



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
MEETING AGENDA**

Tuesday April 19, 2016 7pm - 9:30pm
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
VACANT – AREA 5
PATRICK CLEARLY – AREA 6
GLADYS PINTO-MUÑOZ – AREA 7
BRADLEY – BUS. REP
BRIAN SHARP – BUS. REP
DANE BOEDIGHEIMER – BUS. REP
MARGE PIANE – ORG. REP
PAVLO VLANCO – ORG. REP
CELINA PINTO – 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, Los Angeles, CA 90065 and/or the Public Bulletin Board located at the GP Parklet between the GP Pool & Center.. 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 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 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.

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.

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.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 DIAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL 323-256-4762.

1. Welcome and Introductions (7:00 p.m.)
 2. Discussion/Take Action on GPNC GCS Mtg. Min. for August 18, 2015, September 29, 2015, November 17, 2015 and March 23, 2016, (If provided)
 3. Official/Public Comment (Non-Agenda Items) (2 Min. Max.)
 4. Board Member Comment (Non-Agenda Items) (2 Min. Max.)
- A. Neighborhood Council Board Business (7:30 p.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.
 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.*
 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.
 4. **Treasurer Issues and Concerns/Updates**, Crystal Lynn Orozco
 - a. Update on 2015 – 2016 FY Funding Available and/or Remaining Funds Available

- b. Motion/Resolution to approve the 2015 - 2016 FY Reconciliation Budget, if available.
 - c. Motion/Resolution to approve the Monthly Expenditure Reports (MER) for February/March 2016, if available.
 - d. Status/Update on 02/16/16 Board-Approved NPG Funding Request up to (\$3,500) for “Environmental Science and Technology (ESAT)” to establish a School Campus Garden.
 - e. Status/Update on 02/16/16 Board-Approved NPG Funding Request up to (\$500) for “GPRC Spring Extravaganza Event”
5. Discussion/Possible Action to Approve Request for NPG Funding up to (\$1,000) for “EnrichLA” to establish a Garden Ranger Program (Bradley)
 6. Discussion/Possible Action to Approve Request for NPG Funding up to (\$1,000) for The Avenue 50 Studio “Southwest Museum Mural Project” (Bradley)
 7. Discussion/Possible Action to Approve Board Reimbursement up to (\$169) for LA Recreation & Parks Facilities Use Permit for the 4th Annual GP Pride Day Clean-up Event. (Bradley)
 8. Discussion/Possible Action to Approve Board Reimbursement up to (\$100) for the duplication of assigned Keys to EXEC Committee Mbrs. and Committee Secretaries. (Bradley)
 9. Discussion/Possible Action to Approve Board Reimbursement up to (\$41.00) for the duplication of GPNC 2016 Mtg. Schedules and GFC 2016 Mtg. Schedules (Bradley)
 10. Discussion/Possible Action to Approve Request for Funding up to (\$400) for refreshments for the “2015 Holiday Tree Lighting Event.” (Mark Quiroz)
 11. Discussion/Possible Action to reapprove allocation of Funds consistent with the 08/18/2015 Board-Approved NPG Funding Request up \$1,255.84 for the Plaza Community Center.
 12. Discussion/Possible Action to Approve Request for NPG Funding up to (\$1,000.00) for St. Bernard’s School “2016 Annual Field Day in the Park” in Glassell Park.
 13. Discussion/Possible Action to Approve Request for NPG Funding up to (\$750.00) for GP Sr. Center/Dept. Rec’s & for “2016 Senior Prom” for the Glassell Park Seniors.
 14. Discussion/Possible Action to Approve NPG Funding Request up to (\$5,000) for the Glassell Park Community Garden at 3305 Drew Street. (Maggie Daret-Quiroz)

15. Update/Status on Public Record Act (PRA) Requests (if any):

- a. PRA Request from Maggie Daret-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$5,000) for Fall/Winter Newsletter Outreach Expenses” submitted on 03/01/2016 – Response provided 03/11/2016.
- b. PRA Request from Maggie Daret-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$6,500) for Elections “Postcard Outreach Campaign” Expenses submitted on 03/01/2016 – Response provided 03/11/2016.
- c. PRA Request from Maggie Daret-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$6,000) for Elections’ “Door-to-Door Campaign” Expenses submitted on 03/01/2016 – Response provided 03/11/2016.
- d. PRA Request from Maggie Daret-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$3,000) for Elections’ “Bus Bench Campaign” Expenses submitted on 03/01/2016 – Response provided 03/11/2016.
- e. PRA Request from Maggie Daret-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$1,000) for Elections “Yard Signs Campaign” Expenses submitted on 03/01/2016 – Response provided 03/11/2016.
- f. PRA Request from Maggie Daret-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$1,000) for Elections “Posters/Online Marketing/Printed Outreach Materials” Expenses submitted on 03/01/2016 – Response provided 03/11/2016.
- g. PRA Request from Maggie Daret-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$5,000) for Elections “Food & Beverage for Election Event” Expenses submitted on 03/01/2016 – Response provided 03/11/2016.

- h. PRA Request from Maggie Darett-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$2,000) for Elections “Dessert Catering” Expenses for 2016 GPNC Elections submitted on 03/01/2016 – Response provided 03/11/2016.
- i. PRA Request from Maggie Darett-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$700) for “Street Closure Permit” for 2016 GPNC Elections submitted on 03/01/2016 – Response provided 03/11/2016.
- j. PRA Request from Maggie Darett-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$500) for “Balloons & Tanks” Expenses for 2016 GPNC Elections - Response provided 03/11/2016..
- k. PRA Request from Maggie Darett-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$1,000) for “Rental Chairs/Table Covers/Canopies & Equipment” Expenses for 2016 GPNC Elections - Response provided 03/11/2016.
- l. PRA Request from Maggie Darett-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$3,000) for “Rental Chairs/Table Covers/Canopies & Equipment” Expenses for 2016 GPNC Elections - Response provided 03/11/2016.
- m. PRA Request from Maggie Darett-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$3,000) for “Utility Box Artwork” - Response provided 03/11/2016.
- n. PRA Request from Maggie Darett-Quiroz “Requesting Proposal/Invoices/Receipts for Board-Approved Expenses up to (\$5,000) for the “Earth Day Clean-Up/Holistic Fair Event set for April 16, 2016 - Response provided 03/11/2016.

B. 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/)

- 1. Motion/Resolution to Adopt Committee Recommendations On behalf of ED&LUC per Co-Chairs/Chairpersons for the following:

- | | | |
|----|-------------------------------------|---|
| a. | Address: 4247 N. Eagle Rock Blvd. | Case No.: DIR-2016-0436-DB-CDO
ENV-2016-0437-EAF |
| b. | Address: 2911 W. San Fernando Road | Case No.: CPC-20986
DIR-2016-0534-CDO
ENV-2016-0535-EAF |
| c. | Address: 3520 East Loma Lada Drive. | Case No.: DIR-2016-0382-SPP
ENV-2016-0438-CE |
| d. | Address: 3425 E. Holyoke Drive | Case No.: DIR-2016-653-SPP
ENV-2016-654-EAF |
| e. | Address: 3526 E. Loma Lada Drive | Case No.: DIR-2016-697-SPP
ENV-2016-698-CE |

C. Report/Recommendations/Status/Update from By-Laws Committee, (if any) (Jim Heubach)

Discussion/Possible Action to Adopt Committee Recommendations Regarding Amendments/Modifications/Revisions in accordance with the following: (See Attachment ‘A’). Also provided below is the Bylaws Committee recommendations for Board consideration/approval
(Removed language shown with ~~strike through~~, new language in **bold**)

At its August 27th meeting, the Bylaws Committee considered many suggested revisions and clarifications to the GPNC’s Bylaws and Standing Rules. Of those, the following were approved for recommendation to the Board:

BYLAWS ITEM 6 - VACANCIES

Clarify language to reflect the intent for a 3-meeting process when there is a vacancy on the Board.

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, and repeat Bylaws process for Board member removal to cover committees as well:

B. A ~~Governing Board~~ **committee** 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. **A committee member may also be removed for cause, such as a serious breach of the City Ethics Ordinance or egregious behaviors which thwart the GPNC from meeting its stated purposes.**

REVISE GPNC COMMITTEE CHAIRS & RECORDER 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 must post their meeting agendas on the GPNC website at least 72 hours before the meeting is to begin. If that cannot be done, the Outreach Committee Chair or Recorder shall be contacted at least 24 hours in advance of posting deadline to post the agenda. 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.

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.

- D. Grants & Funding Committee Report/Recommendations/Status/Updates, (if any)** (Bradley)
- E. Report/Recommendations from GPNC City Attorney Liaison, Ruby DeVera (if any)**
- F. Report/Recommendations from GPNC Animal Control Liaison, Gladys Pinto-Muñoz, (if any)**
- G. Elections Adhoc Committee Report/Recommendations/Status/Update (if any).** (Tony Butka) (8:00pm)
(Refer To DRAFT Election's Committee / Outreach & Communication's Committee Budget dated December 2015) (None Provided)
- H. Public Arts Committee Report/Recommendations/Status/Updates, (if any)** (Crystal Lynn Orozco)
(None Provided)
- I. Outreach Committee Report/Recommendations/Status/Updates, (if any)** (Molly Lynn Taylor/Michael Divic)
(None Provided)
- J. Education Ad-Hoc Committee Report/Recommendations/Status/Updates, (if any)** (Celina Pinto)
(None Provided)
- K. Representative Updates**
 - 1. Area Updates/Representative Updates**
 - a. Area 1, Linda Sanchez
 - b. Area 2, Mark Quiroz
 - c. Area 3, Crystal-Lynne Orozco
 - d. Area 4, Molly Lynn Taylor
 - e. Area 5, Vacant
 - f. Area 6, Patrick Cleary
 - g. Area 7, Gladys Pinto-Muñoz
 - 2. Business Representative Updates, (Bradley/Brian Sharp/Dane Boedigheimer)**
 - 3. Organizational Representative Updates (Marge Piane/Pavlo Vlanco)**
 - 4. Educational Representative Updates (Celina Pinto)**
 - 5. Faith-Based Representative Updates, (Ruby DeVera)**
 - 6. Member-At-Large Representative, General Updates, (Michael Divic)**
- L. Announcements/Public Comments**
- M. New Community Activities/Business & Developments/Issues and/or Concerns**
- N. Adjourn**(9:30pm)