

# CITY OF LOS ANGELES

CALIFORNIA



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PICO UNION NEIGHBORHOOD COUNCIL  
EXECUTIVE COMMITTEE MEETING MINUTES

July 27, 2015 at 6:30pm  
Kolping House – Auditorium (Parking available)  
1225 S Union Ave, Los Angeles, CA 90015  
[www.picounionnc.org](http://www.picounionnc.org)

## 1. Call to Order

Start Time: :6:34pm

Track: 38

## 2. Roll Call

Cynthia Rodriguez

Zoila Banuelos

Estrella Galindo

Jay Park

## 3. Welcome Message

Jay Park – It's a very hot summer day, thank you for being here.

**4. Public comments** – Comments from the public on non-agenda items within the board's subjects matter jurisdiction. Public comments are limited to two minutes per speaker. (2 min)

- a) Sylvia Moore, the new Southern California Organizer for California Common Cause  
- **No show**

## 5. Discussion and Possible action items to appear on the General Board agenda for August 3, 2015.

- a) Approval of Monthly Expense (**July 2015**);

Zoila makes a motion to approve the July 2015 monthly expenses

Cynthia 2<sup>nd</sup> the motion

all in favor

motion passes to approve the July 2015 monthly expenses

- b) Approval of **July 06, 2015 Minutes**;

Estrella motions to approve the July 6, 2015 minutes

Zoila 2<sup>nd</sup> the motion

all in favor

motion passes to approve the July 6, 2015 minutes

- c) Discussion and possible action, request for a Conditional Use Zoning Permit for the construction, use and maintenance of an unmanned Wireless Telecommunications Facility (WTF), Case No: ZA2015-1525CW, 1809 W. 11th Street, Verizon Wireless SMSA, LLP, would like to build a Wireless Tower.

Cynthia motions to move the request by Verizon Wireless for a Conditional Use Zoning Permit

to the General Board Meeting on August 3<sup>rd</sup>, 2015

Estrella 2<sup>nd</sup> the motion

all in favor

motion passes to move the request by Verizon Wireless for a Conditional Use Zoning Permit to the August 3, 2015 General Board Meeting.

d) Discussion and Possible action: Voting on the request for a \$1000 grant by the Aztec Rising from the Pico-Union Neighborhood Council

Cynthia motions to move the request by Aztec Rising on the agenda for the August 3, 2015 General Board Meeting

Estrella 2<sup>nd</sup> the motion

all in favor

motion passes to move the request by Aztec Rising to the General Board Meeting Agenda on August 3, 2015

(Estrella left meeting at 6:55pm - Estrella returns at 6:56pm)

## **6. Community Impact Statements**

Discussion and possible Action on these City Council motions/ordinances/resolutions

i) Amend the Baseline Mansionization Ordinance (Council File 14-0656).

The Board of the Pico Union Neighborhood Council supports Councilmember Paul Koretz's May 16, 2014 motion proposing amendments to the citywide Baseline Mansionization Ordinance (BMO), and urges you to adopt the amendments expeditiously and with an urgency clause. This letter should be submitted as a Community Impact Statement for Council File 14-0656. Upload your Community Impact Statement to the Los Angeles City Clerk site using your council user name and password. For assistance, contact Tom Harvey at DONE (213-978-1551, tom.harvey@lacity.org).

- PUNC board will submit letter to DONE supporting the Baseline Mansionization Ordinance.

ii) Appeals have been filed:

1) Demolish Existing 828 Sq Ft Single Family Residence And Build New Single family Residence; Incorporating Existing 560 Sq Ft Accessory Building; To create One 2;833 Sq Ft Structure.

2) Demolition Of Existing 4-Unit Apartment And Construction Of A New; 5-Story; 13 Unit Apartment Building.

PUNC board decides not to move item to the General Board Meeting Agenda on August 3, 2015

iii) a. **Neighborhood Council System Town Hall Agenda**

Saturday, July 25, 2015 12pm -4 pm Hollywood Constituent Center, 6501 Fountain Ave.

- Tabled

b. **Neighborhood Council Budget Advocates and Mayor's Budget Survey**

Budget Survey extended until Friday, July 31, 2015

- PUNC board will take the survey

c. **Board of Neighborhood Commissioners EmpowerLA Awards and Survey**

Submit your awesome work for the EmpowerLA Awards by August 1, 2015 and be recognized take this survey on the policies before the Commission - they want to hear from you!

- PUNC board will take the survey

**d. Neighborhood Councils and Public Funds**

Thanks to the City Attorney's Office, we've been able to recover \$5,000 in public funds after the City took a former Neighborhood Council board member to court for paying his company to perform work for his Neighborhood Council, which is a big no-no. Every board member needs to be aware of how their Neighborhood Council is spending its yearly allocation of public funds and that it is done correctly. When in doubt, please contact our office.

**e. Neighborhood Council Rosters**

The rosters on our website are only as good as the information you provide to us so please let us know asap if there are any changes to your board, including in the Executive Officers. The entire City uses our rosters to keep in touch with you - your stakeholders' representative - so you can advocate for and/or pass the message about planning, safety, homelessness, and etc. issues on to them. Please check your rosters on our website regularly to make sure they are up-to date. Changes can be sent to [rosters@empowerla.org](mailto:rosters@empowerla.org) where we will update our website weekly.

An updated roster from PUNC will be sent EmpowerLA.

**f. FY 2015-2016 Yearly Allocation**

Neighborhood Councils have a yearly allocation of \$37,000 this year so please make sure your submitted budgets reflect this amount. Council President Wesson has provided an additional \$5,000 in funding this year to Neighborhood Councils. When City Council comes back from recess in August, we will know if there are any restrictions to these funds so you can make any adjustments to your budget once that is clear. We are splitting the \$37,000 quarterly and will transfer \$9,250 each quarter. Any unspent FY 2014-2015 funds in your checking account, which is not held by an outstanding check that was cut by June 30, 2015, will be transferred back to the City within the next 30 days as the proposed Neighborhood Council rollover policy has not been decided by City Council. We will notify your board of the transfer before it happens though.

- PUNC treasure will resubmit the amended PUNC budget for fiscal year 2015-2016

**g. Neighborhood Council System Town Hall**

Saturday, July 25, 2015 12pm - 4 pm Hollywood Constituent Center, 6501 Fountain Ave. As we continue our efforts to innovate our policies and procedures and start preparing our budget proposal for next fiscal year, we'd like to debrief with our Neighborhood Council board members about what works, what could work better and what you'd like to see in the next few years. With the changes in staffing, we are looking to reorganize internally based on the needs expressed by the Neighborhood Councils so help us help you!

**Agenda** - (These are estimated times)

- Tabled

**h. 12 pm - 1:30 pm - How to put the fun into the Neighborhood Council Funding Program?**

What changes would you like to see in the existing procedures and forms and where we are heading in the next year - Hello, online funding submissions and e-signatures!

- Tabled

**i. 1:30 pm - 2:30 pm - How can we provide you with better support so you can meet your**

**mission of increasing civic engagement and making government more responsive to local needs?**

Meeting support - staffing meetings, Neighborhood Council Support Helpline, or...?

Capacity building from EmpowerLA Leadership Academy and Neighborhood Council Civic University as well as expanded services through our temporary services

Request for Proposals. Measuring the impact of Neighborhood Councils on City activities, including a discussion on Community Impact Statement. Connecting you to the City elected and departments your stakeholders want to learn about and dialogue with, including partnering with citywide campaigns based on Mayor Garcetti's "Back to Basics" priorities. Rosters - why it matters that we know who the board members are so how do we get there. Next steps for the new citywide Neighborhood Council Grievance Panel System. Next step for Councils for Councils mentor program

- Tabled

**j. 2:30 pm - 3:30 pm - How Do We Rock Neighborhood Council Outreach and S/Elections?**

Where are you getting stuck on your outreach efforts and how can we support one another the "substantial and ongoing" Community Interest Stakeholder - are we done defining this? Election and online voting finalizing issues of candidate training, when the boards get seated and challenges

- Tabled

**k. 3:30 pm - 4 pm - Free for all.** What other issues do we need to work on?

Refreshments will be provided. If you can't join us, no worries, we'll be sending out a survey as well so you can provide your feedback, too.

- Tabled

**7. Board member comments & Announcements (non-agenda items) – comments from board members on non-agenda items within the Board’s subject matter jurisdiction.**

a) The Wilshire Metro WorkSource AJCC - Metro Bridge Program is hiring.

Contact Gabriella Gallegos Quintana, Business Development Associate.

Cell (213) 365-9829 ext.219 / Email:gquintana@communitycareer.org

- Cynthia makes a motion to move to General Board Meeting Agenda on August 3, 2015

2<sup>nd</sup> by Estrella

all in favor

motion passes to announce that Wilshire Metro WorkSource – Metro Bridge Program is hiring at the General Board Meeting on August 3, 2015

**8. Meeting adjournment**

Estrella motions to adjourn the meeting

2<sup>nd</sup> Cynthia

all in favor

meeting adjourns at 7:10pm.

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 is 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.