

# CITY OF LOS ANGELES CALIFORNIA



## PICO UNION NEIGHBORHOOD COUNCIL OFFICERS

**Jay Park**  
PRESIDENT

**Zoila Bañuelos**  
VICE PRESIDENT

**Miguel Martinez**  
TREASURER

**Louis A. Shapiro**  
SECRETARY

## PICO UNION NEIGHBORHOOD COUNCIL BOARD MEMBERS

**Jesus Bañuelos (Renter Representative)**  
**Cynthia Rodriguez (Homeowner Rep)**  
**Erica Jung (Resident Homeowner)**  
**Jovita Carrillo (Resident Homeowner)**  
**Edgar Hernandez (Member at Large)**

## PICO UNION NEIGHBORHOOD COUNCIL REGULAR GENERAL BOARD MEETING MINUTES

**May 7, 2018, at 6:30pm**

**Kolping House – Auditorium (Parking available)**  
**1225 S Union Ave, Los Angeles, CA 90015**

[www.picounionnc.org](http://www.picounionnc.org)

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

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. WELCOMING REMARKS:

- a. Call to Order and flag salute
- b. Roll Call
  - Jay Park – Present
  - Zoila Banuelos – Present
  - Miguel Martinez – Present
  - Louis Shapiro – Absent
  - Jesus Banuelos – Present
  - Cynthia Rodriguez – Present
  - Estrella Galindo – Absent
  - Jovita Carrillo - Absent
  - Yohan Chang – Present
  - Erica Jung - Present
  - Silvia Velasquez – Present
  - Peter Sean – Present
  - Edgar Hernandez – Present
  - Hyoung Kim – Present
  - Sunny Kim – Present (Left around 7:35)
- c. Swear in Edgar Hernandez as a member of the Pico-Union Neighborhood Council.  
Mario Hernandez performs the ceremony of swearing in Edgar Hernandez as an official member of the Pico-Union Neighborhood Council.

### 2. COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS

- a. LAPD Senior Lead Officers

Patty Brindle, LAPD – Heat is here, crime generally goes up. More people drink and more people leave their windows open so crime can happen. Be aware of when you're walking too and from places. If you're walking by yourself don't be on the phone always be on the lookout. May 31<sup>st</sup> Coffee with a Cop will be at 9am-11am, 7/11 at Olympic and Berlington. Saturday, July 21<sup>st</sup> is the Rampart Open house from 10am-2pm. If you see something and it looks suspicious, do not be afraid to call the police.

b. City and other Government Agencies

Mario Hernandez, Empower LA – May 20<sup>th</sup> is the last day for an event approval for NC's. June 1<sup>st</sup>, last day for check payment, June 20<sup>th</sup> last day for an NC to access a purchase card. The department has created an email for public records request:

[PLA@empowercity.org](mailto:PLA@empowercity.org). This year, neighborhood councils are not required to submit a budget package. The board of commissioners have created a neighborhood council equity workgroup and will be meeting in the council of chambers. Currently proposing an allocation with a base. I did email the board earlier today about a local organization that will be hosting a town hall. There will be the former mayor and treasurer there as well.

3. **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.

**Lali DeAslan, Stand Strong Properties** - I wanted to know when would be a good time to talk to you about a project that is being developed. It will be for mixed use hotel residences as well as commercial.

Jay Park – We should be having a meeting soon. Please give your card to Erica Jung.

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**Guadalupe Garcia, IDEPSCA** – I am coming to present a report to give thanks to the PUNC. Because of you were able to have a good Resource fair. We had 500 participants and more than 200 were children. We had agencies that came and provided free services to people. We had a lot of free activities for fun as well. You can see plans that had 21 women had medical screenings and companies that provided free legal consolation as well. There were 4 mobile units and Barber College came and were giving free haircuts. We are hoping to do this next week as well.

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**Mark Lee, Mission City Community Network** – I am from Mission City Community Network.

Last month we helped many undocumented people with medical issues. If you have a medical card and no doctor will take you, you should come to our clinic and we will serve you. We are partnered in helping low-income people or with no documentation.

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**Bruce Choi, Kenneth Mejia for Congress** – We have an election on June 5<sup>th</sup> and I wanted to bring awareness of what we are fighting for. We are fighting for universal rent control and we are also fighting for universal healthcare. We are also fighting to stop student debt. We have fought for rent control and put it into recommendation. We hope we can get your vote for June 5<sup>th</sup>.

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**Silvia Quesada, Magnolia Elementary** – Thank you for your support to the community. I also want to give support to Magnolia Elementary school for the grants. Thank you again.

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**Seong Chung, LA City Attorney's Office Victim's Assistance** – Please call us in case you need help with anything. Call us in case you need help with relocation or anything like that when it comes to getting away from potential danger in your community.

#### 4. COMMITTEE REPORTS

a. Outreach Committee

**Zoila Banuelos** – We have a few events that we are going over. We help those without documentation especially those who are immigrants. A lot of people came to America during south and central American wars. A lot of people blamed the immigrants. Most of the teachers around here are immigrants that are born in the US. It used to be that Mexican immigrants were 23% but now its 48% coming from different countries and continents. We are a nation of immigrants so it is important we be together. There was a problem in Washington and Vermont where people would stay parked all the time. Luis Gonzales helped with that and changed that. If you see any more people that are violating parking, just call parking enforcement.

b. Quality of Life and Safety Committee

**Alejandra** – We have been working with these since last year and we are working to help change the community. We need to help clean up around our community.

c. Transportation Committee

**Hyoung Kim** – Nothing to report.

d. Zoning, Planning and Land Use

**Erica Jung** - We will be having a Land Use Committee meeting May 14, 2018, regarding a new apartment construction.

e. Youth Committee

N/A

5. **MOTIONS & PRESENTATIONS:**

a) **Discussion and possible action to approve the Monthly Expenditure Report (MER) for the month of April 2018.**

1. \$1,155.00 for AppleOne Employment; 4/26/18
2. \$1,108.80 for AppleOne Employment; 4/26/18
3. \$65.00 for ATT Bill Payment; 4/9/18
4. \$277.20 for AppleOne Employment; 4/6/18
5. \$52.00 for Subway; 4/3/18
6. \$65.67 for Office Depot; 4/2/18

**Miguel Martinez** – This is the expense report for April. It includes everything we have spent this month.

Yohan Chang makes a motion to approve items 5a, 1-6 in the Monthly Expenditure Report (MER) for the month of April 2018.

Zoila Banuelos Seconds motion

11 Yes; 4 Absent

Unanimous vote of approval to approve items 5a, 1-6 in the Monthly Expenditure Report (MER) for the month of April 2018.

b) **Discussion and possible action to pay up to \$333.33 for each of the invoices sent from the Catholic Kolping House of Los Angeles regarding the Pico-Union Neighborhood Council's rent and auditorium usage for the months of June 2018 and July 2018.**

1. \$333.33; June 2018, Invoice No. 2012
2. \$333.33; July 2018, Invoice No. 2013

**Miguel Martinez** – We are still waiting for the final contract.

**Yohan Chang** – When is the contract going to get done?

**Brian Schafer, Kolping House** – We are holding a meeting to help with that.

Peter Sean makes a motion to pay up to \$333.33 for each of the invoices sent from the Catholic Kolping House of Los Angeles regarding the Pico-Union Neighborhood Council's rent and auditorium usage for the months of June 2018 and July 2018 (Item 5b, 1-2).

Cynthia Rodriguez Seconds motion

11 Yes; 4 Absent

Unanimous vote of approval to pay up to \$333.33 for each of the invoices sent from the Catholic Kolping House of Los Angeles regarding the Pico-Union Neighborhood Council's rent and auditorium usage for the months of June 2018 and July 2018 (Item 5b, 1-2).

- c) **Discussion and possible action to approve the Minutes of the April 2<sup>nd</sup>, 2018 General Board Meeting.**

Zoila Banuelos makes a motion to approve the Minutes of the April 2<sup>nd</sup>, 2018 General Board Meeting.

Peter Sean seconds motion.

11 Yes; 4 Absent

Unanimous vote of approval to approve the Minutes of the April 2<sup>nd</sup>, 2018 General Board Meeting.

- d) **Discussion and possible action to approve the Pico-Union Neighborhood Council budget as prepared by Miguel Martinez (Treasurer)**

**Miguel Martinez** – Last year we received \$42,000.00. We might get around the same amount next year.

**Jay Park** – Is the budget allocated based on this year?

**Miguel Martinez** – Yes.

**Peter Sean** – What is our balance now? It looks like we are spending over budget. We should reduce the NPG numbers or General operations number. Where is the \$22,000.00 coming from?

**Miguel Martinez** – For next year we are going to add \$10,000.00 for this operation.

**Jay Park** – We will discuss this budget in June.

Peter Sean motions to postpone item 5d to the next month's General Board meeting.

Cynthia Rodriguez seconds motion.

11 Yes; 4 Absent

Item 5d has been postponed to the June General Board meeting.

**Jay Park** – Regarding the Magnolia School Mariachi program. I would like to call for a special meeting in May to approve your NPG request. Thank you for your performance as well. Special meeting next Monday.

- e) **Discussion and possible action to approve a Neighborhood Purpose Grant for up to \$1,500.00 from Levitt Pavilion - The purpose of this grant would be to provide free**

**concerts to Westlake residents/families at MacArthur Park. As well as live music, there will also be activities for kids and other shared resources by Community Partners.**

**Amorette Crespo, Levitt Pavilion** – We are requesting \$1,500.00 from the PUNC to have residents come and be apart of our live music and activities. If you approve our NPG we will give you two booths and print your logo on our advertisements and have our MC give you a shoutout on stage. We are asking from PUNC for help and we did a survey from our audience and found out that 50% of our audience is within a 2-mile radius.

**Miguel Martinez** – I am looking at the paper and it says you need the funds by April? I am not sure what the City will say since you requested the funds for last month. You may have to recreate the application and update the date on it.

**Yohan Chang** – We should redo it so we can put it into this fiscal year versus the next fiscal year.

*Peter Sean makes a motion to approve a Neighborhood Purpose Grant for up to \$1,500.00 from Levitt Pavilion.*

*Zoila Banuelos seconds motion.*

*11 Yes; 4 Absent*

*Unanimous vote of approval to approve a Neighborhood Purpose Grant for up to \$1,500.00 from Levitt Pavilion.*

- f) **Discussion and possible action to create advertising material for up to \$500.00 for the PUNC. These may include pens, bags, and other accessories as suggested by Yohan Chang.**

**Yohan Chang** – I have spoken to Jeff and I am waiting for a response. These items would be a good idea as it would help us get our name out there. I was thinking of having a professional to create the flyer and have it so that we can change it slightly every year.

**Miguel Martinez** – If the Board has the Youth create the flyer, would it be allowed?

**Mario Hernandez** – As long as the board approves it, it can be done. But there are no confines as to contracts to who the PUNC can use.

**Yohan Chang** – The website I used was called “Four Imprint” and they can put our logo on anything. If we buy 1000 pens it can be put brought down to 17 cents.

*Peter Sean makes a motion to create advertising material for up to \$500.00 for the PUNC. These may include pens, bags, and other accessories*

*Zoila Banuelos seconds motion*

*11 Yes; 4 Absent*

Unanimous vote of approval to approve creating advertising material for up to \$500.00 for the PUNC. These may include pens, bags, and other accessories as suggested by Yohan Chang.

- g) **Discussion and possible action to make professional flyers for up to \$250.00 for the PUNC.**

Peter Sean makes a motion to make professional flyers for up to \$250.00 for the PUNC.

Hyoung Kim seconds motion

11 Yes; 4 Absent

Unanimous vote of approval to make professional flyers for up to \$250.00 for the PUNC.

- h) **Discussion and possible action to create a Finance Committee within the PUNC.**

**Jay Park** – We have 5 committees but if we approve we will make a new term.

**Yohan Chang** – Miguel and I saw that other NC's had a finance committee in order to spread the workload among members and not have it all on one person. The Treasurer would be the chairman of the finance committee.

**Jay Park** – I believe that is a good idea.

**Miguel Martinez** – Please support the finance committee.

**Silvia Velasquez** – I think it is a great idea as well.

**Peter Sean** – Me too. I think it is a great idea.

Yohan Chang makes a motion to create a Finance Committee within the Pico-Union Neighborhood Council.

Miguel Martinez seconds motion

11 Yes; 4 Absent

Unanimous vote of approval to create a Finance Committee within the PUNC.

- i) **Discussion and possible action to pay up to \$2,000.00 to The Web Corner in order to set up the Pico-Union Neighborhood Council Website.**

Miguel Martinez makes a motion to remove item 5i from the agenda.

Zoila Banuelos seconds motion.

11 Yes; 4 Absent

Item 5i has been removed from the agenda.

- j) **Discussion and possible action to pay up to \$150.00 per month to The Web Corner in order to maintain the Pico-Union Neighborhood Council Website.**

Miguel Martinez makes a motion to remove item 5j from the agenda.

Edgar Hernandez seconds motion.

11 Yes; 4 Absent

Item 5j has been removed from the agenda.

- k) **Discussion and possible action to approve a Neighborhood Purpose Grant for up to \$1,000.00 from Angelica Center for Arts & Music - This grant will be used for providing free music programs of dance and instrument playing to children.**

Angelica Center for Music provides music and instrumental teaching to children in our facility. One of the things we are impressed with is that the children love to perform. There is a saying when you bow down you stand up taller, so it will help the kids with their confidence. This would be good to help the children as it would help them stay on the right path.

Peter Sean makes a motion action to approve a Neighborhood Purpose Grant for up to \$1,000.00 from Angelica Center for Arts & Music - This grant will be used for providing free music programs of dance and instrument playing to children.

Yohan Chang seconds the motion.

11 Yes; 4 Absent

Unanimous vote of approval to approve a Neighborhood Purpose Grant for up to \$1,000.00 from Angelica Center for Arts & Music

- l) **Updates – LA City Office Inventory Check**

**Jay Park** – The City has approved the inventory check.

- m) **Updates – Status of KYCC \$8,000.00 Neighborhood Purpose Grant**

**Jay Park** – I have signed the grant that was requested of me.

- n) **Updates – Kolping House /PUNC Contract Updates (April and May rent)**

**Brian Schafer** – Mary most likely has the contract so when she returns we will update you on that.



**Jay Park** – Thank you, we appreciate what the Kolping House does for us and appreciate your help in this.

**o) Announcement – PUNC Recognition Awards from Resource Fair**

**Jay Park** – The PUNC has received these awards from the Resource Fair. We have done well, thank you, everyone, for your hard work.

**p) Presentation by Laila Alequresh of LA City regarding her study of the how the City of LA manages its infrastructure.**

**Jay Park** – Thank you for your presentation.

**6. Board Member Comments (15 minutes)**

- a. Comment on Member’s own activities/brief announcements.  
Edgar Hernandez – George please introduce yourself  
George – Hello I am interested in being part of the Youth.  
Sharon – I would also like to help out my community and would love to have the opportunity to work with the council.
- 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.

**7. Meeting Adjournment – 8:53 pm**

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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](http://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. 11<sup>th</sup> 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](mailto: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.