

**CITY OF LOS ANGELES
CALIFORNIA**

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BOARD OF NEIGHBORHOOD COMMISSIONERS

SPECIAL MEETING AGENDA-REVISED

Monday, July 23, 2018 6:00 PM

**[Kaiser Permanente Panorama City, Medical Office 2, Classroom 1 & 2
13730 Roscoe Blvd., Panorama City, CA 91402](#)**

The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action on an item. The amount of time for each agenda item is to be determined by the Chair at each meeting. Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. If multiple speaker cards are submitted on one agenda item, preference will be granted to members of the public who have not spoken previously during the meeting, either during general public comment or on another agenda item.

A member of the public wishing to speak on more than one agenda item at a single meeting shall limit his or her remarks to a total of five (5) minutes per meeting. Comments by members of the public who have submitted multiple speaker cards and want to speak on all items for up to five minutes at one time can choose to speak during the Multiple Agenda Items Comment period. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comments.

Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the Public Forum period. Public comment is limited to 15 minutes maximum. No individual speaker will be allowed more than 3 minutes, unless presiding officer of the Board decides differently.

The agenda is posted for public review in Main Street Lobby of City Hall East at 200 North Main Street and at 20th Floor, City Hall, 200 North Spring Street, Los Angeles. 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. The Agenda and Report(s) related to an agenda item will be available for review at

AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

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www.Empowerla.org. Sign language interpreters, assisted 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 the Department at (213) 978-1551.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 días de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 978-1551.

1. Introduction (5 minutes)
2. Call to Order and Commission roll call (1 minute)
3. Discussion and possible action on Bylaws Amendment and Board Structure Change for the PICO Neighborhood Council. PICO Neighborhood Council is requesting to modify their Board structure by **decreasing their total Board size** from members by:
 1. **Decrease** Board size from 24 to 22
 2. **Establish** quorum as 12
 3. **Eliminate** 2 At-Large Representative seats
 4. **Transform** the two Representative of Business seats to At-Large
 5. **Transform** the two Education Representative seats to At-Large
 6. **Transform** the three Service/Non-Profit Organization Representative seats to At-Large
 7. **Transform** the one Representative of Persons employed by a Business seat to At-Large
 8. **Transform** the one Senior Citizen Representative, aged 55 or older seat to At-Large
 9. **Transform** the one Youth Representative seat to At-Large
 10. **Transform** the one Community Interest Representative seat to At-Large

The Department recommends that the Board of Neighborhood Commissioners:

1. **FIND** the PICO Neighborhood Council's request to change their Board structure consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and
2. **APPROVE** the change to the PICO Neighborhood Council's bylaws.

[\[PICO Bylaws Application packet with Department Report\]](#)

4. Discussion and possible action on providing recommendations for [Council File #18-0467](#) - "Neighborhood Council System Reforms." The Commission is seeking input from Neighborhood Councils and the public on the following issues:
 - Amending the [City Charter Article IX](#) to change the name of the Department of Neighborhood Empowerment (DONE) to Neighborhood Councils Department (NCD), Board of Neighborhood Commissioners (BONC) to Neighborhood Councils Commission (NCC) and phasing out the use of the term/branding "EmpowerLA".
 - Amending the [Los Angeles Administrative Code](#) to remove or redefine community interest stakeholder and recommending specific additional definitions by ordinance

of eligible voters and board members of Neighborhood Councils, such as student or parent/guardian of a student.

- Amending City Charter Article IX [Section 901.d](#) and [904.f](#) to remove any reference to “selections” and clarify that Neighborhood Council Board members will be elected.
 - Adjusting Neighborhood Council bylaws to ensure equitable distribution of Board seats.
 - To establish uniform minimum age for voting and board membership.
 - Adopting policies for training of Chairs and Vice-chairs of Neighborhood Council land use committees.
 - Adopting policies to allow rollover of funds in a non-cumulative maximum of \$10,000 in any given fiscal year.
 - Amending the Los Angeles Administrative Code to remove the expiration of the ability for Neighborhood Councils to accept in-kind or monetary donations.
 - On costs and other implications of holding same day city wide Neighborhood Council elections.
 - To develop a process to assist Neighborhood Councils to access shared space in city facilities as envisioned in [Council File 16-0298](#).
 - To develop an ongoing compendium of best practices generated from Neighborhood Councils and periodically share with all Neighborhood Councils.
 - To develop a single points of contact between Neighborhood Councils and city departments.
5. Discussion and possible action to define the types and duration of contacts necessary to constitute “substantial and ongoing participation for a community interest stakeholder” as authorized under the [City's Administrative Code Title 28, Article 2, section 22.806\(b\)](#)

Under [Administrative Code section 22.811\(a\)\(2\)](#) a “community interest stakeholder” is defined as a person who affirms a substantial and ongoing participation within the neighborhood council’s boundaries and who may be in a community organization such as, but not limited to, educational, nonprofit and/or religious organizations.

The purpose of this hearing will be to gather input from the public and Neighborhood Council members for suggestions on how to identify the types and duration of contacts needed for “substantial and ongoing participation” that a community interest stakeholder must have in order to participate in the Neighborhood Council system.

6. Adjourn

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Future Board of Neighborhood Commissioners Meetings (INFORMATION ONLY) (*Please note: The items listed below are tentative and may be subject to change.* You are encouraged to visit the City's website at www.lacity.org to view Commission agendas and subscribe through the City's Early Notification System Subscription page to receive the Commission's agendas via email.)

- Regular Meeting on August 7, 2018 at 6:00pm – Boyle Heights City Hall, 2130 E 1st St, Los Angeles, CA 90033
- Regular Meeting on August 20, 2018 at 1:00pm – City Hall, 10th Floor Conference Center, Room 1050, 200 North Spring St, Los Angeles, CA 90012
- Regular Meeting on September 4, 2018 at 6:00pm – Stonehurst Recreation Center, 9901 Dronfield Ave., Sun Valley, CA 91352
- Regular Meeting on September 17, 2018 at 1:00pm – City Hall, 10th Floor Conference Center, Room 1050, 200 North Spring St, Los Angeles, CA 90012

FINALIZATION OF BOARD ACTION:

Per City Charter Section 245, the Board's determination shall become final at the expiration of the next five meeting days of the Council during which the City Council has convened in regular session, unless the City Council acts within that timeframe by a two-thirds vote to bring the action before them or to waive review of the action.

EXHAUSTION OF ADMINISTRATIVE REMEDIES:

If you challenge these agenda items in court, you may be limited to raising only those issues you or someone else raised at the public hearing or in written correspondence on these matters delivered to this agency at or prior to the public hearing. California Code of Civil Procedure Section 1094.6 governs the time in which a party may seek judicial review of this determination. Under that provision, a petitioner may seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5 only if the petition for Writ of Mandate pursuant to that section is filed no later than the 90th day following the date on which the City's decision became final.

RECONSIDERATION:

The Commission may make a **MOTION TO RECONSIDER** and alter its action taken on any item listed on this agenda at any time during this meeting, or make a **MOTION TO RECONSIDER** at its next regular meeting as indicated below:

If the Commission moves and approves a Motion for Reconsideration at the *initial* meeting wherein an action was taken, then the underlying item may be reconsidered at that time.

If the Commission moves and approves a Motion for Reconsideration at *the next regular meeting* then consideration of the item may *only* occur at this regularly scheduled meeting if the item for consideration has been placed on that meeting's agenda. If the underlying item for reconsideration has not been placed on the agenda for that next regular meeting, then it shall be considered at a subsequent meeting pursuant to the Ralph M. Brown Act.

PUBLIC ACCESS OF RECORDS:

"In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board of Neighborhood Commissioners in advance of their meetings, may be viewed at the office of the Department of Neighborhood Empowerment, located at City Hall, 20TH Floor, 200 North Spring Street, Los Angeles, California 90012, by clicking on the Department's Web site at <http://www.EmpowerLA.org> or at the Commission meeting. In addition, if you would like a copy of any record related to an item on the agenda, contact the Department at (213) 978-1551 or via e-mail: Commission@EmpowerLA.org.