

# CITY OF LOS ANGELES CALIFORNIA



## PICO UNION NEIGHBORHOOD COUNCIL OFFICERS

Jay Park

PRESIDENT

Cynthia Rodriguez  
VICE PRESIDENT

Zoila Bañuelos  
TREASURER

Estrella Marisol Galindo  
SECRETARY

## PICO UNION NEIGHBORHOOD COUNCIL BOARD MEMBERS

Susana Arreguin  
Jesus Bañuelos  
Elizabeth Guevara  
Erica Jung  
Roberto Kim  
Jay Park  
Rick Rodriguez  
Peter Sean  
Louis A. Shapiro  
Kareen Sandoval  
Carmen Vaughn

## PICO UNION NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING MINUTES

September 28, 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

Track #39

Time: 6:35pm

### 2. Roll Call

Jay Park

Cynthia Rodriguez

Zoila Banuelos

Estrella Galindo (Absent)

### 3. Welcome Message

Jay: It's been a while since we've seen each other but now we are back to normal. Now we are starting the Executive Board Meeting.

### 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)

None

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

#### a) Approval of Monthly Expense (September 2015);

Zoila: I have to make it for September. I went to go print it but the place was closed. If something doesn't show up on the statement then I have to present the receipt because I cannot go back.

Jay: So you will have it prepared for the general board meeting?

Zoila: Yes

Cynthia motions to approve September monthly expense report

Jay 2nds the motion for Zoila to present the expense report on general board meeting

The vote is Unanimous

The Monthly Expense Report has been approved to be presented at the General Board Meeting

#### b) Approval of August 3, 2015 Minutes;

Cynthia Motions approval of August 3, 2015 minutes

Zoila 2nds the motion

Vote is Unanimous to approve August 3, 2015 minutes at the General Board Meeting

Our secretary has sent the agenda to everybody but it will be reviewed again at the general board meeting.

The vote is Unanimous to approve the motion

**c) Discussion and possible action: Nominate five PUNC representatives who will have authority to submit community impact statements on the <http://cityclerk.lacity.org/cis/> website. This is required per DONE's request.**

Jay: We have to have our representatives but now we would like to pick 5 of them to nominate to submit Community Impact Statements. I have an idea. I would like to nominate 4 cabinets (Jay Park, Cynthia Rodriguez, Zoila Banuelos, and Estrella Galindo) as well as Peter Sean.

Zoila: I have a suggestion. I read that when there is an impact statement we have to submit it to done and once we approve it we send it to DONE. It is important to send impact statements because there is a commission for sending the impact statements. They will tell you the steps that you need to follow and will help fix any mistake that we make. So this is important.

Jay: I agree 100% that the general board meeting has to approve it and then we submit it online.

Zoila: and when the public comes we will have it available so they will be aware of what is going on in the council.

Jay: Are the 5 nominations ok?

Zoila: Yes

Jay motions to propose the nominees at the general board meeting

Cynthia 2nds the motion

Vote is unanimous to propose the nominees at the general board meeting

**d) Discussion and Possible action: Nominate two Los Angeles parking permits for PUNC board members.**

Jay: This is very important. I'd like to nominate Jesus Banuelos as well as myself for item'd'

Cynthia: I agree, that's fine

Cynthia motions to nominate Jay Park and Jesus Banuelos

Zoila 2nds the motion

Vote is unanimous to nominate Jay Park and Jesus Banuelos at the general board meeting

**6. Board member comments – comments from board members on non-agenda items within the Board's subject matter jurisdiction.**

**a) Approval of Funds for Office Supplies**

Zoila: We need to make a motion to approve funds to buy office supplies. I think the budget is \$300. The ink is expensive and it goes by fast. We have plenty for paper.

Jay: I think \$1000 a year is fine

Cynthia: How much did you put in the budget?

Zoila: I don't know, I have to check

Jay: Does the food fall under office supplies?

Zoila: No, that is for events.

Jay: We are going to talk about budget. At the board meeting, can you please explain what we need for the budget?

Jay: let's do 1-by-1

Jay motions budget for yearly fund: office supplies, food...etc

Cynthia 2nds the motion.

Vote is unanimous to move the budget to the general board meeting

**b) Approval of Funds for Events**

Zoila: We also need funds for refreshments. This is for the year.

Cynthia: we have 12 meetings

Zoila: We spend too much

Jay: I think \$1000 is enough

Zoila: that's too much

Jay: Ok then \$500

Cynthia Motions to approve

Zoila 2nds the motion

Vote is unanimous to pass request for funds at the general board meeting

We need to talk about item f on general board meeting to approve \$500 for budget meeting.

### c) **Pico Union Cleans Neighborhood**

Jay: I would like to add to agenda for October 24, Saturday; we are going to have a stake meeting at Kolping House. The committee chairman for this case will be Zoila. Then you will call Zoila to call everyone.

Mitchell will call the police stations, Salvation Army, the entire neighborhood and fire departments. If we are going to do it we are going to need more people to come. It's too much to clean. If we divide into groups it'll be easier to clean. Let's set a date and talk it out. Zoila is in charge and please let us know the location. Also, when I do it, I would like to call other people. So this is a really great committee and community work.

Jay: Do we have enough shirts?

Zoila: Yes we do

Jay motions to add Clean Pico Union Neighborhood Council for general board meeting agenda

Cynthia 2nds motion

Vote is unanimous to pass Green Clean Event to the general board meeting

Cleaning committee has been passed

### d) **Approval of new roster**

Letter H for the meeting. Approve the new roster

## 7. **Notice** – Assemblymember Miguel Santiago will be speaking at the Pico Union Neighborhood Council at our General Board Meeting on October 5, 2015

Jay: They called us to let us know that Assemblymember Miguel Santiago will come to speak at our next board meeting for about 20 minutes and then open up the floor to questions. We are excited to have him as a guest at the Pico Union Neighborhood Council.

## 8. **Meeting adjournment**

Jay motions to adjourn the meeting

Cynthia 2nds the motion

Vote is Unanimous

Meeting Adjourned

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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 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.

**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.