

# CITY OF LOS ANGELES

CALIFORNIA

## BOARD OF NEIGHBORHOOD COMMISSIONERS

LEONARD SHAFFER  
PRESIDENT

JOY ATKINSON  
VICE PRESIDENT

JOSH LAFARGA  
LYDIA GRANT  
ELI LIPMEN  
OLIVIA RUBIO

[Commission@EmpowerLA.org](mailto:Commission@EmpowerLA.org)

TELEPHONE: (213) 978-1551



ERIC GARCETTI  
MAYOR

**EMPOWER LA™**  
Department of  
NEIGHBORHOOD EMPOWERMENT

20<sup>TH</sup> FLOOR, CITY HALL  
200 NORTH SPRING STREET  
LOS ANGELES, CA 90012

TELEPHONE: (213) 978-1551  
TOLL-FREE: 3-1-1  
FAX: (213) 978-1751  
E-MAIL: [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org)

GRAYCE LIU  
GENERAL MANAGER

[www.EmpowerLA.org](http://www.EmpowerLA.org)

## BOARD OF NEIGHBORHOOD COMMISSIONERS

### REGULAR MEETING AGENDA

MONDAY, MARCH 21, 2016 - 1:00 P.M.

LOCATION: CITY HALL, 10<sup>TH</sup> FLOOR CONFERENCE CENTER

ROOM 1050, 200 NORTH SPRING STREET

LOS ANGELES, CA 90012

---

The public is requested to fill out a **“Speaker Card”** to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the Public Forum period. Public comment is limited to 15 minutes maximum. No individual speaker will be allowed more than 3 minutes, unless presiding officer of the Board decides differently. The agenda is posted for public review in Main Street Lobby of City Hall East at 200 North Main Street and at 20<sup>th</sup> Floor, City Hall, 200 North Spring Street, Los Angeles. As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Report(s) related to an agenda item will be available for review at [www.EmpowerLA.org](http://www.EmpowerLA.org). Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department at (213) 978-1551.

*SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 días de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 978-1551.*

BOARD OF NEIGHBORHOOD COMMISSIONERS  
REGULAR MEETING AGENDA  
MONDAY MARCH 21, 2016

Page 2 of 4

1. Introduction (5 minutes)
2. Call to Order and Commission roll call (1 minute)
3. Approval of the Minutes of the Regular and Special Meeting of 03/01/16. Click on the link to view a copy of the documents.) <https://empowerla.org/wp-content/uploads/2016/03/Board-of-Neighborhood-Commissioners-Regular-Meeting-Minutes-Draft-03.01.16.pdf>, and <https://empowerla.org/wp-content/uploads/2016/03/Board-of-Neighborhood-Commissioners-Special-Meeting-Minutes-Draft-03.01.161.pdf> (3 minutes)
4. Verbal updates from representatives of the Mayor and Los Angeles City Council. (10 minutes).
5. Verbal updates from representatives of the Los Angeles Neighborhood Council Budget Advocates. Neighborhood Council Budget Advocates provide input to the City on the City's Budget. Additional information regarding the Budget Advocates is available at <http://ncbala.com/>. (10 minutes).
6. 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).
7. General Manager's Report. (10 minutes)
  1. Briefing on Departmental activities.
  2. Staffing, budget and other operational matters.
  3. Civic U 2.0.
8. Discussion and update on a request to the City Council to open a council file to evaluate a policy and/or ordinance to provide Neighborhood Councils with priority in the use of shared space at city facilities for board and committee meetings and office space. (Click on the link to view a copy of the Motion.)(Council File # 16-0298.) <https://empowerla.org/wp-content/uploads/2016/03/Motion-Neighborhood-Councils-Shared-Space1.pdf>
9. Discussion on the request from City Council President Herb Wesson that Neighborhood Councils, Alliances, and citywide committees agendaize and submit Community Impact Statements regarding the Department of Water and Power (DWP) Reform. (Click on the link to view a copy of Council President Herb Wesson's Letter.) <https://empowerla.org/wp-content/uploads/2016/03/DWP-Reform-Letter-Council-President-Herb-Wesson.pdf>
10. Discussion and possible action to adopt a policy requiring Neighborhood Council Boards to keep written Minutes and post the Minutes to their website. (Click on the link to view a copy of the Proposed Minutes Policy.) <https://empowerla.org/wp-content/uploads/2016/03/CA-Proposed-Policy-3-17-16.pdf>

### **11. Public Announcement:**

The Office of the City Attorney provides the following clarification regarding restrictions on providing Neighborhood Purpose Grants (NPG) to a non-profit or public school which a board member's child attends.

The Office of the City Attorney does not believe that the conflict of interest laws would preclude a NPG being provided to a school for a general item that is available to all students, e.g., if the grant is for a playground, a board could award the NPG even if the board member's child will use the equipment. However, the board member should disqualify himself or herself so as to avoid any issue under the common law bias doctrine and/or any appearance of a conflict. Disqualification means the board member may not nominate his/her child's school to receive the grant, may not negotiate with fellow board members to nominate the schools of each other's children, may not fill out the NPG application, may not discuss the NPG in or outside of a meeting with fellow board members, and may not present, discuss or vote on the NPG when the item is considered. Instead, the board member must recuse him/herself and leave the room immediately once the item is called for consideration by the board. The minutes must reflect the board member's recusal.

On the other hand, a Neighborhood Council is prohibited under Government Code section 1090 from providing a grant to a school which that board member's child attends if the grant will offset any identifiable cost for the board member or have any other distinct financial benefit to the board member or his/her child. For example, the board may not fund a field trip that a board member's child would attend if the board member would otherwise have had to pay for his/her child to participate.

As conflict of interest issues are fact specific and penalties for the violation of Government Code section 1090 are severe, including the potential of felony prosecution, Neighborhood Councils should ask any board member who has a connection to a school, including board members that have a child attending the school, to contact the Office of the City Attorney for advice prior to the discussion of a NPG award.

Please feel free to contact the regional attorney assigned to advise your Neighborhood Council if you have any further questions regarding this matter.

**12. PUBLIC HEARING:** Discussion and possible action to provide further clarification for the Neighborhood Council Stakeholder definition regarding the term "substantial and ongoing" for the Community Interest Stakeholder. (20 minutes)

**13. Commission Business - Comment from Commissioners on subject matters within the Board's jurisdiction. (15 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.
5. Discussion and possible action to discontinue the Ad Hoc Committee on Outreach.

**14. 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)**

15. Adjourn

**Future Board of Neighborhood Commissioners Meetings (INFORMATION ONLY)** (*Please note: The items listed below are tentative and may be subject to change. You are encouraged to visit the City's website at [www.lacity.org](http://www.lacity.org) to view Commission agendas and [subscribe](#) through the City's Early Notification System Subscription page to receive the Commission's agendas via email.*)

- Regular Meeting on April 5, 2016 at 6:00pm., Location TBD
- Regular Meeting on April 18, 2016 at 1:00pm., at City Hall, 10<sup>th</sup> Floor Conference Center, Room 1050, 200 North Spring Street, Los Angeles, CA 90012
- Regular Meeting on April 18, 2016 at 6:00pm., Location TBD

**FINALIZATION OF BOARD ACTION:**

Per City Charter Section 245, the Board's determination shall become final at the expiration of the next five meeting days of the Council during which the City Council has convened in regular session, unless the City Council acts within that timeframe by a two-thirds vote to bring the action before them or to waive review of the action.

**EXHAUSTION OF ADMINISTRATIVE REMEDIES:**

If you challenge these agenda items in court, you may be limited to raising only those issues you or someone else raised at the public hearing or in written correspondence on these matters delivered to this agency at or prior to the public hearing. California Code of Civil

Procedure Section 1094.6 governs the time in which a party may seek judicial review of this determination. Under that provision, a petitioner may seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5 only if the petition for Writ of Mandate pursuant to that section is filed no later than the 90th day following the date on which the City's decision became final.

**RECONSIDERATION:**

The Commission may make a MOTION TO RECONSIDER and alter its action taken on any item listed on this agenda at any time during this meeting, or make a MOTION TO RECONSIDER at its next regular meeting as indicated below:

If the Commission moves and approves a Motion for Reconsideration at the *initial* meeting wherein an action was taken, then the underlying item may be reconsidered at that time.

If the Commission moves and approves a Motion for Reconsideration at *the next regular meeting* then consideration of the item may *only* occur at this regularly scheduled meeting if the item for consideration has been placed on that meeting's agenda. If the underlying item for reconsideration has not been placed on the agenda for that next regular meeting, then it shall be considered at a subsequent meeting pursuant to the Ralph M. Brown Act.

**PUBLIC ACCESS OF RECORDS:**

"In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board of Neighborhood Commissioners in advance of their meetings, may be viewed at the office of the Department of Neighborhood Empowerment, located at City Hall, 20<sup>th</sup> Floor, 200 North Spring Street, Los Angeles, California 90012, by clicking on the Department's Web site at <http://www.EmpowerLA.org> or at the Commission meeting. In addition, if you would like a copy of any record related to an item on the agenda, contact the Department at (213) 978-1551 or via e-mail: [Commission@EmpowerLA.org](mailto:Commission@EmpowerLA.org).