



P.I.C.O. NEIGHBORHOOD COUNCIL  
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TREASURER  
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COMMUNICATIONS DIRECTOR  
Brendan Nelson

**General Board Meeting Agenda-FINAL**  
**Wednesday, July 12, 2023 6:30pm**  
**In Person Meeting Only**  
**Claude Pepper Senior Center**  
**1762 S. La Cienega Blvd, Los Angeles, 90035**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Dina Andrews, at [dina.andrews@lacity.org](mailto:dina.andrews@lacity.org) por correo electrónico avisar al Concejo Vecinal.

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board. Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

**Notice to Paid Representatives** - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS WILL BE LIMITED TO One (1) Minute per speaker unless waived by the presiding Chair or Moderator.**

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to raise hands when prompted by the Presiding Officer or Chair, to address the General Board on any agenda item before the Board takes an 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 are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting.

**WAYS OF WORKING** (Standards on which we agreed to hold ourselves & each other accountable)

- No Cross talk (no interruptions or sidebar conversations while someone has the floor)
- Identify yourself when you speak or present
- Listen and respond respectfully to others' ideas/opinions - even if you disagree
- It's OK to disagree (just express it respectfully)
- Say what you mean, mean what you say (be honest and forthcoming - no innuendo or code)
- Generosity of spirit (conduct ourselves with good intentions and assume good intentions in others)
- Separate the message from the messenger (don't make it personal)
- Exhibit appreciation, interest, and empathy for different backgrounds and perspectives
- Be informed (ask for clarification or information; don't be offended or rude if others ask you for it)
- Be active listeners (paraphrase to show – or ask whether – you understand someone correctly)
- Each Committee member shall be limited up to 3 comments of up to 2 minutes total per agenda item per the Presiding Officer.
- Each Public Comment per agenda item will be limited to 1 minute and 1 minute for follow up and will be addressed at the start of the meeting and managed by the Moderator or Presiding Officer.
- Presenters will have an opportunity to address General Public Comments at the start of the meeting and later as items on the agenda are presented. Once Public Comments are presented per the agenda item, the Board may address comments before the Presenter responds. Time Permitting there may be further follow up Public or Committee comments (before a committee member puts forth a motion for consideration and before a committee vote.
- **No further public or committee comments will be considered once a motion is put forth, seconded and a vote is taken.**

**BOARD MEETING ATTACHMENTS FOLDER** All Agenda Items listed below will be linked to this general folder for related attachments and will correspond to the specific item on the agenda for reference. This will be found on the [www.piconc.com](http://www.piconc.com) website **For The Record – Agenda: All Committees 2023 – General Board 2023 – 7-12-2023.**

1. **CALL TO ORDER & ROLL CALL**
2. **SPECIAL ORDERS:**

a) **INSTALLATION OF NEW BOARD MEMBERS (OATH OF OFFICE)- Mayra Guevara, Field Deputy, CD 10**

**OFFICER SELECTION** Selection of Officers will be in accordance with the approved Bylaws approved August 1, 2022, **Article VI, Section 4. Officer Terms**, which reads as follows, *“Officer positions shall be filled every two (2) years at the first official Board meeting following the Neighborhood Council election by a plurality vote of the Board Members attending. Only members of the Board may be nominated for and serve in an Officer position. Each Officer is encouraged to have a year of service on the Board before accepting office.”*

b) **OFFICER SELECTION PROCESS:**

No Board Member may be elected to be an Officer position without having at least one (1) year of service on the Board (unless such requirement is waived by a 2/3 vote of the Board) before accepting office. Nominations can be made by seated Board Members or Board Members can self-nominate. - Nominees shall have two (2) minutes to present their qualifications for appointment. Board Members may ask two questions to each Nominee. Nominees will have two (2) minutes to respond. Same two questions shall be asked to each Nominee. During a vote, if no Nominee receives a plurality of the votes cast, the process will continue until one Nominee attains a plurality of the votes cast. In the event of a tie between two or more Nominees facing possible selection, there will be a special round of voting to attempt to break the tie, where the tied Nominees will be allotted up to another minute of presentation. If, after this special vote, the tie remains, the election shall be declared deadlocked and the tie will be broken by a coin flip. DONE shall declare the outcome of each selection by reading aloud the number of votes cast and for whom.

i. Discussion and possible motion to open the nomination of the **Office of President of the PICONC** for a two (2) year term that ends with the certification of the Neighborhood Council 2025 Election Cycle for PICONC.

- Public Comment up to one (1) minute.
- Nominees shall have up to two (2) minutes to present their qualifications for the selection.
- Board Members may ask two questions to each Nominee. Nominees shall have one (1) minute to respond. Same two questions shall be asked to each Nominee.

ii. Discussion and possible motion to open the nomination of the **Office of Vice President of the PICONC** for a two (2) year term that ends with the certification of the Neighborhood Council 2025 Election Cycle for PICONC.

- Public Comment up to one (1) minute.
- Nominees shall have up to two (2) minutes to present their qualifications for the selection.
- Board Members may ask two questions to each Nominee. Nominees shall have one (1) minute to respond. Same two questions shall be asked to each Nominee.

iii. Discussion and possible motion to open the nomination of the **Office of Treasurer of the PICONC** for a two (2) year term that ends with the certification of the Neighborhood Council 2025 Election Cycle for PICONC.

- Public Comment up to one (1) minute.
- Nominees shall have up to two (2) minutes to present their qualifications for the selection.
- Board Members may ask two questions to each Nominee. Nominees shall have one (1) minute to respond. Same two questions shall be asked to each Nominee.

iv. Discussion and possible motion to open the nomination of the **Office of Secretary of the PICONC** for a two (2) year term that ends with the certification of the Neighborhood Council 2025 Election Cycle for PICONC.

- Public Comment up to one (1) minute.
- Nominees shall have up to two (2) minutes to present their qualifications for the selection.
- Board Members may ask two questions to each Nominee. Nominees shall have one (1) minute to respond. Same two questions shall be asked to each Nominee.

v. Discussion and possible motion to open the nomination of the **Office of Communications Director of the PICONC** for a two (2) year term that ends with the certification of the Neighborhood Council 2025 Election Cycle for PICONC.

- Public Comment up to one (1) minute.
- Nominees shall have up to two (2) minutes to present their qualifications for the selection.
- Board Members may ask two questions to each Nominee. Nominees shall have one (1) minute to respond. Same two questions shall be asked to each Nominee.

c) **APPOINTMENT OF FINANCIAL OFFICERS OF THE BOARD** Discussion and possible motion to appoint the following Alternate Financial Officer(s) of the PICONC. All Financials are subject to the Office of the City Clerk NC Funding Financial Officer Training. Alternate Financial Officers are:

- i. Treasurer Bank Card Holder
- ii. Treasurer- Signer
- iii. Second Bank Card Holder (optional)
- iv. Alternate Second Signer (optional)

**d) APPOINTMENT OF COMMUNITY IMPACT STATEMENT FILERS FOR THE BOARD**

- i. Discussion and possible motion to appoint up to two (2) PICONC Board Members to files community impact statements as approved by the board.

**e) OPEN AT-LARGE & AREA REPRESENTATIVE BOARD SEAT ANNOUNCEMENTS AND APPOINTMENTS**

- i. Declaration of the Carthay Square Area Representative seat vacancy as defined in Article V, Section 1 of the bylaws. During the outreach period, if a candidate is not identified and appointed pursuant to our bylaws, within sixty (60) of the vacancy, then the board will consider appointing candidates who must apply for the seat at the next General Board meeting.
- ii. Declaration of the Wilshire Vista Heights Area Representative seat vacancy as defined in Article V, Section 1 of the bylaws. During the outreach period, if a candidate is not identified and appointed pursuant to our bylaws, within sixty (60) of the vacancy, then the board will consider appointing candidates who must apply for the seat at the next General Board meeting.
- iii. Discussion and possible motion to appoint a candidate to the PICONC open **At Large 4** seat vacated by Kim Turley. Appointment ends with the certification of the Neighborhood Council 2025 Election Cycle for the PICONC.
- iv. Discussion and possible motion to appoint a candidate to the PICONC open **At Large 6** seat vacated by Haejin Baek. Appointment ends with the certification of the Neighborhood Council 2025 Election Cycle for the PICONC.

**f) APPOINTMENT OF STANDING COMMITTEE CHAIRS, CO-CHAIRS AND MEMBERS.** Appointment of committee chairpersons and members will be in accordance with the approved Bylaws approved August 1, 2022, [Article VII, Section 3. Committee Creation and Authorization](#). There are seven (7) Standing Committees and the chairperson and members of each Standing and/ or Ad Hoc Committee of the Neighborhood Council, excluding the Executive Committee, shall be appointed by the Board during a General Board meeting and may include non-board member stakeholders. Each such appointment shall be for a term certain as may be specified by the Board at such General Board meeting, at which time, Chairs, Co-Chairs and Stakeholders may be appointed or reappointed. The Neighborhood Council has created Standing Rules to help facilitate the application and understanding of how best to apply the bylaws. In all circumstances, the bylaws take precedence over applicable standing rules and should not override the intent of the bylaws nor contradict its meaning.

- i. Discussion and possible motion to appoint Board Member of the PICONC as the chairperson of the Land Use Committee. Appointment ends with the certification of the Neighborhood Council 2025 Election Cycle for the PICONC.
- ii. Discussion and possible motion to appoint a Board Member or Stake-holder as a co-chairperson of the Land Use Committee. Appointment ends with the certification of the Neighborhood Council 2025 Election Cycle for the PICONC.
- iii. Discussion and possible motion to appoint up to five (5) Board Members and area stakeholder(s) of the PICONC as members of the Land Use Committee. Appointment ends with the certification of the 2025 Neighborhood Council Election Cycle for the PICONC
- iv. Discussion and possible motion to appoint a Board Member of the PICONC as the chairperson of the Finance Committee. Appointment ends with the certification of the Neighborhood Council 2025 Election Cycle for the PICONC.
- v. Discussion and possible motion to appoint up to five (5) Board Members and area stakeholder(s) of the PICONC as members of the Finance Committee. Appointment ends with the certification of the 2025 Neighborhood Council Election Cycle for the PICONC
- vi. Discussion and possible motion to appoint a Board Member of the PICONC as the chairperson of the Outreach Committee. Appointment ends with the certification of the Neighborhood Council 2025 Election Cycle for the PICONC.
- vii. Discussion and possible motion to appoint up to five (5) Board Members and area stakeholder(s) of the PICONC as members of the Outreach Committee. Appointment ends with the certification of the 2025 Neighborhood Council Election Cycle for the PICONC.
- viii. Discussion and possible motion to appoint a Board Member of the PICONC as the chairperson of the Elections & Bylaws Committee. Appointment ends with the certification of the Neighborhood Council 2025 Election Cycle for the PICONC.
- ix. Discussion and possible motion to appoint up to five (5) Board Members and area stakeholder(s) of the PICONC as members of the Election & Bylaws Committee. Appointment ends with the certification of the 2025 Neighborhood Council Election Cycle for the PICONC
- x. Discussion and possible motion to appoint a Board Member of the PICONC as the chairperson of the Education Committee. Appointment ends with the certification of the Neighborhood Council 2025 Election Cycle for the PICONC.
- xi. Discussion and possible motion to appoint a Board Member or Stake-holder as a co-chairperson of the Education Committee. Appointment ends with the certification of the Neighborhood Council 2025 Election Cycle for the PICONC
- xii. Discussion and possible motion to appoint up to five (5) Board Members and area stakeholder(s) of the PICONC as members of the Education Committee. Appointment ends with the certification of the 2025 Neighborhood Council Election Cycle for the PICONC
- xiii. Discussion and possible motion to appoint a Board Member of the PICONC as the chairperson of the Sustainability, Mobility and Transportation Committee. Appointment ends with the certification of the Neighborhood Council 2025 Election Cycle for the PICONC.
- xiv. Discussion and possible motion to appoint a Board Member or Stake-holder as a co-chairperson of the Sustainability, Mobility and Transportation Committee. Appointment ends with the certification of the Neighborhood Council 2025 Election Cycle for the PICONC
- xv. Discussion and possible motion to appoint up to five (5) Board Members and area stakeholder(s) of the PICONC as members of the Sustainability, Mobility and Transportation Committee. Appointment ends with the certification of the 2025 Neighborhood Council Election Cycle for the PICONC

**3. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS** *Comments from the public on non-agenda items within the General Board's subject matter jurisdiction. General Public comments are limited to up to one (1) minute per speaker, (unless waived by the presiding Chair or Moderator). Those wishing to make a public comment regarding an item listed on the agenda should hold those comments until the matter is called on the agenda.*

**4. GOVERNMENT AND COMMUNITY REPORTS** *Those presenting reports and updates will be permitted up to two (2) minutes for a presentation and Public Comment. The presiding Chair, at their discretion, will determine if additional times is permitted.*

**5. DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT UPDATES** *General announcements related to the Neighborhood Council Systemwide.*

- i. Board Service Acknowledgement and Affirmations (review content)
- ii. Required Board Member trainings update
- iii. Upcoming Department Onboarding Orientation Sessions
- iv. NEA Contact Information

6. **CONSENT CALENDAR** *(Note: A consent calendar is a board meeting practice that groups routine business into one agenda item. The consent calendar can be approved in one action, rather than filing motions on each item separately. A consent calendar moves routine items along quickly so that the board has time for discussing more important issues. If a member disagrees with the consent calendar item or wants to move it to the regular agenda, the member would request that the item be pulled from the consent calendar. The chair would ask if the members are in favor of approving the consent calendar minus the pulled item.)*
- Discussion and possible motion to approve proposed agenda items on the attached **DRAFT Meeting Minutes for the Joint Finance and Executive Committee** held on Wednesday, March 1, 2023 at 6:30 pm.
  - Discussion and possible motion to approve proposed agenda items on the attached **Draft Meeting Minutes for the General Board Meeting** held on Wednesday March 8, 2023 at 6:30 pm.
  - Discussion and possible motion to approve proposed agenda items on the attached **Draft Meeting Minutes for the Special Board Meeting** held on Tuesday, March 28, 2023 at 6:30 pm.
7. **FINANCE & ADMINISTRATION**
- Discussion and possible motion to approve the **PICO Neighborhood Council Monthly Expenditure Report MER for the month of March, 2023**
  - Discussion and possible motion to approve the **PICO Neighborhood Council Monthly Expenditure Report MER for the month of April, 2023**
  - Discussion and possible motion to approve the **PICO Neighborhood Council Monthly Expenditure Report MER for the month of May, 2023**
  - Discussion and possible motion to approve the **PICO Neighborhood Council Monthly Expenditure Report MER for the month of June, 2023**
  - Discussion and possible motion to approve the **PICO Neighborhood Council Funding Administrative Packet Fiscal Year Budget for the 2023/2024.**
  - Discussion and possible motion to approve the **PICO Neighborhood Council** physical meeting location alternative at **Tom Bradley Youth Family Center** at 5213 W Pico Blvd.
8. **QUARTERLY EXECUTIVE OFFICER REPORTS** *Monthly updates and reports from Executive Committee Members. Up to one (1) minute*
- President
  - Vice President
  - Secretary
  - Communications Director
  - Treasurer
9. **QUARTERLY COMMITTEE UPDATES** *Monthly updates and reports from committee Chairs and/or members to provide board and community announcements. Up to one (1) minute*
- Land Use
  - Joint Election & Bylaws and Outreach
  - Finance
  - Education
  - Sustainability, Transportation & Mobility
10. **ANNOUNCEMENTS** *General Board Member Announcements and suggestions for future agenda items by board members and stakeholders. Up to one (1) minute limit per board member and stakeholder.*

#### ADJOURNMENT

**THE AMERICAN WITH DISABILITIES ACT** - 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, and 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 you wish to attend by contacting the Department of Neighborhood Empowerment by email: [NCSupport@lacity.org](mailto:NCSupport@lacity.org) or phone: (213) 978-1551.

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**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 in advance of a meeting may be viewed at 200 N. Spring Street Los Angeles, CA 90012, and at our website: [www.piconc.com](http://www.piconc.com) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact email: [info@piconc.com](mailto:info@piconc.com)

**PUBLIC POSTING OF AGENDAS** – Neighborhood Council agendas are posted for public review as follows:

- 1060 S Fairfax Avenue, Los Angeles CA 90019 and at [www.piconc.com](http://www.piconc.com)
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>
- Agendas and Attachments are posted prior to each meeting by visiting [www.piconc.com](http://www.piconc.com)

**Reconsideration and Grievance Process** For information on the Process for Reconsideration, P.I.C.O. Neighborhood Council Stakeholder Grievance policy or any other procedural matter related to this Council, please consult the P.I.C.O. Neighborhood Council Bylaws at our board meetings and our website [www.PICONC.com/Bylaws](http://www.PICONC.com/Bylaws)