



# Wilmington Neighborhood Council

544 N. Avalon Boulevard, Suite 103 ▪ Wilmington, California 90744 ▪ (310) 522-2013

[www.wilmingtonneighborhoodcouncil.com](http://www.wilmingtonneighborhoodcouncil.com) [WilmingtonNC@empowerla.org](mailto:WilmingtonNC@empowerla.org)

Facebook, Instagram, Twitter, Next door

Governing Board & Stakeholder Meeting  
Tuesday, September 27, 2022 at 6:30 pm  
Zoom Webinar



Valerie Contreras, Chair  
Marilyn Glawson, Co-Chair  
Miss Trishie Salas, Secretary  
Adolfo Fermin, Parliamentarian

Zoom link: <https://us02web.zoom.us/j/82976087471>

US (San Jose)

Dial by your location:

+1 669 900 6833 US (San

Jose)

**+1 888 475 4499 (US Toll-free)**

Zoom ID 829 7608 7471 NO PASSWORD REQUIRED

[WilmingtonNC@empowerla.org](mailto:WilmingtonNC@empowerla.org) SI REQUIERE SERVICIOS DE TRADUCCIÓN, FAVOR DE NOTIFICAR A LA OFICINA 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACIÓN.

**NOTE:** This meeting will end no later than 9:00 PM any remaining agenda items will be carried over to a following meeting. All agendas and supporting documents are posting on our WNC website 72 hours prior to reg. meetings.

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In conformity with the Governor's executive order N-29-20 (March 17, 2020), with the enactment of California Assembly Bill 361 (Rivas) (AB361) (September 16, 2021), and due to concerns over COVID-19, this meeting will be conducted entirely with an internet-based service option (Zoom) or call-in option. Every person wishing to address the WNC must join the meeting via one of the methods shown above. Instructions on how to provide public comment will be given to listeners at the start of the meeting.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS:** The public is requested to use the "Raise Hand" option or dial \*9, when prompted by the presiding officer, to address the 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 matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period.

AB 361 Updates:

- Public comment cannot be required to be submitted in advance of the meeting only real-time public comment is required.
- If there are any broadcasting interruptions that prevent the general public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned. 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 WNC or the City of Los Angeles.

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## AGENDA

1. Call to Order
2. Roll Call by Secretary, Miss Trishie Salas
3. Pledge of Allegiances
4. Opening remarks
5. Chair's report: Chair Contreras
6. Board Member Training & Eligibility
7. Secretary Report: Miss Trishie Salas
  - a. Discussion & possible action to approve the Strategic planning meeting minutes for August 28, 2022
8. Treasurer's Report & funding consent calendar: Jaime Bedolla
  - a. Funding Report

**Consent Calendar Note:** Consent calendar items are considered to be non-controversial and will be treated **as one agenda item**. There will be no discussion of these items unless an item is removed from the consent calendar, in which case it will be considered as time allows on the regular agenda. Any member of the Board may request that an item be removed.

**Motion to approve the funding consent calendar for items 8.b-m**

  - b. Approve paying the invoice for E-Voice in the amount of \$49.08 for August, 2022.
  - c. Approve paying the invoice for E-Voice in the amount of \$49.08 for September 2022.
  - d. Approve the MERs (Monthly Expenditures Report) for August 2022
  - e. Approve the correction on the amount for the proposal to Am Graphics group in an amount not to exceed \$2,900.00 for the Light Pole Banner Campaign.
  - f. Approve paying the invoice to Maxx Graphics in the amount of \$399.68 for 100 outreach bags for movie night.
  - g. Approve paying the invoice to AT&T in the amount of \$176.10 for June internet services.
  - h. Approve paying the invoice to AT&T in the amount of \$176.40 for July internet services
  - i. Approve paying the invoice to AT&T in the amount of \$180.60 for August internet services
  - j. Approve paying the invoice to AT&T in the amount of \$178.50 for September internet services
  - k. Approve paying invoice 310819 to Interpreters Unlimited, Inc. for our May 16, 2022 meeting in the amount of \$98.00.
  - l. Approve paying invoice 311384 to Interpreters Unlimited, Inc. for our May 24, 2022 meeting in the amount of \$171.50.
  - m. Approve paying invoice 314964 to Interpreters Unlimited, Inc. for our June 14<sup>th</sup> meeting in the amount of \$122.50.
9. Public Comment on Non-Agenda Items (2 min each)
  - a. City Representative from EmpowerLA, NEA, Freddy Cupen-Ames
10. Comments & Announcements from Governing Board Members (2 min each)
11. Old business, Appointing Roles

- a. Time keeper:
- b. Master Calendar Coordinator:
- c. NC Office Coordinator:
- d. Social Media Coordinators-Website, Face book, twitter, Instagram, next door to work with the Executive Officers on updates. (Marilyn & Valerie)
- e. Anniversary Event Coordinators: (Miss Trishie Salas, Nancy, Simie)
- f. Appointment of 2 additional CIS filers (community impact statement)
- g. Appointment of Valerie Contreras to be the (LANCC) Rep. Los Angeles Neighborhood Council Coalition Representative

Appointment of Committee Chairs- Appointed Chairs are subject to board training completion prior to appointment. Creating Committee agendas and postings are req. per Brown Act.

- a. Transportation Committee: [Valerie Contreras](#)
- b. Environmental Committee: Pending
- c. Planning & Land Use Committee: [Adolfo Fermin](#)
- d. Publicity and Communications Committee: Pending
- e. Beautification Committee: Pending (Cirilo Razo)
- f. Finance Committee: Pending (Jaime Bedolla)
- g. Public Works Committee: Pending
- h. By-Laws Committee: [Simie Seaman](#)
- i. Public Safety & Emergency Committee: (Marilyn Glawson)
- j. Elections Ad-hoc Committee: Pending
- k. Legislative Report:

## **12. Discussion & Possible Action Items**

- a. Discussion & Possible action to approve celebrating the WNC 21<sup>st</sup> Anniversary event. The WNC Anniversary is December 11 but the celebration can be on any date.
- b. Discussion & possible action to approve funding for the WNC Anniversary event in the amount not to exceed \$2,500.00.
- c. Discussion & possible action to board approve WNC Board members & their family to participate in the Wilmington Chamber, 35th ANNUAL HEART OF THE HARBOR HOLIDAY PARADE, SUNDAY, DECEMBER 11, 2022. From 10:30 am to 3:30 pm.
- d. Discussion & possible action to approve funding to purchase items for the Heart of the Harbor Holiday Parade in the amount not to exceed \$1500.00.
- e. Discussion & possible action to board approve purchasing Board member business cards in an amount not to exceed \$550.00 for 11 board members.500 in each box.
- f. Discussion & possible action to approve holding our November Special Monthly Board & Stakeholder meeting two weeks earlier due to the Thanksgiving Holiday. Suggested date is Tuesday, November 15, 2022.
- g. Discussion & possible action to approve canceling our regular Monthly Board & Stakeholder Meeting for December due to Christmas and to give our volunteer board members a break.
- h. Discussion & possible action to approve changing the WNC Executive Board titles from Chair to President and from Co-Chair to Vice-President and include

the changes in our By-laws when we submit our bylaw changes to the Board of Neighborhood Commissioners. (B.O.N.C)

- i. Discussion & possible action to board approve a Sponsorship to the Wilmington Historical Society in the amount of \$4,500.00.

### **Appoint, the remainder of our LA City Department Liaisons for the WNC Board:**

Building & Safety –  
DWP –  
Grievance Panel Representative -  
Homelessness –  
Public Works –  
Vision Zero –  
Gender Equality-  
Filming –  
Great Streets –

### **13. Motion to Adjourn**

**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 Section 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)

**NEIGHBORHOOD COUNCIL MEETINGS** — The public can address the 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 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.

**STATE OF CALIFORNIA PENAL CODE SECTION 403** (Amended by Stats. 1994, Ch. 923, Sec. 159.

(Effective January 1, 1995.) —Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 302 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor.

**PUBLIC POSTING OF AGENDAS** — Wilmington Neighborhood Council agendas are posted for public review as follows: Phineas Banning High School- 1527 Lakme Ave., Wilmington Senior Citizens Center- 1371 Eubank Ave., Wilmington Branch Library- 1300 N Avalon Blvd., Wilmington Municipal Building- 544 N Avalon Blvd., and online at: [www.wilmingtonneighborhoodcouncil.org](http://www.wilmingtonneighborhoodcouncil.org) • You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at: <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

**RECONSIDERATION AND GRIEVANCE PROCESS** — For information on the Wilmington Neighborhood Council's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the WNC Bylaws. The Bylaws are available our website [www.wilmingtonneighborhoodcouncil.org](http://www.wilmingtonneighborhoodcouncil.org)

**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. Language translation, sign language interpreters, assistive listening devices or other auxiliary aids and/or services may be provided **upon request**. Please make your request at least three (3) business days prior to the meeting if services are required by emailing or calling the Wilmington Neighborhood Council at [WilmingtonNC@empowerla.org](mailto:WilmingtonNC@empowerla.org) .

**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 [www.wilmingtonneighborhoodcouncil.org](http://www.wilmingtonneighborhoodcouncil.org) or by sending a written request to [WilmingtonNC@empowerla.org](mailto:WilmingtonNC@empowerla.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please send an

email request to [WilmingtonNC@empowerla.org](mailto:WilmingtonNC@empowerla.org). SI REQUIERE SERVICIOS DE TRADUCCIÓN, FAVOR DE NOTIFICAR A LA OFICINA 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACIÓN, POR FAVOR LLAME A NUESTRA OFICINA AL (310) 522-2013