.1 to the table.

Commissioner Arnetta Mack seconded the motion.

VOTE: Ayes – 4
Nays – 0

Motion passes unanimously to bring back again agenda item 10.1 to the table.

Commissioner Shaffer asked those in favor of adopting agenda item 10.1 as it has been moved please so signify.

VOTE: Ayes – 4
Nays – 0

Motion passes unanimously.

Public comment received by:

Angela Barrales - support the Commission creating a new policy that allows new Neighborhood Councils to be created from a portion of an existing council.

Alex Bowman – support the Commission creating a new policy that allows new Neighborhood Councils to be created from a portion of an existing council

Carolyn Daniels – in favor of subdivision policy no. 10.

Arthur Jaramillo - support the Commission creating a new policy that allows new Neighborhood Councils to be created from a portion of an existing council.

Andrea Moran – support the subdivision policy as I feel it is to the benefit to all Neighborhood Councils.

Clifford Moseley - support the Commission creating a new policy that allows new Neighborhood Councils to be created from a portion of an existing council.

Pete Nicholas – strongly support the Board adopting the specific policy for this issue.

Joseph Riser - support the Commission creating a policy that allows new Neighborhood Councils to be created from a portion of an existing council.

Wendi Riser - support the Commission creating a policy that allows new Neighborhood Councils to be created from a portion of an existing council.

Annie Sakamoto - support the Commission creating a policy that allows new Neighborhood Councils to be created from a portion of an existing council.

Judy Shane – support the idea of subdivision.

Ivan Spiegel – support the right of neighborhoods to try to preserve themselves separately. We were all formed with a specific limit. The limit was 20,000 stakeholders at that time.

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. (Click on the links to view copies of the documents.)
http://empowerla.org/wp-content/uploads/2013/09/11-1018_RPT_DONE_11-22-11.pdf
<http://empowerla.org/wp-content/uploads/2013/09/GrievanceFlowChart.pdf>

This agenda item was moved before agenda item no. 10.1.

ACTION: Commissioner Medina moved to 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:

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.

Commissioner Karen Mack seconded the motion.

Commissioner Karen Mack moved to amend the Resolution to add the word administrative in front of the word appeal.

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:

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 administrative 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.

Commissioner Arnetta Mack seconded the amended motion.

VOTE: Ayes – 4
Nays – 0

Amended motion passes unanimously

Public comment received from:

Ivan Spiegel – this is something that's been percolating through the Neighborhood Council system for years. It started three Congresses ago. Unanimously, the only thing that came out of that session was we want to have regional grievance procedures because there is a conflict of interest when a board has to hear its own grievances and rule against it and the only thing you can file a grievance against is the board itself. The whole thing doesn't work. I urge you to pass this, it is needed.

3) Rules for governing board selections

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners recommends that:

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

ACTION: Commissioner Karen Mack moved that agenda items 10.3, 10.5, and 10.6 be postponed to the next regular meeting.

Commissioner Medina seconded the motion.

**VOTE: Ayes – 4
 Nays – 0**

Motion passes unanimously

- 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.

ACTION: Commissioner Arnetta Mack moved to 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.

Commissioner Karen Mack seconded the motion.

VOTE: Ayes – 4
Nays – 0

Motion passes unanimously

Public comment received from:

Tanya Leal – it was very concerning to see that the survey results came in not representing the 95 City Councils and their stakeholders. I think that the numbers don't represent the entire City of LA that we are supposed to be representing. I am concerned that "a" and "d" are contradictory to one another. In one section it is saying that all Neighborhood Councils are to participate every two years in an election and then in subsection "d" you're giving Neighborhood Councils the option of leaving it up to them to impose their own term limits. I feel it should be consistent with the election cycle as well as the term limits.

Pete Nicholas – I am entirely supported of this motion as it is written. There was significant resistance to two years.

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.

ACTION: Commissioner Karen Mack moved that agenda items 10.3, 10.5, and 10.6 be postponed to the next regular meeting.

Commissioner Medina seconded the motion.

**VOTE: Ayes – 4
 Nays – 0**

Motion passes unanimously

Public comment received from:

Tanya Leal – our Neighborhood Council currently is trying to find a 24-hour location and that I feel is just going to be a dilemma for us especially in certain Neighborhoods and what is considered a 24 hour location. We currently have a park that’s going to be closing and we are hoping that we can put a kiosk in the park to be able to meet this requirement. Some of us are having a hard time to even post our agendas. I want to suggest that as an alternative to may be add another section saying allowing for Neighborhood Councils who do want to keep their location, plus the website, plus NCSupport, to consider having that option as well so that we are not in violation of any of these ordinances that are going to be passed.

Ivan Spiegel – this is something that we have been around about for a while here. You should consult the City Attorney about this. You already have a policy in place on this. This statement on 10.5 is different from your current policy and I would think you would have to rescind the policy before you adopt this, so if you are going to agendize this again that is probably what you should do. However, I hope you don’t. This goes to the core of why we are here. I spent a good part of this weekend teaching at the Congress, teaching about what is the role of Neighborhood Councils? Why are we here? We are here to engage our stakeholders and represent them to the City. How do we engage our stakeholders? One of the ways is to post. If we don’t let people know where we are, what we’re going to be doing, how can we fulfill our core mission?

- 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.

ACTION: Commissioner Karen Mack moved that agenda items 10.3, 10.5, and 10.6 be postponed to the next regular meeting.

Commissioner Medina seconded the motion.

VOTE: Ayes – 4

Nays – 0

Motion passes unanimously

- 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;”

This agenda was taken out of order before agenda item no. 10.5.

Commissioner Shaffer moved to 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.

Commissioner Medina seconded the motion.

VOTE: Ayes – 4
Nays – 0

Motion passes unanimously

Public comment received from:

Pete Nicholas – residential stakeholder, Rampart Village. The history is that we all recognize that EmpowerLA generally is understaffed and underfunded. I can't address that, I can't make City Council do right or increase the appropriation. The problems out in the field that we run into at elections and at other times, when it comes to elections and we have an election commissioner out there those guys are little Napoleons. When they in an instant situation make a ruling about what was or wasn't, did or didn't happen, what we shall or shall not do, and there is not written record of it and later if somebody appeals it, this person says that didn't happen and this one says yes it did and there is no record.

Ivan Spiegel – generally, I am in favor of this. I resent the comment about the Independent Election Administrator, because I was one. It was our job to interpret the bylaws of each council and make rulings based on that, not based on all these rulings that are somewhere else, but it was the bylaws. There should be one repository cause I know there were policies that were passed and I don't know where they are. Before you codify please ask the General Manager if it is possible because otherwise she is breaking the City Ordinance or we're gonna have people dragged off the Neighborhood Councils and put onto this, which we can't afford.

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: This agenda item was taken out of order before agenda item no. 10.3. Commissioner Medina moved to 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.

Commissioner Karen Mack seconded the motion.

Commissioner Karen Mack moved to postpone this agenda item to the next regular Commission meeting.

Commissioner Medina seconded the motion.

**VOTE: Ayes – 4
Nays – 0**

Motion passes unanimously

Public comment received from:

Ivan Spiegel – yes, more teeth, more teeth and more teeth and if nothing else at least get yourself the power to when you set policy, which is your job, that you can get **DONE** to enforce it so that we are not back here in another two years going through all these things again cause nobody can force this to happen, so please, yes.

Pete Nicholas – Council will discuss this, it will create a council file, they will give the opportunity for stakeholders and Neighborhood Councils per the board to participate. There are different opinions of what the board should be able to do: defund, remove, do this or do that. Without any criticism to current or past leadership at **DONE** or the Department itself sometimes there's just been a bit of a wall between the board and the Department when it comes to timely enforcement. All the board is doing here is expressing it sentiments that there should be greater ability by the board to enforce it policy.

- 9) Exhaustive efforts process

Possible proposed motion includes:

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

As part of exhaustive efforts the Department shall be able to recommend to the Board of Neighborhood Commissioners that the board of a Neighborhood Council be removed prior to having to recommend involuntary decertification.

ACTION: Vice President Shaffer moved to take this agenda item out of order before agenda item no. 10.3.

Commissioner Arnetta Mack moved to Resolved, the Board of Neighborhood Commissioners recommends that sections of the City's Administrative Code which touch upon the exhaustive efforts process be amended as follows:

As part of exhaustive efforts the Department shall be able to recommend to the Board of Neighborhood Commissioners that the board of a Neighborhood Council be removed prior to having to recommend involuntary decertification.

Commissioner Medina seconded the motion.

**VOTE: Ayes – 4
Nays – 0**

Amended motion passes unanimously

Public comment received from:

Ivan Spiegel – just as a way for background for those that haven't been here for a while, for years I keep coming here and saying you guys need to get teeth. BONC needs to have the power to be able to run the system or to have the power to require that the Department run the system. Need to set policy that the Department would have to follow.

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

- 1) Elections

Possible proposed motion includes:

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

The Department of Neighborhood Empowerment is to be permanently placed in charge of administering elections.

- 2) Training and leadership development

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners will adopt the following policy:

Neighborhood Council board members be required to complete Ethics, Financial Policy, Sexual Harassment, and ADA Compliance training, and that the Department offer classes including, but not limited to Leadership, City Government Basics, parliamentary procedures, land use, and candidate training.

There be a citywide standard period of time from date of seating, not to exceed 90 days, that a Board member will have to pass the required training, and that this be enforced by the neighborhood council bylaws, which shall prohibit voting on any matter coming before the Neighborhood Council board. Inability of any board member(s) to vote for failure to timely complete training will not affect quorum.

3) Early Notification System

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners recommends that all appropriate rules, which may include sections of the City's Administrative Code, which touch upon the Neighborhood Council Early Notification System be amended as follows:

An Early Notification System be established by each city department, commission, and the City Council, and its committees to provide Neighborhood Councils with a minimum of 60 days notice of any proposed action.

For any proposed ballot measure or ordinance Neighborhood Councils must receive at least 60 days notice.

4) Initiation of Council files

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners recommends that the City Council initiate a motion as follows:

Neighborhood Councils have the right to open Council files. No Neighborhood Council board member shall be required to file a financial disclosure form for a neighborhood council to open a Council file. There shall be no limit on the number of Council files that a neighborhood council may open each year.

5) Review of delivery of City services

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners, with the aid and advice of citywide Neighborhood Councils, will adopt policies establishing best practices for monitoring the delivery of City services.

6) Community Impact Statements

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners recommends that all appropriate rules, which may include sections of the City's Administrative Code, which touch upon Community Impact Statements be amended as follows:

City agendas should once again include the full text of the brief CIS from each NC submitting one, with links to any background materials that were provided as support. Any time a CIS is, for whatever reason removed from a subsequent agenda, the city clerk will send a notice to the neighborhood council.

7) Neighborhood Councils presenting at public meetings

Possible proposed motion includes:

Resolved, the Board of Neighborhood Commissioners recommends that all appropriate rules, which may include sections of the City's Administrative Code, which touch upon Neighborhood Council public testimony be amended as follows:

Official Neighborhood Council or Neighborhood Council Alliance representatives addressing the City Council, its committees, City commissions, and boards be granted up to 5 minutes of presentation time separate from general public comment, to present the official view of the Neighborhood Council Board or Alliance. Neighborhood Councils should receive priority as city entities and be called for comment before general public comment.

ACTION: None.

12. 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.

13. 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)

Public comment received from:

Pete Nicolas – I encourage one of you, the most dynamic, the most community organized, and the most small democratic person to consider proposing a motion that will get on an agenda so it can be voted on to eliminate any percentage requirement for the subdivision. You can take a vote of the whole area, you can identify the sub area, but ultimately the board decides if a new Neighborhood Council gets formed or doesn't. You're locking yourself into a percentage, you've done that, I think it was a mistake, I hope one of you will propose a revision and if you have to have a percentage, if you have to impose a rule, have it be a percentage of the group that is subject to the succession.

14. Adjourn

ACTION: Commissioner Medina moved that the meeting be adjourned at 9:12 p.m. Commissioner Karen Mack seconded the motion.

**VOTE: Ayes – 4
Nays – 0**

Motion passes unanimously.

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