

**CITY OF LOS ANGELES  
CALIFORNIA**

**BOARD OF NEIGHBORHOOD  
COMMISSIONERS**

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## **BOARD OF NEIGHBORHOOD COMMISSIONERS**

### **REGULAR MEETING MINUTES-APPROVED**

**Monday, December 18, 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. [1:10] Introduction (5 minutes)
2. [1:14] Call to Order and Commission roll call (1 minute)

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

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. [1:15] 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:** None

5. [1:21] Verbal updates from representatives of the Mayor, Los Angeles City Council, and other City representatives. (10 minutes).

Nick Greif provided update from CM Ryu’s office. **Motion to re-open item. 1<sup>st</sup> by Shaffer, 2<sup>nd</sup> by Darett-Quiroz, motion passes 5-0**

**Public Comment:** Wayne from Encino provided comment. Wayne from Encino provided additional commentary.

6. [1:17] 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).

**Public Comment:** None

7. [1:17] 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 commentary.

8. [1:27 ] General Manager's Report. (10 minutes)
  - a. Briefing on Departmental activities.
  - b. Staffing, budget, elections and other operational matters.
  - c. Subdivision Updates

General Manager (GM) Liu provided Department updates regarding additional staff. Mike Fong provided updated on Civic U 2.0

GM Liu provided update on subdivision opening. Also stated Ignite LA program is open.

Commissioner Shaffer requested clarification on Ignite LA. GM Liu provided explanation on the program.

Commissioner Atkinson recognized email sent regarding Ignite program.

**Public Comment:** Wayne provided commentary.

9. [1:33 ] Update and discussion on Neighborhood Council Funding by the Office of the City Clerk. (10 minutes)

Andrew Choi provided update on NC Funding program. Commissioner Atkinson inquired on the number of Neighborhood Council (NC)s who are delinquent on document submittal. Andrew Choi stated there are approximately delinquent 21 NC.

Commissioner Atkinson inquired to the Department how an NC fills a treasurer position.

Commissioner Daret-Quiroz inquired on who are the delinquent NC. Andrew Choi provided response.

Commissioner Avakian inquired on the identity of the NC Working group. Andrew Choi provided response.

Commissioner Darett-Quiroz inquired on a community organization's ability to request funds from an NC where a Commissioner is a member.

Commissioner Shaffer asked about draft policy and the link location. Also asked what about NCs that do not meet in December or January and how they will be dealt with regarding the freezing of funds. Andrew Choi provided response.

General Manager Liu provided response to Commissioner Shaffer's inquiry on an NC being placed in Exhaustive Efforts and the freezing of funds.

Commissioner Darett-Quiroz commented on the City Clerk's process of freezing of funds.

Commissioner Avakian inquired on the status of online video upload. Andrew Choi provided update.

Commissioner Shaffer stated he had not received update on the upload of the NC funding video. Also asked how the Department will receive notice of completion. Andrew Choi provide response.

**Public Comment:** Wayne from Encino provided commentary.

10. [1:53] Discussion and possible motion to approve a recommendation that individual Neighborhood Councils agendize a motion to support the Department of Neighborhood Empowerment's FY 2018-19 Proposed Budget request, which calls for additional Neighborhood Empowerment Advocates to improve Neighborhood Council operations and outreach.

Commissioner Atkinson provided commentary and asked for clarification. Mike Fong provided clarification.

Commissioner Shaffer stated he supports the motion to assist NC.

Commissioner Atkinson asked for clarification on process to send out recommendation.

Commissioner Regalado asked for clarification on how the need for more Budget Advocates will assist NCs. Commissioner Atkinson provided additional comments. Deputy City Attorney (DCA) Carmen Hawkins clarified the motion is for the recommendation of BONC to NCs to support Department's budget ask and not additional Budget Advocates.

**Public Comment:** Wayne from Encino provided commentary.

**Action:** Motion to approve a recommendation that individual Neighborhood Councils agendize a motion to support the Department of Neighborhood Empowerment’s FY 2018-19 Proposed Budget request, which calls for additional Neighborhood Empowerment Advocates to improve Neighborhood Council operations and outreach.

VOTE	Mover	Darett-Quiroz	Second	Shaffer
<b>Commissioner</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstention</b>	<b>Absent</b>
Atkinson	X			
Lipmen				X
Shaffer	X			
Darett-Quiroz	X			
Wehbe				X
Regalado	X			
Avakian-Koroghlyan	X			
<b>Total</b>	<b>5</b>			
<b>Motion</b>	<b>Carries</b>	<b>X</b>	<b>Fails</b>	

11. [2:04 ] Discussion and possible motion to approve the amendment to the Board of Neighborhood Commissioners Rule 3 to reflect meeting dates for Calendar year 2018. [BONC Rules of Order - Adopted 12/19/16](#) and [BONC Rules of Order as of 12.18.17- DRAFT](#)

Commissioner Atkinson provided update. Commissioner Regalado asked how are dates that are holidays handled? DCA Carmen Hawkins provided clarification.

**Public Comment:** Wayne from Encino provided commentary.

**Action:** Motion to approve the amendment to the Board of Neighborhood Commissioners Rule 3 to reflect meeting dates for Calendar year 2018.

VOTE	Mover	Shaffer	Second	Darett-Quiroz
<b>Commissioner</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstention</b>	<b>Absent</b>
Atkinson	X			
Lipmen				X
Shaffer	X			
Darett-Quiroz	X			
Wehbe				X
Regalado	X			
Avakian-Koroghlyan	X			
<b>Total</b>	<b>5</b>			
<b>Motion</b>	<b>Carries</b>	<b>X</b>	<b>Fails</b>	

12. [2:10] Discussion and possible motion to set the date and location for the Board of Neighborhood Commissioners Retreat.

Commissioner Shaffer asked for clarification on Commissioner Lipmen’s availability for January meeting

**Public Comment:** None

**Action:** Motion to table to next regular meeting.

VOTE	Mover	Shaffer	Second	Avakian-Koroghlyan
<b>Commissioner</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstention</b>	<b>Absent</b>
Atkinson	X			
Lipmen				X
Shaffer	X			
Darett-Quiroz	X			
Wehbe				X
Regalado	X			
Avakian-Koroghlyan	X			
<b>Total</b>	<b>5</b>			
<b>Motion</b>	<b>Carries</b>	<b>X</b>	<b>Fails</b>	

13. [2:12 ] Public comment, discussion and update regarding recommendations to the Commission related to Neighborhood Council Funding. [Funding Equity Work Group Registration Link](#)

**Public Comment:** None

14. [2:14 ] Discussion and possible action regarding Board of Neighborhood Commissioner’s Newsletter. (10 minutes)

**Public Comment:** None

**Action:** Motion to Table

VOTE	Mover	Avakian-Koroghlyan	Second	Darett-Quiroz
<b>Commissioner</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstention</b>	<b>Absent</b>
Atkinson	X			
Lipmen				X
Shaffer	X			
Darett-Quiroz	X			
Wehbe				X
Regalado	X			
Avakian-Koroghlyan	X			
<b>Total</b>	<b>5</b>			
<b>Motion</b>	<b>Carries</b>	<b>X</b>	<b>Fails</b>	

15. [2:15] 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 stated Emergency Preparedness Advocates passed 3 motions to support Department’s request for a project coordinator for EMD.

Commissioner Atkinson requested from Department, be notified when an NC in their area are holding a Board Retreat.

Commissioner Regalado asked for clarification on legal liaison meeting that will be held in January. GM Liu provided report and update. Commissioner Regalado requested clarification if an NC legal liaison could be a stakeholder. DCA Carmen Hawkins provided clarification.

16. [2:30] Adjourn

<b>Mover</b>	<b>Shaffer</b>	<b>Second</b>	<b>Darett-Quiroz</b>
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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](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 Schedule for 2018 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).