



neighborhood council
el consejo del vecindario de glassell park

Our Voice to the City
Nuestra voz a la Ciudad

**GLASSELL PARK
NEIGHBORHOOD
COUNCIL
OFFICERS**

BRADLEY
CHAIRPERSON

MARK QUIROZ
VICE CHAIR

CELINA PINTO
SECRETARY

CRYSTAL-LYNN OROZCO
TREASURER

LINDA SANCHEZ
MEMBER-AT-LARGE

**CITY OF LOS ANGELES
CALIFORNIA**



ERIC M. GARCETTI
MAYOR

**GLASSELL PARK NEIGHBORHOOD COUNCIL
GENERAL COMMUNITY STAKEHOLDERS
DRAFT SPECIAL MEETING MINUTES**

Tuesday September 29, 2015 7pm – 9:30p

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

(LIST OF BOARD MEMBERS)
LINDA SANCHEZ – AREA 1
MARK QUIROZ – AREA 2
CRYSTAL-LYNN OROZCO – AREA 3
MOLLY LYNN TAYLOR – AREA 4
FRANCISCO CONTRERAS – AREA 5
VACANT – AREA 6
GLADYS PINTO – AREA 7
BRADLEY – BOARD PRESIDENT
BRIAN SHARP – BOARD VICE PRESIDENT
DANE BOEDIGHEIMER – BOARD MEMBER
MARGE PIANE – ORG. REP
PAVLO VLANCO – ORG. REP
CELINA PINTO – EDUC. REP
RUBY DEVERA – FAITH-BASED
LINDA SANCHEZ – AT LARGE REP

(Approved Minutes ON: ___ / ___ /2016)

1. Welcome and Introductions (7:03 p.m.)

Attendance: 12 total

Bradley :
Mark Quiroz :
Dane Boedigheimer :
Ruby DeVera :
Crystal Lynn Orozco :
Marge Paine :
Celina Pinto :
Gladys Pinto (arrive at 7:24)
Linda Sanchez :
Brian Sharp :
Pavlo Vlanco (arrived at 7:15)
Molly Lynn Taylor (arrived at 7:26)

2. Motion: Vote tally clarified on tabled items. Board can approve minutes with tally motion. Adapt minutes as related with Dunn.

Motion: Marge Piane 2nd – Linda Sanchez
Approved: 9 yes, 0 no, 0 abstained

Acceptance Review of GPNC GCS Mtg. Min. for July 21, 2015

Motion: Approved minutes.
Motion: Marge Piane 2nd – Linda Sanchez
Approved: 9 yes, 0 no, 0 abstained.

Acceptance Review of GPNC GCS Mtg. Min. For August 18, 2015

Motion: Item tabled.
Motion: Ruby DeVera 2nd – Marge Piane
Approved: 9 yes, 0 no, 0 abstained.

3. Official/Public Comment (Non-Agenda Items) (2 Min. Max.)

No official comment.
Public comment :
Maggie Rae : She would like to volunteer Her services.
Jim Heubach : Items approved by DONE for agenda posting and website Code of Civility. Public Arts Standing Commette elections with documentation. Rules are the same for Alternates and Board Members.
Jessie Medina – He informed the board to be careful with votes regarding motions.
Mr.Kimery – May request funding

4. Board Member Comment (Non-Agenda Items) (2 Min. Max.)

Marge Piane – Waiting for Community Impact Statement.

Bradley – Will provide description on Web for Community Impact Statement.
Marge Piane – Spoke on behalf of Bradley.
Molly Lynn Taylor – Addressed insinuations and may explore getting an attorney.

5. Area Representative Updates

- a. Area 1, Linda Sanchez - Didn't like the bare trees and graffiti is continuing.
- b. Area 2, Mark Quiroz – Speeding cars an issue as well as abandoned ones. Dumping at San Fernando and Eagle Rock.
- c. Area 3, Crystal-Lynne Orozco – No comment.
- d. Area 4, Molly Lynn Taylor – Brush clearance an issue. Fire Department in control with spending. She will report unsafe streets regarding concrete.
- e. Area 5, Francisco SCO Contreras - Absent
- f. Area 6, Vacant
- g. Area 7, Gladys Pinto-Muñoz – Laundry mat at shopping center on Verdugo and York is closed due to fire.

6. Business Representative Updates. (Bradley/Brian Sharp/Dane Boedigheimer) – Bradley will get back with an update.

7. Organizational Representative Updates (Marge Piane/Pavlo Vlanco) – Marge Piane: Anniversary Dinner on October 10th. Everyone is welcome. Email or make reservations on website, Pavlo Vlanco – Harvest Festival on October 31st.

8. Educational Representative Updates (Celina Pinto)- Tagging at schools removed. Weapon found at Sotomayor's Campus. Child, parents and police are involved.

9. Faith-Based Representative Updates, (Ruby DeVera) – Working to clean up graffiti at church. Money needed to help homeless.

10. Member-At-Large Representative, General Updates, (Michael Divic) – absent

11. Report/Recommendations from GPNC from GPNC Secretary, Celina Pinto (if any) – Board note count not provided.

- a. Motion/Resolution to approve Board Vote Count Form (BVCF), if provided (tabled)

12. Report/Recommendations from GPNC City Attorney Liaison, Ruby DeVera (if any) – Need to get out more information to people other than just website. Brown Act limitations apply with emails. Board can't communicate ahead of time on board votes. Can't send emails, Facebook, twitter except for information only. Board can not reply. No more than four can collaborate.

13. Report and Recommendations from Treasurer, Crystal Lynn Orozco (if any) (7:45 p.m.)

- a). Update on 2015 – 2016 FY Funding Available and/or Remaining Funds Available, if any. Crystal will report update and pending items.
- b). Motion/Resolution to approve the Monthly Expenditure Reports (MER) for July 2015/August 2015, if available. Crystal – Already approved. No motion needed.
- c). Motion/Resolution to approve Moore Business Results Website Mgmt. Vendor Invoice No. GPNC2015-0710 in the amount of \$112.27.

Motion: Crystal Lynn Orozco 2nd – Bradley

Motion Approved: 10 yes, 0 no, 1 abstained (Mark was ill and stepped out).

Crystal Lynn Orozco stated that items c and d were paid and processed without the board's approval.

Motion: Table items c and d.

Motion: Molly Lynn Taylor 2nd – Bradley

Motion Approved: 8 yes, 3 no, 1 abstained

- d). Motion/Resolution to approve Moore Business Results Website Mgmt. Vendor Invoice No. GPNC2015-0902 in the amount of \$283.55. (tabled)

14. Reports/Status/Update From Event Organizer for the "4th Annual Glassell Park Community Pride Day Clean-Up Event." (Bradley) – Event was well attended. 500-550 people were involved. He thanked Mark Quiroz and Linda Sanchez for Their help.

15. Reports/Status/Updates From Event Organizer for the "Big Draw LA Event" (Crystal Lynn Orozco) – October 17th is the Arts and Craft event at Eagle Rock Blvd. and 34th Avenue.

A. Glassell Park Community Presentations (15 min) (if any)(Mark Quiroz)(Tabled)

1. **Wendy Moore/Moore Business Results:** Executive Committee request to have our current website vendor present a brief overview of current website functions, posting formats, and possible upgraded website developments for 2015 – 2016 including submittal of any possible proposals for training and/or implementation of work performances.

B. Neighborhood Council Board Business (8:30p.m.)

1. 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 GPNC Office Mgr. Celina Pinto. – no reply.
2. 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.* – no reply
3. Instruct Board Members to Comply with GPNC By-Laws Regarding “Code of Conduct” and possible removal procedures as governed in Article 5, Section 9, B and Article XI, Grievance Process. – no reply
4. Accept Nominations for Area 6 Representative vacated by Andre Sahakian (Bradley) - Patrick Cleary– Self nominated for area 6. Representative is Raphael Pineda.
5. Accept Nominations of up to 10 Alternate Representatives as per “GPNC Standing rules.” (Bradley)- Molly Lynn Taylor suggested changing the number of Alternate representatives from 10 to 4.
6. Announce available Los Angeles Fire Dept. Operations Central Bureau GPNC Liaison for “Public Safety Advisory Committee Advisor (PSAC)” which would include duties involving direct interaction with LAFD Central Bureau, Neighborhood Input/Interaction on Dept. Policies, Dept. Target Hazards, and CERT/MySafe LA Programs and Emergency Preparedness Programs.

Motion: Molly Lynn Taylor 2nd – Mark Quiroz
Motion Approved: 9 yes, 0 no, 3 abstained

Motion: Items B 7 – B 10 tabled until next meeting in order to review and remove.
Motion: Ruby DeVera 2nd – Linda Sanchez
Motion Approved: 10 yes, 0 no, 2 abstained

7. Discussion/Possible Action for Board Members consideration of Community Impact Statements (CIS) for Council Files involving City, State & Federal issues actionable by the local Glassell Park Neighborhood Council. (Refer to the CIS Consent Calendar dated Sept. 15, 2015 – See Exhibit A) (tabled)
8. Motion/Resolution to submit a “Letter of Request (LOR)” To DONE for Councils4Councils (C4C) Assistance on Training, Board Disputes, and general Board facilitations (Bradley) (tabled)
9. Motion/Resolution to submit a Follow-Up “Letter of Request (LOR)” To LAPD Northeast Division regarding additional Patrols in Area 3 and Area 4. (Molly Lynn Taylor)

Motion: Approved thank you letter to LAPD Northeast Division for increasing more patrols in area 3 and area 4.
Motion: Molly Lynn Taylor 2nd – Bradley
Motion Approved: 12 yes, 0 no, 0 abstained

10. Transportation/Resolution to submit a “Letter of Request (LOR)” To Bureau of Street Services (BSS) and/or the Department of Transportation (LADOT)(on the light/sensor issues at Avenue 31 at Eagle Rock Boulevard (Molly Lynn Taylor)
Motion: To approve letter to Bureau of Street Services and/or the Department of Transportation.
Motion: Molly 2nd Marge
Motion Approved: 12 yes, 0 no, 0 abstained

11. Motion/Resolution to Submit a “Letter of Request up to (\$1,000) for “Doggie Waste Stations” in Area 3 and Area 4 and adjacent to the GlassellLand Monument Sign. (Molly Lynn Taylor).

Gladys Pinto Munoz – She wanted to know how often the bags will be ordered.
Molly Lynn Taylor – There is an ongoing program for free bags.
Motion: To use only the dispensers at the part and use the trash cans that are already provided for disposal.
Motion: Crystal 2nd – Ruby
Motion Approved: 8 yes, 0 no, 4 abstained

12. Motion/Resolution to Support an “Area 4 Block Party.” (Molly Lynn Taylor)- Molly commented that “Area 4 Block Party” is incorrect. It should be Community Clean Up. Please change this.

13. Motion/Resolution to approve funding up to (\$400) for an “Area 4 Block Party.” (Molly Lynn Taylor)

Motion: Support Community Clean Up and combine B 12 and B 13
 Motion: Marge Paine 2nd – Bradley
 Motion Approved: 12 yes, 0 no, 0 abstained
14. Motion/Resolution to Submit a “Letter of Request (LOR)” To Council District 14 regarding Traffic & Safety Concerns in Verdugo Village (North) Neighborhood of Glassell Park. (Gladys Pinto-Muñoz) – Waiting for stock holder to give clarification. Molly was asked to forward to Bradley the letter to be developed.

Molly requested bylaws B15 and B16 be put together and added to the agenda.
15. Discussion/Possible Action To Create a “Tenant’s Advocacy Group” (Crystal Lynn-Orozco) (tabled)
16. Discussion/Possible Action To Instruct By-Laws Committee to create/include Standing Rules/By-Laws regarding “Tenant’s Advocacy Group” (Crystal Lynn-Orozco) (tabled)
17. Status/Update on Council District 13 “Letter of Request (LOR)” to install additional Trash Can Receptacles at Fletcher Drive & Estara Avenue / Estara Avenue & Marguerite. (Linda Sanchez) – No update.
18. Status/Update on Council District 13 “Letter of Request (LOR)” to establish an “Art in Medians” Project. (Crystal O) – Crystal gave update.
19. Status/Update on Council District 13 “Letter of Request (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) – No update. Will follow up with CD 13.
20. Status/Update on Submittal of a “Letter of Request (LOR)” to Council District 13 regarding update on “Chapman St. Wall Vining Irrigation System.” (Linda Sanchez) – Vining Irrigation System didn’t take. Update needed from CD 13.
21. Status/Update on “Letter of Intent (LOI)” to Office of Mayor Garcetti, the Los Angeles City Council and the City Attorney that we oppose billboard amnesty program and associated measures. (tabled)
22. Status/Update to NOE LAPD “Letters of Requests (LOR) to provide “Increased Traffic Control and Enforcement Patrols in Glassell Park.” (tabled)

C. Committee/Ad Hoc Committee Reports/Updates (9:00p.m.)

1. **Report and Recommendations from Budget & Finance Committee, (if any)** (Crystal Lynn Orozco)
 - a). Update on 2015 – 2016 FY Funding Available and/or Remaining Funds Available, if any.
 Update letter from Crystal November 4th at Budget and Finance meeting at 6pm.
2. **Report/Recommendations/Status/Update from By-Laws Committee, (if any)** (Jim Heubach)
 - a). Motion/Resolution to Adopt recently approved GPNC By-Laws issued by DONE/EmpowerLA (Jim Heubach)
 - b). Motion/Resolution To Adopt Committee Recommendations Regarding Amendments/Modifications/Revisions in accordance with the following (see attached)

Bylaws item 6 (Vacancies)

(Clarify language to reflect the intent for a 3-meeting process when there is a vacancy on the Board. Current approved Bylaws in black, new language in red)

6. Vacancies. The Secretary or other Executive Committee member shall announce the availability of the vacant position (1st meeting), indicating that qualified Stakeholders' self-nomination for candidacy will be accepted, in person, at the next General Stakeholders meeting (2nd meeting). At that meeting (2nd meeting), nominees who appear in person and provide a declaration of their status as a GPNC Stakeholder will be recorded in the meeting minutes as eligible for election to the vacant position. However, the Executive Committee shall be responsible for validation of declared status as a GPNC Stakeholder of self-nominees for elections held between general elections. The Executive Committee shall announce the eligible nominees at their regular meeting two weeks prior to the next General Stakeholder meeting, during which the election will be held (3rd meeting). At that General Stakeholders meeting (3rd meeting), an election – by open ballot (not a secret ballot) will be held to fill vacated Governing Board position(s) or the position of a removed Governing Board member. No proxy balloting or write-in candidates are permitted. A person elected to the Board in such manner serves for the remainder of the position's two (2) year term. Tally sheets of votes cast will be retained by the Secretary in GPNC files for at least one (1) year.

New Standing Rules Item 6A

(Create committee attendance requirement that reflects Bylaws item 9B that applies to full Board:)

B. A Governing Board seat is considered abandoned and the incumbent as unable to represent their constituency if they announce that fact, or if they cease to be a Stakeholder in GPNC, or if they do not attend three (3) consecutive General Stakeholder committee meetings (with or without excuse), or miss four (4) General Stakeholder committee meetings (with or without excuse) in a calendar year.

Revise GPNC Committee Chairs & Recorders Protocols “POSTING”

(Replace language for Physical Posting with the following :)

PHYSICAL– Please post the agenda (all pages) inside the GPNC Bulletin Board located on the outside of the fence on the driveway side of the Glassell Park Community & Senior Center at 3750 N. Verdugo Road.

Revise Standing Rule 15

(Change language of Standing Rule 15 to conform with GPNC Committee Chairs & Recorders Protocols that is appended to Standing Rules as follows. If this language is approved it replaces Standing Rule 15 and the “Website” paragraph under “Posting” in the GPNC Committee Chairs & Recorders Protocols:)

15. Posting: All Committee rosters shall be posted on the GPNC website by the Secretary together with email contact information for the chairpersons. A committee’s chair or recorder is responsible to post their meeting agendas on the GPNC website at least 72 hours before the meeting is to begin. If that cannot be done the contract Webmaster’s services may be used but the agenda must be provided to the webmaster 4 weekdays in advance of the scheduled meeting so that it appears at least 72 hours in advance of the meeting. All Committee meetings must be posted on the GPNC website calendar by the Committee Chairs. As well as physically posted per present posting requirements.

Revise Standing Rules addendum “GPNC Committee Chairs & Recorders Protocols” “ITEMS FOR BOARD AGENDA”

(Change language to allow committees to present recommendations to the Executive Committee at any time before or at an Executive Committee meeting)

ITEMS FOR BOARD AGENDA – Chair or Recorder must present all items to be placed on the agenda for Board consideration as soon as possible, but no later than during an Executive Committee meeting. If letters, forms or other documents in support of committee recommendations are required, those items must be sent to the Secretary no later than 72 hours before the Executive Committee meeting to allow time for copying; alternatively, committee may bring at least ten (10) copies of the documents to the meeting.

Add Bulletin Board keys to Standing Rules “Attachment A – GPNC Key Policy” *Add language to account for distribution and use of keys to locking Bulletin Board*

9. The Board Secretary and all Committee Recorders shall each have a key to the GPNC Bulletin Board for physical posting of agendas and/or other GPNC notices.

In response to the GPNC Board request to review a change of language on all GPNC Agendas to reflect replacement posting site *(Replace Super A market and address with GPNC Bulletin Board and its location)*

Agenda is posted for public review at the Super A Foods Store 2925 Division Street, GPNC Bulletin Board on the outside of the driveway fence at the Glassell Park Community & Senior Center, 3750 N. Verdugo Road, Los Angeles, CA 90065.

Motion: By law committee recommendations and approve adjustment to by laws 6 B.

Motion: Molly Lynn Taylor 2nd – Marge Paine

No vote taken.

Motion: By laws tabled.

Motion: Marge Paine 2nd – Linda Sanchez

Approved: 9 yes, 1 no, 1 abstained, 1 left the meeting ill (Mark)

3. Economic Development and Land Use Committee Updates, (if any) (Andy Montealegre/Ruby DeVera)

(For City of LA Dept. of City Planning cases, view web link: http://planning.lacity.org/cts_internet/)

a). Motion/Resolution to Adopt Committee Recommendations and/or “Letters of Support” On behalf of ED&LUC per Co-Chairs/Chairpersons for the following: *(None Provided)*

b). **Address:** 0000 West Avenue 00

Case No. ABC-2015-0000-CDE-FGH

Project Description;

Applicant: John Doe.

Motion: Meeting to be extended for 10 Minutes to discuss land use.

Motion: Molly Lynn Taylor 2nd – Crystal Lynne Orozco

Motion Approved: 6 yes, 5 no, 0 abstained

4. **Outreach & Communications Committee Update, (if any)** (Molly Lynn Taylor/Michael Divic)
a). Motion/Resolution To Adopt Committee Recommendations dated (None Provided)
5. **Grants & Funding Committee Report/Recommendations/Status/Updates, (if any)** (Bradley)
a). Motion/Resolution To Adopt Committee Recommendations dated (None Provided)
6. **Public Arts Committee Report/Recommendations/Status/Updates, (if any)** (Crystal Lynn Orozco)
a). Motion/Resolution To Adopt Committee Recommendations dated (None Provided)
7. **Education Ad-Hoc Committee Report/Recommendations/Status/Updates, (if any)** (Celina Pinto)
(None Provided)
8. **Elections Adhoc Committee Report/Recommendations/Status/Update (if any).** (Tony Butka)
(None Provided)
9. **Announcements/Public Comments –**
Molly Lynn Taylor – Concerned about no letters regarding issue of no land use.
Marge Paine – Concerned about items tabled and representatives not showing

D. New Community Activities/Business & Developments/Issues and/or Concern

Motion: To adjourn meeting.

Motion: Ruby DeVera 2nd – Gladys Pinto Munoz

Motion Approved: 11 yes, 0 no, 0 abstained

E. Adjourn (10:00pm)

(DRAFT Mtg. Minutes provided by Patricia Ryan, Apple One Minute Taker)