

**CITY OF LOS ANGELES  
CALIFORNIA**

**BOARD OF NEIGHBORHOOD  
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**BOARD OF NEIGHBORHOOD COMMISSIONERS**  
**REGULAR MEETING MINUTES-APPROVED**  
**Monday, May 15, 2017 1:00 PM**  
**LOCATION: City Hall, 10th Fl. Conference, Room 1050**  
**200 N Spring St. Los Angeles, CA 90012**

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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](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.

1. [1:18]Introduction (5 minutes)
2. [1:22]Call to Order and Commission roll call (1 minute)

Commissioner	Present	Absent
Shaffer	X	
Atkinson	X	
Darett-Quiroz		X
Lafarga		X
Lipmen	X	
Sinclair	X	
Wehbe	X	

**NOTE: Commissioner Sinclair left meeting at 2:15 pm**

3. [1:22]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.
4. [1:22]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.
5. [1:23]Verbal updates from representatives of the Mayor, Los Angeles City Council, and other City representatives. (10 minutes).
6. [1:23]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).

Update provided by Brian Allen, from GHNNC. Reported process is coming to a close. Issues addressed by Council Budget Advocates primarily, what recommendation to cut department. Council Budget Advocates could not make recommendation because not enough information on Departments budget process. Would like to start review at the start of the budget process. Extended invitation to Commission to attend budget day.

Commissioner Shaffer asked for clarification on “embedding” of advocate. Brian provided clarification on process. Requesting interview at beginning of budget process and stated 2 hour interview is not enough to make recommendations.

Commissioner Atkinson about participation of other Council Budget Advocates. Brian could not provide a qualified assessment due to his experience as a Council Budget Advocate is only first year.

**Public Comment:** Herman provided commentary on budget and Mayor’s proposal to fund Olympic Games. Wayne from Encino provided commentary on alleged litigation and budget needs additional funds.

7. [1:34 ]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:** Wayne from Encino provided a playback (inaudible) of public meeting and commentary on SRNC Challenge Hearing.

Herman provided commentary on operation of City of Los Angeles and issue to fund Olympics.

Glenn Bailey thanked for providing link on GM’s NC profiles and ask for update on ENS report request. Asked if Commissions received VANC request to review funding based on NC equity. Provided update on City’s plan check meeting.

Tony Wilkinson asked for City Attorney assistance on Brown Act requirements and NC’s requirement to meet within their boundary. Some NCs experience challenges to find compliant meeting space.

8. [1:48 ]General Manager’s Report. (10 minutes)
  - a. Briefing on Departmental activities.
  - b. Staffing, budget, elections and other operational matters.
  - c. Subdivision Updates
  - d. Boundary Amendment Application

GM Liu provided update on profiles being posted to GM newsletters. Budget process is ongoing and B&F committee submitted Department request to include trainings, translations and additional staff. Stated online voting is not funded. Also reported some NC favor pushing elections to 2019. Department received request for Fuze Fellowship and request is listed ELA website. VANC has address funding equity. Did hear from LANC and they are concerned on funding equity. Stated Department addressed issue by requesting Equity fund as part of budget ask, however was not included in

final review. Subdivision, BONC will be hearing Hermon election next week. Updated SRNC panel and stated Department is reviewing panel's recommendation. Updated Civic Youth and gave deadline.

Leyla Campos, from Office of the City Clerk, provided update on NC Funding programming. Funding is processing an increase number of funding request from NCs. Stated many request are being received incomplete.

NC funding will continue to provide trainings. One scheduled for next Thursday. NC funding is providing office hours to assist NC in spending its funds. They demo'd new funding portal with working focus groups and will submit feedback to IT team. Funding added contract tracker to city clerk website. Update vendors are being assigned to NCs to complete MERs who are delinquent on MER submission.

Commissioner Atkinson asked about working group and make up of group. Leyla provided clarification on make-up.

Commissioner Wehbe asked for update on dates on budget submission. Leyla Campos provided clarification on budget submission process and stated budgets are being coordinated by DONE.

Commissioner Shaffer asked for update on spending after June 11. Leyla Campos stated that Funding is working with NCs on case by case. Also asked about auto-pays that NCs have in place. What is process? Leyla Campos will follow up. Asked about card distribution? Leyla Campos will follow up on process.

Commissioner Atkinson inquired on status of committee formation to address funding equity. GM Liu stated CM Blumenfield request for data on usual cost of an NC on translations and other expenses that are affected by equity. Commissioner Atkinson inquired on ENS tally.

Commissioner Lipmen asked about subdivision policy and requested for related documents be delivered in advance to allow sufficient review time. GM Liu provided brief update on Hermon boundary issue. Commissioner Lipmen asked what is BONC's role in SRNC. GM Liu reposed BONC's role is to approve bylaws.

Commissioner Shaffer asked if ADA training will be required. GM Liu stated ADA training would made available to NCs.

**Public Comment:** Glenn Bailey provided commentary on funding equity issue. At LANC meeting had a complicated proposal. Expressed concern on NC members who have expired Ethics certifications. Herman provided commentary on Mayor's budget proposal. Wayne from Encino provided commentary on alleged litigation and alleged election fraud over SRNC.

9. [2:22 ]Discussion and possible action on report from the Ad Hoc Committee on NC Elections (CF 15-1022-S2) regarding the recommendations of the Department of Neighborhood Empowerment. (10 minutes)

Commissioner Lipmen provided update on Ad Hoc committee recommendation. Ad Hoc provided recommendations to write letter to City Council on CF 15-1022-S2 to act on Ad Hoc committee's recommendation related to Online Voting and identify funding source. Recommendation of Department's request to have NC establish 3% of funds for elections and committee does not support Department's request. Proposed a task oriented request instead of specific amount to avoid waste.

Commissioner Shaffer inquired on online voting requirement/definition of uploading identification. Commission Lipmen expressed committees concerns with ID security and other concerns. Commissioner Lipmen provided possible revision language of letter to City Council.

Commissioner Shaffer stated online voting allows voting prior to registration processing which could happen before actual ballots are issued.

Commissioner Atkinson asked about online registration process. GM Liu provided update on process which included vendors do not verify id. Commissioner Shaffer asked if committee could meet with staff for task specific options for NC to spend their election funds.

**Public Comment:** Glenn Bailey asked if documents could have been linked to agenda provided recommendations. Expressed concerns online voting password was not received in a timely manner. And issues with online registration process.

General Jeff provided opposition to proposed Ad Hoc committee letter to City Council in reference to Online Voting and committee request to CAO to identify funding source and other points addressed in letter.

Tony Wilkinson request BONC not encourage City Council to support online voting until it has been better defined.

Herman supported previous public comments.

Anthony Brosamle provided commentary on online voting and upload ID process and expressed concern of ID security. Inquired on status of previously uploaded IDs for online voting process.

Wayne from Encino provided commentary on online voting.

**Action:** No action.

VOTE	Mover	Wehbe	Second	Atkinson
Commissioner	Ayes	Nays	Abstention	Absent

<b>Total</b>				
<b>Motion</b>	<b>Carries</b>		<b>Fails</b>	

**Note: Commissioner Shaffer recessed meeting at 3:00 pm – 3:04 pm due to public interruption.**

10. [3:06 ]Discussion and possible action regarding Board of Neighborhood Commissioner’s Newsletter. (10 minutes)

**Public Comment:** None

**Action:** Motion to send out newsletter.

VOTE	Mover	Lipmen	Second	Atkinson
<b>Commissioner</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstention</b>	<b>Absent</b>
Shaffer	X			
Atkinson	X			
Lipmen	X			
Wehbe	X			
<b>Total</b>	<b>4</b>			
<b>Motion</b>	<b>Carries</b>	<b>X</b>	<b>Fails</b>	

11. [3:09] 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 Shaffer commented on possible creation of an Ad Hoc Committee to evaluate the “Equity Funding” issue, and provide recommendations on the subdivision policy. Also thanks NC Funding for the assistance on Tarzana Neighborhood Council’s Tree Planting event.

12. [3:12 ]Adjourn

VOTE	Mover	Wehbe	Second	Atkinson
<b>Commissioner</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstention</b>	<b>Absent</b>
<b>Shaffer</b>	X			
<b>Atkinson</b>	X			
<b>Lipmen</b>	X			
<b>Wehbe</b>	X			
<b>Total</b>	<b>4</b>			
<b>Motion</b>	<b>Carries</b>	<b>X</b>	<b>Fails</b>	

**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.)*

- Special Meeting on May 25, 2017 at 6:00 pm – Location TBD
- Regular Meeting on June 2, 2017 at 6:00 pm – Location: Kaiser Permanente Conference Center, Room A2, 25964 S. Normandie (at Permanente Way), Harbor City, CA. 90710
- Regular Meeting on June 19, 2017 at 1:00 pm – City Hall, 10<sup>th</sup> Floor Conference Center, Room 1050, 200 North Spring St, Los Angeles, CA 90012
- Regular Meeting on July XX, 2017 at 6:00 pm – Location TBD

- Regular Meeting on July 17, 2017 at 1:00 pm – City Hall, 10<sup>th</sup> 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, 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).