

CITY OF LOS ANGELES CALIFORNIA



**PICO UNION NEIGHBORHOOD COUNCIL
OFFICERS**

Jay Park
PRESIDENT

Zoila Bañuelos
VICE PRESIDENT

Yohan Chang
TREASURER

Jovita Carrillo
SECRETARY

**PICO UNION NEIGHBORHOOD COUNCIL
BOARD MEMBERS**

Jesus Bañuelos (Renter Representative)
Cynthia Rodriguez (Homeowner Rep)
Erica Jung (Resident Homeowner)
Miguel Martinez (Community Based Org.)
Edgar Hernandez (Member at Large)
Louis Shapiro (Resident Tenant)

Peter Sean (Business Rep)
Estrella Galindo (Community Based Org.)
Hyoung Joong Kim (Renter Representative)
Sunny Kim (Senior Citizen)
Silvia Velasquez (Resident Tenant)

**PICO UNION NEIGHBORHOOD COUNCIL
REGULAR GENERAL BOARD MEETING MINUTES**

May 6th, 2019 at 6:30 pm
Kolping House – Auditorium (Parking available)
1225 S Union Ave, Los Angeles, CA 90015
www.picounionnc.org

The Neighborhood Council system enables civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of volunteer stakeholders who are devoted to the mission of improving our communities and bringing government to us.

1. Roll Call – Outgoing Board

Board Members	Present	Absent
Jay Park	X	
Zoila Banuelos	X	
Yohan Chang	X	
Erica Jung	X	
Hyoung Kim	X	
Jesus Banuelos	X	
Sunny Kim	X	
Edgar Hernandez		X
Peter Sean		X
Louis Shapiro	X	
Miguel Martinez		X
Estrella Galindo		X
Cynthia Rodriguez	X	
Silvia Velasquez		X
Jovita Carrillo	X	
Total:	11	5
Quorum has been met		

2. Recognition of Outgoing Board
3. Roll Call – Newly Elected Board

Board Members	Present	Absent
Jay Park	X	
Zoila Banuelos	X	
Yohan Chang	X	
Erica Jung	X	
Hyoung Kim	X	
Jesus Banuelos	X	
Sunny Kim	X	
Edgar Hernandez		X
Wilfredo Pineda	X	
Louis Shapiro	X	
Jenny Alberts	X	
Cynthia Rodriguez	X	
Silvia Velasquez		X
Jovita Carrillo	X	
Total:	12	2
Quorum has been met		

4. Swearing-in of Newly Elected Executive Officers and Directors.

5. Discussion and possible motion to appoint the Executive Officers of the Pico Union Neighborhood Council in accordance with Article VI, Section 3. The Officers shall serve one (1) year terms and serve at the pleasure of the Board. Officer positions are:
 - a. President
Hyoung Kim Nominates Jay Park
Jesus Banuelos seconds motion

Unanimous vote of approval to appoint Jay Park as President of the Pico Union Neighborhood Council.

 - b. Vice-President
Jovita Carrillo nominates Zoila Banuelos
Jesus Banuelos seconds motion

Unanimous vote of approval to appoint Zoila Banuelos as Vice President of the Pico Union Neighborhood Council.

 - c. Secretary
Zoila Banuelos nominates Jovita Carrillo
Cynthia Rodriguez seconds

Unanimous vote of approval to appoint Jovita Carrillo as Secretary of the Pico Union Neighborhood Council.

 - d. Treasurer

Erica Jung nominates Yohan Chang

Jovita Carrillo seconds

Yohan Chang declines the nomination.

Jay Park nominates Wilfredo Pineda to become Treasurer effective July 1st, 2019.

Zoila Banuelos seconds

Unanimous vote of approval to appoint Wilfredo Pineda as Treasurer of the Pico Union Neighborhood Council effective July 1st, 2019.

6. Discussion and possible motion to appoint a board member to serve as 2nd Signatory. This is a Financial Officer position and is required to complete the Office of the City Clerk Funding Division's live training.

Cynthia Rodriguez nominates Zoila Banuelos

Jay Park seconds

Unanimous vote of approval to appoint Zoila Banuelos as a board member to serve as 2nd Signatory.

7. Discussion and possible motion to appoint a board member to serve as the PUNC purchase card holder. Card holder is responsible for making all approved purchases of the PUNC. This is a Financial Officer position and is required to complete the Office of the City Clerk Funding Division's live training.

Cynthia Rodriguez nominates Jay Park

Jovita Carrillo seconds

Unanimous vote of approval to appoint Jay Park as a board member to serve as PUNC purchase card holder.

8. Discussion and possible motion to appoint a board member to serve as Alternate Signatory. This position will sign all funding documents in the absence of the Treasurer or 2nd Signatory. This is a Financial Officer position and is required to complete the Office of the City Clerk Funding Division's live training.

Cynthia Rodriguez nominates Zoila Banuelos

Jay Park seconds

Unanimous vote of approval to appoint Zoila Banuelos as Alternate Signatory.

9. **COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS**

- a. LAPD Senior Lead Officers

LAPD Officer, Rampart Division – There have been a lot of traffic fatalities. There have been a lot of deaths with pedestrians recently. Please be aware of your surroundings. In order to operate the scooters, you must be a licensed driver. Also, you cannot drive it on the sidewalk, you cannot drive it against traffic, it must go with the flow of traffic.

- b. City and other Government Agencies

Mario Hernandez, Empower LA – For the officers elected, you are required to take the City Clerk’s funding training. The department is going to conduct a City youth program. Planning 101 along with the department of neighborhood empowerment. May 20th is the last day for the NC to submit for an event approval. As long as your NC has its financial officers in place, NC’s are allowed to roll up to \$10,000.00 into next year.

- 10. **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.

11. COMMITTEE REPORTS

- a. Outreach Committee presented by Zoila Banuelos
Zoila Banuelos – Thank you to everyone who came out to vote on the Pico Union Neighborhood Council elections.
- b. Quality of Life and Safety Committee
Jesus Banuelos – Nothing to report.
- c. Transportation Committee
Louis Shapiro – Nothing to report.
- d. Zoning, Planning and Land Use
Erica Jung – Nothing to report.
- e. Youth Committee
N/A

12. MOTIONS & PRESENTATIONS:

- a) **Discussion and possible motion to approve the Monthly Expenditure Report (MER) for the month of March 2019.**

Yohan Chang – Currently we have \$14,000.00, however I believe we will be rolling over less than \$10,000.00 due to future expenses.

Jovita Carrillo – In regard to the check to LAPD, the check had been deposited.

Louis Shapiro makes a motion to approve the Monthly Expenditure Report (MER) for the month of March 2019.

Zoila Banuelos seconds motion

9 Yes, 6 Absent/Ineligible

Majority vote of approval to approve the Monthly Expenditure Report (MER) for the month of March 2019.

- b) **Discussion and possible motion to approve the Minutes of the April 1st, 2019 General Board Meeting.**

Louis Shapiro makes a motion to approve the Minutes of the April 1st, 2019 General Board Meeting.

Zoila Banuelos seconds motion

10 Yes, 4 Absent

Majority vote of approval to approve the Minutes of the April 1st, 2019 General Board Meeting.

- c) Discussion and possible motion to approve a Neighborhood Purpose Grant Application from KYCC (Koreatown Youth Community Center) Los Angeles for up to \$2,104.00 in support of their beautification project on Washington/New England, Los Angeles 90007.

Louis Shapiro – So you have contacted the owner of the business and he is okay with doing this?

Jeremy Joo, KYCC – Yes, he is enthusiastic about the project.

Public #1 – I think the plan has good intentions, but you should see if you can get the owner to help with the funding,

Mario Hernandez – I believe that this project would be funding for a private property. I would have to speak to the City Clerk about this as it may be an issue.

Jay Park makes a motion to postpone this item to a future meeting after more documentation regarding the location of the beautification is brought.

Zoila seconds motion

Unanimous vote of approval to postpone this item to a future meeting after more documentation regarding the location of the beautification is brought.

- d) Discussion and possible motion to approve a Neighborhood Purpose Grant Application from NHF (National Health Foundation) Los Angeles for up to \$2,500.00 for their parkway beautification project located in front of the National Health Foundation's (NHF) recuperative care center located at 1032 W. 18th St.

Grace Cotangco – We will be working with community members to help beautify the community. We will have different organizations come to adopt the parkway. The purpose of the beautification will help people feel safe as well. Our goal is to help make people realize the problem with homelessness. We have a few women here who will be giving a testimony.

Yohan Chang – I want to know if we are doing half, I feel like we should be splitting with the other organizations so we can split the costs if they are adopting.

Zoila Banuelos makes a motion to approve a Neighborhood Purpose Grant Application from NHF (National Health Foundation) Los Angeles for \$2,500.00 for their parkway beautification project located in front of the National Health Foundation's (NHF) recuperative care center located at 1032 W. 18th St.

Jesus Banuelos seconds motion

Unanimous vote of approval to approve a Neighborhood Purpose Grant Application from NHF (National Health Foundation) Los Angeles for \$2,500.00 for their parkway beautification project located in front of the National Health Foundation's (NHF) recuperative care center located at 1032 W. 18th St.

- e) Discussion and possible motion to approve a Neighborhood Purpose Grant Application from Angelica Center of Arts and Music Los Angeles for up to \$1,500.00 for their payments for teacher salaries and providing new equipment for the students.

Jay Park – It seems nobody is here to represent this NPG application.
Yohan Chang makes a motion to remove Item 12-E from the agenda.
Louis Shapiro seconds motion

Unanimous vote of approval to remove item 12-E from the agenda.

- f) Discussion and possible motion to approve the 2018-2019 Fiscal Year inventory list
Zoila Banuelos makes a motion to approve the 2018-2019 Fiscal Year inventory list.
Jovita Carrillo seconds motion
9 Yes, 1 Abstain, 3 Absent

Majority vote of approval to approve the 2018-2019 Fiscal Year inventory list has passed.

- g) Board Member Comments (15 minutes)
- a. Comment on Member's own activities/brief announcements.
 - b. Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
 - c. Introduce new issues for consideration by the PUNC at its next meeting and to place on the future agenda.
- h) Meeting Adjournment – 8:31 pm

The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Committee takes an action. Public comment is limited to 2 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker. The public may comment on a specific item listed on this agenda when the Board considers that item. When the Board considers the agenda item entitled "Public Comments," the public has the right to comment on any matter that is within the Board's jurisdiction. In addition, the members of the public may request and receive copies without undue delay of any documents that are distributed to the Board, unless there is a specific exemption under the Public Records Act that prevents the disclosure of the record (Govt. Code § 54957.5). In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at 1225 S. Union Ave, Los Angeles, CA 90015, at our website by clicking on the following link: www.picounionnc.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact **the PUNC office at 213-738-0137**

The Pico Union Neighborhood Council holds its regular meetings on the first Monday of every month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. The agenda for the regular and special meetings are posted for public review at **1) Normandie Recreation Center 1550 S. Normandie Bl. 2) Berendo Middle School 1157 S. Berendo St. 3) Leo Politi Elementary School 2481 W. 11th St. 4) Magnolia Ave. Elementary School 1626 S. Orchard Ave. 5) Tenth Street Elementary School 1000 Grattan 6) Pico Union Branch Public Library 1030 S. Alvarado St. 7) Toberman Recreational Center 1725 Toberman St.**

The Pico Union Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability. Upon request, the Pico-Union Neighborhood Council will provide reasonable accommodations to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure the availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Pico-Union Neighborhood Council at (213) 738 - 0137 or please send an e-mail that states the accommodations that you are requesting to Picounion09@att.net.

Process for Reconsideration - An official vote or action of the Board may be reconsidered upon request as follow: a.) Reconsideration may take place immediately following the original action or at the next regular meeting. A member of the Board, at either of the meetings, shall make a motion to reconsider the action or decision. If approved by majority vote of the Board, the Board may immediately rehear the matter and take action. b.) A motion for reconsideration may only be made by a Board member who previously voted on the prevailing side of the original action or decision taken.

PROCESS FOR FILING A GRIEVANCE: Any grievance by a Stakeholder must be submitted in writing to the Board of Governors. The Board of Governors shall then refer the matter to an ad hoc grievance panel comprised of 3 Stakeholders who are randomly selected by the Council secretary from a list of Stakeholders who have previously expressed an interest in serving from time-to-time on such a grievance panel. The Secretary will coordinate a time and a place for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the

dispute may be resolved. Thereafter, a panel member shall prepare and submit a written report to the Board outlining the panel's collective recommendations for resolving the grievance, no later than two weeks after it has met with the person submitting the grievance. The Board of Governors may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with Board Rules or these Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, and/or state and federal law. In the event that a grievance cannot be resolved through this grievance process, then the matter may be referred to the Department of Neighborhood Empowerment for consideration or dispute resolution in accordance with the Plan.