

- 4) **MOTION:** To authorize the Palms NC to spend up to \$20 on copies of keys for the Woodbine Park kiosk
- 5) **DISCUSSION OF SUGGESTED AREA REPRESENTATIVE RESPONSIBILITIES**
Please note that the following would apply to each Area Representative for their respective area within Palms:
- a. In association with the PLUM Committee, Area Representatives could communicate new development proposals to stakeholders and address questions that may result from said communications, and attend developer presentations that pertain to their area
 - b. Work closely with the Outreach Committee to ensure communication of events, ongoing projects, resources, and opportunities to stakeholders within each respective area of Palms
 - c. Work closely with the Business Representatives to develop relationships and support business owners
 - d. Perform a monthly check in of the following items and report to the appropriate avenue (i.e. 311)
 - i. Graffiti
 - ii. Garbage Bins
 - iii. Utility Boxes
 - iv. Ongoing Developments
 - v. Bulky Items Removal
 - e. Outgoing Area Representatives to assist in the transition of the position upon a new election cycle (i.e. a list of contacts, recent projects, businesses in their area)
 - f. Engaging with stakeholders to encourage committee meeting attendance
 - g. Newly appointed Area Representatives to attend at least one meeting of each of the committees prior to becoming a committee member
- 6) In the event of an Area Representative releasing their position, who would be responsible for the responsibilities detailed above in the interim of filling the position
- 7) **ADJOURNMENT**

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