

CITY OF LOS ANGELES

CALIFORNIA



Palms Neighborhood Council Representative Assembly

Nick Greif, President
Andres Cuervo, Vice-President
V. Claire Jadulang, Secretary
Melissa Wyatt, Treasurer
Alison Regan, Community Org. Rep.
Pam Fellin, Residential Rep. B
James Dusenberry, Residential Rep. C
Paul Seo, Residential Rep. D
Elena Albright, Residential Rep. E
Maria Muñoz, Business Rep. 2
Zale Richard Rubins, Business Rep. 3

10008 National Blvd. #210
Los Angeles, CA 90034

Phone: (424) 256-5762
www.palmsla.nc
[@palmsnc](https://facebook.com/PalmsLA)

PALMS NEIGHBORHOOD COUNCIL

Representative Assembly Regular Meeting Agenda

Wednesday, January 4, 2017 – 7:00 p.m.

IMAN Center – 3376 Motor Avenue, Los Angeles, CA 90034 (onsite parking available)

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

- I. CALL TO ORDER & ROLL CALL**
 - a. Call to Order (Greif)
 - b. Roll Call (Jadulang)
- II. COMMUNITY & GOVERNMENT REPORTS** (15 minutes – 3 minutes each)
 - a. Office of Councilmember Paul Koretz
 - b. Office of Mayor Eric Garcetti
 - c. LA Police Department
 - d. Department of Neighborhood Empowerment
 - e. Other Government Departments/Agencies
 - i. CicLAvia Presentation
- III. GENERAL PUBLIC COMMENT** (10 minutes)
- IV. CONSENT AGENDA** (2 minutes)
 - a. **MOTION:** To approve minutes from 12/7/16 General Assembly Regular meeting. [See posted minutes here: Regular – <http://bit.ly/2imNyt3>]
 - b. **FUNDING MOTION:** Authorize spending \$59.88 for internet hosting with 1&1 Hosting for hosting fees from December 2016 until December 2017 for palmsnc.la
 - c. **FUNDING MOTION:** Authorize sponsoring the Palms 2017 LAHSA Homeless Count and spending up to \$200 for refreshments on January 25th at the Culver Palms Church of Christ. (Sign up to volunteer here: <http://www.theycountwillyou.org/>)
 - d. **MOTION:** To remove Vince Wong from the Public Safety Committee.
 - e. **MOTION:** To remove Ethan Becker from the Planning & Land Use Committee.
 - f. **MOTION:** To appoint Francie Stefan to the Transportation & Infrastructure Committee.
 - g. **MOTION:** To appoint Pam Fellin as the Purposeful Aging Liaison for the PNC to the City of Los Angeles.
 - h. **MOTION:** To appoint Jeffrey Fellin as the Film Liaison for the PNC to the City of Los Angeles.
- V. EXECUTIVE BOARD REPORTS** (10 minutes – 2 minutes each)
 - a. **President's Report** (Greif)
 - b. **Vice-President's Report** (Cuervo)
 - i. New Website unveiling – www.palmsnc.la

- c. **Secretary's Report (Jadulang)**
- d. **Treasurer's Report (Wyatt)**
 - i. **MOTION:** To approve the December Treasurer's Report and Monthly Expenditure Report (MER)
- e. **Community-Based Organization Rep (Regan)**

VI. COMMITTEE REPORTS

- a. **Commercial Corridor Activation (Albright):** Update; next meeting 7:30 p.m. Wednesday, January 18 at Fire Station 43 (3rd Wednesday of the month)
- b. **Communications & Outreach (Jadulang):** Update; next meeting 7:00 p.m. Tuesday, January 17 at Fire Station 43 (3rd Tuesday of the month)
- c. **Green (Dusenberry):** Update; next meeting 7:30 p.m. Thursday, January 19 at Fire Station 43 (3rd Thursday of the month)
- d. **Planning & Land Use (Wyatt):** Update; next meeting 7 p.m. Monday, January 16 at IMAN Center (3rd Monday of the month)
- e. **Public Safety (Seo):** Update; next meeting 7 p.m. January 10 at Fire Station 43 (2nd Tuesday of the month)
- f. **Transportation & Infrastructure (Cuervo):** Update; next meeting 7 p.m. Monday, January 9 at Fire Station 43 (2nd Monday of the month)
- g. **By-Laws Ad Hoc Committee (Greif):** Update; next meeting 7 p.m. Tuesday, January 24 at Fire Station 43. (4th Tuesday of the month)
 - i. **MOTION:** The Palms NC approves amending the Bylaws to remove Business internal boundaries from Article III Section 2 and revising election rules for Business Representatives to be elected by all Palms stakeholders 16 and over and reducing the total number of business seats from 3 to 2. [Amendments effect Articles III, V, and Attachments A and B]
 - ii. **MOTION:** The Palms NC approves amending the Bylaws to amend the titles of "Secretary" and "Treasurer" throughout to read "Communications Director" and "Finance Director".
 - iii. **MOTION:** The Palms NC approves amending the Bylaws to add a Youth Representative seat to the Council who, at the time of the election, must be between 16 and 20 years old and may only be voted for by those in the same age category. [Amendments effect Articles III, V, and Attachments A and B]
 - iv. **MOTION:** The Palms NC approves amending the Bylaws to remove the Community-Based Organization Representative from Article VI Officers.
 - v. **MOTION:** The Palms NC approves amending the Bylaws to add Sections 5 and 6 under Article VI to establish a process to remove Officers or the Board. [See committee report for full language]
- h. **Homelessness Ad Hoc Committee (Fellin):** Update; next meeting Wednesday, January 25 at Culver Palms Church of Christ (4th Wednesday of the Month)
- i. **Executive (Greif):** Update; next meeting 8:15 p.m. Monday, January 23 at Fire Station 43. (4th Monday of the month)
 - i. **MOTION:** The Palms Neighborhood Council approves conducting community outreach to Palms residents and adopting a Palms Neighborhood Council policy to sponsor community block parties with \$100-250 (depending on size), with a \$1,500 budget cap, for food and refreshments and provide information on how to get additional Council office help including funding, tables & chairs, and assistance with street closure permits and requests the General Assembly designate a board member or stakeholder to draft a formal policy to be approved at the January meeting. [See appendix for draft policy]

VII. OLD BUSINESS

VIII. NEW BUSINESS

- a. **MOTION:** To authorize the Palms Neighborhood Council to invite its e-mail list to join NextDoor.com. NextDoor helps organize neighborhoods to be more vocal about neighborhood issues. Invites would be received by e-mail.

IX. REPRESENTATIVE REPORTS (16 minutes – 2 minutes each)

- a. Residential Rep. A (Vacant)
- b. Residential Rep. B (Fellin)
- c. Residential Rep. C (Dusenberry)
- d. Residential Rep. D (Seo)
- e. Residential Rep. E (Albright)
- f. Business Rep. 1 (Vacant)
- g. Business Rep. 2 (Muñoz)
- h. Business Rep. 3 (Rubins)

X. Adjournment (End time is approximately 9:00 p.m. or shortly thereafter)



Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the President. Public comment will be taken for each motion as well as for any item in the consent agenda prior to Board action. The public is requested to fill out a "Speaker Card" to address the Assembly on any item of the agenda prior to the Assembly 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 Assembly's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 1 to 2 minutes per speaker, at the discretion of or unless waived by the Assembly. In the interest of addressing all items on the agenda, time limits for individual comments and discussion may be set at the discretion of the President. All items on the consent agenda will be determined by a single Committee vote and without Committee discussion. Committee members may request that any item be removed from the consent agenda and considered individually at any time prior to that vote.

Per Board of Neighborhood Commissioners Policy #2014-01, agendas are posted for public review at: 1) Woodbine Park Kiosk, 3409 S. Vinton Ave.; 2) Palms Neighborhood Council website, www.palmsnc.la.

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 Woodbine Park Kiosk, 3409 S. Vinton Ave, at our website: www.palmsnc.la 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 the Secretary at secretary@palmsnc.la

Palms NC Board and Committee members abide by a code of civility (<http://empowerla.org/code-of-conduct/>). Any person who interferes with the conduct of a Neighborhood Council meeting by willfully interrupting and/or disrupting the meeting is subject to removal. A peace officer may be requested to assist with the removal should any person fail to comply with an order of removal by the Neighborhood Council. Any person who resists removal by a peace officer is subject to arrest and prosecution pursuant to California Penal Code Section 403.

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 you wish to attend by contacting the Secretary at secretary@palmsnc.la

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 DIAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL secretary@palmsnc.la

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Kaite Sloss, Residential Rep. A
Pam Fellin, Residential Rep. B
James Dusenberry, Residential Rep. C
Paul Seo, Residential Rep. D
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Palms Public Safety Committee Report

Committee Meeting Date: December 13, 2016

Committee Member: Chair: Paul Seo, Vice-Chair: Pam Fellin, Members:
Tanya Overstreet and Vince Wong

- The Palms Public Safety Committee did not hold a monthly meeting on December 13th due to a lack of quorum.



Bylaws & Ground Rules Committee Report

Committee Meeting Date: November 22, 2016

Committee Members: Chair: Nick Greif, Vice-Chair: Neal Andenberg,
Members: V. Claire Jadulang [*absent*], Alison Regan

Call to Order: 7:15pm **Adjournment:** 8:15pm

Proposed Motions for General Assembly Adoption

Motion: The Palms NC approves amending the Bylaws to remove Business internal boundaries from Article III Section 2 and revising election rules for Business Representatives to be elected by all Palms stakeholders 16 and over and reducing the total number of business seats from 3 to 2. [Amendments effect Articles III, V, and Attachments A and B]

Committee Reasoning: Business seats as districts have been generally uncompetitive. This change will increase competition by allowing business owners and employees to compete district wide and be voted on by all stakeholders. Increased clout of the business at large seats and general lack of candidates led to a recommended reduction in total seats from 3 to 2.

Motion: The Palms NC approves amending the Bylaws to amend the titles of “Secretary” and “Treasurer” throughout to read “Communications Director” and “Finance Director”.

Committee Reasoning: Secretary as a title is not a clear descriptor of the role and connotations of “secretary” can dissuade people from seeking the seat. Communications Director more accurately describes the role and should encourage electoral competition. To maintain consistency, a Director title was recommended to replace Treasurer as well. Budgets and Finance were proposed and Finance agreed to.

Motion: The Palms NC approves amending the Bylaws to add a Youth Representative seat to the Council who, at the time of the election, must be



between 16 and 20 years old and may only be voted for by those in the same age category. [Amendments effect Articles III, V, and Attachments A and B]

Committee Reasoning: To encourage more youth participation, a youth seat was recommended to be added.

Motion: The Palms NC approves amending the Bylaws to remove the Community-Based Organization Representative from Article VI Officers.

Committee Reasoning: The CBO Rep has been elevated in the bylaws above other representative roles without any policy justification for this. This change would more closely align the representative seats. Potential downside is a 4-member exec board could lead to 2v2 votes in executive committee meetings.

Motion: The Palms NC approves amending the Bylaws to add Sections 5 and 6 under Article VI to establish a process to remove Officers or the Board.

Section 5: Officer Removal

An Officer may be removed by the General Assembly by an affirmative vote equal to or greater than the number required for a General Assembly quorum. To call for a vote for removal, any Representative may make a motion to initiate removal proceedings of named Officers during a General Assembly meeting. This motion, if seconded, may not be debated or amended and is successful on a simple majority vote. Only one motion, per named Officer, may be made in a given calendar day. If successful, a motion to remove the Officer will be placed on the next regularly scheduled General Assembly agenda as well as an agenda item to hold an election to fill the seat, should the removal motion prevail. The removal motion will afford the named Officer an opportunity to present a defense and allow for debate and public comment in the same form as any other agenda item. Upon a successful affirmative vote equal to or greater than the number required for a General Assembly quorum, the Officer will be removed at that time and will assume the title of "At Large Representative".

Section 6: Officer Vacancies

If an executive board vacancy of any kind occurs, an executive board election to fill the vacancy, from among current members of the board, must be held at the first General Assembly meeting that occurs that is at least 24 hours after the vacancy occurs, except as outlined in the preceding section.

Officer vacancy elections will proceed based on the latest edition of Robert's Rules of Order for "nominations from the floor" (i.e. from members of the board). Voting will take place by roll call vote based on a majority vote. Successive rounds of voting will drop the lowest vote receiving candidate until a majority candidate is

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elected. If no board member is elected to the seat, the President may fill the seat according to the vacancy rules outlined in Article V section 6.

Committee Reasoning: To improve accountability amongst board members, a process to removal Executive Board Officers was recommended to make management changes as needed for the efficient functioning of the board.



Ad Hoc on Homelessness Committee Report

Committee Meeting Date: December 28, 2016

Committee Members in Attendance: Pam Fellin, Chair; Laura Salgues, Member; Sabrina Ullah, Member.

Committee Meeting Summary

The Ad Hoc on Homelessness Committee met December 28, 2016 at the Culver Palms Church of Christ, 9733 Venice Blvd. Due to a lack of quorum the Committee was unable to take any action on Committee business.

Three committee members, 2 stakeholders, and two guests were in attendance as well as a guest representative from PATH.

The PATH representative provided a detailed overview of the outreach and services provided by the organization and answered questions asked by those in attendance.

The next regularly scheduled meeting falls on the same day as the 2017 Homeless Count, January 25, 2017, and the Committee will participate in the 2017 Homeless Count in lieu of the regularly scheduled meeting.

Upcoming Community Events

- Tentative 2017 Homeless Count Kick-off January 8, 2017
- 2017 Homeless Count January 25, 2017



Executive Committee Report

Committee Meeting Date: November 28, 2016

Committee Members: Chair: Nick Greif, Vice-Chair: Andres Cuervo,
Members: V. Claire Jadulang (absent), Melissa Wyatt (absent), Alison Regan

Call to Order: 8:20pm **Adjournment:** 9:10pm

Proposed Motions for General Assembly Adoption

Motion: Recommend the Palms Neighborhood Council approve community outreach to Palms residents and adopt a Palms Neighborhood Council policy to sponsor community block parties with \$100-250 (depending on size), with a \$1,500 budget cap, for food and refreshments and provide information on how to get additional Council office help including funding, tables & chairs, and assistance with street closure permits.

Committee Reasoning: To encourage community cohesion, a general support policy for block parties will help neighbors get to know each other and spark community engagement.

Committee Vote Count: 3 in Favor (Greif, Cuervo, Regan), 0 Opposed, 0 Abstentions



PALMS NEIGHBORHOOD COUNCIL

Block Party Funding Program



PURPOSE & WHY YOU SHOULD THROW A BLOCK PARTY

Purpose: The Palms Neighborhood Council Block Party Funding Program is intended to help foster community interaction, increase resident participation in the Palms area, and engage neighbors in getting to know the people on their block.

Why You Should Throw a Block Party: Throwing a block party is a great way to get to know your neighbors and help make Palms a more tight-knit community! Plus throwing a block party is relatively easy. Get some friends, buy some food, fire up the BBQ, close your street down, and invite your neighbors and have fun!

GUIDELINES

Block parties funded by the PNC must:

Be open to the public // be advertised to the local block (at minimum, including flyers posted in the area AND either notifying each neighbor on the block with a flyer OR posting to NextDoor in that local neighborhood) // allow the PNC to set up a tent at the event // notify the PNC of the exact date, time, and location at least two weeks prior to allow the PNC time to advertise it // be a no-profit event.

HOW TO APPLY

E-mail BlockParty@palmsnc.la with the following information: Your name, phone number, e-mail address, proposed block party location, outreach/marketing plan for the block party, streets or blocks to be included in the block party, funding amount request, and description of what the block party entail.

FUNDING & LOGISTICAL HELP

Funding: When applying for funding, you may request between \$100-\$250 of funding from the Palms NC. This should be relatively proportional to the size of your block party. Please not what the funding specifically will go towards (i.e. food or renting a tent). [Funding cannot be put towards alcohol]

Logistics: The Palms can assist you with certain logistics. This includes the ability to use our portable tables and tent. Additionally, we will connect you to our City Council Office which can help with additional funding, providing free tables and chairs, and assistance with street closure permits.

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