



neighborhood council  
el consejo del vecindario de glassell park

*Our Voice to the City*  
*Nuestra voz a la Ciudad*

**GLASSELL PARK  
NEIGHBORHOOD  
COUNCIL  
OFFICERS**

**MOLLY LYNN TAYLOR**  
CHAIRPERSON

**MARK QUIROZ**  
VICE CHAIR

**VACANT**  
SECRETARY

**ANDRE SAHAKIAN**  
TREASURER

**MICHAEL DIVIC**  
MEMBER-AT-LARGE

**CITY OF LOS ANGELES**  
CALIFORNIA



**ERIC M. GARCETTI**  
MAYOR

**GLASSELL PARK NEIGHBORHOOD COUNCIL**

Glassell Park Community & Senior Center

3750 N. Verdugo Road

Los Angeles, CA 90065

**EXECUTIVE COMMITTEE MEETING AGENDA**

**Tuesday, October 7, 2014**

7pm -

**GLASSELL PARK  
NEIGHBORHOOD COUNCIL**  
3750 N. Verdugo Road  
Los Angeles, CA 90065  
(323) 256-4762 or 256-GPNC  
[www.glassellparknc.org](http://www.glassellparknc.org)

(LIST OF BOARD MEMBERS)  
LORENZO TOVAR - AREA 1  
MARK QUIROZ AREA 2  
CRYSTAL-LYNNE OROZCO - AREA 3  
MOLLY LYNN TAYLOR - AREA 4  
FRANCISCO CONTRERAS - AREA 5  
ANDRE SAHAKIAN - AREA 6  
GLADYS PINTO-MUNOZ - AREA 7  
BRADLEY - BUS. REP  
JAKE DANIEL SNEIDER - BUS. REP  
LAZARO AGUERO - BUS. REP  
MARGE PIANE - ORG. REP  
PAVLO VLANCO - ORG. REP  
VACANT - EDUC. REP  
RUBY DeVERA - FAITH-BASED  
MICHAEL DIVIC - AT LARGE REP

The public is requested to fill out a "Speaker Card" to address the Board on any item of the agenda prior to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the Agenda that is within the Board's subject matter jurisdiction will be heard during the Public Comment period. The timelines indicated are for the purposes of moving agenda items along only and do not constitute official times to discuss and/or take actions on items presented. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board. Agenda is posted for public review at *Super A Foods Store* 2925 Division Street, *Glassell Park Post Office* 3950 Eagle Rock Blvd., *Out Of The Closet* 2425 N. San Fernando Road, *Public Storage* 3810 Eagle Rock Blvd., and *Glassell Park Recreation Center* 3650 Verdugo Road. In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board members in advance of a meeting may be viewed at the Glassell Park Neighborhood Council Constituent Service Center located at 3750 N. Verdugo Road (in back of the Public Storage Bldg) or visiting our website by clicking on the following link: [www.glassellparknc.org](http://www.glassellparknc.org) at an upcoming scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the GPNC Office at (323) 256-4762 or **256-GPNC** or [Communications@GlassellParkNC.org](mailto:Communications@GlassellParkNC.org). All agenda items including topics of discussion considerations, recommendations and / or adoptions of a motion to be placed on an upcoming public general stakeholder (GCS) meeting must be submitted to GPNC executive board more than 72 hours prior to a scheduled Executive Board meeting unless otherwise noted. Submit your requests to the Executive Board via our website or by phone. The Executive Board does not guarantee an item will be placed on an upcoming GCS meeting agenda.

1. Welcome and Call to Order (Molly Taylor; Chairperson)
2. Roll Call / Determination of Quorum (3 min)
3. Official and Public Comment (on Non-Agenda Items) (Limited to 10 minutes, maximum 2 minutes per speaker)

The Executive Officers of the GPNC Board will review and may take action on the following:

4. Review and approval of the Minutes from 8/26 Special Meeting and the 9/16/2014 GCS Meeting
5. Monthly Reconciliation of Funds – Andre Sahakian
6. Review and propose Agenda Items for GPNC General Board Meeting Tuesday, October 21, 2014:
  - a) Guest Speaker Requests – Mark Quiroz
  - b) Agenda items unaddressed at September 16, 2014 GPNC Special Meeting – Please see 9/16/14 Agenda – ATTACHED
  - c) Committee Reports and Recommendations to GPNC Board:
    - i) By-Laws – Tony Butka
    - ii) Grants and Funding
    - iii) Economic Development & Land Use – Andy Montealegre
    - iiii) Outreach and Communications
    - v) Budget and Finance – Andre Sahakian
7. New Business; including (but not limited to) any Ad-hoc Committee updates, Community Activities, and Announcements
8. Adjourn

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. Sign language interpreters, assistive 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 Department of Neighborhood Empower, at (213) 978-1551 or toll-free at 311. To ensure 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 GPNC Secretary or Board Members separately.



neighborhood council  
el consejo del vecindario de glassell park

Our Voice to the City  
Nuestra voz a la Ciudad

GLASSELL PARK  
NEIGHBORHOOD  
COUNCIL  
OFFICERS

MOLLY LYNN TAYLOR  
CHAIRPERSON

MARK QUIROZ  
VICE CHAIR

AVA POLANCO  
SECRETARY

ANDRE SAHAKIAN  
TREASURER

MICHAEL DIVIC  
MEMBER-AT-LARGE

# CITY OF LOS ANGELES CALIFORNIA



ERIC M. GARCETTI

## GLASSELL PARK NEIGHBORHOOD COUNCIL

Glassell Park Community & Senior Center  
3750 N. Verdugo Road  
Los Angeles, CA 90065

GLASSELL PARK  
NEIGHBORHOOD COUNCIL  
3750 N. Verdugo Road  
Los Angeles, CA 90065  
(323) 256-4762 or 256-GPNC  
[www.glassellparknc.org](http://www.glassellparknc.org)

(LIST OF BOARD MEMBERS)  
LORENZO TOVAR – AREA 1  
MARK QUIROZ – AREA 2  
CRYSTAL-LYNNE OROZCO – AREA 3  
MOLLY LYNN TAYLOR – AREA 4  
FRANCISCO CONTRERAS – AREA 5  
ANDRE SAHAKIAN – AREA 6  
GLADYS PINTO-MUÑOZ – AREA 7  
BRADLEY – BUS. REP  
JAKE DANIEL SNEIDER – BUS. REP  
LAZARO AGUERO – BUS. REP  
MARGE PIANE – ORG. REP  
PAVLO VLANCO – ORG. REP  
AVA POLANCO – EDUC. REP  
RUBY DeVERA – FAITH-BASED  
MICHAEL DIVIC – AT LARGE REP

## GENERAL COMMUNITY STAKEHOLDERS MEETING AGENDA Tuesday, September 16, 2014 7:00 p.m. - 9:30 p.m.

The public is requested to fill out a “Speaker Card” to address the Board on any item of the agenda prior to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the Agenda that is within the Board’s subject matter jurisdiction will be heard during the Public Comment period. The timelines indicated are for the purposes of moving agenda items along only and do not constitute official times to discuss and/or take actions on items presented. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board. Agenda is posted for public review at *Super A Foods Store* 2925 Division Street, *Glassell Park Post Office* 3950 Eagle Rock Blvd., *Out Of The Closet* 2425 N. San Fernando Road, *Public Storage* 3810 Eagle Rock Blvd., and *Glassell Park Recreation Center* 3650 Verdugo Road. 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. Sign language interpreters, assistive 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 Department of Neighborhood Empower, at (213) 978-1551 or toll-free at 311. In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board members in advance of a meeting may be viewed at the Glassell Park Neighborhood Council Constituent Service Center located at 3750 N. Verdugo Road (in back of the Public Storage Bldg) or visiting our website by clicking on the following link: [www.glassellparknc.org](http://www.glassellparknc.org) at an upcoming scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the GPNC Office at (323) 256-4762 or 256-GPNC or [Communications@GlassellParkNC.org](mailto:Communications@GlassellParkNC.org) To ensure 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 GPNC Secretary or Board Members separately.

Agenda items may be subject to discussion and/or possible action by a simple majority of a quorum of the Board present at this meeting. Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the Chairperson.

- 1) Welcome and Introductions (7:30 p.m.)
- 2) Acceptance/Review of GPNC GCS Mtg. Min. for March 18, 2014, April 15, 2014, June 17, 2014, July 15, 2014 (if provided)
- 3) Official/Public Comment (Non-Agenda Items) (Limited to 10 minutes, maximum 2 minutes per speaker)
- 4) Area Representative Updates
  - a) Area 1, Lorenzo Tovar
  - b) Area 2, Mark Anthony Quiroz
  - c) Area 3, Crystal-Lynne Orozco
  - d) Area 4, Molly Lynn Taylor
  - e) Area 5, Fransisco “Sco” Contreras
  - f) Area 6, Andre Sahakian
  - g) Area 7, Gladys Pinto-Muñoz

- 5) **Business Representative Updates**
- 6) **Organizational Representative Updates**
- 7) **Educational Representative Updates**
- 8) **Faith-Based Representative Updates**
- 9) **At-Large Representative Updates**

#### 10) Updates and Information from

- a) Los Angeles City Council District 1
- b) Los Angeles City Council District 13
- c) Los Angeles City Council District 14

#### 11) Neighborhood Council Board Business

- a) Instruct Board Member to Comply with LA City Ethics and Open Government (<http://ethics.lacity.org/education/ethics2007/?audience=done>); completed Certifications to be turned into Chairperson, Molly Lynn Taylor before or at the next Glassell Park Neighborhood Council Stakeholder meeting, September 16, 2014
- b) Instruct Board Members to Comply with the new Dept. Funding Program Policies and NC Training & Checking Account Overview Policies or become INELIGIBLE TO VOTE on grants and funding matters that indirectly/directly affect or benefit the Community of Glassell Park.
- c) Discussion on copy solutions for GPNC office - **Molly Lynn Taylor**
- d) Status/Update on Public Records Act (PRA) Requests by Stakeholder – **Ava Polanco**
  - i) PRA RECEIVED: August 22, 2014 | COMPLETE: August 31, 2014
- e) Motion/Resolution to sponsor October (date TBD) community clean-up in Glassell Park in partnership with CD1
  - i) **CD1 providing clean up tools, city resources (sanitation and street maintenance), and volunteer recruitment**
- f) Discussion about role and responsibility of GPNC board member who will serve as GPNC Secretary Assistant
- g) Nomination and selection of GPNC Secretary Assistant
- h) Discussion and possible action to write a “Letter of Support” (LOS) and / or a “Community Impact Statement” in opposition of “fracking” [**sample LOS and sample CIS as attachments**]
- i) Motion to Elect/Select a City Attorney Office (CAO) Bd. Appointed Legal Liaison for 2014 - 2016.
  - i) **Nominee: Lorenzo Tovar**
- j) Motion to Elect/Select a Liaison for a Regional Alliance of Neighborhood Councils
- k) Elect up to 10 Alternate Representatives as per “GPNC Standing Rules” by a “show of hands” (30 sec.max.)
  - i) **Nominees: Tony Butka, Brian Frobisher, Robyn Rodriguez, Kristin McLatchie, Channa Grace, Baltazar Vega, Art Camarillo, Maggie Lopez-Robles, Jose Mere, Joe Mendez, Jim Heubach, Celina Pinto, Irma Garate**
- l) Instruct Board Members and Alternate Representatives to review, and sign the Glassell Park Code of Civility agreement and return to GPNC Secretary- **Ava Polanco**. [**attachment**]
- m) Discussion GPNC telephone line and internet -- cost of service, known service contracts
- n) Discussion to port the GPNC phone number to Google Voice / text messaging system
  - i) Google Voice is a free virtual phone / voicemail in the cloud, service will allow for text message notification to stakeholders, and a free phone service. Cost to port phone number to Google Voice, \$20  
<http://empowerla.org/tag/google-voice/>
- o) Discussion on GPNC Area Representative Town Hall meetings- **Molly Taylor**
- p) Discussion on Minute Taking for meeting notes- **Molly Taylor**
- q) Discussion on Glassell Park Utility Art Boxes- **Marge Piante, Michael Divic**
- r) Discussion on CD1 letter identifying 5 areas for regular clean up

#### 12) Community Presentations

- a) Informational presentation by Karla Torres with CHOOSE HEALTH LA KIDS PROJECT (2-5 min. max.)  
Choose Health LA Kids is a local initiative of the Los Angeles County Department of Public Health aimed at helping children maintain a healthy weight. This initiative brings together a broad range of community partners to implement community-based public education, skills-building, and environmental change to promote physical activity and healthy eating among the nearly one million Los Angeles County children ages 0-5.
- b) Informational presentation by Dr. Gabriel Buelna with El Plan de Southwest Museum (2-5 min. max)  
Informational presentation regarding developments with the Autry Museum concerning the Southwest Museum with questions to follow.
- c) Informational presentation by NELA Homeless Coalition (2-5 min. max)  
NELA Homeless Coalition consists of neighbors, businesses, advocates, and homeless and housed people advocating for the needs of our homeless neighbors.

#### 13) Report and Recommendations from Treasurer (Andre Sahakian)

#### 14) Grants & Funding Committee Report/Recommendations/Status/Updates

- 15) Report/Recommendations/Status/Update Land Use Committee
- 16) Report/Recommendations/Status/Update Budget and Finance Committee
- 17) Report/Recommendations/Status/Update from Outreach and Communication Committee

**18) Funding Requests**

- a) Discussion about Garden Beautification event at Drew Street Community Garden; funding request \$350.00 — Maggie Daret-Quiroz
- b) Discussion about Drew Street Community Garden “Big Draw” Glassell Park event on October 4, 2014; funding request \$700.00 for materials — Maggie Daret-Quiroz
- c) Discussion about “Tree Lighting Ceremony” no specific date; asking for up to \$1,500 for more strings of lights — Maggie Daret-Quiroz

**19) Letters of Support**

- a) Motion/Resolution to Approve Draft “Letter of Support (LOS)” for Bike Lane on Figueroa Street in Highland Park/Cypress Park. [draft letter attachment]
- b) Board Discussion to write a “Letter of Support (LOS)” for the “Glasselland” signage as an art installation

**20) Letters of Request**

- a) Status/Update on Council District 1 “Letter of Requests (LOR)” to provide Pedestrian LED Marker Cross-walk or Flashing Light Cross-walk System along Eagle Rock Blvd. at Avenue 41 (adjacent to the Rite-Aid Site) and Eagle Rock Blvd. at Avenue 34”
  - i) **CD1 update: DOT studying intersection. As previously reported the study takes 6-9 months. 7/11/14**
- b) Status/Update on Council District 14 “Letter of Requests (LOR)” to provide Pedestrian LED Marker Cross-walk or Flashing Light Cross-walk System along Eagle Rock Blvd. at Avenue 41 and Avenue 34”
- c) Status/Update on Council District 13 “Letter of Requests (LOR)” to provide Pedestrian LED Marker Cross-walk or Flashing Light Cross-walk System along Fletcher Drive at Weldon Avenue and Roderick Road” (adjacent to the Reformed Presbyterian Church) [update included in CD13 update - attachment]
- d) Status/Update of the “Letter of Request (LOR)” to Council District 1 to provide Signage and/or alternate Safety Measures at 2000 Blk. Of Winmar Drive and 3400 Blk. Of Division Street
  - i) **CD1 update: DOT studying intersection. The study takes 6-9 months. 7/11/2014**

**21) Committee/Ad Hoc Committee Reports/Updates (if any)**

**22) Status/Update on 2013 – 2014 FY Budget Overview/Outstanding Reconciliation & Funding Reports (Andre Sahakian)**

- a) Discussion/ Update on unpaid demand warrants from 2013-2014FY - Andre Sahakian / Channa Grace
- b) Discussion/ Update on unpaid RICOH charges from 2013-2014FY - Andre Sahakian / Channa Grace

**23) Report/Recommendations/Status/Update By-Law Committee, (if any). (Tony Butka)**

- a) Discussion and/or possible Action to approve GPNC Bylaws Committee Minutes for August 27, 2014 (attachment)
- b) Discussion and/or possible Action to amend Bylaws Article VIII (Meetings) Section 3. Notifications.

**1.) Bylaws.**

- a) Amend Article 8 Section 3 of Bylaws to delete current language regarding Notices being posted in 5 locations and substitute: "Notices shall be posted consistent with DONE Policy (See Attachment to Standing Rules)". Add section to Standing Rules that GPNC shall post all Agendas at their website ([www.glassellparknc.com](http://www.glassellparknc.com)) as well as at the physical location of Super A Market, located at 2925 Division, LA 90065.
- b) Add to Bylaws that in the event any Committee has five (5) or more Board members on it, the Agenda shall list the meeting as a Joint Board and Committee meeting.

**2.) Standing Rules.**

- a) Committees shall be between 3 and 9 members, who shall be stakeholders
- b) In the event that any Committee falls below 3 members, or has not met for over 90 days, it becomes moribund, and the GPNC Chair will appoint an Interim Chairperson for the Committee to schedule a Committee meeting.
- c) Committee officers shall consist of a chairperson and a recorder. Election of Committee officers shall take place in July of each year at a Committee meeting
- d) Ad hoc committees shall be reviewed by the Board every six (6) months to determine whether or not they are still needed
- e) All committees shall be subject to the Brown Act, with Agendas and Minutes submitted by the Committee Chair to the GPNC Executive Committee and to DONE
- f) A quorum for a committee is the simple majority of its membership, and recommendations shall be made by majority vote of those present, with a record of the vote made by the recorder. Votes other than unanimous shall be by roll call.
- g) All Committee rosters shall be posted on the GPNC website, together with email contact information for the chairperson of

each committee, and agendas and minutes of committees shall be forwarded by the Committee Chairs to the GPNC webmaster for inclusion on the website.

h) All Committee meetings must be posted on the GPNC website calendar by the Committee Chairs.

i) The designated notetaking service shall provide the Board Secretary via email with 'raw' minutes. The Secretary shall then take the raw minutes and prepare Draft Minutes for consideration at the next general stakeholder meeting. The 'raw' minutes shall be kept in a publicly available binder at the GPNC offices, or available via email upon request. Approved minutes will consist of the Draft minutes, as modified and voted on at a general stakeholder meeting. All approved minutes and vote tallies shall be forwarded to DONE by the Board Secretary and be posted on the GPNC website by the GPNC Chair.

j) GPNC shall post all Agendas at their website ([www.glassellparknc.com](http://www.glassellparknc.com)) as well as at the physical location of Super A Market, located at 2925 Division, LA 90065

**24) Report/Status/Update by Economic Development and Land Use Committee (Andy Montealegre) [attachment provided]**

a) Discussion/Possible Action of Verdugo Ranch Market Letter requesting update on rebuilding

*i) CDI update: I am aware of the desire for the store to be rebuilt and not replaced with small retail. I met with the property owners representative and construction manager to discuss their rebuilding ideas and to review construction plans for the new market. The property owner is glad to know his new market is wanted in Glassell Park and if all goes well we will be having a grand opening in less than 6 months.*

b) People Street Project Idea: Eagle Rock Boulevard Median Park Btwn. Avenue 35 and Avenue 36 A Proposal for a portion of Eagle Rock Boulevard between Avenue 35 and Avenue 36 with a single lane of traffic in each direction to inspire greater community engagement simply by its visibility, and encourage more passive and active neighborly interactions in line with Mayor Garcetti's "People Streets program" for the Community of Glassell Park. (<http://la.streetsblog.org/2013/10/23/people-street-project-idea-eagle-rock-boulevard-median-park/>)

*i) CDI update: The Mayor has not identified this as a location for his People St Program since it is driven by the community. The next round of applications is in the fall. Visit <http://peoplest.lacity.org/> for more information on program and guidelines. 7/11/2014*

c. Discussion/Possible Action on "Letter of Support (LOS)" of Eagle Rock Brewery (**attachment provided**)

**25) Board Member Comments (Non-Agenda Items) (2 Min. Max.)**

**26) Announcements/Public Comments**

**27) Requests/ Motions for future agenda items**

**Adjourn 9:30 p.m.**