



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

MARGE PIANE
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

**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)
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
VACANT - EDUC. REP
RUBY DeVERA - FAITH-BASED
MICHAEL DIVIC - AT LARGE REP

GENERAL COMMUNITY STAKEHOLDERS MEETING AGENDA

Tuesday, January 20, 2014

7:00pm–10:00pm

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. 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 - 7:00pm**
- 2) **Roll Call and Determination of Quorum**
- 3) **Review/Corrections/Acceptance of the following Meeting Minutes:**
 - a) December 16, 2014

4) Representative Updates

a) Area Representatives

- Area 1, Lorenzo Tovar
- Area 2, Mark Anthony Quiroz
- Area 3, Crystal-Lynne Orozco
- Area 4, Molly Lynn Taylor
- Area 5, Francisco “Sco” Contreras
- Area 6, Andre Sahakian
- Area 7, Gladys Pinto-Muñoz

b) Business Representative Updates

- Jake Sneider
- Bradley
- Lazaro Aguero

c) Organizational Representative Updates

- Marge Piane
- Paul Blanco

d) Educational Representative Updates – Celina Pinto

e) Faith-Based Representative Updates – Ruby De Vera

f) At-Large Representative Updates – Michael Divic

5) Updates and Information from:

- a) Los Angeles City Council District 1 – Jose Rodriguez - 5 min
- b) Los Angeles City Council District 13 – Adam Bass - 5 min
- c) Los Angeles City Council District 14 – Lauren Ballard - 5 min
- d) Department of Neighborhood Empowerment (DONE) – Barry Stone - 5 min
- e) Northeast Los Angeles Police Department – SLO Serrano & SLO Preciado - 5 min

6) Community Presentations

- a) Discussion about illegal/criminal activity in Glassell Park, especially in areas 4 & 5 – Capt. Burt, SLOs Serrano & Preciado

7) Reports/Updates/Follow Up on Funding Grants - none

8) Official/Public Comment (Non-Agenda Items) (Limited to 10 minutes, maximum 2 minutes per speaker)

9) Report and Recommendations from GPNC Chairperson – Molly Lynn Taylor – 10 min

10) Report and Recommendations from GPNC Treasurer – Andre Sahakian – 10 min

- a) Monthly Expenditure Reports (MERs) for approval (if provided):
 - i) July 2014 (past due)
 - ii) August 2014 (past due)
 - iii) September 2014 (past due)
 - iv) October 2014 (past due)
 - v) November 2014 (past due)
 - vi) December 2014 (current)
- b) Invoices for approval:
 - i) Moore Business Results inv#GPNC 2015 0105, dated 1/5/14, in the amount \$572.00
 - ii) Andy Gump inv# INV262058, dated 12/18/14, in the amount \$50.00
 - iii) AT&T, dated 1/5/15, in the amount \$1014.25
- c) Other reports/recommendations
 - i) Discussion and possible Action to limit website & hosting fees to \$100 per month

11) Report and Recommendations from GPNC Secretary – Marge Piane – 10 min

- a) Revised business cards proofs for final approvals
- b) DRAFT Protocol for committee chairs/recorders so everyone is aware of requirements for compliance with Brown Act and distribution to Board/alternates/committee members/DONE
- c) Request Board approval to replace “Office Manager” title with “Assistant Secretary” to comply with Bylaws; duties of Assistant Secretary to be reviewed and defined by Secretary and Assistant Secretary
 - i) Reconfirm Celina Pinto as Assistant Secretary

d) Other reports/recommendations

12) Legal Liaison Report/Update – Ruby DeVera – 2 min

13) LANCC & DWP Liaison Updates – Tony Butka and/or Gladys Pinto-Muñoz – 2 min

14) River Alliance Updates – Michael Divic

15) Neighborhood Council Board Business

- a) Instruct Board Members and Alternate Representatives to review and sign the Glassell Park Code of Civility agreement
- b) Discussion and possible Action to enforce Bylaws regarding removal of Board Members for non-attendance and/or for change in eligibility for seat
- c) Discussion and possible Action to participate in the “National Night Out” event on August 4, 2015
 - i) Approve an Ad Hoc committee for the event
 - ii) Approve an interim chair for the Ad Hoc committee
 - iii) Approve funding for event up to \$2000
- d) Discussion and possible Action to organize a GPNC Town Hall on Neighborhood Watch program on one of these upcoming Saturdays: March 20th, April 18th, or May 16, 2015.
 - i) Approve funding of Town Hall up to \$500
 - ii) Approve funding of outreach for Town Hall up to \$1,000
 - iii) Approve funding of new Neighborhood Watch signs up to \$2,000
 - iv) Approve an Ad Hoc committee for the Neighborhood Watch Town Hall event; committee to terminate at the GCS meeting immediately following the event date
 - v) Approve an interim chair for the Neighborhood Watch Town Hall Ad Hoc committee
- e) Discussion and possible Action to co-sponsor with Historic Highland Park NC a debate/forum for candidates for Councilmember representing CD14 – Ruby deVera
 - i) Approve funding up to \$75 for CD14 debate/forum
 - ii) Approve Board liaison for CD14 debate/forum
- f) Discussion and possible Action on annual review of committees as required in Bylaws
 - i) Budget & Finance
 - ii) Bylaws
 - iii) Economic Development & Land Use
 - iv) Grants & Funding
 - v) Outreach & Communications
 - vi) Public Arts
 - vii) Website Ad Hoc
- g) Discussion and possible Action to organize a “Spring Clean” event with CD1 on April 18th or April 25th for Earth Day, which is Wednesday, April 22nd.
 - i) Approve funding up to \$1,000.00 for “Spring Clean” event
 - ii) Approve Board liaison to coordinate event with CD1
- h) Discussion and possible Action to approve the GPNC meeting calendar for 2015
- i) Discussion and possible Action to consider cancelling December Executive Committee and General Community Stakeholder meetings
- j) Discussion and possible Action to approve \$20 expenditure to transfer GPNC phone number to Google voice system to save landline costs and enable remote access to messages

16) Letters of Support

- a) Discussion and Possible Action to approve a Letter of Support (LOS) for Los Angeles Zine Fest that will take place in Glassell Park at Homenetmen “Ararat” Center on February 15, 2015. – Crystal Lynn Orozco & Kenzo Martin

17) Letters of Request

- a) Discussion and Possible Action to approve the Letter of Request (LOR) to Councilmember Mitch O’Farrell (CD13), Dept. of Public Works and Dept. of Transportation asking for immediate action to install left turn signals in all directions at the intersection of Fletcher Street and San Fernando Road
- b) Discussion and Possible Action to approve the Letter of Request (LOR) to Councilmember Jose Huizar (CD14), Dept. of Public Works and Dept. of Transportation asking for a left turn signal in all directions at the intersection of El Paso and Eagle Rock Blvd.
- c) Discussion and Possible Action to approve the Letter of Request (LOR) to Councilmember Jose Huizar (CD14),

Councilmember Gil Cedillo (CD1), Dept. of Public Works and Dept. of Transportation asking for a left turn signal from southbound Eagle Rock Blvd. to Verdugo Road (at the Public Storage building)

- d) Discussion and Possible Action to approve the Letter of Request (LOR) to Capt. Jeffrey Burt, SLO Frank Serrano, Ana Guerrero (Mayor's Chief of Staff), CD1, CD13, CD14 citing significant increase in multiple illegal activities and asking for a visible increase in patrols and better response times to emergency calls in Glassell Park, and specifically in the areas of Richardson Drive and The Paseo/El Rosa where neighbors have reported ongoing illegal activities.

18) Report/Recommendations/Status/Update By-Law Committee – Tony Butka

- a) Recommend: Amend the Bylaws to incorporate the BONC "Neighborhood Council Board Member Code of Conduct as contained in their Policy 2014-2 (see supporting documents). This should not require any Action by the Board other than adding to the Bylaws, since the change is mandated by BONC
- b) Recommend: Amend the Bylaws such that duties of the Vice-Chair (Article VI-Officers, 2-Duties and Powers, B-The Vice Chairperson) shall have an additional duty 5 – "Be responsible for managing the Board's Key Policy"
- c) Recommend: The Bylaws sections regarding nomination for Board/Alternates at Section V – Governing Board, B – Alternates, and Section V – Governing Board, 6 – Vacancies, shall be modified to provide expressly that:
 - i) Nominations shall be made in person by the nominee, and
 - ii) The nominee shall be present for the voting process.
 - iii) All votes under these Sections shall be by secret ballot (proposed ballot for elections consistent with these changes in supporting documents)
- d) Second Reading: The Committee recommends adding the Public Arts Committee as a Standing Committee under the Bylaws Article VII – Committee and their Duties, Section 1 – Standing, as follows:

"1. Standing. There shall be the following standing committees comprised of Board members and Stakeholders:

 - Executive
 - Economic Development and Land Use
 - Grants and Funding
 - Bylaws
 - Budget and Finance
 - Outreach and Communications
 - Public Arts"
- e) Recommend: Amend the Standing Rules to add a Key Policy as follows:

"KEY POLICY

 1. The Chair, Vice-Chair, and Secretary on the Glassell Park Neighborhood Council (GPNC) Executive Committee will be provided a GPNC office key and Glassell Park Community and Senior Center key set.
 2. The Secretary of the GPNC will have the key set with access to all storage and lockable file/storage cabinets.
 3. Economic Development & Land Use Committee Chair or Recorder, and the Grants and Funding Committee Chair or Recorder may also be provided a key to the Glassell Park Community and Senior Center so long as they are Board members.
 - (A) Non-board members who serve in this position will coordinate office access with the Secretary or Secretary Assistant for copies and access to the office.
 4. All committee chairs and Board members may request a key to the Glassell Park Community and Senior Center.
 5. Immediately following the election of a new Chair, Vice-Chair, and Secretary, the outgoing officers will return keys to the Vice-Chair, sign them returned, and they will be redistributed to the incoming officers. This process will take place at a public meeting.
 6. Board members will not duplicate keys without Board authorization. Making and distributing unauthorized keys are a violation of this GPNC policy.
 7. Key collection and distribution will take place immediately following Executive Committee election or seating of a new committee Chair or Recorder. This process will take place at a public meeting.
 8. The Vice-Chair will manage and coordinate collection and distribution of keys for the Neighborhood Council, as well as this key agreement.
 - (A) Key agreement paperwork will be stored in the Glassell Park Neighborhood Council office, and electronically and stored on the GPNC cloud, and provided to DONE upon their request."
- f) Announce date/time of next meeting

19) Report/Recommendations/Status/Update Grants & Funding Committee - Bradley

- a) Announce date/time of next meeting

20) Report/Recommendations/Status/Update Outreach and Communication Committee - Michael Divic

- a) Report on election of Chair & Recorder and confirmation of committee members not to exceed 9
- b) Announce date/time of next meeting

- 21) Report/Recommendations/Status/Update Economic Development and Land Use Committee - Andrew Montealegre**
- a) Motion/resolution to adopt letter of approval/denial and or committee recommendations:
 - i) RE: 3017 San Fernando Rd., ZA-2014-0427-ZV
 - ii) RE: 3620, 3624, 3628 Kinney Circle, ZA-2014-4154-SPP (3620), ZA-2014-4158-SPP (3624), ZA-2014-4161-SPP (3628)
 - b) Discussion and possible Action to approve resolution that Recorder for ED&LU Committee (Helene Schpak) is the contact person for all committee correspondence. The GPNC Board requests that all Planning Department correspondence be mailed to the GP Community & Senior Center to the attention of Helene Schpak; and all email correspondence be sent to hschpak@earthlink.net and copied to the Chairperson
 - c) Announce date/time of next meeting
- 22) Report/Recommendations/Status/Update Budget and Finance Committee – Andre Sahakian**
- a) Report, Recommendations and Committee Updates
 - b) Announce date/time of next meeting
- 23) Report/Recommendations/Status/Update Public Arts Committee – Crystal-Lynne Orozco**
- a) Report, Recommendations and Committee Updates
 - b) Announce date/time of next meeting
- 24) Report/Recommendations/Status/Update Website Ad-hoc Committee – Andre Sahakian**
- a) Report on “Phase 2” -- goals, costs, timeline
 - b) Confirmation of committee members, Chair and Recorder
 - c) Announce date/time of next meeting
- 25) Report/Recommendations/Status/Update Martin Luther King, Jr. Day of Service Ad-hoc Committee - Bradley**
- a) Update/discussion on the Martin Luther King, Jr. Day of Service to the Community
 - b) Update on funding and expenditures for event
 - c) Dissolve Ad Hoc Committee
- 26) Funding Request(s) – none**
- 27) Public Comments – 5 min max**
- 28) Board Member Comments & Announcements (non-agenda items)**
- 29) Requests / Motions for future agenda items**

Adjourn