

CITY OF LOS ANGELES CALIFORNIA

BOARD OF NEIGHBORHOOD COMMISSIONERS

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BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING AGENDA

Monday, July 16, 2018 1:00 PM

City Hall, 10th Fl. Conference 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. 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 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 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

AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

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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. Introduction (5 minutes)
2. Call to Order and Commission roll call (1 minute)
3. Approval of the Minutes of the Regular Meeting of 06/05/18. [[Board of Neighborhood Commissioner Regular Meeting Minutes 06.05.18-DRAFT](#)]
4. Approval of the Minutes of the Regular Meeting of 06/18/18. [[Board of Neighborhood Commissioner Regular Meeting Minutes 06.18.18-DRAFT](#)]
5. 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.
6. 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.
7. Verbal updates from representatives of the Mayor, Los Angeles City Council, and other City representatives. (10 minutes).
8. 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).
9. 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)
10. Update and discussion on the Neighborhood Council Funding by the Office of the City Clerk. (10 minute)
11. General Manager's Report. (10 minutes)
 - a. Briefing on Departmental activities.
 - b. Staffing, budget, elections and other operational matters.
 - c. Subdivision policy.
12. Update and discussion on the Neighborhood Council Funding Equity Work Group [[Final Report from BONC Equity Funding Workgroup](#)]

13. Discussion and possible action on creating an ad hoc committee to make recommendation on what constitutes neighborhood council alliances - [Council File #15-0389-S1](#)
14. Discussion and possible action amending the policy by the Board of Neighborhood Commissioners regarding the Code of Conduct for Neighborhood Council Board Members. The Code of Conduct is required to be signed within 30 days of being elected and every two years thereafter. However, since the Neighborhood Council elections were extended from 2018 to 2019, this extension creates an issue where the Code of Conduct that was signed by many board members will lapse approximately one year prior to the 2019 elections. Possible action by the Commission includes amending or suspending the Code of Conduct policy so that the time frame for signing the Code of Conduct will correspond to the dates that elections are conducted by the City Clerk. (The Code of Conduct is available online at: <http://empowerla.org/wp-content/uploads/2015/03/BONC-Code-of-Conduct-Policy-Signed-2.pdf>.)
15. Discussion and possible action on the definition of “substantial and ongoing participation” for a “Community Interest Stakeholder” as authorized by [Section 22.806 \(b\)](#) of Chapter 28, Article 2 of the Los Angeles Administrative Code which states: (b) The Board is authorized to define the types and duration of contacts that constitute "substantial and ongoing participation" for a community interest stakeholder under [Section 22.811\(a\)\(1\)](#). The Board's definition of a community interest stakeholder shall be subject to the concurrence of the City Council and the Mayor. Any change to the definition of a community interest stakeholder shall not be implemented within seven days of the start of the election cycle. Instead, the change will be implemented prior to the start of the next election cycle. For the purposes of this ordinance, an election cycle shall be defined as the period between the opening of the stakeholder or candidate filing period, whichever comes first, for the first regional Neighborhood Council election and the certification of elections for the last regional Neighborhood Council election. See also: [Council File 15-1022 Ordinance 11-23-2015](#)
16. Discussion and possible action on providing recommendations for [Council File #18-0467](#) - “Neighborhood Council System Reforms.” The Commission is seeking input from Neighborhood Councils and the public on the following issues:
 - Amending the [City Charter Article IX](#) to renaming Department of Neighborhood Empowerment (DONE) to Neighborhood Councils Department (NCD) and Board of Neighborhood Commissioners (BONC) to Neighborhood Councils Commission (NCC)
 - Amending the [Los Angeles Administrative Code](#) to remove “Community Interests Stakeholder”
 - Amending City Charter Article IX [Section 901.d](#) and [904.f](#) to remove any reference to “selections” and clarify that Neighborhood Council Board members will be elected
 - Adjusting Neighborhood Council bylaws to insure equitable distribution of Board seats
 - To establish uniform minimum age for voting and board membership
 - Adopting policies for training of Chairs and Vice-chairs of Neighborhood Council land use committees
 - Adopting policies to allow rollover of funds and acceptance of donations by Neighborhood Councils
 - Amending the Los Angeles Administrative Code to remove the expiration of the ability for Neighborhood Councils to accept in-kind or monetary donations

- On costs and other implications of holding same day city wide Neighborhood Council elections
- To develop a process to assist Neighborhood Councils to access shared space in city facilities as envisioned in [Council File 16-0298](#)
- To develop an ongoing compendium of best practices generated from Neighborhood Councils and periodically share with all Neighborhood Councils
- To develop a single points of contact between Neighborhood Councils and city departments

17. Discussion and possible action on Bylaws Amendment and Boundaries Adjustment for the Granada Hills South Neighborhood Council. Granada Hills South Neighborhood Council is requesting:

1. To adjust their **southeastern** boundary **to accept** the area from the intersection of the 405 FWY and Lassen Street, west on Lassen Street to Balboa Blvd, north on Balboa Blvd to Devonshire Blvd, east on Devonshire Blvd to the 405 FWY, South on the 405 FWY to Lassen Street from the North Hills West Neighborhood Council.

The Department **amended** the report to recommends that the Board of Neighborhood Commissioners:

1. **FIND** the Granada Hills South Neighborhood Council's request to change their Boundaries consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 2a (iii) of the Plan for a Citywide System of Neighborhood Councils; and
2. **APPROVE** the changes to the Granada Hills South Neighborhood Council's bylaws by accepting the boundary adjustment.

[\[GHSNC Bylaws Application, GHSNC Petition Packet, GHSNC Bylaws 2018, GHSNC Bylaws 2017, GHSNC Dept Report, Amended GHSNC Dept Report\]](#)

18. Discussion and possible action on Bylaws Amendment and Boundaries Adjustment for the North Hill West Neighborhood Council. North Hill West Neighborhood Council is requesting:

1. To adjust their northern boundary in **forfeiting the area** from the intersection of 405 FWY and Lassen Street, west on Lassen Street to Balboa Blvd, north on Balboa Blvd to Devonshire Blvd, east on Devonshire Blvd to 405 FWY, South on 405 FWY to Lassen Street to the Granada Hills South Neighborhood Council; and
2. To share a City facility, Fire Station 87, 10124 Balboa Blvd, Granada Hills, CA 91344 with Granada Hills South Neighborhood Council and Northridge East Neighborhood Council.

The Department has **amended their previous recommendation to provide further clarification.** The Department recommends that the Board of Neighborhood Commissioners:

1. **FIND** the North Hills West Neighborhood Council's request to change their Boundaries consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article III, Section 2 (ii) of the Plan for a Citywide System of Neighborhood Councils. The northern boundary is identified by name within the adopted Granada Hills - Knollwood Community Plan Area of the City Planning Department per Article III, Section 2 (ii) of the Plan. The amended language for North Hills West Neighborhood Council boundaries are also identified by name within the adopted Mission Hills -

Panorama City - North Hills Community Plan Area of the City Planning Department.

The Department further finds the bylaw amendment language under Article III, “In addition, a City Facility, Fire Station 87, 10124 Balboa Boulevard, Granada Hills 91344 shall be shared with the Granada Hills South Neighborhood Council and Northridge East Neighborhood Council” to be inconsistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article III, Section 2a “A proposed set of boundaries should, to the maximum extent feasible, follow historic and contemporary community and neighborhood borders, and shall utilize natural boundaries or street lines and be geographically compact and contiguous.” and therefore recommends the rejection of this proposed amendment per the Plan for a Citywide System of Neighborhood Councils; and

2. **APPROVE** the changes to the North Hills West Neighborhood Council's bylaws by accepting the boundary adjustment; but
3. **OMIT** the shared facility request.

[\[NHWNC Bylaws Application, NHWNC Petition Packet, NHWNC Bylaws 2018, NHWNC Bylaws 2017, NHWNC Department Report, Community Plan-Granada Hills-Knollwood, Community Plan-Mission Hills-Panorama City-North Hills, NHWNC Boundary Adjustment Map, NHWNC Amended Dept Report\]](#)

19. Discussion and possible action on Bylaws Amendment and Board Structure Change for the Reseda Neighborhood Council. Reseda Neighborhood Council is requesting to modify their Board structure by **increasing their total Board size** from sixteen (16) to seventeen (17) members by:

1. **Adding** one (1) new Youth Member Seat, the Youth Member shall be appointed by a majority vote of the Board
2. **Changing** the age qualification for the Youth Board Member seat from Stakeholders who are between the ages of fifteen (15) and seventeen (17) to Stakeholders who are between the ages of fifteen (15) and nineteen (19) and are current students.

The Department recommends that the Board of Neighborhood Commissioners:

1. **FIND** the Reseda Neighborhood Council's request to change their Board structure consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and
2. **APPROVE** the change to the Reseda Neighborhood Council's bylaws.

[\[RNC Bylaws Application, RNC Board Structure Application, RNC Proposed Bylaws, RNC Approved Bylaws, RNC Department Report\]](#)

20. Discussion and possible action on Bylaws Amendment and Boundaries Adjustment for the North Hollywood Northeast Neighborhood Council. North Hollywood Northeast Neighborhood Council is requesting to modify their Bylaws by:

1. Submitting a boundary adjustment that **increases their boundaries** by their Southern boundary from Victory Boulevard, and Western boundary; Whitsett Avenue between Roscoe Boulevard and Vanowen, east on Vanowen to the 170 freeway.

The Department recommends that the Board of Neighborhood Commissioners:

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1. **FIND** the North Hollywood Northeast Neighborhood Council's request to change their Boundaries consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and
2. **APPROVE** the changes to the North Hollywood Northeast Neighborhood Council's bylaws by accepting the boundary adjustment.

[\[NHNENC Bylaws Application, NHNENC Board Structure Application, NHNENC Proposed Bylaws, NHNENC Map, NHNENC Department Report\]](#)

21. Discussion and possible action on Bylaws Amendment and Boundaries Adjustment for the NoHo Neighborhood Council. NoHo Neighborhood Council is requesting to modify their Bylaws by:

1. Submitting a boundary adjustment that **decreases their boundaries** by moving their Northern boundary from Vanowen to Victory Blvd.

The Department recommends that the Board of Neighborhood Commissioners:

1. **FIND** the NoHo Neighborhood Council's request to change their Boundaries consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and
2. **APPROVE** the changes to the NoHo Neighborhood Council's bylaws by accepting the boundary adjustment.

[\[NoHoNC Bylaws Application, NoHoNC Boundaries Adjustment Packet, NoHoNC Proposed Bylaws, NoHoNC Approved Bylaws, NoHoNC Demographic, NoHoNC Census, NoHoNC Map, NoHoNC Department Report\]](#)

22. Discussion and possible action on Bylaws Amendment and Board Structure Change for the NoHo Neighborhood Council. NoHo Neighborhood Council is requesting to modify their Board structure to **maintain their Board size** by:

1. **Removing** one (1) District 5 Resident Representative
2. **Removing** one (1) District 5 At-Large Seat
3. **Removing** one (1) District 5 Business Representative Seat
4. **Removing** two (2) Community Organization/Non-Profit Organization Representative Seats
5. **Adding** one (1) District 1 At-large Seat
6. **Adding** one (1) District 2 At-large Seat
7. **Adding** one (1) District 3 At-large Seat
8. **Adding** one (1) District 4 At-large Seat
9. **Adding** one (1) Youth Representative (previously an ex-officio member)

The Department recommends that the Board of Neighborhood Commissioners:

1. **FIND** the NoHo Neighborhood Council's request to change their Board structure consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and
2. **APPROVE** the change to the NoHo Neighborhood Council's bylaws.

[\[NoHoNC Bylaws Application, NoHoNC Board Structure Application, NoHoNC Proposed Bylaws, NoHoNC Department Report, Amended NoHoNC Proposed Bylaws, NoHoNC](#)

[Amended Dept Report](#)

23. Discussion and possible action on Bylaws Amendment and Board Structure Change for the WATTS Neighborhood Council. WATTS Neighborhood Council is requesting to modify their Board structure to **decrease their Board size** by from twenty one (21) to fifteen (15) seats:

1. **Consolidating** the number of neighborhood council Areas and Area Representatives from 10 to 5;
2. **Reducing** the number of at-large Community Interest Representatives from 9 to 8 by eliminating the Recreation, Culture,
3. **Transforming** the two Age Group Representative seats to At-Large seats

The Department recommends that the Board of Neighborhood Commissioners:

1. **FIND** the WATTS Neighborhood Council's request to change their Board structure consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and
2. **APPROVE** the changes to the Watts Neighborhood Council's bylaws to decrease their total Board size from 21 to 15 members.

[\[WATTS Bylaws Application, WATTS Board Structure Change Application, WATTS 062618 Bylaws, WATTS 060115 Bylaws, WATTS Dept Recommendation\]](#)

24. Discussion and possible action on Bylaws Amendment and Board Structure Change for the Westlake South Neighborhood Council. Westlake South Neighborhood Council is requesting to modify their Board structure to maintain their Board size by:

1. **Reducing** the Community Based Organization Seats from 4 to 3, and
2. **Adding** a Youth Board Member seat to be appointed by a majority of the Board

The Department recommends that the Board of Neighborhood Commissioners:

1. **FIND** the Westlake South Neighborhood Council's request to change their Board structure consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and
2. **APPROVE** the change to the Westlake South Neighborhood Council's bylaws.

[\[WSNC Bylaws Application, WSNC Board Structure Change Application, WSNC 04.26.18 Bylaws, WSNC 06.28.17 Bylaws, WSNC Department Recommendation-Board Structure\]](#)

25. Discussion and possible action on Bylaws Amendment and Boundary Adjustment for the Westlake South Neighborhood Council. Westlake South Neighborhood Council is requesting to modify their boundary by:

1. **Sharing** a City facility, **MacArthur Park**, 2230 W 6th Street, Los Angeles, 90057 with MacArthur Park Neighborhood Council.

The Department recommends that the Board of Neighborhood Commissioners:

1. **FIND** the Westlake South Neighborhood Council's request to change their Boundaries is consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Sections 2 (a) (iii) of the Plan for a Citywide System of Neighborhood Councils; and
2. **APPROVE** the change to the Westlake South Neighborhood Council's bylaws.

[\[WSNC Bylaws Application, WSNC BA Petition, WSNC 04.26.18 Bylaws, WSNC 06.28.17 Bylaws, WSNC Department Recommendation-Boundary ADJ\]](#)

26. Discussion and possible action on Bylaws Amendment and Board Structure Change for the LA-32 Neighborhood Council. LA-32 Neighborhood Council is requesting to modify their Board structure to maintain their Board size by:

1. Reduce the North Region Director seats from 3 to 2.
2. Reduce the South Region Director seats from 3 to 2.
3. Reduce the East Region Director seats from 3 to 2.
4. Reduce the West Region Director seats from 3 to 2.
5. Reduce the At-Large Director seats from 2 to 1.
6. Add the President seat to be elected by the LA-32NC Stakeholders at the time of the Neighborhood Council Election.
7. Add the Vice-President seat to be elected by the LA-32NC Stakeholders at the time of the Neighborhood Council Election.
8. Add the Treasurer seat to be elected by the LA-32NC Stakeholders at the time of the Neighborhood Council Election.
9. Add the Corresponding Secretary seat to be elected by the LA-32NC Stakeholders at the time of the Neighborhood Council Election.
10. Add the Recording Secretary seat to be elected by the LA-32NC Stakeholders at the time of the Neighborhood Council Election.

The Department recommends that the Board of Neighborhood Commissioners:

1. **FIND** the LA-32 Neighborhood Council's request to change their Board structure consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and
2. **APPROVE** the change to the LA-32 Neighborhood Council's bylaws.

[\[LA32NC Bylaws Application, LA32NC Board Structure Change Application, LA32 04.04.18 Bylaws, LA32NC 09.01.15 Bylaws, LA32NC Department Recommendation-Board Structure\]](#)

27. Election of Commission President and Vice President

28. 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.

29. Adjourn

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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.*)

- Special Meeting on July 23, 2018 at 6:00pm – Kaiser Permanente Panorama City, Medical Office 2, Classroom 1 & 2, 13730 Roscoe Blvd., Panorama City, CA 91402
- Regular Meeting on August 7, 2018 at 6:00pm – Boyle Heights City Hall, 2130 E 1st St, Los Angeles, CA 90033
- Regular Meeting on August 20, 2018 at 1:00pm – City Hall, 10th Floor Conference Center, Room 1050, 200 North Spring St, Los Angeles, CA 90012
- Regular Meeting on September 4, 2018 at 6:00pm – Stonehurst Recreation Center, 9901 Dronfield Ave., Sun Valley, CA 91352
- Regular Meeting on September 17, 2018 at 1:00pm – 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.