



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, February 17, 2015

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

- a) Announce any Board members ineligible to vote on funding matters (Pinto, Pinto-Muñoz, Quiroz)
- b) Announce any Board members with incomplete or expired Ethics training (Divic)
- c) Announce any Board members who have not signed DONE Code of Conduct (Aguero)

3) Review/Corrections/Acceptance of the following Meeting Minutes:

- a) February 17, 2015

4) 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 – Officer TBD - 5 min
- f) Los Angeles Fire Department – Officer TBD – 5 min

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

6) Community Presentations - none

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

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

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

- a) Monthly Expenditure Reports (MERs) for approval

Note: all MER supporting documents are on GPNC website at: <http://glassellparknc.org/about/committees/budget/>

- i) August 2014 (past due)
 - ii) September 2014 (past due)
 - iii) October 2014 (past due)
 - iv) November 2014 (past due)
 - v) December 2014 (past due)
 - vi) January 2015 (past due)
 - vii) February 2015 (past due)
- b) Invoices for approval:
- i) Moore Business Results inv# GPNC 2015 0303, dated 3/3/15, in the amount \$68.00
 - ii) Ricoh USA inv# 5033153844, dated 11/1/14, in the amount \$335.70
 - iii) Apple One inv#S2869296, dated 3/31/15, in the amount \$70.92
- c) Other reports/recommendations
- i) Accounting of disbursement of Martin Luther King Day of Service funding

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

- a) Incoming correspondence
- i) Notice from DONE re: missing MERs and “frozen” funds
 - ii) Request for Censure of Board member filed on March 3, 2015 by Stakeholder (see supporting documents)
 - iii) Request for Removal of Board member filed on March 3, 2015 by Stakeholder (see supporting documents)

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

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

13) River Alliance Updates – Michael Divic – 2 min

14) Letters of Request

- a) Discussion and Possible Action to approve a Letter of Request (LOR) to CD1 asking for regular street sweeping in Glassell Park including, but not limited to, the following streets: San Fernando Road, Verdugo Road, Eagle Rock Blvd., Avenue 33 (between Division and Verdugo Road) and the streets around Glassell Park Elementary School.
- b) Discussion and Possible Action to approve a Letter of Request (LOR) to CD13 asking for regular street sweeping in Glassell Park including, but not limited to, Fletcher Drive and San Fernando Road.
- c) Discussion and Possible Action to approve a Letter of Request (LOR) to CD14 asking for regular street sweeping in Glassell Park including, but not limited to, Eagle Rock Blvd. and the streets around Fresh & Easy market.

15) Community Impact Statements

- a) Discussion and possible Action on these City Council motions/ordinances/resolutions (see supporting documents):
 - i) Motion 14-0656 to “prepare and present an ordinance that will address the counterproductive provisions of the Baseline Mansionization Ordinance...to stabilize the conflict of out-of-scale homes that continue to proliferate...”
 - ii) Resolution 15-0002-S10 that affirms the City’s support for AB 96 “prohibiting the sale of ivory and rhinoceros horn in California” and that “closes the existing loophole in state law to prohibit the sale of ivory and rhinoceros horn...and makes this prohibition enforceable”

16) Neighborhood Council Board Business

- a) Discussion and possible Action to approve up to \$100 monthly for copying and/or office supplies
- b) Discussion and possible Action to form and populate an Elections Ad Hoc committee to begin dialog with DONE and planning for 2016 Neighborhood Council elections
 - i) Any Board member who is running for re-election may serve on the Election Ad Hoc committee only until that member’s candidacy is certified by DONE
- c) Discussion and possible Action to combine National Night Out Ad Hoc committee with Neighborhood Watch Town Hall Ad Hoc committee in order to combine the events for greater participation
- d) Discussion and possible Action to host a Town Hall to discuss and inform stakeholders about developments in Glassell Park, infrastructure, City Planning codes & ordinances, the Glassell Park/Mt. Washington Specific Plan and Hillside Ordinance.
- e) Discussion and possible Action to comply with Bylaws rule 9B regarding absences:
*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 meetings (with or without excuse), or miss four (4) General Stakeholder meetings (with or without excuse) in a calendar year.***
 - i) Board members effected by attendance rule: L. Aguero, M. Divic, C. Orozco, P. Vlanco

17) Report/Recommendations/Status/Update By-Laws Committee – Tony Butka

- a) **Bylaws Committee Recommendations for Standing Rules Addition:**
 Membership in all Board Committees shall be reset at the first meeting after DONE has certified the results of the Board elections. The procedure for filling the Committees shall be as indicated in Standing Rule 1 under the initial members of newly created committees.
- b) **Bylaws Committee Recommendations for Bylaws Changes:**
ATTENDANCE: (Addition to existing Bylaw) (Article V Section 9B)
 Each Council Board Member absence shall be recorded in the Council’s Meeting Minutes or other manner of Council record keeping, and that, upon missing the required number of Board Meetings for removal, the Presiding Officer shall notify the Board member that their seat has been declared vacant. Any meeting of the Neighborhood Council Governing Board, scheduled and noticed as per the Brown Act, shall constitute a meeting for the purpose of determining Board Member attendance.
 In counting the number of board meetings attended, the following shall be considered:
 - a) Excused Absence for Work - A Board member may be excused for cause for work conflicts with Board meetings. The Board member shall provide prior written notice of the conflict, and the absence shall be deemed excused upon an affirmative vote of a Board majority.
 - b) Attendance at a board meeting shall be defined as voting on 50% plus 1 of the action items to be voted on in an agenda.

REMOVAL FROM OFFICE: (Addition to existing Bylaw) (Article V Section 9)

The Council shall consult with the Office of the City Attorney throughout any Board removal. Such legal advice shall be in writing.

Board members may be removed in the following ways:

1. Petition by Board - A Board Member may be removed from the Board for good cause, including, but not limited to, disruptive conduct; interfering with Council business; violations of the Bylaws, Operating Procedures or Code of Conduct following a Board Member’s submission to the Board of a petition which includes: i) the identity of the Board Member to be removed, ii) states the reason for removal by identifying the violation of the internal rules or procedures and specifies the conduct of the person, and iii) contains the signatures of at least three (3) Board members.
 - a) The petition shall be delivered simultaneously to all Board Members and the matter placed on the agenda and scheduled for a vote at the next regular Board Meeting.
 - b) Removal of the identified Board member requires a majority vote of the Board members.
 - c) The Board Member who is the subject of the removal action shall have the right to deliver to Board Members a written statement about the matter and/or to speak at the Board Meeting prior to the vote, but shall not be counted as part of the quorum, nor allowed to vote on the matter.
 - d) If the vote for removal is affirmative, then the position shall be determined vacant.

DUTIES OF MEMBER AT LARGE: (New addition of duties to Bylaw) (Article VI “Officers”, E “Member at Large”)

- Oversees the maintenance and updating of the GPNC website.
- Oversees the coordination and updating of the GPNC social media accounts.
- Oversees the email announcements to Stakeholders.
- Works with Stakeholders, Board Officers, and Committees to promote participation in GPNC activities.

c) Announce date/time of next meeting

18) Report/Recommendations/Status/Update Economic Development and Land Use Committee – TBD

- a) Announce new Committee Chairperson
- b) Announce date/time of next meeting

19) Report/Recommendations/Status/Update Public Arts Committee – Crystal-Lynne Orozco

- a) Announce date/time of next meeting: April 1, 2015 at 7pm

20) Report/Recommendations/Status/Update Outreach and Communication Committee - Michael Divic or M. Taylor

- a) Discussion and possible Action on committee recommendation to use NationBuilder for greater outreach: EmpowerLA partnered with NationBuilder to develop a template for Neighborhood Councils so that they can use the platform for managing their contact data and engage in effective email and direct mail campaigns. NationBuilder is free to use for the first year of service, and charged by data services thereafter at \$29/month up to 2000 subscribers. Up to \$400 cost to transfer website from Wordpress to NationBuilder.
- b) Reconsider committee’s request for \$750 for general outreach materials in light of proposed budget (see supporting documents)
- c) Discussion and possible Action to approved funds for Outdoor Bulletin Board for posting agendas, flyers, etc. (see supporting documents for sample)
- d) Review committee report on current status in relation to specified goals
- d) Announce date/time of next meeting: April 1, 2015 at 8pm

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

- a) Announce date/time of next meeting

2) Report/Recommendations/Status/Update Budget and Finance Committee – Andre Sahakian

- a) Announce date/time of next meeting

3) Report/Recommendations/Status/Update Martin Luther King, Jr. Day of Service Ad-hoc Committee - Bradley

- a) Update on funding and expenditures for event
- b) Update on when paperwork was submitted to DONE
- c) Dissolve Ad Hoc Committee

4) Report/Recommendations/Status/Update National Night Out Ad-hoc Committee – Pavlo Vlanco

- a) Announce date/time of next meeting

5) Report/Recommendations/Status/Update Neighborhood Watch Town Hall Ad-hoc Committee – Molly Lynn Taylor

- a) Announce date/time of next meeting

6) Report/Recommendations/Status/Update “Spring Clean” event with CD1 – Crystal Lynne Orozco

7) 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 Agüero

c) Organizational Representative Updates

Marge Piane

Paul Blanco

d) Educational Representative Updates – Celina Pinto

e) Faith-Based Representative Updates – Ruby DeVera

f) At-Large Representative Updates – Michael Divic

8) Public Comments – 5 min max

9) Board Member Comments & Announcements (non-agenda items)

10) Requests / Motions for future agenda items

Adjourn