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CALIFORNIA**

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BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING MINUTES - APPROVED

Monday, October 16, 2017 1:00 PM

LOCATION: City Hall, 10th Fl. Conference, Room 1050

200 N Spring St. 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. The amount of time for each agenda item is to be determined by the Chair at each meeting. Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. If multiple speaker cards are submitted on one agenda item, preference will be granted to members of the public who have not spoken previously during the meeting, either during general public comment or on another agenda item.

A member of the public wishing to speak on more than one agenda item at a single meeting shall limit his or her remarks to a total of five (5) minutes per meeting. Comments by members of the public who have submitted multiple speaker cards and want to speak on all items for up to five minutes at one time can choose to speak during the Multiple Agenda Items Comment period. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comments.

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment 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 20th 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. The Agenda and Report(s) related to an agenda item will be available for review at 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.

1. [1:09] Introduction (5 minutes)
2. [1:13] Call to Order and Commission roll call (1 minute)

Commissioner	Present	Absent
Shaffer	X	
Atkinson	X	
Darett-Quiroz		X
Lipmen	X	
Wehbe		X
Regalado	X	
Avakian-Koroghlyan		X

Note: Commissioners Darett-Quiroz and Wehbe arrived at 1:15 pm.

3. [1:15] Discussion with Neighborhood Council representatives on any Neighborhood Council Resolution or Community Impact Statement filed with the City Clerk which relates to any agenda item listed or being considered on this agenda for the Board of Neighborhood Commissioners.

Public Comment: None

4. [1:16] Multiple Agenda Items Comment – Comments by members of the public who have submitted multiple speaker cards and want to speak on all items for up to five minutes at one time can choose to speak during the Multiple Agenda Items Comment period. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comments.

Public Comment: Mr. Previn provided commentary on Agenda Item 8b related to NC online elections.

5. [1:48] Verbal updates from representatives of the Mayor, Los Angeles City Council, and other City representatives. (10 minutes).

Nicholas Greif from Council Member Ryu's office provided HENC update, specifically "stakeholder" definition and Commission will have the ability to define.

Also provided update on Neighborhood Council Elections move to 2019 and the Election process and Department and City Clerks involvement in election process.

Provided update on pending changes to Grievance Process and Department's involvement in determinations. Requested a report from the Department on the Grievance process and how handled.

CM Ryu's listening tour is coming to a close and would be providing a list to City Council. Such items included, funding equity, translation services, and elections / selections process. The Council Member has also visited the different Alliances throughout the City.

Commissioner Daret-Quiroz asked to meet with CM Ryu's office to discuss additional items.

Commissioner Atkinson provided a point of clarification that her and Commissioner Lipmen as discussed creating an Advisory Committee to meet and discuss items with Council Member Ryu's office.

Commissioner Regalado offered apologies for not being able to attend HANC meeting due to other meeting with Council Member Buscaino and requested to meet with CM Ryu.

Commissioner Shaffer provided background on initial grievance process and its creation. Expressed concern that same body is making determination on the viability or upholding the outcome of the grievance process.

Commissioner Atkinson expressed concerns over Grievance procedure and verdicts are usually not upheld.

Mike Fong provided a point of clarification with regard to grievance process and verdicts.

Commissioner Atkinson for date on the creation of Council Member Ryu's advisory group and logistics of the group. Nick Greif stated date has not been finalized and asked for feedback from Commission.

Commissioner Lipmen asked for council file for Stakeholder Status. Nick Greif stated he would provide council file.

Public Comment: None

6. [1:25] 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).

Brian Allen provided Budget Advocate update. Budget Advocates will be addressing Senator Deleon's comments regarding

Commissioner Shaffer asked for progress in embedding a Budget Advocate into Mayor's Budget Team. Mr. Allen stated no progress has been made.

Commissioner Atkinson asked for update on Budget Day. Mr. Allen stated possible date is January 20, 2018, but date not final.

Commissioner Regalado asked follow up to Mr. Allen's comments regarding Deleon commentary.

Brian Allen provided response such as asking Mr. Deleon for which City Council Members made commentary.

Public Comment: None

7. [1:32] 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: Randy Waller stated DONE requirement to have a Selection in lieu of an Election is to have Board approved stipulation sheet by November 1, 2018. Expressed concern that his Neighborhood Council will not meet until November. Also addressed the issue of Funding Equity group and stated this has been an on-going issue and feels there is no support to fund based on population. Also recognized DONE staff Project Coordinator, Mario Hernandez and thanked him for his work with Westlake South Neighborhood Council.

Eric Previn provided commentary and expressed concerns with Neighborhood Council Grievance process / policy.

Commissioner Daret-Quiroz asked for clarification on the moving of Elections to 2019. Mike Fong provided clarification to the Commissioner's Inquiry.

Commissioner Wehbe asked for clarification to Neighborhood Council's ability to have a selection in 2018. Deputy City Attorney Carmen Hawkins asked this question be held to the General Manager's report.

8. [1:38] General Manager's Report. (10 minutes)
 - a. Briefing on Departmental activities.
 - b. Staffing, budget, elections and other operational matters.
 - c. Subdivision Updates

Mike Fong provided General Manager's Report. Civic U 2.0 will be starting in January 2018 on the following dates 01/08, 01/22, 01/29, and 02/05 and is a partnership with the Mayor's office and Cal State LA Pat Brown Institute for Public Affairs. Will cover different method of advocacy, four different training sessions, covering budget issues, challenges throughout the City, how to

advocate with Members of City Council and group work with presentations. Reported Kevin Taylor, Mayor's Representative, has accepted an opportunity with Senator Henry Stern. Will follow up with Mayor's office on who will be the new representative. Although Subdivision will be addressed later on the agenda, but the Department has been reviewing the proposed recommendations and the Subdivision process will be opened mid-November through January 2018.

Commissioner Wehbe asked for clarification from the motion for NC to have their election in 2018. Mike Fong provided clarification that Neighborhood Councils can hold a Selection in 2018 and elections were moved to 2019.

Commissioner Atkinson asked for clarification on Neighborhood Council Selection and if it was for a few Neighborhood Councils who have openings. Mike Fong provided clarification.

Commissioner Lipmen provided background on Neighborhood Councils ability to hold a "Selection" in 2018. He also asked for Department's responsibility on Election Report-Back. Mike Fong provided response and Department is still working on with the Council Member.

Public Comment: None.

9. [2:12] Discussion and possible action recommending amendments to Section 22.819 of Article 3 of Chapter 28 of the Los Angeles Administrative Code. [Neighborhood Council Subdivision Ordinance-184526](#) and [Proposed Amendments to Subdivision Ordinance-Rev 09.08.17](#)

Commissioner Shaffer provided update and report to agenda item. Commissioner Shaffer referenced email from stakeholder Judith Daniels.

Asked when Subdivision amendment would be considered by Committee. Nick Greif stated Committee would not consider the item until approved by Commission.

Mike Fong provided response to Department's responsibilities related to Subdivision Outreach.

Commissioner Wehbe provided commentary to email comment and outreach process.

Commissioner Shaffer asked if Department has the ability to set requirements. Mike Fong stated Department follows ordinance. Commissioner Shaffer asked if Department would like to have outreach done by applicant. Mike Fong stated as proposed is fair to the Department.

Commissioner Atkinson asked if Department is ok with process, then it lends legitimacy to leadership role in process.

Mike Fong stated that proposed language was process Department followed in previous subdivision application process and proposed language conforms to process already practiced by Department.

Public Comment: Email from Judith Daniels

Action: Motion to approve the proposed amendments to the administrative code Section 22.819, Neighborhood Council Subdivision as set forth in the attachment to the agenda item 9 under Proposed Amendments to Subdivision Ordinance Rev 09.08.17. With ability to make grammatical corrections as discussed in the meeting and be communicated to Council Member Ryu's office. Commissioner Wehbe offered an amendment to include typographical corrections and accepted by Commissioner Shaffer.

VOTE	Mover	Shaffer	Second	Darett-Quiroz
Commissioner	Ayes	Nays	Abstention	Absent
Atkinson	X			
Shaffer	X			
Lipmen	X			
Wehbe	X			
Darett-Quiroz	X			
Regalado	X			
Total	6			
Motion	Carries	X	Fails	

10. [2:38] Public comment and discussion regarding recommendations to the Commission related to Neighborhood Council Funding. [Funding Equity Work Group Registration Link](#)

Commissioner Atkinson asked for report. Commissioner Shaffer provided update and background of working group.

Commissioner Atkinson expressed concerns to establish working group as a priority before setting up final meeting. Commissioner Shaffer requested appointments be completed by 2nd week in December.

Commissioner Regalado asked for clarification number of appointment to Harbor Area.

Commissioner Wehbe asked for confirmation on hard date of Tuesdays and Thursdays for working group meetings instead of Saturday meetings.

Public Comment: None

11. [2:37] Discussion and possible action regarding Board of Neighborhood Commissioner’s Newsletter. (10 minutes)

Commission Lipmen asked for items to be included in future newsletter.
 Commissioner Shaffer asked Nicholas Greif’s report be summarized and included in the newsletter.

Public Comment: None

Action: None

VOTE	Mover	Mover	Second	Second
Commissioner	Ayes	Nays	Abstention	Absent
Total				
Motion	Carries		Fails	

12. [2:50] 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.

Commissioner Atkinson reported her attendance to LANC Meeting and impressed Nick Greif stated all concerns raised by members. Commissioner Atkinson reported last two meetings at Valley meetings had no quorum.

Commissioner Shaffer reported his attendance at Valley 10th Annual Disaster Prep Fair.

Commissioner Lipmen asked for items to be considered on future agenda items.

Commissioner Wehbe reported Hollywood coalition has been established and will be meeting at the Hollywood Chamber of Commerce.

13. [2:58] Adjourn

Mover	Shaffer	Second	Darett-Quiroz
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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 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 November 7, 2017 at 6:00 pm – West Valley-Location TBD
- Regular Meeting on November 20, 2017 at 1:00 pm – City Hall, 10th Floor Conference Center, Room 1050, 200 North Spring St, Los Angeles, CA 90012
- Regular Meeting on December 5, 2017 at 6:00 pm – South Los Angeles – Location TBD
- Regular Meeting on December 18, 2017 at 1:00 pm – City Hall, 10th Floor Conference Center, Room 1050, 200 North Spring St, Los Angeles, CA 90012

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, 20TH 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.



Program Schedule:

Jan 8: **Part One:** Overview of the next level: Dr. Sonenshein

Part Two: First meeting of breakout groups with facilitators

Part Three: Return to plenary for discussion of initial challenges

DATE: 10.16.17	And specifications for design and presentations of projects
ITEM # 8	What makes a viable proposal?
SUBMITTED BY: M. KE FUNG	

Jan 22 **Part One:** Fiscal viability of any proposal. Guest: Rich Lewellen,
Chief Administrative Officer, City of Los Angeles

Part Two: Group exercise on budgeting

Part Three: Plenary session – Making and Displaying Data
Guest speaker: Mayor's Data Coordinator

Jan 29 **Part One:** Political momentum and group session. Guest; Los
Angeles City Councilmember Marqueece Harris-Dawson

Part Two: Breakout group working sessions with facilitators

Part Three: Plenary session on political momentum

Feb 5 **Part One:** Group work preparing for presentations

Part Two: Presentations of policy projects

Part Three: Presentation of certificates of graduation by Mayor's
Office and President William Covino

For questions, contact: Raquel Beltran, rbeltr15@calstatela.edu



Civic U. 2.0 Curriculum 2018: Roll Up Your Sleeves

DATE	_____
ITEM #	_____

Civic U 2.0 is a project of:

The Pat Brown Institute for Public Affairs at Cal State LA, in association with the Office of Mayor Eric Garcetti. Civic U 1.0 in 2015 and Civic U 2.0 in 2016 are supported by funding from the City of Los Angeles Department of Neighborhood Empowerment. The director of the Civic University at Cal State LA is Dr. Raphael Sonenshein. Cal State LA's College of Professional and Global Education (PaGE) partners with PBI to provide logistical and organizational support to the Civic University and provides the non-credit certificates for those who complete the courses.

Course Director: Raphael J. Sonenshein, Ph.D.

Raphael.sonenshein@calstatela.edu

Dr. Sonenshein will lead the course, and will be assisted by five experienced facilitators, each of whom will be assigned to one group for the entire program. Each session will have three parts, which will be an introduction by Dr. Sonenshein and/or a guest speaker; a breakout session for the groups; and then a plenary session to follow up on the group discussion.

With financial support from:

The Department of Neighborhood Empowerment

Location:

Los Angeles City Hall
City Council Chamber

Dates: January 8, 22, 29 and February 5 (all sessions from 6 pm to 9 pm)

Overall Objective:

Building on the overview of city government in Civic U. 1.0, this program helps participants to create a public policy project or an advocacy action (say for an ordinance) with citywide implications and neighborhood relevance. There will be a short brush-up on Civic U. 1.0 for those who did not take that course.

The working groups will focus on the five mayoral themes:

1. Make Los Angeles the best run big city in America.
2. Promote good jobs for Angelenos all across Los Angeles.
3. Create a more livable and sustainable city.
4. Ensure our communities are the safest in the nation.
5. Partner with residents and civic groups to build a greater city.



Mario Hernandez <mario.hernandez@lacity.org>

Comments on subdivision amendments

4 messages

Judith Daniels <judi13@gmail.com>
To: Commission@empowerla.org

Tue, Oct 3, 2017 at 12:24 PM

Comments on the subdivision amendments

submitted by Judith Daniels

VANC executive board member

Chatsworth Neighborhood Council Land Use Committee, current member

Chatsworth Neighborhood Council, former president

also a former long-time editor at the Los Angeles Times

My comments are all marked with arrows (----->).

a) The subdivision petition shall identify five stakeholders who are authorized to receive notice and make decisions regarding the subdivision petition, including any bylaw changes.

-----> This says the 5 stakeholders are authorized to make decisions, but it doesn't require them to be stakeholders **within the proposed NC boundaries**.

Notice shall be to all current board members of the affected certified Neighborhood Councils **in** file with the Department,

-----> ... board members ... **on** file ...

All such notices shall be accomplished **as soon as practicable**.

-----> This wording is so broad and undefined that it is useless without some limits or parameters. Allowing for reasonable time to accomplish tasks is important. But this wording doesn't actually set any limits and there is no penalty for not abiding by the intention to give timely information.

b) Outreach.

The Department shall be responsible for outreach to both the proposed subdivision and any **affected** certified Neighborhood Councils. To the extent possible the Department shall hold informational town hall meetings in both the proposed subdivision area and within the boundaries of any **affected** certified Neighborhood Councils excluding the proposed subdivision area.

-----> The **affected** certified NCs.

-----> This should specify what the purpose of the outreach is. If it is to notify and/or educate stakeholders that there is a request for a new NC and/or that there will be an election in their community for a new NC, or outreach for any other specific purposes, it should be stated in this paragraph.

c) **Within 30 days** the Commission shall hold a hearing **in the proposed subdivision area** for reviewing the subdivision petition and the proposed bylaws and boundaries. The Commission, after making any necessary findings shall approve or disapprove of the subdivision petition. If the subdivision petition is approved, then the Commission is authorized to make any amendments to the bylaws to satisfy Article III Section 2 of the Plan. The Commission is also authorized to make any amendments to the boundaries it deems necessary to preserve the integrity of the affected neighborhood council or councils and the subdivision.

-----> Is there any penalty or consequence for not complying with the 30-day requirement?

-----> This does not require the hearing to be **within the proposed boundaries**, which obviously might be difficult to accomplish depending on local facilities. But more significantly, it doesn't even require the hearing

to be held within the boundaries of **any** affected NC. If the intention is to hold a hearing within the boundaries of some combination of the proposed and existing NCs, that should be specified.

-----> If BONC approves the petition but then makes changes in the boundaries or bylaws that are unacceptable to the petitioners, do the petitioners have any recourse other than campaigning to defeat the subdivision at the election (which at this point would not have been scheduled)? Is there any mechanism to withdraw the petition? Is there any mechanism to delay the process to make further changes?

d) The Department shall conduct an election **within the boundaries stated in the subdivision petition ... To the extent possible** the Departments shall also utilize **polling locations within the boundaries of the effected certified Neighborhood Councils** excluding the proposed subdivision area.

-----> Why is there no requirement to have **polls within the existing NC boundaries**? This is a definite bias in favor of the proposed NC. Existing NCs have approved polling place(s) from their own previous elections, so the issue can't be that there is no appropriate place to hold an election. This is very unfair to the stakeholders in the existing Neighborhood Council(s).

-----> It is **affected** NCs.

e) If the existing certified Neighborhood Council or Neighborhood Councils fail to provide amended bylaws **within 60 days** of the election certification then the **Department is authorized to amend the bylaws** to reflect any changes to the boundaries or board structure.

-----> 60 days may not be adequate time for a newly reduced NC to make changes, especially if the board structure must be altered. For instance, if an existing NC has board members who represent specific areas and one or more areas are annexed to a new NC, the **stakeholders** of the existing NC should have adequate opportunity to have input before the board modifies the bylaws, including the basic structure. Depending on when the existing NC regularly meets, 60 days may not provide enough time for stakeholder input, board discussion and approval. There should be a minimum of 90 days to change the bylaws. Authorizing the **department** to amend bylaws without direct and adequate stakeholder input is not appropriate, especially if the only reason is an arbitrarily imposed time limit of 60 days.

The **Commissions** is authorized to make any amendments to the bylaws to satisfy Article III Section 2 of the Plan.

-----> It is **Commission** (singular).

Leonard Shaffer <commissionerlenshaffer@gmail.com>

Tue, Oct 3, 2017 at 1:28 PM

To: Mario Hernandez <mario.hernandez@lacity.org>, Mike Fong <mike.fong@lacity.org>

Hi Mario,

Would you please run off copies of this email for the commission and the public?

Thanks

Ljs

Leonard Shaffer
Board of Neighborhood Commissioners
Leonard.Shaffer@lacity.org

Begin forwarded message:

From: Judith Daniels <judi13@gmail.com>
Date: October 3, 2017 at 12:24:17 PM PDT
To: Commission@empowerla.org
Subject: Comments on subdivision amendments

[Quoted text hidden]