

CITY OF LOS ANGELES

CALIFORNIA



10008 National Blvd. #210
Los Angeles, CA 90034

Email: info@palmsnc.la
www.palmsla.nc
[@palmsnc](https://facebook.com/PalmsLA)

Palms Neighborhood Council
Representative Assembly

Alison Regan, President
Eryn Block, Vice-President
V. Claire Jadulang, Secretary
Vacant, Treasurer

Randell Erving, Community Org. Rep.
Jenn Gers, Residential Rep. A
Erika Graves, Residential Rep. B
Scott Chase, Residential Rep. C
Vacant, Residential Rep. D
Karla Van Horn, Residential Rep. E
John Stanley, Business Rep. 1
Maria Muñoz, Business Rep. 2
Aijaz Dagga, Business Rep. 3

PALMS NEIGHBORHOOD COUNCIL

Representative Assembly General Meeting Agenda

Wednesday, February 6, 2019 – 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 (Regan)
- 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. Presentation by Lee Wallach of MAIA regarding the People St. grant application, of which PNC is a co-sponsor, for decorative cross-walks and a plaza (10 min)
- f. Presentation by Morgan Roth of Bird regarding e-scooters (10 min)
- g. Presentation by LADOT on West L.A. Microtransit Program

III. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS & MULTIPLE AGENDA ITEM PUBLIC COMMENT (10 minutes)

IV. CONSENT AGENDA (2 minutes)

- a. **MOTION:** To approve minutes from 12/7/18 General Assembly meeting.
[\[https://drive.google.com/drive/folders/0B5CdlcPn8xayMkhQNXRUMklIN28/\]](https://drive.google.com/drive/folders/0B5CdlcPn8xayMkhQNXRUMklIN28/)
- b. **MOTION:** To make Alison Regan the 2nd signer for the Palms Neighborhood Council.
- c. **MOTION:** To appoint Nathan Pope as Vice-chair of the Transportation and Infrastructure Committee
- d. **MOTION:** To appoint William Keith as Chair of the Public Safety and Homelessness Committee
- e. **MOTION:** To appoint William Keith as the PNC Liaison to the Los Angeles Neighborhood Council Coalition (LANCC)

f. **FUNDING MOTIONS:**

- i. **MOTION:** To reimburse Katie Clarkin in the amount of \$84.11 for the purchase of pizza for the December 2018 General Assembly meeting.
- ii. **MOTION:** To reapprove \$250 for Greg Gould's application to paint a utility box

V. **EXECUTIVE BOARD & REPRESENTATIVE REPORTS** (10 minutes – 2 minutes each)

- a. **President's Report** (Regan)
 - i. **MOTION:** To appoint David Bocarsly as Treasurer and cardholder for the PNC.
 - ii. **MOTION:** Approve CIS to amend the proposed budget to fund a childcare program for the Neighborhood Council system [see attached proposed CIS]
 - iii. **NOTICE:** Board opening for Residential Representative for Area D; deadline is Feb. 15 to submit resumes and statements of interest to Alison.regan@palmsnc.la; interviews will take place on Feb. 27 at the executive committee meeting.
- b. **Vice-President's Report** (Block)
- c. **Secretary's Report** (Jadulang)
- d. **Treasurer's Report** (Vacant)
- e. **MOTION:** To approve the November and December Monthly Expenditure Reports (MER)
[See supplemental materials for summary – full report available here:
<https://drive.google.com/drive/folders/1EURn2VfQQ3pfNiVekfUv7AHYTZBhrY9l>*]*
- f. **Community-Based Organization Rep** (Erving)
- g. **Residential Rep. A** (Gers)
- h. **Residential Rep. B** (Graves)
- i. **Residential Rep. C** (Chase)
- j. **Residential Rep. D** (Vacant)
- k. **Residential Rep. E** (Van Horn)
- l. **Business Rep. 1** (Stanley)
- m. **Business Rep. 2** (Muñoz)
- n. **Business Rep. 3** (Dagga)

VI. **COMMITTEE REPORTS**

- a. **Commercial Corridor Activation** (Crane)
- b. **Communications & Outreach** (Saquilayan)
 - i. **FUNDING MOTION:** To approve funding request of \$10,000 for 3rd annual Palms Community Day *[see attached budget breakdown for event]*
- c. **Green** (Block)
- d. **Homelessness & Public Safety** (Keith)
- e. **Planning & Land Use** (Poster)
 - i. **MOTION:** To approve letter to Director of Planning regarding Westside Community Plan
- f. **Transportation & Infrastructure** (Crawford)
- g. **Executive** (Regan)
 - i. **MOTION:** Approve letter to Councilmember Koretz to expedite implementation of the TNP
- h. **Ad Hoc Election Committee** (Greif)

VII. **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.palmsla.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 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

Monthly Expenditure Report



Reporting Month: December 2018 Budget Fiscal Year: 2018-2019

NC Name: Palms Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$38401.18	\$1107.64	\$37293.54	\$424.15	\$0.00	\$36869.39

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$36940.00	\$605.71	\$33278.28	\$174.15	\$33104.13
Outreach		\$1.93		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$4060.00	\$500.00	\$3015.26	\$250.00	\$2765.26
Neighborhood Purpose Grants	\$1000.00	\$0.00	\$1000.00	\$0.00	\$1000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$3598.82	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_palmsla	12/01/2018	(Credit card transaction)	General Operations Expenditure	Office	\$73.83
2	WWW.1AND1.COM	12/10/2018	(Credit card transaction)	General Operations Expenditure	Office	\$95.88
3	PSS NATIONAL BLVD.,LLC	12/15/2018	(Credit card transaction)	General Operations Expenditure	Office	\$204.00
4	PARTNERS	12/27/2018	(Credit card transaction)	General Operations Expenditure	Office	\$232.00
5	FACEBK TRDHMHNH32	12/08/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$1.93
6	Kirk Honda	11/28/2018	Application from Kirk Honda for a \$250 grant ...	Community Improvement Project		\$250.00
7	Binx Inc.	11/28/2018	Application from Binx for a \$250 grant for th...	Community Improvement Project		\$250.00
Subtotal:						\$1107.64

Outstanding Expenditures

#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Valerie Claire Jadulang	09/10/2018	To authorize the reimbursement of \$174.15 for...	General Operations Expenditure	Office	\$174.15
2	North Smucker	12/06/2018	To approve the application from North Smucker for ...	Community Improvement Project		\$250.00
Subtotal: Outstanding						\$424.15

Monthly Expenditure Report



Reporting Month: November 2018 Budget Fiscal Year: 2018-2019

NC Name: Palms Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$38990.25	\$589.07	\$38401.18	\$924.15	\$0.00	\$37477.03

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$36940.00	\$353.85	\$33885.92	\$174.15	\$33711.77
Outreach		\$235.22		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$4060.00	\$0.00	\$3515.26	\$750.00	\$2765.26
Neighborhood Purpose Grants	\$1000.00	\$0.00	\$1000.00	\$0.00	\$1000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$3009.75	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_palmsla	11/01/2018	(Credit card transaction)	General Operations Expenditure	Office	\$70.00
2	MAMAS GRILL PIZZA PAST	11/07/2018	(Credit card transaction)	General Operations Expenditure	Office	\$62.94
3	PSS NATIONAL BLVD.,LLC	11/15/2018	(Credit card transaction)	General Operations Expenditure	Office	\$204.00
4	AMZN Mktp US M08DV6120	11/29/2018	(Credit card transaction)	General Operations Expenditure	Office	\$16.91
5	FACEBK L2596HSJ32	11/15/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$25.00
6	Jenn Gers	10/24/2018	To authorize the reimbursement of \$210.22 for...	General Operations Expenditure	Outreach	\$210.22
Subtotal:						\$589.07

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total

1	Valerie Claire Jadulang	09/10/2018	To authorize the reimbursement of \$174.15 for...	General Operations Expenditure	Office	\$174.15
2	Kirk Honda	11/28/2018	Application from Kirk Honda for a \$250 grant ...	Community Improvement Project		\$250.00
3	Binx Inc.	11/28/2018	Application from Binx for a \$250 grant for th...	Community Improvement Project		\$250.00
4	North Smucker	12/06/2018	To approve the application from North Smucker for ...	Community Improvement Project		\$250.00
Subtotal: Outstanding						\$924.15



Outreach and Communications Committee Report

Committee Meeting Date: Tuesday, Jan. 15, 2019

Committee Member: Chair: Justine Saquilayan, Vice-Chair: Carol Feucht, Members: Jenn Gers

Committee Members Present: Justine Saquilayan, Carol Feucht, Jenn Gers

Call to Order: 7:07 p.m.

Adjourned: 8:15 p.m.

Proposed Motions for General Assembly Adoption

Motion: To recommend the General Assembly approves the 2017-2018 Annual Report.

Committee Reasoning: The Annual Report highlights the accomplishments of the entire Palms NC and was reviewed multiple times by the Committee and attending members of the public.

Committee Vote Count: 3 in Favor, 0 Opposed, 0 Abstentions

Funding Motion: To recommend General Assembly Board approval of allocating \$10,000 for execution and promotion of the 2019 Palms Community Day.

(Funding motion document attached)

Committee Reasoning: This amount is the same as has been requested the past two years and would allow the Committee to fund the entire Palms Community Day, from event permits, external vendors and outreach and communications.

Committee Vote Count: 3 in Favor, 0 Opposed, 0 Abstentions



Outreach and Communications Committee Report

Committee Meeting Date: Tuesday, Dec. 18, 2018

Committee Member: Chair: Justine Saquilayan, Vice-Chair: Carol Feucht, Members: Jenn Gers, Paul Seo

Committee Members Present: Justine Saquilayan, Carol Feucht, Jenn Gers

Call to Order: 7:04 p.m.

Adjourned: 8:13 p.m.

Proposed Motions for General Assembly Adoption

Motion: To recommend the General Assembly approves that the 3rd Annual Palms Community Day takes place on Saturday, May 18, 2019.

Committee Reasoning: The past two Palms Community Day events have taken place in May. This date allows us to avoid conflicts with many graduations, Memorial Day and other events happening in Los Angeles.

Committee Vote Count: 3 in Favor, 0 Opposed, 0 Abstentions

Motion: To recommend the General Assembly approves that the 3rd Annual Palms Community Day takes place between the hours of 11 a.m. - 4 p.m.

Committee Reasoning: The Committee considered community feedback and reviewed Committee notes from the 2018 Palms Community Day. Attendees typically begin arriving around noon – this would allow more time for necessary set-up. The start time is pushed back an hour, and the end time does not change.

Committee Vote Count: 3 in Favor, 0 Opposed, 0 Abstentions

Palms Neighborhood Council Funding Motion Request

Please answer the questions below and submit to president@palmsnc.la and treasurer@palmsnc.la one week in advance of the [general meeting](#) before the event or expenditure for consideration on the agenda. **Please note that if NC pre-approval is required for an outreach event, this must be done before submission to the PNC.**

Section 1 is required for all funding motions and Section 2 is only required for funding motions for Neighborhood Purpose Grants and Outreach.

Section 1:

1. **Your Name:** Justine Saquilayan
2. **Role:** Chair, PNC Outreach and Communications Committee
3. **Funding Purpose:** To fund the 3rd Annual Palms Community Day
4. **Funding Request Amount:** \$10,000
5. **Budget Breakdown:**

Palm Tree Inflatable x 3 (Jump Houses)	\$255.00
Permit Cost	\$1,200.00
Portable Toilets and Hand Wash Stations	\$650.00
Outreach Materials (Printed materials, lawn signs, social media advertisements)	\$3,300.00
Photographer	\$200.00
Stage, Tents, Tables, Chairs	\$3,500.00
DJ Truck	\$200.00
Decor for Event	\$350.00
Street Services - Trash and Recycle Bins	\$345.00
TOTAL	\$10,000.00

6. **Expected Outcome:** To introduce over 1,000 members of the Palms community to the Palms NC and other government and community resources

7. **Funding Type:** Outreach event

Section 2:

Outreach Event

1. Will the NC's name/logo be included in promotional materials and advertised as a sponsor? **Yes**

2. If it is an outreach event—If the NC does not contribute to this event, will the event still continue? **No**

a. If the answer is NO, the NC is considered a sponsor or co-sponsor, and must submit an event review and pre-approval request, using a NC Event Approval Form, to the NC Funding Program. **We will submit an NC Event Approval Form, pending PNC Board approval**

b. Is the event free and open to the public? **Yes**

CIS Budget Council File 17-0600-S41 (Childcare program)
Submitted by Palms Neighborhood Council

The Palms Neighborhood Council requests the city amend the proposed budget to fund a program of childcare in the neighborhood council system. The “Plan For A Citywide System Of Neighborhood Councils” lists the need for childcare as one of two “Mitigating barriers to participation” (Article VII, Item 12, sub-section D) in the formation and development of Neighborhood Councils. The **PNC** believes that this “barrier” continues past the point of certification and as such maintains an unequal level of access to the services of the Neighborhood Council system. A childcare program would serve to increase participation at the monthly Neighborhood Council board meetings by allowing those with childcare needs to more fully engage with their city government.