

CITY OF LOS ANGELES  
CALIFORNIA



10008 National Blvd. #210  
Los Angeles, CA 90034

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**Palms Neighborhood Council  
Area Representatives**

Randell Erving, Jr., President  
Danya White, Vice President  
Helen Tocco, Secretary  
Kay Hartman, Treasurer  
Matthew Wait, Community Org. Rep.  
Helen Tocco, Secretary  
Nicholas Smith, Residential Rep. A  
Markhum Stansbury, Jr. Residential Rep. B  
Gabriela Sotomayor, Residential Rep. C  
Jessalyn Waldron, Residential Rep. D  
Vacant, Residential Rep. E  
Josh Nadel, Business Rep. 1  
Natasía Gascón, Business Rep. 2  
Vacant, Youth Representative

**PALMS NEIGHBORHOOD  
COUNCIL**

**General Assembly Meeting Agenda  
Wednesday, March 2, 2022 – 7:00 p.m.**

**Zoom Webinar Online at**

**<https://us02web.zoom.us/j/84494145422>**

**or by telephone, Dial +1 669 900 6833 to join the webinar**

**Enter this Webinar ID: 844 9414 5422 and press #**

**The toll free call-in numbers are: (833) 548-0276, (833) 548-0282, (877) 858-5257, and (888) 475-4499**

**Press \*9 to raise hand for public comment**

*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.*

*VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE PALMS NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.*

*Every person wishing to address the Palms Neighborhood Council must join the zoom webinar at <https://us02web.zoom.us/j/84494145422> or dial +1 669 900 6833, and enter 844 9414 5422 Then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.*

*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 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.*

*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](https://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)*

**1) CALL TO ORDER & ROLL CALL:**

- a. Call to Order (Erving)
- b. Roll Call (Tocco)

**2) ANNOUNCEMENTS**

- a. We are accepting applications for Palms NC Area E and Youth Representatives [*email [president@palmsnc.la](mailto:president@palmsnc.la) for the application materials*]
- b. Have a shout out or someone whom you'd like to recognize for their work in Palms? Email [president@palmsncla.la](mailto:president@palmsncla.la) to have your shout out added to next month's meeting agenda.
- c. [The Herbalife Triathlon](#) will be held May 15, 2022 portions of Venice Blvd will be impacted. Reach out to Michael Burbank ([michael@citystage.com](mailto:michael@citystage.com)) if you have questions or concerns about the event. See the event map [here](#)

**3) GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS & MULTIPLE AGENDA ITEM PUBLIC COMMENT**

**4) COMMUNITY & GOVERNMENT REPORTS**

- a. Office of Councilmember Paul Koretz – James Ingram [james.ingram@lacity.org](mailto:james.ingram@lacity.org)
- b. Office of Mayor Eric Garcetti – Vishesh Anand [vishesh.anand@lacity.org](mailto:vishesh.anand@lacity.org)
- c. LA Police Department Pacific Division Senior Lead Officer (SLO) – Juan Ceja (or another representative during his absence)
- d. Department of Neighborhood Empowerment – Freddy Cupen-Ames [freddy.cupen-ames@lacity.org](mailto:freddy.cupen-ames@lacity.org)
- e. Office of County Supervisor Sheila Kuhel –Zac Gaidzik [zgaidzik@bos.lacounty.gov](mailto:zgaidzik@bos.lacounty.gov)
- f. Office of State Assemblymember Isaac Bryan- Michelle Persoff [michelle.persoff@asm.ca.gov](mailto:michelle.persoff@asm.ca.gov)
- g. Office of State Senator Sydney Kamlager– Josef Siroky [josef.siroky@sen.ca.gov](mailto:josef.siroky@sen.ca.gov)
- h. Other Government Departments and Community Organizations
  - i. Budget Advocates Report
  - ii. Budget Tribunes Report
  - iii. Motor Avenue Improvement Association

**5) PRESENTATION**

- a. [LA County Assessor](#) Jeff Prang
  - i. [General Contact Form](#) (your inquiry will be answered within 1-3 business days).  
Phone contact (213) 974-3211

**6) CONSENT AGENDA ITEMS**

**a. Treasurer**

- i. MOTION to approve [January 2022 MER](#)
- ii. FUNDING MOTION to authorize the Palms NC to spend up to \$125 for Adobe Acrobat Pro DC
- iii. MOTION to approve a CIS in opposition to Council File [20-0963](#)
  - The Palms Neighborhood Council is concerned about the findings documented in the Reseda Neighborhood Council's [CIS](#) on Council File 20-0963. The CIS raises enough questions to justify an investigation. In the interest of transparency, we urge the City to provide a full accounting of Department of Neighborhood Empowerment's spending for the 2021 election cycle and to validate the money went to where it was supposed to go and was a good use of taxpayer funds. We also request an investigation of the vendor selection and whether the process protected taxpayer funds. The Palms Neighborhood Council thanks the Reseda Neighborhood Council for its hard work and diligence in the research documented in its CIS.
- iv. FUNDING MOTION to approve [reimbursement](#) to Randell Erving for \$199.92 for Adobe Acrobat DC

- v. FUNDING MOTION to authorize the Palms NC to spend up to \$59.00 to renew the annual [Gravity Forms](#) subscription
- vi. MOTION to approve the amended Palms NC [Budget](#) and [Administrative Packet](#)
- b. Transportation & Infrastructure**
- c. Business & Beautification**
- d. Racial & Social Justice**
  - i. MOTION to authorize the Palms NC to submit a [CIS](#) in support of Council File [21-0002-S51](#) (Community Health Centers Vaccination Program / Expansion / Comprehensive COVID Relief Package)
  - ii. MOTION to authorize the Palms NC to submit a [CIS](#) in opposition of [CF21-0002-S196](#) (Cash Bail / Reinstatement / Temporary Zero Emergency Bail Schedule / COVID-19)
  - iii. MOTION to authorize the Palms NC to submit a [CIS](#) in support of [CF21-1463](#) (Community Assemblies / Climate Emergency Mobilization Office / Building Decarbonization / L.A.s Green New Deal)
- e. Green**
  - i. FUNDING MOTION To authorize the Palms NC to spend up to \$718.58 on bags to fill Palms NC dog waste bag stations
    - Order 5 boxes of bags for \$659.85 + \$58.73 in shipping for a total of \$718.58 from Dog Waste Depot. These 5 boxes will help make up for the lag in filling the stations and support filling them until the regular funding of this project is integrated into the Palms NC budget (to happen in July of 2022)
    - MOTION to authorize the Palms NC submit a letter urging the Los Angeles City Council to support [The Ocean Clean-up Interceptor](#). (See supplemental materials for letter)
- f. Homeless Advocacy & Public Service**
  - i. FUNDING MOTION to authorize the Palms NC to allocate up to \$1,000 to co-sponsor a CD5 Candidate Town Hall with SORO NC
  - ii. MOTION to remove Scott Chase from the Committee and thank him for his service
  - iii. MOTION to appoint Hayley Geiger as a member of the Committee
  - iv. MOTION to appoint Nicky Geiger as a member of the Committee
  - v. MOTION to appoint Neal Anderberg as Committee Vice Chair
  - vi. MOTION to appoint Gabriella Sotomayor as Committee Event Coordinator
  - vii. MOTION to appoint Hayley Geiger as Committee Secretary
  - viii. MOTION to authorize the Palms NC to submit a CIS opposing Council Files [21-4118](#), [21-4118-S1](#), [21-4118-S2](#), [21-4118-S3](#), [21-4118-S4](#), [21-4118-S5](#), [21-4118-S6](#), [21-4118-S7](#), & [21-4118-S8](#), [21-4118-S9](#), [21-4118-S10](#), [21-4118-S11](#), [21-4118-S12](#), [21-4118-S13](#), [21-4118-S14](#), [21-4118-S15](#), [21-4118-S16](#), [21-4118-S17](#), [21-4118-S18](#), [21-4118-S19](#), [21-4118-S20](#), [21-4118-S21](#), [21-4118-S22](#), [21-4118-S23](#), [21-4118-S24](#), [21-4118-S25](#), & [21-4118-S26](#) which all use Section 41.18 of the Municipal Code to ban homeless residents from using different locations in the various Council Districts. 21-4118 includes a template for each Council District from the Chief Legislative Analyst (CLA) to make their own motions for their districts. All of the Council Files with the ending designation “S” followed a number are the individual motions, each of which has specifics of locations for each district. (See supplemental materials for additional information)

- g. Outreach**
- h. Renter Support & Affordable Housing Advocacy**
  - i. MOTION to remove Alison Regan from the Committee and thank her for her service
- i. Planning & Land Use Management**
  - i. MOTION to approve a Conditional Use Permit for liquor for a sit down restaurant at the Jagger, 3630 Overland  
<https://planning.lacity.org/pdiscaseinfo/search/encoded/MjUzMjAz0>
  - ii. MOTION to approve a [development project](#) at 10716 Charnock  
<https://planning.lacity.org/pdiscaseinfo/search/encoded/MjUzMjDU10> with the following conditions;
    - a. Provide security fencing ASAP
    - b. Clarify the level of affordability for the affordable units
    - c. Provide TAP cards for tenants for at least 6 months
    - d. Fumigate the building before demolishing
    - e. Negotiate now with the preschool to develop a plan to protect the school and its students during development.
- j. Ad Hoc Venice Blvd. Improvement**
- k. Ad Hoc Bylaws**
  - i. MOTION to approve the redlined copy of the Bylaws (see supplemental materials)
  - ii. MOTION to send BONC a request for the process of the boundary change to add Palms Park, inclusive of Palms Recreation Center and Palms-Rancho Park Library, to the Palms NC.
  - iii. MOTION to send BONC a request for the process of the boundary change to add Westdale to the Palms NC and to add seats to the Palms NC Board for the Westdale area.
- l. Executive**
  - i. FUNDING MOTION to authorize the Palms NC to spend up to \$20,000 on Palms Community Day (see supplemental materials for budget)
  - ii. FUNDING MOTION to authorize the Palms NC to spend up to \$400 on food, printing, and outreach for in-person mixer event on Thursday, March 31, 2022

**7) COMMITTEE REPORTS**

- a. Transportation & Infrastructure**
- b. Business & Beautification**
- c. Racial & Social Justice**
- d. Green**
- e. Homeless Advocacy & Public Service**
- f. Outreach**
- g. Renter Support & Affordable Housing Advocacy**
- h. Planning & Land Use Management**
- i. Ad Hoc Venice Blvd. Improvement**
- j. Ad Hoc Bylaws**
- k. Executive**

**8) EXECUTIVE REPORTS**

- a. President**
- b. Vice President**
- c. Secretary**

**d. Treasurer**

**9) REPRESENTATIVE REPORTS**

- a. Youth Representative (vacant)**
- b. Business Representative**
- c. Business Representative**
- d. Community Based Organization Representative**
- e. Area A Representative**
- f. Area B Representative**
- g. Area C Representative**
- h. Area D Representative**
- i. Area E Representative (vacant)**

**10) ADJOURNMENT**

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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](http://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](http://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](mailto: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](mailto: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](mailto:secretary@palmsnc.la)

Office of the City Clerk  
Neighborhood Council Funding Program  
Fiscal Year Administrative Packet

Neighborhood Council: Palms  
Fiscal Year: 2021-2022

## **NEIGHBORHOOD COUNCIL FUNDING PROGRAM FISCAL YEAR ADMINISTRATIVE PACKET**

### **Summary**

The Administrative Packet provides for a more comprehensive and complete record of all items that support the Neighborhood Councils' (NC) fiscal and administrative operations, including its annual budget, Financial Officers, and any commitments for NC office space, storage facility, P.O. Boxes, etc.

### **Goal(s)**

The goal(s) of the Administrative Packet is to make it easier for NCs to identify, plan, and confirm, via a board vote, all fiscal and administrative requirements upfront each year so that our Office can prepare for and process funding requests and resulting contracts judiciously and expeditiously.

The Packet contains the following items:

- NC Funding Program Acknowledgements & Agreements – Signed by all Financial Officers
  - **If a new Financial Officer is being appointed for the new Fiscal Year, please check the appropriate box for the Financial Officer(s).**
- Completed Annual Budget
- Information pertaining to office space, meeting space, storage facility, Post Office Box (P.O. Box), and website services, as applicable.

### **Procedure**

On a yearly basis, we require each NC to discuss, prepare, and approve the Administrative Packet. Once the NC board has voted on the Packet, the Packet and the completed Board Action Certification (BAC) Form are to be submitted to the NC Funding Program.

Your NC Treasurer can submit both documents, the Packet and BAC, by uploading them in the NC Funding System portal, Budget Allocation section, immediately after Board approval. Once received, reviewed, and accepted by our Program, your NC will gain full access to its funds. The NC Funding System portal website is <https://cityclerk.lacity.org/NCFundPortal/#/login>

As our Program awaits your Packet submission, access to your NC funds will be limited to \$333.00 per month, until the annual budget, Administrative Packet, and BAC have been received and accepted. This limited amount is intended to assist your NC operationally for expenses related to conducting your NC meetings, i.e. meeting facility use fees, printing and photocopying of meeting documents, meeting refreshments/snacks, professional staff services.

If you have questions or require any assistance regarding the packet, please feel free to email us at [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) or call us at 213-978-1058.



**NEIGHBORHOOD COUNCIL FUNDING PROGRAM  
BANK CARDHOLDER ACKNOWLEDGEMENT &  
AGREEMENT OF RESPONSIBILITIES**

This document outlines the responsibilities that I, as the Neighborhood Council Bank Cardholder, have as the primary custodial holder of a City Los Angeles Neighborhood Council (NC) Bank Card, referred herein as "the card" for the Neighborhood Council named below. My signature indicates that I have read and understand these responsibilities and further, that I agree to adhere to the guidelines established by the Office of the City Clerk and approved by the City Controller for the use of City funding as it relates to the Neighborhood Council Funding Program.

1. I understand that the City of Los Angeles Neighborhood Council Card is intended to facilitate the purchase and payment of materials or services required for the conduct of official Neighborhood Council business only.
2. I agree to make only those purchases consistent with the type of purchases authorized by the Office of the City Clerk and approved by the NC Governing Board.
3. I understand that under no circumstances will I use the Card to make personal purchases either for myself or for others. The Card is issued in the name of the Neighborhood Council and I serve as the Card custodian. I agree that should I willfully violate the terms of this Agreement and use of the Card for personal use or gain that I will reimburse the City of Los Angeles for all incurred charges and any fees related to the collection of those charges.
4. Uses of the Card not authorized by the Office of the City Clerk can be considered misappropriation of City funds. This could result in (a) immediate and irrevocable forfeiture of the Card, and /or (b) potential de-certification action. I understand that the Card must be surrendered upon termination of any official position with the Neighborhood Council to which the card is issued. I agree to maintain the Card with appropriate security whenever and wherever I or any other authorized person may use the Card. If the Card is stolen or lost, I agree to immediately notify the Office of the City Clerk.
5. I understand that since the Card is the property of the Bank and authorized for issue by the City of Los Angeles, I am required to comply with internal control procedures designed to protect City assets. This may include being asked to produce the Card, receipts, and/or statements to validate its existence and to audit its use.
6. I understand that I will have access to the Funding Program System portal via the Internet where all card transactions will be posted by the Bank when the card is used. I understand that I am required to obtain itemized receipts for all card transactions and upload the itemized receipts to the Funding Program System portal to verify the posted card transaction. Uploading the required itemized receipt is necessary for my NC Monthly Expenditure Report (MER) to be generated by the Funding Program System portal. The MER must be reviewed and approved by the NC Governing Board before being submitted to the Office of the City Clerk as a complete Report.
7. I understand that all transactions on the Card will reduce the funds available to the NC. I understand that the Bank will not accept any limit increases from me.
8. I understand that the Card is solely provided to the designated NC cardholder and that assignment of the Card is based on the understanding that I need to purchase materials required for the conduct of Neighborhood Council business. I understand that custodial possession of the Card is not an entitlement nor reflective of title or position.
9. As a Neighborhood Council Financial Officer, I have signed and received a copy of both the NC Funding Program Bank Cardholder Agreement of Responsibilities and Financial Officers Letter of Acknowledgement, have attended and completed the required NC Funding Program training, and understand the requirements and limitations regarding the NC Bank Card's use.

**PLEASE SIGN NEXT PAGE**



**1<sup>st</sup> Bank Cardholder**



SIGNATURE OF THE 1<sup>st</sup> BANK CARD HOLDER

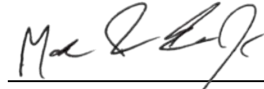
**Kay Hartman**

PRINT NAME OF THE 1<sup>st</sup> BANK CARD HOLDER

**February 26, 2022**

DATE

**2<sup>nd</sup> Bank Cardholder**



SIGNATURE OF THE 2<sup>nd</sup> BANK CARD HOLDER

**Moses R. Erving, Jr.**

PRINT NAME OF THE 2<sup>nd</sup> BANK CARD HOLDER

**February 26, 2022**

DATE

**NEIGHBORHOOD COUNCIL FUNDING PROGRAM**  
**ANNUAL BUDGET TEMPLATE – FISCAL YEAR 2020-2021**

The annual budget is a plan for the utilization of the NC’s financial resources. It should be used as a strategic financial road map to conduct activities and efforts that will help the NC achieve its mission, goals, and objectives. The budget should include the input of stakeholders, be accessible, and comply with the rules that govern the use of NC public funds.

As a planning tool, the annual budget allows the NC board to allocate its funds, both regular annual funds and rollover funds, if any, into the following Expenditure Categories:

1. General and Operational Expenditures
  - i. **Office/Operational**
  - ii. Outreach
  - iii. Elections
2. Neighborhood Purposes Grants (NPGs)
3. Community Improvement Projects (CIPs)

With the exception of certain expenditures related to Office/Operational items, the annual budget cannot be used as authorization or approval of actual payments to vendors. All payments related to Outreach purchases, activities, and events, Elections, NPGs, and CIPs must be considered and approved through separate board motions, not as part of the board approval of the annual budget.

The annual budget may be accepted as authorization for payment for certain monthly and recurring **Office/Operational expenditures only**, such as those listed below, when itemized in the Office/Operational Expenditure Category. Please see the sample itemized Office/Operational budget allocations next page.

1. Office lease payments
2. Office supplies and equipment expenses, not including inventory items
3. Storage facility lease payments
4. P.O. Box payments
5. Office telephone and Internet services
6. Refreshments/snacks for board/committee meetings
7. Website hosting and maintenance services
8. Professional meeting/office-related services, i.e. translators, minute-takers, audio services
9. Printing and copying for meetings/office-related purposes only
10. Printing NC business cards

The annual budget template form provided here is an optional tool. Your Neighborhood Council may submit its annual budget on a form different from this template as long as it only contains the same budget allocation Expenditures Categories listed above.

For more details on the Administrative Packet, Fiscal Year annual budget, and rollover of funds unspent at the end of the Fiscal Year, please review the Policies and Guidelines, Policy 1.1, found on our website: <https://clerk.lacity.org/clerk-services/nc-funding>

**Sample Itemized Budget Allocations for  
Office/Operational Expenditures**

<b>Office/Operational Expenditures Category</b>	
<i>Office Rent (\$500/month x 12 months)</i>	<i>\$6,000.00</i>
<i>Office Supplies (paper, ink, staples, pens, binders, business cards, etc.)</i>	<i>\$500.00</i>
<i>Printer/Copy Machine Lease</i>	<i>\$1,500.00</i>
<i>Internet Service (Spectrum)</i>	<i>\$1,000.00</i>
<i>Telephone Service (Ooma)</i>	<i>\$500.00</i>
<i>Website Hosting and Maintenance</i>	<i>\$1,500.00</i>
<i>Printing and Photocopying for Meetings</i>	<i>\$300.00</i>
<i>Meeting Facility Fees (Riverside Elementary School)</i>	<i>\$1,500.00</i>
<i>Minute-Taker for Meetings (AppleOne)</i>	<i>\$1,500.00</i>
<i>Refreshments/Snacks for Meetings</i>	<i>\$1,200.00</i>
<b>Total Office/Operational Expenditures \$15,500.00</b>	







## NEIGHBORHOOD COUNCIL FUNDING PROGRAM

### LEASES & AGREEMENTS

Please complete the following information, as applicable, for any leases or service agreements your NC currently has or plans on securing in the Fiscal Year involving office space, meeting space, storage facilities, P.O. Boxes, and/or website services. If sections below do not apply to your NC, please select NA on the sections that do not apply. If you have more than one Meeting Location, then please provide the same information on an additional page. The information provided on this form is to confirm services that an NC may currently have or that it would like to secure in the Fiscal Year which may require a City agreement. If an agreement needs to be drafted from the information provided, the NC board will be notified and advised to agendaize and approve the drafted agreement at a future board meeting; The approval the Administrative Packet/annual budget does not replace the vote the board will need to take to approve any agreements needed.

**Office Location:**

<input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA	
Property Name:	
Property Address:	
Property Owner Name:	
Property Owner Phone Number:	
Property Owner Email:	

**Meeting Location:**

<input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input checked="" type="checkbox"/> Donated <input type="checkbox"/> NA	
Property Name:	IMAN Center
Property Address:	3376 Motor Ave, Los Angeles, CA 90034
Property Owner Name:	
Property Owner Phone Number:	
Property Owner Email:	

**Storage Facility:**

<input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input type="checkbox"/> NA	
Facility Name/Owner	Price Self Storage National Boulevard, LLC
Facility Address:	10151 National Blvd, Los Angeles, CA 90034
Facility Owner Phone Number:	310-837-7700
Facility Owner Email:	
Name on Facility Account:	Palms Neighborhood Council



**P.O. Box:**

<input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input type="checkbox"/> NA	
Property Name/Owner:	US 24/7 Postal Center
NC P.O. Box Address	10008 National Blvd #210, Los Angeles, CA 90034
Property Owner Address:	10008 National Blvd, Los Angeles, CA 90034
Property Owner Phone Number:	310-838-8426
Property Owner Email:	
Name on P.O. Box Account:	Randell Erving Palms NC

**Website Services:**

<input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input type="checkbox"/> NA	
Name of Website Services Provider:	1&1 IONIS Inc.
Service Provider Address:	701 Lee Road, Suite 300, Chesterbrook, PA 19087
Service Provider Phone Number:	877-300-8316
Service Provider Email:	billing@ionis.com
Type of Services Provided:	Unlimited Pro, Domain .la, PHP5/.6 Extended Support, Managed WP Basic

When the Board completes and approves the Admin Packet, the NC Treasurer may submit the Packet and BAC Form online in the NC Funding System portal, Budget Allocation section. The NC Funding System portal website is <https://cityclerk.lacity.org/NCFundPortal/#/login>

Please contact our Office for any questions you may have. We are here to help.  
[Clerk.NCFunding@lacity.org](mailto:Clerk.NCFunding@lacity.org)  
 (213)978-1058

CITY OF LOS ANGELES  
CALIFORNIA

**Palms Neighborhood Council  
Green Committee**

Jessalyn Waldron, Co-Chair  
Helen Tocco, Co-Chair  
Sandeep Bhaurla, Member  
Natasia Gascon, Member



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**PALMS NEIGHBORHOOD COUNCIL**

**Green Committee Meeting Report  
Tuesday, February 8<sup>th</sup>, 2022 7:00pm**

**Zoom Meeting Online at: <https://us02web.zoom.us/j/87285653948>**

**Or via telephone by calling: 1(669)900-6833, enter Meeting ID: 872 8565 3948 & press #  
For public comment via telephone press \*9**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento.

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Board must dial 1(669)900-6833 and enter 918 2989 7506 and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial \*9 or use the Raise Hand option, 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 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.

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 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 Neighborhood Council or the City of Los Angeles.

**Committee Meeting Date:** February 8th, 2022

**Committee Members:** Co-Chairs: Jessalyn Waldron & Helen Tocco, Members: Sandeep Bhaurla, Natasia Gascon

**Committee Members Present:** Co-Chairs: Jessalyn Waldron & Helen Tocco, Members: Sandeep Bhaurla, Natasia Gascon

**Committee Members Absent:** None

**Call to Order:** 7:05 PM **Adjournment:** 8:30 PM

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### **I. CALL TO ORDER & ROLL CALL**

7:05 PM

Quorum, whole committee is present

### **II. ANNOUNCEMENTS**

- A. [New Committee Community Standards and Ground Rules](#)
- B. New [LADWP rebates](#)
- C. Expect to hear more on [SB1383](#) in March
- D. Recent City Council Motions on phasing out oil and gas ([CF 17-0447](#))
  1. [Los Angeles moves to end oil drilling in the city](#)

### **III. INTRODUCTIONS (10 MIN)**

- Jessalyn – favorite non-car mode is bike
- Helen – walking/ bike
- Sandeep – train
- Natasia – walking
- Ravi – VP of Del Rey NC and Chair of Green Committee, train
- Call-in user – stakeholder, jet pack

### **IV. GENERAL PUBLIC COMMENT (10 MIN)**

- Ravi – says impressed with the agenda and how much ground we cover and that we have a lot of information and CISs and lots of activities residents can participate in.

### **V. COMMITTEE UPDATES (10 MIN)**

- A. EV Pilot Seminar (recap, feedback, and next steps)
  - Natasia said she had a friend in Culver City ask if it was recorded. Now that the video is up we can do a secondary outreach.
  - Helen notes we should email the folks who filled in the Google form.
  - Jessalyn suggests we should simplify and have a one-pager on our website. We need something simple to help get people started.
  - Helen agrees with having something simpler for building managers.
- B. Tree Planting Initiatives
- C. [NC Green Biz](#)
- D. [Neighborhood Council Sustainability Alliance](#) (NCSA)
  - a. Cool Blocks Challenge
- E. [Dog Waste stations](#)

- a. **FUNDING MOTION:** Order 5 boxes of bags for \$659.85 + \$58.73 in shipping for a total of \$718.58 from [Dog Waste Depot](#). These 5 boxes will help make up for the lag in filling the stations and support filling them until the regular funding of this project is integrated into the Palms NC budget (to happen in July of 2022).

**Motion: Helen**

**Second: Natasia**

- This would cover refilling the boxes through June. Jessalyn will work with Kay to put this into our annual budget.
- Helen asks if there is economy of scale to order 5 boxes versus one at a time? Jessalyn says yes.
- Motion passes with 4 yes votes.

b. DONE GIS tool for Palms NC

- Jessalyn has it on her to-do list to work with Freddy to make a map.
- Natasia says we should invest in a way to brand the boxes. Asks if we can brand with vinyl like car decals? Jessalyn says there is a concern vinyl may not stick. Helen notes that Danya got stencils made in 3 sizes. Helen is checking with Eliot to see if there was one in the bottom. Natasia suggests we may want to drill something into the boxes.
- Also suggests the area reps assist or take charge of refilling the boxes.

F. Non-Profit Liaison: Natasia Gascon

- Heat wave next week – it is important for people to be cognizant of people, pets, plants, etc. It will be really warm for the winter here. Expected to reach 90 in certain areas tomorrow.
- Heal the Bay – they are looking for volunteers for their community watch. Marine Protected Areas Community Watch. February 23 is the first training session. You will be trained on how to assist in making sure rules and regulations are followed and reporting any unusual activity.
- Beach cleanup coming up February 19<sup>th</sup>
- Friends of Ballona Creek have a cleanup February 12<sup>th</sup>
- Habitat Restoration volunteer opportunities on February 18<sup>th</sup> and 26<sup>th</sup>.
- Sierra Club is having a meeting February 17<sup>th</sup> to discuss the phasing out of oil drilling.
- City Plants is partnering with Los Angeles City College to distribute more trees for pickup. Free for any residents, limit 5 per property.
- Helen requests Natasia send the list of volunteer events so she can post them to the website.

G. New Potential Park Updates

## VI. NEW PROJECTS/BUSINESS (30 MIN)

A. **MOTION:** The Palms NC urges the Los Angeles City Council to support [The Ocean Clean-up Interceptor](#). Support letter in supplementals.

- Jessalyn introduces the motion. One of the best ways to stop plastics from going into the ocean is to stop them from getting there in the first place. This is an opportunity to have something in the creek in the next storm season to collect 30-60,000 tons of trash from going into the ocean. It's a two year pilot program for a specific location in the creek. If the county deems they like it, they will keep it. This was originally Supervisor Hahn's. The

Second District now has all of Ballona Creek and has inherited this project. This support letter is to urge our City Councilmember Paul Koretz to support the project. We copied the letter from Ravi whose NC sent this letter to Councilmember Bonin.

**Motion: Jessalyn**

**Second: Natasia**

**Public Comment:**

- Ravi offers more background. They had the interceptor team speak at their December Green Committee meeting. There was some opposition from neighbors right on the beach who would see it. They were concerned a small group of influential people were trying to slow down the project. Mike Bonin's staff contacted Holly Mitchell's staff. His understanding is it is still going forward. Our letter would potentially bring in another councilmember.
- Jessalyn notes that everything about Ballona tends to be contentious.
- Jessalyn suggests a friendly amendment to also send it to Public Works. She would like to also cc Public Works on the letter.
- Sandeep says we should get it to as many people as we can.
- Committee Discussion:
- Helen notes that it would be great to have no trash in the creek but this is a good start and hopefully we can eventually do more farther up the creek.
- Natasia says it doesn't look like the sightline will be that distracting. Asks if it makes any noise?
- Jessalyn says it makes less noise than a refrigerator. The community noise has been determined to be much larger than the machine itself. It is also only a two year pilot program so there is the option to take it back.
- Natasia notes there is more refuse coming from the creek than from the marina. Jessalyn says yes, the creek generates more trash than any of the other waterways.
- Jessalyn notes that she needs to fix the font and is open to any other friendly amendments.
- Helen makes minor language changes with the committee's input.

**Motion passes with 4 yes votes**

**B. Greening of Palms Elementary School**

Helen notes she has had some exchanges with City Plants and they provided an email with a form the school can fill out to start the process of getting trees on campus.

**C. Brianna sewing circle mending clothes idea**

**D. Del Rey NC Green Committee Coordination**

- Ravi reached out to Jessalyn and Helen and wanted to introduce himself. Their support letter about the Ballona Interceptor inspired our work tonight. He has been involved with their Green Committee for a year and a half. Before that they only met every other month. They have a few community gardens and that was a big focus. They started adding a policy/advocacy side. Tried to do one CIS per month. They had a tree giveaway of 120 trees. Speaker series on topics like the Ballona Creek restoration. They had speakers with different viewpoints for and against the proposed restoration. Educational things like LADWP renewable energy plan, Hyperion spill, etc. He says their agenda compared to ours doesn't have as much activity. Jessalyn notes that some things are on here for updates and to keep it on our plate.
- Says one thing they have tried to do is provide how-to information for residents – electrifying your home, getting rebates, etc. Changing actual resident behaviors has been difficult.

- Jessalyn notes that things haven't been well attended.
- Helen notes that it can be challenging to figure out how to help renters as they can't make as many changes to their own units. Our EV Charging seminar was one first step towards this.
- Ravi asks about the history of our committee and our involvement. Helen notes that we took over in August 2019 and did a lot of in-person events and then had to pivot with the pandemic. Ravi says the biggest attendance they had was when they relocated their local feral peacock. It was very controversial because people really enjoyed seeing the bird, but the committee didn't want it to get hit by a car or bitten by a dog.
- Ravi is also their rep to the NCSA and on the Energy Committee. He asks if we are on the Slack Channel for NCSA? We are not but will look into that.
- Call-in user asks about the Ballona Creek Interceptor. Asks if the items in the creek will be processed by the ocean cleanup interceptor? Jessalyn says the goal for the interceptor is to cleanup 30,000 tons of trash or about 50%. She suggests they need to go way upstream because the encampments throw a lot of trash into the water. Asks if there are any projects that will clean up further up? Jessalyn notes that downstream will catch everything from upstream. Department of Public Works does have additional projects and looking at potentially doing another project in two years. Natasia notes Friends of the LA River have been trying to reduce trash and restore our flood channels.
- Stakeholder asks why the agency doesn't do the work? She says when trying to deal with Culver City it depends on which agency.
- Jessalyn says she will reach out to Lisa on how neighboring Green Committees can contact each other on projects.

#### E. LADWP Treatment of Bees

- Kay sent the follow up information to Helen as she doesn't have the capacity to handle it right now.
- Natasia says the local beekeeping folks she spoke with said they thought the policy was to exterminate.
- Helen will send the emails from Kay to Natasia to inquire.

#### F. Plant Swap and Master Gardeners Update

### VII. Identify next steps (if time allows)

### VIII. Next meeting: Tuesday March 8th, 2022

### IX. Adjournment

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## SUPPORT LETTER

**Dear Councilmember Koretz,**

The Palms Neighborhood Council requests that the Los Angeles City Council support The Ocean Clean Up Interceptor trash diversion pilot project as approved by [Los Angeles County Board of Supervisors in 2019](#), to proceed as planned in Ballona Creek in 2022. Originally initiated by Supervisor Janice Hahn's (District 4), it has since moved with boundary changes to Supervisor Holly Mitchell's District 2. This project is expected to divert more than 50% of the approximately 10-40 tons of trash per year that flow into the ocean through the mouth of the creek. Additionally, the project will be quiet and solar-powered, making it energy-neutral.

Our ocean's fragile ecosystems are about 75% of the planet's surface, and critical to the function of our planet and ultimately humanity's existence as we know it. Every measure to protect our oceans is urgent at this critical moment in time as we face a climate crisis that has already taken too many human lives.

Palms is located just a short walk and quick bike ride from Ballona Creek, and we recognize the value of this creek to our local community and environment. Additionally, the Palms NC takes single-use plastics and pollution very seriously, leading projects on local clean-ups, working with the Los Angeles Department of Sanitation on expanding their Green Business program, and also participating in the #skipthestuffcampaign. We want to note the importance of focusing on upstream solutions, and going to a reusable versus disposable economy, to ensure that less plastic enters the environment in the first place. But we recognize the importance of also working on downstream solutions. It is urgent to protect our oceans *now* with such solutions as the Interceptor.

We want to ensure the County, City, and Neighborhoods are doing their part to protect the oceans and that is why we are calling on you to support this project on behalf of CD5 and all of Los Angeles. We thank you for your time on this matter.

Sincerely,

**CC: Supervisor Holly J. Mitchell**

**CC: Mark Pestrella Director of Department of Public Works**

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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 by contacting the Department of

Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

**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)

**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 Neighborhood Council Office Space Address (if applicable), at our website: [www.NeighborhoodCouncilWebsite.org](http://www.NeighborhoodCouncilWebsite.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 [secretary@palmsnc.la](mailto:secretary@palmsnc.la)

**Reconsideration and Grievance Process –**



For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website [www.NeighborhoodCouncilWebsite.org](http://www.NeighborhoodCouncilWebsite.org)

Palms Neighborhood Council  
**FY 21-22 Budget**

Current Budget 21-22		
<b>100 Office / Operational</b>	%	<i>Approved 10/6/21</i>
Storage Facility		3,132.00
P.O. Box		204.00
Email Addresses		2,016.00
Newsletter Service		359.88
Website Hosting, Maintenance, and Support Services		1,118.27
Meeting Refreshments		500.00
Board Retreat / Training		-
Office Supplies and Equipment		3,000.00
General Operations / Miscellaneous		5,433.22
<b>Subtotal</b>	<b>38.7%</b>	<b>15,763.37</b>
<b>200 Outreach</b>		
Advertising / Branding / General Outreach		3,000.00
Community and Outreach Events		750.00
Palms Community Day		10,000.00
NC Budget Advocates		1.00
NC Congress of Neighborhoods		200.00
Emergency Funding		1,000.00
<b>Subtotal</b>	<b>36.7%</b>	<b>14,951.00</b>
<b>300 Elections</b>		
Election Outreach Expense		-
<b>Subtotal</b>	<b>0.0%</b>	<b>-</b>
<b>400 Neighborhood Purpose Grants</b>		
Neighborhood Purpose Grants		4,000.00
<b>Subtotal</b>	<b>9.8%</b>	<b>4,000.00</b>
<b>500 Community Improvement</b>		
Community Infrastructure / Street Improvements		3,000.00
Community Beautification and Public Art Projects		3,000.00
<b>Subtotal</b>	<b>14.7%</b>	<b>6,000.00</b>
<b>600 Unallocated</b>		
Election Outreach Expense		-
<b>Subtotal</b>	<b>0.0%</b>	<b>-</b>
<b>Grand Total</b>		<b>40,714.37</b>

Goal: \_\_\_\_\_

Initial Budget	Rollover	Update 1
<i>Approved 7/7/21</i>	<i>Approved 10/6/21</i>	
3,132.00	-	3,202.00
204.00	-	204.00
2,016.00	-	2,016.00
359.88	-	359.88
1,118.27	-	1,218.27
500.00	-	180.00
-	-	-
2,718.85	281.15	250.00
5,000.00	433.22	1,500.00
<b>15,049.00</b>	<b>714.37</b>	<b>8,930.15</b>
3,000.00	-	1,547.02
750.00	-	500.00
2,000.00	8,000.00	20,000.00
1.00	-	1.00
200.00	-	316.20
1,000.00	-	1,000.00
<b>6,951.00</b>	<b>8,000.00</b>	<b>23,364.22</b>
	-	-
-	-	-
4,000.00	-	1,720.00
<b>4,000.00</b>	-	<b>1,720.00</b>
3,000.00	-	6,000.00
3,000.00	-	700.00
<b>6,000.00</b>	-	<b>6,700.00</b>
-	-	-
-	-	-
<b>32,000.00</b>	<b>8,714.37</b>	<b>40,714.37</b>

# Monthly Expenditure Report



Reporting Month: January 2022

Budget Fiscal Year: 2021-2022

NC Name: Palms Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$36592.95	\$2209.70	\$34383.25	\$0.00	\$0.00	\$34383.25

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$30714.37	\$444.70	\$26103.25	\$0.00	\$26103.25
Outreach		\$45.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$6000.00	\$0.00	\$6000.00	\$0.00	\$6000.00
Neighborhood Purpose Grants	\$4000.00	\$1720.00	\$2280.00	\$0.00	\$2280.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$4121.42	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_palmsla	01/02/2022	To authorize the Palms NC to spend up to \$2,016 for Google Suites to host Neighborhood Council email addresses.	General Operations Expenditure	Office	\$144.00
2	MAILCHIMP MISC	01/03/2022	To authorize the Palms NC to spend up to \$600 for Mail Chimp as the digital newsletter vendor.	General Operations Expenditure	Office	\$30.99
3	HOO HOOTSUITE INC	01/07/2022	To authorize the Palms NC to spend up to \$3,000 to promote online posts on social media platforms including Facebook, NextDoor, Instagram, Twitter, and TicToc.	General Operations Expenditure	Outreach	\$45.00
4	WWW.1AND1.COM	01/09/2022	To authorize the Palms NC to spend up to \$70 for the palmsnc.la domain.	General Operations Expenditure	Office	\$8.71
5	PSS NATIONAL BLVD.,LLC	01/15/2022	To authorize the Palms NC to spend up to \$3,132 for Storage Expenses at Price Self Storage	General Operations Expenditure	Office	\$261.00
6	People Organized for Westside Renewal	12/23/2021	To authorize the Palms NC to approve a Neighborhood Purpose Grant of \$1,720 to supply winter kits to unhoused and vulnerable Palms residents	Neighborhood Purpose Grants		\$1720.00

**Neighborhood Council  
Planning and Land Use  
Management Committee**

Neal Anderberg, Co-chair  
Kay Hartman, Co-chair  
Natasia Gascón, Member  
Alex Ogle, Member  
Jamie Tully, Member

**CITY OF LOS ANGELES**  
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**PALMS NEIGHBORHOOD COUNCIL**  
**Planning and Land Use Management Committee Meeting Agenda**  
**Wednesday, February 9, 2022 – 7:00 p.m. to 9:00 p.m.**

**Zoom Meeting Online at <https://zoom.us/j/96771635218>**

**or by telephone, Dial +1 669 900 6833 # to join the meeting**

**Then enter this Meeting ID: 967 7163 5218 and press #**

**The toll free call-in numbers are: (833) 548-0276, (833) 548-0282, (877) 858-5257, and (888) 475-4499**

**Press \*9 to raise hand for public comment. The meeting has no password.**

*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.*

***VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION  
In conformity with the September 16, 2021 Enactment of the California Assembly Bill  
361(Rivas) and due to concerns over COVID-19, the Palms Neighborhood Council Committee  
meeting will be conducted entirely with a call-in option or internet based service option.***

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For assistance, please contact the Ethics Commission at (213) 978-1960 or  
[ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).***

- I. CALL TO ORDER & ROLL CALL**
  - a. Call to Order
    - 7:02
  - b. Roll Call
    - Kay, Neal, Alex, Natasia here. Jamie not here.
- II. INTRODUCTIONS**
  - a. Introductions and welcome
    - Kay, Natasia, Alex
    - Adam with Felipe
- III. GENERAL PUBLIC COMMENT**
  - a. Limited to non-agenda items – subjects related to planning and land use management issues
    - None
- IV. COMMITTEE BUSINESS**
  - a. Committee member updates
    - Kay pocket park is on an agenda for an internal meeting of Koretz’s team.
    - Property on Kelton
    - New development on south side of Venice doesn’t look like anything we approved.
    - Natasia working on Vision for Venice. Pulling information from previous PLUM committee meetings.
    - Alex. Following up with developers.
  - b. Daniel Skolnick will provide a PLUM update from Councilmember Paul Koretz’s office.
    - None this month.
  - c. Developer presentations
    - i. Josh Guyer from Burns & Bouchard to present an application for a sit-down restaurant at the Jagger, 3630 Overland. <https://planning.lacity.org/pdiscaseinfo/search/encoded/MjUzMjAz0>
      - Owner is applying for the permit to attract better tenants rather than the restaurant applying himself.
      - ABC license has to be transferred. City Conditional Use Permit is municipal approval for the alcohol and stays with the owner. The state license still needs to be obtained before alcohol can be sold.
      - What other kinds of businesses would we like to see in the building? Community/convenience stores aid walkability.
      - Natasia. Overland is zoned for mixed use. What about loss of long term local businesses? We are missing small local businesses. Can legacy businesses have first right

of refusal? Can the developer consider shops that serve the same purpose as the legacy businesses?

- Josh. There is 1200 square feet of additional retail space. He will share Natasia's concerns. Overland cannot be dominated by one thing and use your car to go everywhere else.
  - Other Lee. What cuisine is being served by the restaurant? The restaurant is not yet determined.
  - Alex. When is building opening? 6 to 8 months.
  - Natasia. Since this is mixed use with commercial space, how is the arts development fee being used? We would like the funds to remain in the community. Public art for the benefit of the community.
  - Natasia moves to approve. Alex seconds.
    - a. Natasia yes Alex yes Neal yes Kay yes. Passes 4 - 0.
- ii. Felipe Hernandez and Patrick Tighe from Tighe Architecture to present a new development project at 10716 Charnock.  
<https://planning.lacity.org/pdiscaseinfo/search/encoded/MjUzMDU10>
- TOC tier 2.
  - Natasia asks about parking. Two EV charging stations and 2 spaces for future EV, EV ready. Bike parking. Have 14 parking spaces. Two short term in front of building. Native/low water? Yes. What artists are you thinking about for the mural? We would like community input on the mural. Do we know local artists?
  - Other Lee. How good is the noise cancelation in the units. They are insulated to provide heat and noise reduction.
  - Other Lee. Dual glazed windows? Being considered.
  - Tyler. Building looks beautiful. Excited about the mural.
  - Adam. Plan on keeping this building.
  - Other Lee. What happens to the mural if the Overland Café is developed? Cross that bridge when we get to it.
  - Move to approve the project with the following conditions.
    - a. Provide security fencing ASAP
    - b. Clarify the level of affordability for the affordable units
    - c. Provide TAP cards for tenants for at least 6 months
    - d. Fumigate the building before demolishing



- e. Negotiate now with the preschool to develop a plan to protect the school and its students during development.
- f. Kay moves. Natasia seconds.
  - i. Neal yes Alex yes Natasia yes Kay yes Passes 4-0.
- d. Motor Avenue Improvement update.
  - None
- e. REMINDER. Please sign up for tabling at the farmers market on April 24. If you need the link, let Kay know.
- f. DEEP DIVE AND POSSIBLE CIS OR LETTER.
  - i. [Tenant Opportunity to Purchase Act](#) (TOPA). Kay to present for. Jamie to present opposed.
    - Next month
- g. DECISION AND POSSIBLE CIS OR LETTER. Do we want to write a CIS for any of these motions this month or next? Which motion do we select for our next deep dive?
  - i. [14-1635-S10](#) to create a better enforcement mechanism around the short term rental ordinance
  - ii. [22-0040](#) to create Community Land Trusts to upgrade and build ADUs for low income homeowners
- h. Review and update [Guidelines for Neighborhood Appropriate Development](#). Last month Lisa Hart and Stacy Shure presented the Neighborhood Council Sustainability Alliance's [Sustainability Guidelines for Developers](#). Can we divide this document (4 sections and 34 pages excluding table of contents, introduction, and sources) among us for review and identification of what we want to pull into our own Guidelines?
  - We will divide the Sustainability Guidelines and bring to the committee what we want to include in our guidelines. Neal will take pages 3-9, Kay will take pages 10-16, Natasia will take pages 17-23, Alex will take pages 24-30, and Jamie will take pages 31-36.

**V. Adjournment:**

- a. Next meeting is scheduled for March 9, 2022 at 7:00 p.m. on zoom.
  - 8:48

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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](mailto:secretary@palmsnc.la)

CITY OF LOS ANGELES

CALIFORNIA



PALMS NEIGHBORHOOD COUNCIL

Palms Neighborhood Council

Committee

Eliot Hochberg, Chair  
[eliot.hochberg@palmsnc.la](mailto:eliot.hochberg@palmsnc.la)  
Josh Nadel, Vice Chair  
[josh.nadel@palmsnc.la](mailto:josh.nadel@palmsnc.la)  
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10008 National Blvd. #210  
Los Angeles, CA 90034

<https://palmsnc.la/>  
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**Board and Business Relations & Public Beautification Virtual Committee Meeting Report  
Wednesday, January 19, 2022 – 7 p.m. - 9 p.m.**

**Zoom Meeting Online at <https://zoom.us/j/95072686582>  
or by telephone, Dial +1 669 900 6833 to join the meeting  
Then enter this Webinar ID: 950 7268 6582 and press #  
Press \*9 to raise hand for public comment**

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***VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION***

*In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the Palms Neighborhood Council meeting will be conducted entirely virtually. Every person wishing to address the Neighborhood Council must follow the instructions above to join the meeting. Instructions on how to sign up for public comment will be given to participants at the start of the meeting.*

**Committee Meeting Date:** January 19, 2022

**Committee Members:** Chair: Eliot Hochberg, Members: Natasia Gascon, Josh Nadel, Nick Smith, Gabriela Sotomayor

**Committee Members Present:** Eliot Hochberg, Josh Nadel, Nick Smith, Natasia Gascon, Gabriela Sotomayor

**Committee Members Absent:** None

**Call to Order:** 7:07 **Adjournment:** 8:03

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**Committee Updates**

Thorough discussion of 30 second pitch and a proposed landlord's rights panel

# Proposed Motions for General Assembly Adoption

No motions

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## Summary of Agenda Item Discussion and Committee Updates

### I. CALL TO ORDER & ROLL CALL

- a. Call to Order (Hochberg): 7:03pm
- b. Roll Call (Hochberg): All present
- c. Review of code of conduct (Hochberg)
- d. Notes regarding Joint nature of committee meetings
- e. Agenda preview (Hochberg)

### II. GENERAL PUBLIC COMMENT/ FUTURE AGENDA ITEMS/MULTIPLE ITEMS

Michelle Persoff: general public comment from Office of Assembly Member of Isaac Brian

### III. REPORTS

- a. Gascon: Venice Ad Hoc committee report presentation, walked through initiatives that we're trying to do with B&B
- b. Hochberg: Woodbine kiosk update have not painted the stencils, have a phone meeting with new rep in CD5 palms gateway lighting
- c. Nadel: Neighborhood tourist neighbor project looks really good, will be sending to council offices and talking to reps in different council offices
- d. Smith: Will be sharing business contact project list updates later in meeting
- e. Sotomayor: Nothing to report

### IV. UTILITY BOX PROGRAM:

- a. Current box almost finished, will be providing an update that will go out in newsletter
- b. Graffiti status
  - i. Have not done survey of utility boxes to check on graffiti (overland and charnock had some graffiti on it has not been cleaned)
  - ii. National freeway box, have not been able to get in contact with artist
  - iii. Announcement to stakeholders: if you see graffiti please email [beautification@palmsnc.la](mailto:beautification@palmsnc.la) and committee will follow up with the artist

### V. DISCUSSION: NEIGHBORHOOD WAYFINDING

- a. Taking up the mantle of maintenance after project launches
  - i. Committee Comments:
  - ii. Natascia: Unless private business could be included in the signs could see this being something transportation or outreach could assist with
  - iii. Josh: Believe it is less business and beautification more transportation
  - iv. Gabriela: Believe that it is a beautification project, could highlight attractions in Palms, agree that having private businesses on the signs could get tricky
  - v. Eliot: Transportation doesn't want to take ownership, for businesses can use it being a historical landmark as a point
  - vi. Nick: Where it lives isn't important, in B&B or Transportation, while we can't get specific businesses we can point to bars, restaurants, highlight more of the community
  - vii. Eliot: Can't really put specific businesses unless they are landmarks or have historical significance; unless we can put ALL businesses

### VI. DISCUSSION: 2022 BUSINESS CONTACT PLAN

a. 30 second pitch for Palms NC

Nataschia: Represent interests of businesses, can reach out to me, thank you for your time, look forward to seeing you again, send follow up email

Gabriela: Hi my name is XYZ and I am XYZ for the Palms Neighborhood Council. The Neighborhood Council is comprised of elected members that are working together to ensure our community's continued success which is I wanted to stop by and introduce myself as well as to serve as a resource for your concerns, questions, and thoughts on the community and how we can be of service to your business.

Josh: Anything of use to provide them will guarantee their actually following up

Nick: 1<sup>st</sup> sentence Intro, 2<sup>nd</sup> sentence connecting what we do to them, 3<sup>rd</sup> sentence can leave care, follow up

Eliot: Hi im with the Palms NC, information desk for the city is there anything you need from the city that we can help you communicate were all volunteers we can find out who you can talk to if you need help resolving. We'd also really love if you could help us out with posting posters in your business

Were in a unique position with the city but can also help to resolve things if you have problems whereas others may not be able to

Public Comment: what's the best way to reach you, text talk or email in addition to an intro

**Summarized:**

Introduction

Incorporating how our positions allow us to be a liaison

Requesting what the best way to communicate with them would be

Following up through their preferred method of communication

b. Posters for businesses to promote Palms NC

Nataschia: hold an event to promote the coming together of businesses

Gabriela to work with Danya to put together a poster (either a general poster or in consolidation with an event)

Overall thoughts: give businesses an end date to show poster

**VII. DISCUSSION: LANDLORD'S RIGHTS AND PROGRAMS PANEL:**

Goals:

- 1) Some landlords that own their property and have same concerns because people have moved out
- 2) Deescalate problems resources available (create a forum for both)

Decide on a date (weekday and potentially weekend date)

A joint effort with renters and landlords as a potential 3<sup>rd</sup> meeting

**VIII. DISCUSSION: CONNECTING WITH BONC FOR BUSINESS PROMOTION**

- a. Councilpeople are able to highlight area businesses, how can we do the same?
- b. What kinds of promotions would we like to be able to do?

- c. “This business did something out of the ordinary and the stakeholders have a desire to commemorate them

The following are included to continue discussion. Items will be skipped if there is no new info or public comment.

- IX. **REBRANDING BUSINESSES AS PALMS**
- X. **BUSINESS CONTACT & COMMUNICATIONS:**
  - Nick to walkthrough the list next meeting
- XI. **PALMS RESOURCE MAP**
- XII. **MURALS**
- XIII. **PALMS GATEWAY LIGHTING PROJECT**
- XIV. **COMMUNITY SCHOOL PARKS**
- XV. **CLOSING GENERAL PUBLIC COMMENT**
- XVI. **Adjournment: 9:02pm**

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## **Confirmation of Next Meeting Date: 03-16-22 Time: 7pm Location: Zoom**

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**Palms Neighborhood Council  
Racial & Social Justice  
Committee**

Tina Chinakarn, Chair  
Matthew Wait, Vice Chair  
Emily Mayock, Secretary  
Catalina Langen, Member  
Josh Nadel, Member  
Ryan Oda, Member



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**PALMS NEIGHBORHOOD  
COUNCIL**

**Joint Board Racial & Social Justice Committee Meeting Agenda  
Thursday, February 17, 2022 – 6:00 p.m.**

**Zoom Meeting Online at <https://us02web.zoom.us/j/84446521779> or by  
telephone, Dial +1 669 900 6833 # to join the meeting**

**Then enter this Meeting ID: 844 4652 1779 and press #**

**The toll-free call-in numbers are:**

**(833) 548-0276, (833) 548-0282, (877) 858-5257 and (888) 475-4499**

**Press \*9 to raise hand for public comment**

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***VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION***

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*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).*

**Committee Meeting Date:** February 17, 2022

**Committee Members:** Chair: Tina Chinakarn, Vice Chair: Matthew Wait, Secretary: Emily Mayock  
Members: Catalina Langen, Josh Nadel, Ryan Oda

**Committee Members Present:** Chair: Tina Chinakarn, Vice Chair: Matthew Wait, Secretary: Emily Mayock, Members: Catalina Langen, Josh Nadel, Ryan Oda

**Committee Members Absent:** None

**Public Present:** Preston Doll; Tony Fajardo; Andrew - recently moved to Palms; Call-In User\_1;

**Call to Order:** 6:02pm      **Adjournment:** 7:49 p.m.

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### Proposed Motions for General Assembly Adoption

#### Motions:

1. Community Health Centers Vaccination Program / Expansion / Comprehensive COVID Relief Package CF [21-0002-S51](#)

**Tina moves to support CF, Emily Seconds**

**Motion - Passes 6/0 to support CF**

2. Cash Bail / Reinstatement / Temporary Zero Emergency Bail Schedule / COVID-19 CF [21-0002-S196](#)

**Ryan moves to oppose CF, Josh seconds**

**Motion - Pass 6/0 to oppose CF**

3. Community Assemblies / Climate Emergency Mobilization Office / Building Decarbonization / L.A.s Green New Deal CF [21-1463](#)

**Ryan moves to support CF, Matthew seconds**

**Motion passes with a 6/0 vote**

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### Summary of Agenda Item Discussion and Committee Updates

#### Summary of Discussion for Agenda Item II – General Public Comment:

Catalina - Wanted to know the history of this committee and the vision for 2020. Committee had initial conversations at the start of this fiscal year but the committee has doubled since then. Josh shared that the committee started two years ago by our former President (Eryn) and VP (Randell) in wake of events in 2020. Will be added to next agenda to discuss further; 30-min will be allocated for visioning the rest of 2022.

#### Summary of Discussion for Agenda Item III (A) - Community Impact Statements (CISs)

Discuss process of how to submit CIS's - Provide a summary of the CIS for the board (not new content) so Board can approve more CISs - General public can comment as well. Josh will send Tina CIS template sample's to distribute to committee.

#### a. Discussion and possible action: **Community Impact Statements (CISs)**

i. Community Health Centers Vaccination Program / Expansion / Comprehensive COVID Relief Package CF [21-0002-S51](#)

1. **Status:** Pending in Rules, Elections, and Intergovernmental Relations Committee

2. **2/17/21 Resolution:** City Council supports any provision to expand the federal Community Health Center Vaccination Program

3. **Proposed Palms NC CIS:** Support equitable distribution of COVID-19 vaccine, particularly for a) communities of color disproportionately affected by poor health outcomes due to historical systemic inequities in access to healthcare, affordable housing and nutritious food, and b) low-income communities facing more challenges (flexible transportation options, limited



internet service or computer schools, language differences) to access vaccines

- a. Note this CIS was first introduced at the 12/9/21 RSJ Committee meeting and tabled.

### **Discussion - Tina Moves, Emily Seconds**

Catalina - Last update over a year ago.

Josh - write a summary

Ryan and Tina will come up with something

### **Motion - Passes 6/0 to support CIS**

#### **ii. Cash Bail / Reinstatement / Temporary Zero Emergency Bail Schedule / COVID-19 CF [21-0002-S196](#)**

1. **Status:** Pending in Rules, Elections, and Intergovernmental Relations Committee
2. **CISs Submitted by:**
  - a. [Arleta Neighborhood Council](#) 1/21/22: Arleta NC supports the resolution calling for cash bail to be reinstated statewide
  - b. [Eagle Rock Neighborhood Council](#) 1/7/22: Eagle Rock NC opposes the resolution, stating that it is based on incorrect information about rising crime rates relating to the end of the cash bail system, and calling it a "step backward" in justice reform.
  - c. [Reseda Neighborhood Council](#) 1/19/22: Reseda NC strongly opposes the resolution, arguing that it is linked to recidivism and negatively impacts the community

Ryan explains CIS

### **Discussion - Ryan moves, Josh seconds**

Josh - opposed, regressive policy that negatively impacts poor people

Ryan - opposed - cash bail poses barrier to people of color and given higher bail rates than white - systemic racism

Emily - clarifying questions about reason for law

Catalina - do not reinstate a system that has continued to negatively impact poor people and people of color. Prop 25

**Tina clarifies that this motion is to oppose CIS (misspoke earlier)**

### **Motion - Pass 6/0 to oppose CIS**

#### **iii. Community Assemblies / Climate Emergency Mobilization Office / Building Decarbonization / L.A.s Green New Deal CF [21-1463](#)**

1. **Status:** Pending in Pending in Energy, Climate Change, Environmental Justice, and River Committee
2. **CIS Submitted by:** [Los Feliz Neighborhood Council](#) 1/19/22: Supports ensuring that renters are not burdened with de-carbonization to protect the climate; while supports that climate change is paramount, does not want renters to face the costs themselves

### **Ryan explains and moves to support, Matthew seconds**

Matthew - agree

Josh - important on how it's structured in how to support. Need a summary for GA

Ryan - some bullet points seem out of place

**Motion passes with a 6/0 vote**

**Summary of Discussion for Agenda Item III (B) – Committee Member to Select CISs for next meeting**

March CISs - Already have an abundant, no new CIS's

**Summary of Discussion for Agenda Item III (C) – Discussion and possible action: Potential Committee partnership/programming**

\*Josh recuses self for this item due to conflict

**a. Potential partnerships/programming**

i. City Council District 5 Candidate Forum hosted by Palms NC Homeless Advocacy & Public Service Committee and R&SJ Committee

1. Status update from Cat and Emily

a. Both have reached out to Gabriella but have not heard back

b. Homeless Advocacy Committee - February 28th 7pm-9pm

Emily will attend their committee meeting to get update on CD Forum

2. Work with other westside NC's to plan the forum?

ii. Potential partnership with [Supervisor Sheila Kuehl, Third District](#)

1. Catalina - will reach out to Zac

\*Josh re-enters meeting

iii. Potential partnership with [WestLA4BlackLives](#)

1. Clothing drives, not many other opportunities to get involved right now. Haven't heard anything new

iv. Upcoming opportunities for programming: Black History Month (February), Cesar Chavez Day (March 31st)

1. Santa Monica - [Annual black history greens festival](#) - Feb 27th online

2. [Free Master Classes](#) on Black History, Black Freedom & Black Love for BHM

**Summary of Discussion for Agenda Item III (D) – Palms stakeholder concerns about safety in the community**

Comments -

Tina - has not been feeling safe in LA recently. Especially as an Asian American.

Woman who works at USC gets punched on her way to work at Union Station by a homeless person and died.

In New York, woman was pushed into the subway and died.

In New York, woman was followed into her apartment and stabbed 40 times and died.

These are unsafe times.

Josh - We could find a way to explain and share this perspective with others who are not familiar with these incidents and issues.

Ryan - More policing doesn't increase safety, especially for people of color

Josh - Separate traffic department from LAPD, advocate for mental health professionals to

address Domestic Violence and other types of issues.

Ryan - Need for more social workers and those trained in trauma

Tina - another incident - an LA City Attorney was being attacked by a man right outside the City Attorney Office and no one would let him in. Heavy on my mind - it could happen to any of us

### **Summary of Discussion for Agenda Item IV (A) – Administrative Committee Business**

#### **a. Discussion and possible action: **Committee membership and appointments****

Asked attendees if they are interested. There was no response, so Tina informed them to email with any questions.

Josh added that the Outreach Committee would be glad to have more members as well

### **Summary of Discussion for Agenda Item V (A) – Announcements and Resources**

**a. Announcements** - March 31st 6pm-9pm CIS Event - this process will be revised - send Josh CIS

**b. [Resource List](#) in [Resources folder](#) (Palms NC public Google Drive)**

### **Summary of Discussion for Agenda Item VI (A) – Recap action and Next Steps**

#### **a. Confirmation of next meeting: March 17 at 6:00PM**

Confirmed

**Adjournment:** 7:49pm

**Confirmation of Next Meeting Date:** March 17, 2022 **Time** 6:00 p.m. **Location** Zoom

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**CITY OF LOS ANGELES**  
CALIFORNIA

**Neighborhood Council  
Venice Blvd Improvement Ad  
Hoc Committee**

Kay Hartman, Co-chair  
Natasia Gascon, Member  
Eliot Hochberg, Member



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**PALMS NEIGHBORHOOD COUNCIL**

**Venice Blvd Improvement Ad Hoc Committee Meeting Agenda  
Tuesday, February 22, 2022 – 7:00 p.m. to 9:00 p.m.**

**Zoom Meeting Online at <https://zoom.us/j/96130141917>  
or by telephone, Dial +1 669 900 6833 # to join the meeting  
Then enter this Meeting ID: 961 3014 1917 and press #**

**The toll free call-in numbers are: (833) 548-0276, (833) 548-0282, (877) 858-5257, and (888) 475-4499**

**Press \*9 to raise hand for public comment. The meeting has no password.**

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[ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).***

**I. CALL TO ORDER & ROLL CALL**

- a. Call to Order

b. Roll Call

- 7:02
- Natasia, Eliot, Kay here

II. INTRODUCTIONS

- James Ingram, field deputy for Koretz for Palms and other neighborhoods. Also taking over homelessness.
- Kay
- Eliot
- Natasia
- Jose Mendivil, Culver City Planning Department

III. GENERAL PUBLIC COMMENT

a. Limited to non-agenda items – subjects related to Venice Blvd issues (up to 2 minutes per speaker as determined by the chair)

- None

IV. COMMITTEE BUSINESS

a. Walkability signs status

- Jessalyn is shopping for a committee to take this. Looking at Green, B&B, and Transportation
- James. Is DOT involved? No. No application needed. Funded by PNC. Eliot. Temporary plastic signs. NC-specific. Spoken with a traffic engineer? Spoke with DOT. Not needed. Jessalyn is looking for a support letter. Not money.

b. DISCUSSION and possible MOTION on the survey.

i. Door hanger.

1. Door hanger design. [Front](#). [Back](#).

- Eliot will redesign for postcards and get an estimate for printing and mailing.

2. Door hanger distribution.

- Door hanger companies won't service Palms because there are too many apartment buildings they can't enter.
- Should we mail postcards instead of door hangers? The printer could bulk mail for us. If we mail ourselves, the postage will be \$1760.
- Kay is looking at the census tracks. She will figure out how many residences in each NC Area and divide the 4400 postcards proportionally.
- Freddy showed Kay how to use zimas to randomize addresses.

3. Door hanger printing 4400 units including unique identifier.

- We could add the code to the address on postcards.
- 4. Labor includes creating a file with 4400 unique identifiers for door hanger or sticker text.
  - No stickers are necessary if we mail postcards.
- c. DISCUSSION on report.
  - i. Report progress.
    - Kay says gear the report to the City Council office.
    - Natasia says we should parcel it out to the committees.
    - Kay says we should parcel it out to the council office.
    - We will use something in the current format for a preliminary report to the board and then create something for the City Council for the final report.
    - International Food District. Eliot. Subsumed into a larger project by the City. Kay. Focus on Venice Blvd for the purposes of this report.
    - Median improvement project. Kay. Be specific about what treatments we want where.
    - High visibility crosswalks. Identify high priority intersections. Maybe at each end of Venice, Overland, and Bagley. Don't claim significant collisions without data to back it up.
    - Bike lanes. Leave in for now. We will find out what to do with it when we get the survey results.
    - Transit. We want some kind of shade at each bus stop. When new bus shelters are installed, don't repurpose old shelters. Use them at the other stops.
    - Tighten up the budgets.
    - Think about branding and see how to display it in the renderings.
    - Jose. Include a map that shows the section of Venice in question.
    - Thank the Culver City Planning Department, specifically Susan and Jose.

**V. Adjournment:**

- a. Next meeting is March 22, 2022.
  - 9:22

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the President/Committee Chairs. Public comment will be taken for each motion as well as for any item in the consent agenda prior to Board action. 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 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/Committee Chair. 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.

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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](http://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](mailto:secretary@palmsnc.la). You can also receive our agendas via email by subscribing to [LA City's Early Notification System](#) (ENS)

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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](mailto:secretary@palmsnc.la)





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Invoice Number 1442192031  
Invoice Date 09-JUL-2021  
Payment Terms Credit Card  
Purchase Order AD00105472395CUS  
Order Number 7048003200  
Customer Number 1229415985  
Currency USD

Bill To

**Kay Hartman**  
Palms Neighborhood Council  
3661 Tilden Ave  
Los Angeles CA 90034-6909

# INVOICE

## Item Details

Service Term: 09-JUL-2021 to 08-AUG-2021

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65232692	Acrobat Pro DC	1	EA	24.99	24.99	0.00%	0.00	24.99

## Invoice Total

NET AMOUNT (USD) 24.99

TAXES (SEE DETAILS FOR RATES) 0.00

GRAND TOTAL (USD) 24.99

Comments:

## Billing Contact

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 Payment Terms Credit Card  
 Purchase Order AD00105472395CUS  
 Order Number 7048003200  
 Customer Number 1229415985  
 Currency USD

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 Palms Neighborhood Council  
 3661 Tilden Ave  
 Los Angeles CA 90034-6909

# INVOICE

## Item Details

**Service Term: 09-AUG-2021 to 08-SEP-2021**

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65232692	Acrobat Pro DC	1	EA	24.99	24.99	0.00%	0.00	24.99

## Invoice Total

NET AMOUNT (USD) 24.99

TAXES (SEE DETAILS FOR RATES) 0.00

**GRAND TOTAL (USD) 24.99**

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Invoice Number 1482178165  
 Invoice Date 09-SEP-2021  
 Payment Terms Credit Card  
 Purchase Order AD00105472395CUS  
 Order Number 7048003200  
 Customer Number 1229415985  
 Currency USD

**Bill To**

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 3661 Tilden Ave  
 Los Angeles CA 90034-6909

# INVOICE

## Item Details

**Service Term: 09-SEP-2021 to 08-OCT-2021**

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65232692	Acrobat Pro DC	1	EA	24.99	24.99	0.00%	0.00	24.99

## Invoice Total

NET AMOUNT (USD)	24.99
TAXES (SEE DETAILS FOR RATES)	0.00
<b>GRAND TOTAL (USD)</b>	<b>24.99</b>

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Invoice Number 1502651966  
Invoice Date 09-OCT-2021  
Payment Terms Credit Card  
Purchase Order AD00105472395CUS  
Order Number 7048003200  
Customer Number 1229415985  
Currency USD

Bill To

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# INVOICE

## Item Details

Service Term: 09-OCT-2021 to 08-NOV-2021

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65232692	Acrobat Pro DC	1	EA	24.99	24.99	0.00%	0.00	24.99

## Invoice Total

NET AMOUNT (USD) 24.99

TAXES (SEE DETAILS FOR RATES) 0.00

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Invoice Number 1523644823  
Invoice Date 09-NOV-2021  
Payment Terms Credit Card  
Purchase Order AD00105472395CUS  
Order Number 7048003200  
Customer Number 1229415985  
Currency USD

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## Item Details

Service Term: 09-NOV-2021 to 08-DEC-2021

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65232692	Acrobat Pro DC	1	EA	24.99	24.99	0.00%	0.00	24.99

## Invoice Total

NET AMOUNT (USD) 24.99

TAXES (SEE DETAILS FOR RATES) 0.00

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Invoice Information

Invoice Number 1544510769  
Invoice Date 09-DEC-2021  
Payment Terms Credit Card  
Purchase Order AD00105472395CUS  
Order Number 7048003200  
Customer Number 1229415985  
Currency USD

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Los Angeles CA 90034-6909

# INVOICE

## Item Details

Service Term: 09-DEC-2021 to 08-JAN-2022

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65232692	Acrobat Pro DC	1	EA	24.99	24.99	0.00%	0.00	24.99

## Invoice Total

NET AMOUNT (USD) 24.99

TAXES (SEE DETAILS FOR RATES) 0.00

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Invoice Number 1565421365  
 Invoice Date 09-JAN-2022  
 Payment Terms Credit Card  
 Purchase Order AD00105472395CUS  
 Order Number 7048003200  
 Customer Number 1229415985  
 Currency USD

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## Item Details

**Service Term: 09-JAN-2022 to 08-FEB-2022**

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65232692	Acrobat Pro DC	1	EA	24.99	24.99	0.00%	0.00	24.99

## Invoice Total

NET AMOUNT (USD)	24.99
TAXES (SEE DETAILS FOR RATES)	0.00
<b>GRAND TOTAL (USD)</b>	<b>24.99</b>

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Invoice Number 2102895362  
 Invoice Date 09-FEB-2022  
 Payment Terms Credit Card  
 Purchase Order AD00105472395CUS  
 Order Number 7048003200  
 Customer Number 1229415985  
 Currency USD

**Bill To**

**Kay Hartman**  
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 Los Angeles CA 90034-6909

# INVOICE

## Item Details

**Service Term: 09-FEB-2022 to 08-MAR-2022**

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65232692	Acrobat Pro DC	1	EA	24.99	24.99	0.00%	0.00	24.99

## Invoice Total

NET AMOUNT (USD)	24.99
TAXES (SEE DETAILS FOR RATES)	0.00
<b>GRAND TOTAL (USD)</b>	<b>24.99</b>

**Comments:**

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**CF 21-0002-S51**

Community Health Centers Vaccination Program / Expansion /  
Comprehensive COVID Relief Package

**Recommend Palms NC Support or Oppose CF:**

Support

**Resolution 2/17/21:**

City Council supports any provision to expand the federal Community Health Center Vaccination Program

**CF Summary:**

Support outreach and equitable distribution of COVID-19 vaccine, particularly for

- Communities of color disproportionately affected by poor health outcomes due to historical systemic inequities in access to healthcare, affordable housing and nutritious food, and
- Low-income communities facing more challenges (flexible transportation options, limited internet service or computer skills, language differences) to access vaccines.

**CISs submitted by other NCs (FYI):**

None

[CF 21-0002-S196](#)

Cash Bail / Reinstatement / Temporary Zero Emergency Bail Schedule / COVID-19

**Recommend Palms NC Support or Oppose CF:**

Oppose

**Resolution 2/08/21:**

Support for legislation which would reinstate cash bail

**CF Summary (background):**

- In November 2020, California voters rejected Proposition 25 which proposed ending cash bail in the State
- In April 2020, California temporarily established zero bail for misdemeanors and minor felonies to halt the spread of COVID-19 in jails
- As a result, the City has experienced substantial increase in violent crime and brazen robberies, including “smash-and-grab” robberies where suspects go onto committing additional crimes after their release.

**CISs submitted by other NCs (FYI):**

- a) [Arleta Neighborhood Council](#) 1/21/22: Arleta NC supports the resolution calling for cash bail to reinstated statewide
- b) [Eagle Rock Neighborhood Council](#) 1/7/22: Eagle Rock NC opposes the resolution, stating that it is based on incorrect information about rising crime rates relating to the end of the cash bail system, and calling it a "step backward" in justice reform.
- c) [Reseda Neighborhood Council](#) 1/19/22: Reseda NC strongly opposes the resolution, arguing that it is linked to recidivism and negatively impacts the community

[CF 21-1463](#)

Community Assemblies / Climate Emergency Mobilization Office /  
Building Decarbonization / L.A.s Green New Deal

**Recommend Palms NC Support or Oppose CF:**

Support

**Motion 12/08/21:**

Supports ensuring that renters are not burdened with decarbonization to prevent climate change and requires city entities to conduct public engagement with affected communities when developing building decarbonization programs.

**CF Summary (background):**

- Climate change (extreme heat, pollution) disproportionately impacts low-income renters and communities of color reflecting historic environmental injustices of policy placing unequal burdens on these disenfranchised communities.
- Building decarbonization, a city-wide goal outlined in L.A.'s Green New Deal, is one of the biggest opportunities to eradicate existing pollution and therefore climate change with buildings accounting for 43% of all carbon emissions, more than any other sector.
- Existing laws and programs allow landlords to pass upfront costs of building improvements onto tenants. Safeguards should be put in place to prevent unintended negative consequences of decarbonization, such as increased rent burden, housing unaffordability and displacement.

**CISs submitted by other NCs (FYI):**

- a) [Los Feliz Neighborhood Council](#) 1/19/22: Supports ensuring that renters are not burdened with de-carbonization to protect the climate; while supports that climate change is paramount, does not want renters to face the costs themselves
- b) [Westside Neighborhood Council](#), 1/13/22: Support CF in requiring the Climate Emergency Mobilization Office and other city entities to conduct public engagement with affected communities when developing building decarbonization programs.

## CIS FOR COUNCIL FILE 21-4118 and the related “S” Council Files

**MOTION:** To authorize the Palms NC to submit the following CIS opposing Council Files [21-4118](#), [21-4118-S1](#), [21-4118-S2](#), [21-4118-S3](#), [21-4118-S4](#), [21-4118-S5](#), [21-4118-S6](#), [21-4118-S7](#), & [21-4118-S8](#), [21-4118-S9](#), [21-4118-S10](#), [21-4118-S11](#), [21-4118-S12](#), [21-4118-S13](#), [21-4118-S14](#), [21-4118-S15](#), [21-4118-S16](#), [21-4118-S17](#), [21-4118-S18](#), [21-4118-S19](#), [21-4118-S20](#), [21-4118-S21](#), [21-4118-S22](#), [21-4118-S23](#), [21-4118-S24](#), [21-4118-S25](#), & [21-4118-S26](#) which are all using Section 41.18 of the Municipal Code to ban homeless residents from using different locations in the various Council Districts. 21-4118 includes a template for each Council District from the Chief Legislative Analyst (CLA) to make their own motions for their districts. All of the Council Files with the ending designation “S” then a number are the individual motions

[Text of the proposed Resolution Template from the Chief Legislative Analyst](#) (CF 21-4118) [Text of the proposed Resolution](#) (CF 21-4118-S1 for CD13)

[Text of the proposed Resolution](#) (CF 21-4118-S2 for CD3)

[Text of the proposed Resolution](#) (CF 21-4118-S3 for CD15)

[Text of the proposed Resolution](#) (CF 21-4118-S4 for CD2)

[Text of the proposed Resolution](#) (CF 21-4118-S5 for CD2)

[Text of the proposed Resolution](#) (CF 21-4118-S6 for CD2)

[Text of the proposed Resolution](#) (CF 21-4118-S7 for CD6)

5

[Text of the proposed Resolution](#) (CF 21-4118-S8 for CD6)

[Text of the proposed Resolution](#) (CF 21-4118-S9 for CD5)

[Text of the proposed Resolution](#) (CF 21-4118-S10 for CD14)

[Text of the proposed Resolution](#) (CF 21-4118-S11 for CD7)

[Text of the proposed Resolution](#) (CF 21-4118-S12 for CD14)

[Text of the proposed Resolution](#) (CF 21-4118-S13 for CD14)

[Text of the proposed Resolution](#) (CF 21-4118-S14 for CD13)

[Text of the proposed Resolution](#) (CF 21-4118-S15 for CD5)

[Text of the proposed Resolution](#) (CF 21-4118-S16 for CD15)

[Text of the proposed Resolution](#) (CF 21-4118-S17 for CD12)

[Text of the proposed Resolution](#) (CF 21-4118-S18 for CD15)

[Text of the proposed Resolution](#) (CF 21-4118-S19 for CD15)

[Text of the proposed Resolution](#) (CF 21-4118-S20 for CD9)

[Text of the proposed Resolution](#) (CF 21-4118-S21 for CD15)

[Text of the proposed Resolution](#) (CF 21-4118-S22 for CD1)

[Text of the proposed Resolution](#) (CF 21-4118-S23 for CD14)

[Text of the proposed Resolution](#) (CF 21-4118-S24 for CD1)

[Text of the proposed Resolution](#) (CF 21-4118-S25 for CD14)

[Text of the proposed Resolution](#) (CF 21-4118-S26 for CD1)

**SUMMARY:** This Council File (CF) says that the homeless cannot use different locations for themselves or storing their belongings. This CF is not accompanied by any offers of housing or storage for the homeless involved. The main CF is from the CLA on how each of the Council Districts can draft their own version(s) of the resolution. The “S” versions are all similar to one another except for the specific underlying addresses on each.

**PRO ARGUMENTS:**

The homeless situation has gone unchecked and limitations on the use of public space should be made. Certain homeless encampments have grown large and limit mobility across the public-right-of-way. Other areas can still be used as encampments.

**CON ARGUMENTS:**

There are court rulings saying the City should not be moving homeless unless it comes with an offer of a shelter bed.

Homeless residents rely on official and unofficial Homeless Services and may no longer get those services if moved from their current location.

Enforcement could be difficult if new and different homeless residents try to use those spaces.

**STATEMENT:** These Council Files all make the same mistake. Shuffling the homeless around town like they are lawn chairs getting rearranged is shameful. None of these homeless have been offered housing. The City of LA needs to provide adequate housing options before moving any homeless. The problems caused by moving the homeless include separating them from their existing relationships with LAHSA area reps and Mutual Aid groups. Moving to another area means re-learning all those connections and enduring extra suffering during the interim.

**I. Roll call & Call to Order**

- Start at 7:04
- Introductions

**II. Public Comment**

- Katrina and Gabriela introduce themselves to the committee

**III. Discussion & Possible action**

**A. Vice Chair Nominees**

1. William nominates Neal, Gabriela seconds. William says he is already a co chair and doesn't want his schedule to affect committee business
2. NEAL DOESN'T ACCEPT NOMINATION
3. Josh Nominates Hayley to be Secretary, Hayley Accepts
4. Josh put Event Coordinator nomination on pause - will revisit later

**B. Palms NC HAPS Connect Day**

1. Partnering with nonprofits to do a fundraiser for Palms HAPS issues or other possibilities from committee members
2. Josh estimates this will cost \$10,000 and thinks it would be great for getting the DMV to come to our connect day so licensing can be accessible for all.
3. Palms Park is where the connect day will be, date is still in the works
4. LA now shuttle service says covid is not an issue, they could help transport homeless people to the event from all over town.
5. CD5 offered usage of their charter bus to help with transportation.
6. Josh said we need to spread the word w a date & time
7. Event could be on memorial day week to commemorate homeless veterans
8. Gabriela wants to know if we could provide services to low income and nearly homeless people.
9. Josh responded by saying we could have a section at palms park dedicated to homelessness prevention
10. Services provided at the event would be available to homeless people and those who we can prevent from becoming homeless.
11. Josh asks Gabriela to possibly be the Event Coordinator for the event
12. Gabriela agrees and will assist w coordinating the event
13. Josh proposes an idea for the NC's to do their own event later in September
14. Neal wants to know what our strategy is for choosing partners and said we could strategically partner with a non-profit to help us out with the event.
15. Josh says we could get many organizations help us out with planning
16. Gabriela suggests we reach out to non-profits for info abt events they've done in the past and possibly share that info. Josh agrees
17. Katrina asks if we have a relationship w local aid groups, Josh responds yes, we have a relationship with puma, but not mar vista.

18. Katrina says she can connect Josh w mar vista & help out w making connections
19. Michelle says she can invite other committees to the event
20. Josh supports
21. Michelle is asking other NC's for volunteers to help from her office, also says she will give us contacts in SD 3
22. Josh intends to reach out to as many people as possible.
23. Josh officially nominates Gabriela to be Events Coordinator
24. Gabriela accepts and says members of racial justice committee are interested in helping w the event
25. Will provides the website to access the homeless count
26. Palms count is on Feb 25 and needs to get the word out
27. Katrina points out that the volunteers for the Palms Homeless count is full
28. Meeting adjourned at 8:01



- 1** LA City 731 Parking Lot, Enter off N. Venice Blvd., \$5 - 20
- 2** Athlete Drop-off, enter off N. Venice Blvd.
- 3** VIP / Medical / Media Parking Only - no athlete parking



### Race Day Parking Map

- 4** Venice Pier Parking Lot W. Washington Blvd., \$5-20
- 5** Rose Ave. Parking Lot 300 Ocean Front Walk, \$5-20
- 6** Santa Monica / Ocean Park 2600 Barnard Way, \$5-20





CITY OF LOS ANGELES  
CALIFORNIA



**Palms Neighborhood Council  
Homelessness Advocacy &  
Public Safety Committee**

Josh Nadel, Chair  
([Josh.nadel@palmsnc.la](mailto:Josh.nadel@palmsnc.la))  
Manaf Alsudaney, Member  
([CheeUniversalStands@gmail.com](mailto:CheeUniversalStands@gmail.com))  
Neal Andenberg, Member  
([Neal.Andenberg@gmail.com](mailto:Neal.Andenberg@gmail.com))  
Scott Chase, Member  
([Scott.Chase@palmsnc.la](mailto:Scott.Chase@palmsnc.la))  
William Keith, Member  
([William.Keith@palmsnc.la](mailto:William.Keith@palmsnc.la))  
Gabriella Sotomayor, Member  
([Gabriella.Sotomayor@palmsnc.la](mailto:Gabriella.Sotomayor@palmsnc.la))

**PALMS NEIGHBORHOOD COUNCIL**

10008 National Blvd. #210  
Los Angeles, CA 90034

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**Joint Board AND Homelessness Advocacy & Public Safety Committee Meeting Agenda  
Monday December 27<sup>th</sup>, 2021 – 7:00 p.m.**

**Zoom Meeting Online at**

**<https://us02web.zoom.us/j/89569266147?pwd=eDhjOIZXdGs1cDI0Qk1PbHQ5V0tLdz09> or by telephone, Dial +1 669 900 6833 # to join the meeting**

**Then enter this Meeting ID: 895 6926 6147 and press #**

**Passcode is 259712**

**The toll free call-in numbers are: (833) 548-0276, (833) 548-0282, (877) 858-5257, and (888) 475-4499**

**Press \*9 to raise hand for public comment**

*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.*

***VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION***

***In conformity with the September 16, 2021 Enactment of the California Assembly Bill 361(Rivas) and due to concerns over COVID-19, the Palms Neighborhood Council General, Committee, or Special meeting will be conducted entirely with a call-in option or internet based service option.***

***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 public from observing or hearing the meeting, the meeting must be recessed or adjourned.***

***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).***

- I. **CALL TO ORDER & ROLL CALL**
  - a. Call to Order at 7:09
  - b. Roll Call Josh, Manaf, Niel, Gabriella
  - c. Introductions Hayley introduced herself
- II. **GENERAL PUBLIC COMMENT**
  - a. Kalani addressed the little girl shot while trying on dresses. She was shot because a homeless person was swinging a bicycle around a shopper. She expressed her frustration over the <1% of people experiencing homelessness and drug abuse who are wreaking havoc on the city. She elaborated about her views on the homelessness crisis and questioned when this issue will be resolved.
- III. **COMMITTEE BUSINESS**
  - a. **Discussion and Possible Action:** How to apply to be on the committee & requests for appointment  
Hayley wants to be on committee  
Kalani cannot adhere to any code of conduct, therefore doesn't want to be a part of the committee.
  - b. **Discussion:** Safe Sleep Village  
[KTLA Article about the Safe Sleep Village program](#)
    - Josh proposed we should postpone this item until next month
    - Kalani talked about the cost and production of the system
    - Josh said we have done a disservice to the homeless by putting all the cost in housing instead of giving them the help they really need (mental health hospitals, proper rehab centers)
    - A roof doesn't cure mental health and drug issues - Kalani
    - Neal said mental health issues aren't addressed well enough. He doesn't like how it's addressed in this committee.
    - Kalani rebutted by saying that this is a federal issue, and how she believes in federal coverage. She brought up her 51-50 and how that help saved her life.
    - Josh said he thinks a major issue is that the county is in charge of social services. He believes this relationship should be changed and prioritized.
    - Kalani said we need to change our mindset and money should be better utilized to help homeless people. She said DTLA will only change if there are mandates.
  - c. **Discussion and Possible Action:** Motion: To authorize the Palms NC to submit the following CIS for Files [21-4118](#), [21-4118-S1](#), [21-4118-S2](#), [21-4118-S3](#), [21-4118-S4](#), [21-4118-S5](#), [21-4118-S6](#), [21-4118-S7](#), & [21-4118-S8](#), [21-4118-S9](#), [21-4118-S10](#), [21-4118-S11](#), [21-4118-S12](#), [21-4118-S13](#), [21-4118-S14](#), [21-4118-S15](#), [21-4118-S16](#), [21-4118-S17](#), [21-4118-S18](#), [21-4118-S19](#), [21-4118-S20](#), [21-4118-S21](#), [21-4118-S22](#), [21-4118-S23](#), [21-4118-S24](#), [21-4118-S25](#), & [21-4118-S26](#) which are all using Section 41.18 of the Municipal Code to ban homeless residents from using different locations in the various Council Districts. 21-4118 includes a template for each Council District from the Chief Legislative Analyst (CLA) to make their own motions for their districts. All of the Council Files with the ending designation "S" followed a number are the individual motions, each of which has specifics of locations for each district. (CIS Info is below)
    - Banning homeless people from using various areas as encampments

- Allows the city to shuffle homeless around, doesn't provide permanent housing. Same problem in a different spot.
  - Gabriella moved for discussion, Neal seconded.
  - Kalani supports CIS'; City has ordinance prohibiting homeless people from camping at certain places. She told us about a particular homeless woman who was removed from her camp site. She said that this campsite (with drug use and alcohol) is very close to a daycare center. She is for the motion of the CIS, but is against some specifics. Homeless rights activists are making them aware of their rights.
  - Josh said it doesn't make any sense to move homeless people instead of finding them permanent housing.
  - Kalani disagrees that this is not true, and that they are refusing help.
  - Gabriela suggested that problems should be addressed more specifically. She expressed her support that the displacement does not offer homeless people resources and assistance.
  - Manaf agrees with Gabriela's opinion.
  - Neal said he hasn't heard anything that he disagrees with. The voices are right and this doesn't solve homelessness or address any needs. He wonders if all of these are CIS' are passed by city council, will everyone stop advocating? He doesn't want to spread out homeless communities and make their lives more difficult. He's torn about the issue. Could there be better solutions down the road if these are passed.
  - Neal said the Statement should be changed to more compassionate terms. He disagrees that no options have been given, maybe not suitable options, but there have been options given.
  - Kalani commented about the claim to satisfy everyone. Housing is not the issue, the intent is to get them off the street, as they are a danger to society and peace. She wants the council to start mandating drug rehab.
  - Neal said the statement is intended to be a win for the anti-homeless community, and he hopes this means that this will clear the way for a win for the advocacy community. He wants to see a win for both in the same motion.
  - Josh said we should separate ourselves from LAHSA and start our own homelessness situation where we run the whole thing.
  - Gabriella is hoping to add to the statement a more compassionate way of wording.
  - Neil brought up about how the CIS doesn't specifically address how this will affect Palms.
  - Josh proposed a motion for Gabriela and Neal to finish this statement on their own to figure out the proper language for the statement.
  - Josh proposed a vote for the motion to allow Gabriela and Neal to finish the statement on their own. Called roll. Motion passed 4-0 at 7:53
- d. **Discussion and Possible Action:** a Palms NC HA&PS event – options include “Connect Day” like CD5 & SD2 did in Westwood, partnering with a non-profit to do a fundraiser for Palms NC HA&PS issues or other possibilities from committee members
- [Resource List for the Westwood Connect Day from October 2021](#)
- Connect day proposed for Palms giving the community resources & services

- Cost is somewhere in the 5-digit range
  - Josh said we could contact neighboring cities to be a part of this.
  - Gabriela supports this idea, Neal also supports this.
  - Kalani talked about an event similar to this a few years ago. She said it was a great event with a number of homeless agencies. She described that it was a lot of work and doesn't know how we will get homeless people to attend.
  - Josh addressed this concern and talked about advertising.
  - At the risk of sounding cynical, Kalani said that unless something changes in the mind of drug hooked homeless people, this will be a failed event.
  - Josh said he will add more to the list and try to find more resources to try to solve these problems. The more we can help the better.
  - Neal said a majority of people we are trying to help may not be those we see everyday, and if they even can reach those people, it would be a win. Mental illness afflicts more housed folks rather than the homeless community.
  - Kalani questions these figures. But she supports foster children that have nowhere to go.
  - Josh moved us on at 8:04
- e. **Discussion and Possible Action:** Council District 5 Candidate Forum on HA&PS issues in conjunction with the Palms NC Racial & Social Justice Committee
- Partnering w R&SJ committee to invite them out to answer relevant questions.
  - Josh said he's not able to do this, but the committee can do it. Josh proposed to close this down.
  - Gabriela would like to get involved, but is concerned about the panel of members. They wanted to make the panel members broader. Gabriela would like to have some more time to research before she gets involved.
  - Kalani said the council sponsored a few forums, but questioned why this should come out of this committee. Josh responded by saying he wanted to do it.
  - Discussion closed at 8:10
- f. **Discussion and Possible Action:** Suggestions from the HA&PS committee regarding sending a formal request of Palms NC Area Representatives for the Palms NC Special Meeting on 1/20/2022
- Discussion on list of formal requests for NC are reps for service at special meetings. Gabriela moved for discussion, Neal seconded.
  - Gabriela described that the area reps will have a special meeting. This came from an interest in having more ways to be giving more to respective areas. She said this discussion is to bring forth any suggestions.
  - Josh proposed if we could ask reps about homeless encampments 2 times a year.
  - Neal said that the drawback we may get from this is that area reps are asked to participate in committees, and if they jump on committees they are passionate about, more committees will ask for them. He thinks there may have to be some parameters set, so they won't be strapped for volunteers.
  - Josh asked if there are any public safety things we want to ask about.
  - Gabriela responded to Neal's comment that there should be a discussion on what kind of responsibilities area reps should take on.

- Kalani recommended that area reps should get behind homeless meetings and what programs should be represented and who will carry on with the outreach.
- Neal is interested to know how business, area and residential reps are more incorporated in a task specific role.
- Discussion ended at 8:21

IV. **Adjournment**

V. **Adjourned at 8:24**

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the President/Committee Chairs. Public comment will be taken for each motion as well as for any item in the consent agenda prior to Board action. 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 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/Committee Chair. 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](http://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](http://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](mailto:secretary@palmsnc.la). You can also receive our agendas via email by subscribing to [LA City's Early Notification System](#) (ENS)

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](mailto: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](mailto:secretary@palmsnc.la)

**CIS FOR COUNCIL FILE 21-4118 and the related “S” Council Files**

**MOTION:** To authorize the Palms NC to submit the following CIS opposing Council Files [21-4118](#), [21-4118-S1](#), [21-4118-S2](#), [21-4118-S3](#), [21-4118-S4](#), [21-4118-S5](#), [21-4118-S6](#), [21-4118-S7](#), & [21-4118-S8](#), [21-4118-S9](#), [21-4118-S10](#), [21-4118-S11](#), [21-4118-S12](#), [21-4118-S13](#), [21-4118-S14](#), [21-4118-S15](#), [21-4118-S16](#), [21-4118-S17](#), [21-4118-S18](#), [21-4118-S19](#), [21-4118-S20](#), [21-4118-S21](#), [21-4118-S22](#), [21-4118-S23](#), [21-4118-S24](#), [21-4118-S25](#), & [21-4118-S26](#) which are all using Section 41.18 of the Municipal Code to ban homeless residents from using different locations in the various Council Districts. 21-4118 includes a template for each Council District from the Chief Legislative Analyst (CLA) to make their own motions for their districts. All of the Council Files with the ending designation “S” then a number are the individual motions

[Text of the proposed Resolution Template from the Chief Legislative Analyst](#) (CF 21-4118)

[Text of the proposed Resolution](#) (CF 21-4118-S1 for CD13)

[Text of the proposed Resolution](#) (CF 21-4118-S2 for CD3)

[Text of the proposed Resolution](#) (CF 21-4118-S3 for CD15)

[Text of the proposed Resolution](#) (CF 21-4118-S4 for CD2)

[Text of the proposed Resolution](#) (CF 21-4118-S5 for CD2)

[Text of the proposed Resolution](#) (CF 21-4118-S6 for CD2)

[Text of the proposed Resolution](#) (CF 21-4118-S7 for CD6)

[Text of the proposed Resolution](#) (CF 21-4118-S8 for CD6)  
[Text of the proposed Resolution](#) (CF 21-4118-S9 for CD5)  
[Text of the proposed Resolution](#) (CF 21-4118-S10 for CD14)  
[Text of the proposed Resolution](#) (CF 21-4118-S11 for CD7)  
[Text of the proposed Resolution](#) (CF 21-4118-S12 for CD14)  
[Text of the proposed Resolution](#) (CF 21-4118-S13 for CD14)  
[Text of the proposed Resolution](#) (CF 21-4118-S14 for CD13)  
[Text of the proposed Resolution](#) (CF 21-4118-S15 for CD5)  
[Text of the proposed Resolution](#) (CF 21-4118-S16 for CD15)  
[Text of the proposed Resolution](#) (CF 21-4118-S17 for CD12)  
[Text of the proposed Resolution](#) (CF 21-4118-S18 for CD15)  
[Text of the proposed Resolution](#) (CF 21-4118-S19 for CD15)  
[Text of the proposed Resolution](#) (CF 21-4118-S20 for CD9)  
[Text of the proposed Resolution](#) (CF 21-4118-S21 for CD15)  
[Text of the proposed Resolution](#) (CF 21-4118-S22 for CD1)  
[Text of the proposed Resolution](#) (CF 21-4118-S23 for CD14)  
[Text of the proposed Resolution](#) (CF 21-4118-S24 for CD1)  
[Text of the proposed Resolution](#) (CF 21-4118-S25 for CD14)  
[Text of the proposed Resolution](#) (CF 21-4118-S26 for CD1)

**SUMMARY:** This Council File (CF) says that the homeless cannot use different locations for themselves or storing their belongings. This CF is not accompanied by any offers of housing or storage for the homeless involved. The main CF is from the CLA on how each of the Council Districts can draft their own version(s) of the resolution. The “S” versions are all similar to one another except for the specific underlying addresses on each.

**PRO ARGUMENTS:**

The homeless situation has gone unchecked and limitations on the use of public space should be made  
Certain homeless encampments have grown large and limit mobility across the public-right-of-way  
Other areas can still be used as encampments

**CON ARGUMENTS:**

There are court rulings saying the City should not be moving homeless unless it comes with an offer of a shelter bed  
Homeless residents rely official and unofficial Homeless Services and may no longer get those services if moved from their current location  
Enforcement could be difficult if new and different homeless residents try to use those spaces

**STATEMENT:** These Council Files all make the same mistake. Shuffling the homeless around town like they are lawn chairs getting rearranged is shameful. None of these homeless have been offered housing. The City of LA needs to provide adequate housing options before moving any homeless. The problems caused by moving the homeless include separating them from their existing relationships with LAHSA area reps and Mutual Aid groups. Moving to another area means re-learning all those connections and enduring extra suffering during the interim.

**Palms Neighborhood Council**  
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**Approved by Department of Neighborhood Empowerment 2.2.2021**

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## **Article I NAME**

The name of this Organization is the PALMS NEIGHBORHOOD COUNCIL, also referred to in this document as “the Council.”

## **Article II PURPOSE**

We, the stakeholders of Palms, recognize that every member of our neighborhood is significant. We recognize the powerful and varied gifts that every member can give to our community. By drawing on our diversity, we can make a better life for all of us in our neighborhood. In short, our vision encompasses inclusiveness, unity, and improvement.

Our mission is to empower stakeholders by helping them to improve the quality of life in the community, giving the community a voice in the City government, improving the delivery of services to the neighborhood, and holding City officials and Departments accountable to community needs.

Our objective is to build a sense of community. To this end, we engage in social and cultural events for our stakeholders.

## **Article III BOUNDARIES**

### **Section 1: Boundary Description**

The boundaries of the Council are, beginning at the intersection of Sepulveda Boulevard and Charnock Road, east on Charnock Road (the south side only) to Overland Avenue, north on Overland Avenue (the east side only) to the I-10, east on I-10 (south side only) and the eastbound Robertson Boulevard exit lanes off I-10 to the Culver City border, southwest along the Culver City border to I-405, east on Venice Boulevard to Tuller Avenue, north on Tuller Avenue (east side only) to Regent Street, east on Regent Street (south side only) to Sepulveda Boulevard, north on Sepulveda Boulevard to Charnock Road (east side of Sepulveda only). In addition, for geographic and historic reasons, Charnock Road Elementary and Palms Middle schools are considered an overlap area with the Mar Vista Community Council.

### **Section 2: Internal Boundaries**

The internal boundaries of the Council are set forth in Attachment A - Maps of the Palms Neighborhood Council Boundaries.

#### **Residential**

- A. Palms West
- B. Overland
- C. Motor
- D. Studio
- E. Exposition

## **Article IV STAKEHOLDER**

Neighborhood Council membership is open to all Stakeholders. A “Stakeholder” shall be defined as any individual who:

- (1) Lives, works, or owns real property within the boundaries of the Neighborhood Council; or
- (2) Is a Community Interest Stakeholder, defined as an individual who is a member of or participates in a Community Organization within the boundaries of the Neighborhood Council.

A “Community Organization” is an entity that has continuously maintained a physical street address within the boundaries of the Neighborhood Council for not less than one year, and that performs ongoing and verifiable activities and operations that confer some benefit on the community within the boundaries of the Neighborhood Council. A for-profit entity shall not qualify as a Community Organization. Examples of Community Organizations may include Chambers of Commerce, houses of worship or other faith-based organizations, educational institutions, or non-profit organizations.

[The definition of “Stakeholder” and its related terms are defined by City Ordinance and cannot be changed without City Council action. See Los Angeles Administrative Code Section 22.801.1]

## **Article V GOVERNING BOARD**

### **Section 1: Composition**

Thirteen (13) Stakeholders comprise the Neighborhood Council, which is the Governing Body and is also referred to in this document as “the Board.” The members are as follows:

1. President (elected at large by all stakeholders.)
2. Vice President (elected at large by all stakeholders.)
3. Secretary (elected at large by all stakeholders.)
4. Treasurer (elected at large by all stakeholders.)
5. Community-Based Organization Representative (elected at-large by all stakeholders.)
- 6-10. Five (5) Residential Area Representatives (elected by residential stakeholders within those areas.)
- 11.-12. Two (2) Business Representatives (elected at large by all stakeholders.)
13. One (1) Youth Representative (elected at large by all stakeholders.)

“Representatives” are the Community-Based Organization, Residential Area, Business, and Youth Representatives. Representative duties are listed below. Additional duties may be assigned by a majority of the Board.

### **Community-Based Organization Representative**

Candidates for the Community-Based Organization Representative must participate in or

be a member of a community organization located in or serving the Palms Neighborhood in order to hold this title; and is the liaison of the Council with community organizations, including cultural, educational, neighborhood watch, non-profit, and religious groups.

### **Residential Area Representative**

Candidates for Residential Area Representatives must live within the residential zone they are running for in order to hold this title; is the liaison of the Council with residents in the applicable residential zone; and is responsible for reaching out to area residents with information on the activities of the Neighborhood Council.

### **Business Representative**

Candidates for Business Representatives must own or work at a business in Palms in order to hold this title; is the liaison of the Council with local businesses; and is responsible for reaching out to local businesses with information on the activities of the Neighborhood Council.

### **Youth Representative**

Candidates for the Youth Representative must be fourteen (14) years or older and no more than seventeen (17) years of age, at the time of election or selection, and be a Stakeholder in Palms; is the liaison of the Council with local youth; and is responsible for reaching out to local youth with information on the activities of the Neighborhood Council.

No single Stakeholder group shall comprise a majority of the Council's governing body unless extenuating circumstances are warranted and approved by the Department of Neighborhood Empowerment (Department.)

Any member of the Board who ceases to be a Stakeholder is required to submit his or her resignation to the Board. However, Board Members who remain Stakeholders but whose Stakeholder category has shifted may serve out the remainder of their term in the seat to which they were elected or selected.

### **Section 2: Quorum**

A quorum is seven (7) members of the Governing Board and a majority of a Committee or Subcommittee.

### **Section 3: Official Actions**

A simple majority vote by the Representatives present and voting, not including abstentions, at a meeting at which there is a quorum shall be required to take official action, unless specified otherwise in these Bylaws.

Abstentions are not counted as votes in determining majority vote.

### **Section 4: Terms and Term Limits**

Officers and Representatives shall serve two (2) year terms, except for vacancy appointments, or until their successors are seated, or until they resign or otherwise leave office. There are no term limits.

## **Section 5: Duties and Powers**

The Board has the authority granted to the Neighborhood Councils by the City Charter and the Plan for a Citywide System of Neighborhood Councils (“the Plan.”)

The Board develops, maintains and fulfills a program to communicate with Stakeholders on a regular and timely basis.

The Board may also appoint non-voting advisors.

Representatives must attend and participate in meetings of the Board.

Representatives should attend and participate in at least one of the Council’s committees, as assigned by the President.

## **Section 6: Vacancies**

A Representative vacancy on the Board is filled by the following procedure: Stakeholders will be publicly notified that the Board has a vacancy to be filled in a specific category.

1. Eligible stakeholders submit written applications to the Secretary for verification.
2. The Secretary forwards the name of eligible Stakeholders to the President.
3. The President fills the vacancy, subject to majority approval by the Board.

## **Section 7: Absences**

Any Board Member who misses three (3) regularly scheduled consecutive Council meetings may be removed from the Board. A removal vote will take place at the next regularly scheduled Neighborhood Council meeting whereupon the Board shall determine the validity of the absences before taking action on the potential removal of the Board Member.

## **Section 8: Censure**

The purpose of the censure process is to place a Board Member on notice of misconduct and to provide the Board Member with an opportunity to correct the misconduct. The Neighborhood Council (“Neighborhood Council”) may censure any Board Member at a regular or special meeting open to the public following a good-faith determination by the Neighborhood Council Board that the member has engaged in conduct that is contrary to rules and regulations applicable to the Board or that impedes the orderly business of Board operations. Grounds for censure include, but are not limited to, persistent disruptive conduct at meetings, violations or abuses of the Board’s bylaws or rules, violations of the Code of Conduct, acting on behalf of the Board without authorization, and misuse or abuse of the censure or removal process by acting in bad faith.

The Board shall use the following procedure when censuring a Board Member:

1. A motion to censure a Board Member may be initiated by any three (3) Board Members. Those Board Members shall not constitute a majority of the quorum of any Neighborhood Council body, such as a committee. The motion shall be delivered to any officer of the Board or a specific officer or member of the Board as may be specified in the bylaws or standing

rules of the Neighborhood Council. The motion shall be in writing and provide the specific facts and grounds for the proposed censure including the date(s) and specific conduct relied upon for the motion. The motion shall not be based upon conclusions, e.g., “for alleged violations of the Code of Conduct” but shall contain factual statements that describe conduct only and is not intended to embarrass or humiliate the Board Member.

2. The Board Member, group of Board Members or committee responsible for setting the final Board agenda shall include the motion on the agenda of the next regular or special Board meeting scheduled at least thirty (30) days following the delivery of the proposed censure motion.

3. The Board Member subject to censure shall be given a minimum of thirty (30) days prior-written notice, which may include email sent to the last email address on file with the Neighborhood Council, of any meeting at which the motion to censure will be considered. The notice shall provide the specific facts and grounds for the proposed censure as specified in 1 above. The Board shall also provide a copy of the notice to the Department of Neighborhood Empowerment a minimum of thirty (30) days prior to the meeting at which the motion to censure will be considered.

4. The Board Member subject to censure shall be given a reasonable opportunity to be heard at the meeting, either orally or in writing, prior to the Board’s vote on a motion of censure.

5. The Board shall decide by a majority vote of those present and voting whether or not the Board Member should be censured. The Board Member who is the subject of the censure motion shall not be counted as part of the majority present and voting and shall not be allowed to vote. For the purpose of censure motions, abstentions shall not be counted as votes.

6. In no event shall a motion to censure a Board Member be heard by the Neighborhood Council within sixty (60) days of the next scheduled Board election or selection.

### **Section 9: Removal**

Any Board Member may be removed by the Neighborhood Council (“Neighborhood Council”) for cause, following a good faith determination by the Board that the member has engaged in conduct that is contrary to rules and regulations applicable to the Board or that impedes the orderly business of Board operations. A Board Member shall not be subject to removal under this Policy, unless the member has been censured at least once pursuant to the Board of Neighborhood Commissioners’ (“Commission”) Censure Policy. Grounds for removal include, but are not limited to, persistent disruptive conduct at meetings, violations or abuses of the Board’s bylaws or standing rules, violations of the Code of Conduct, acting on behalf of the Board without authorization, and misuse or abuse of the censure or removal processes by acting in bad faith.

The Board shall use the following procedure when removing a Board Member:

1. A motion to remove a Board Member may be initiated by any three (3) Board Members. Those Board Members shall not constitute a majority of the quorum of any Neighborhood Council body, such as a committee. The proposed motion shall be delivered to any officer of the Board or a specific officer or member of the Board as may be specified in the bylaws or standing rules of the Neighborhood Council. The motion shall be in writing and provide the specific facts and grounds for the proposed removal action including the date(s) and specific conduct relied upon for the motion. The motion shall not be based upon conclusions, e.g., "for alleged violations of the Code of Conduct" but shall contain factual statements that describes conduct only and is not intended to embarrass or humiliate the Board Member. The motion to remove shall also include a copy of the prior censure motion and the date it was passed.
2. The Board Member, group of Board Members or committee responsible for setting the final Board agenda shall list and briefly describe the motion on the agenda of the next regular or special Board meeting scheduled at least thirty (30) days following the delivery of the proposed removal motion.
3. The Board Member subject to removal shall be given a minimum of thirty (30) days prior written notice, which may include email sent to the last email address on file with the Neighborhood Council, of any meeting at which a motion to remove will be heard. The notice shall provide the specific facts and grounds for the proposed removal as specified in 1 above. The Board shall also provide a copy of the notice to the Department of Neighborhood Empowerment a minimum of thirty (30) days prior to any meeting at which a motion to censure will be considered.
4. The Board Member subject to removal shall be given reasonable time to be heard at the meeting, either orally or in writing, prior to the Board's vote on a motion for removal.
5. The Board shall decide whether or not the Board Member should be removed by an affirmative vote of two-thirds (2/3) of the currently sitting Board Members. The Board Member who is the subject of the removal motion shall not be allowed to vote and shall not be counted when determining the two-thirds (2/3) majority vote. For the purpose of the removal motion, abstentions shall not be counted as votes.
6. In no event shall a motion to remove a Board Member be heard by the Neighborhood Council within sixty (60) days of the next election or selection.
7. The Commission may review a Neighborhood Council's removal decision if requested to do so by the affected Board Member. Once the request is made for the Commission to review the decision to remove, the Neighborhood Council voting to remove the Board Member may not fill the vacancy created by the removal until the Commission has made a decision on whether the removal was proper or the Commission declines to review the matter. The Commission's decision whether to hear or decline to hear the removal review request shall be sent in writing to the requestor and the Neighborhood Council within 30 days after the request for review is delivered.

8. A request for the Commission to review a Neighborhood Council's removal decision shall proceed as follows:

- a. The request must be in writing and must be delivered to the Executive Assistant of the Commission or, in the absence of an Executive Assistant, to the President of the Commission within thirty (30) days of the date of the action by the Neighborhood Council to remove the Board Member.
- b. The request must state the basis for the review. The request shall not cite or present any evidence not considered by the Neighborhood Council but must address only procedural deficiencies.
- c. If the Commission determines the request for review raises sufficient questions regarding procedural deficiencies and agrees to hear the review, it will be placed on the agenda of a regular or special meeting of the Commission within sixty (60) days of receipt of the request for review.
- d. At the review the Commission will determine if the facts as presented support the removal motion and if the procedures set out in this policy were correctly applied.
- e. If the Commission determines that there were either factual or procedural deficiencies, the Commission may either reinstate the Board Member or return the matter to the Neighborhood Council for further consideration.
- f. If the Commission returns the matter for further consideration and the Neighborhood Council does not act within sixty (60) days of the Commission's decision the Board Member will be considered reinstated.
- g. During the period of appeal the Board Member shall not be counted as part of the Board for any quorum and shall not participate in any Board actions.
- h. If the matter is returned to the Neighborhood Council for further consideration the Board Member shall not be counted as part of the Board for any quorum and shall not participate in any Board actions until the Board takes action as requested by the Commission or until the expiration of the sixty (60) day time period.

9. This policy is not intended to restrict or eliminate a Neighborhood Council's ability to remove or render ineligible to serve, Board Members who fail to attend meetings, join committees, maintain their stakeholder status, or perform other duties as may be described in the Neighborhood Council's bylaws and/or standing rules. Nor is it intended to limit a Neighborhood Council's ability to remove committee chairs or committee members according to the Neighborhood Council's bylaws and/or standing rules.

### **Section 10: Resignation**

A Board Member may resign by giving oral or written notice to the President, Secretary, or Board. Ideally, the resignation will take place in writing or at a regular Board meeting. If an oral resignation is tendered outside of a regular Board meeting, the President will add the



resignation to the agenda for the next General Board meeting. Written and regular Board meeting resignations will become effective on the date specified therein. If no date is specified, the resignation shall become effective at the time of acceptance by the Board.

### **Section 11: Community Outreach**

The Council shall direct that a system of outreach be instituted to inform Stakeholders as to the existence and activities of the Council, including its Board elections, to find future leaders of the Council, and to encourage all Stakeholders to seek leadership positions within the Council.

## **Article VI OFFICERS**

### **Section 1: Officers of the Board**

Officers are the President, Vice President, Secretary, and Treasurer.

### **Section 2: Duties and Powers**

Officers' duties are listed below. Additional duties may be assigned by a voting majority of the Board or President.

#### **A. President**

1. Provides leadership for the Council and coordinates the development of an action program and draft budget for consideration and action by the Board.
2. Represents the Organization to the public and explains the policies adopted by the Board. The President may delegate responsibility.
3. In cooperation with the Secretary and the Facilitator, if appointed, sets the agenda for Board meetings.
4. With approval from the Board, appoints and replaces members of standing and ad hoc Committees.
5. Refers problems, complaints and suggestions to the proper Representative or Committee.
6. Signs or co-signs letters and documents as necessary on behalf of the Council.
7. Serves as second signer for the expenditure of funds by the Council when the Treasurer is not available.
8. Attends required financial training sessions of the City Clerk.

#### **B. Vice President**

1. Assumes the duties of the President in case of absence, illness, and/or conflict of interest/recusal and becomes President on the death, resignation or permanent incapacity of the President for the remainder of the President's term.
2. Assists the President and assumes special duties and responsibilities as necessary.

#### **C. Secretary**

1. Assists the President, when needed, before each meeting in preparing an agenda.

2. Prepares, sends and posts the notices in accordance with the Ralph M. Brown Act, at all designated posting locations, or delegates the tasks.
3. Brings to each meeting a copy of the Bylaws, rules and policies, a list of the members of the Board, a list of Committees, and a copy of Robert's Rules of Order, Simplified and Applied, New World edition or delegates the task.
4. Prepares a list of Board Members and calls the roll. Notes whether or not a quorum is present.
5. Endeavors to take careful and accurate notes of the proceedings and later prepares the minutes, and Board Action Certification forms or delegates the task.
6. Distributes the minutes to the Board for correction and approval, or delegates the task.
7. Provides the Facilitator, if appointed, with the exact wording of a pending Motion or of one previously acted on.
8. Preserves all records, reports and other official documents except those specifically assigned to the custody of others.
9. May sign or co-sign official documents to attest to their authenticity.
10. Maintains the inventory of Neighborhood Council owned items and annually submits inventory forms to the Office of the City Clerk.
11. Manages the Palms Neighborhood Council events calendar or delegates the task.
12. Manages administration of email addresses, shared drive access, and other Internet based items or delegates the task.

#### **D. Treasurer**

1. Serves as a required signatory for the expenditure of funds by the Council.
2. Attends required financial training sessions of the City Clerk.
3. Maintains the Council's book of accounts, as prescribed and approved by the City Clerk, and submits accounting statements to the City Clerk. Complies with Generally Accepted Accounting Principles.
4. Gives a summary of the Council's financial status as directed by the Board and responds to questions about receipts and expenditures.

### **Section 3: Selection of Officers**

Officer positions are elected by the public during the City Clerk-administered elections of the Council.

If an executive Officer vacancy of any kind occurs, the remaining Officers hold an election to fill the vacancy from current members of the Board. The election must be held at the first Brown Act compliant Governing Board meeting that occurs at least 24 hours after the vacancy. A Representative may hold both an Officer title and a Representative title.

Officer vacancy elections shall proceed based on the latest edition of Robert's Rules of Order for "nominations from the floor" (with the "floor" consisting of the members of the Board).

If the offices of President and Vice President are both vacant, then the Board appoints a President following 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 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.

#### **Section 4: Officer Terms**

The Officers shall serve two (2) year terms. They may stand for reelection every two (2) years.

Officers may be removed before they have served their two (2) year terms. To call for a vote for removal, any member may follow the future agenda setting process outlined in Article VIII Section 2 Agenda Setting under 'new business.' If the Council votes to place the removal on a future agenda, a motion to remove the Officer will be placed on the next Governing Board agenda, in conformance with rule (2) below, as well as a separate agenda item to hold an election to fill the seat, should the removal motion prevail.

Upon a successful affirmative removal vote of the meeting (consisting of a supermajority of aye votes that is equal to or greater than seven (7); the Officer shall not vote on the matter,) the Officer will assume the title of "At Large Representative" at that time.

A vote to remove an Officer must be preceded by:

- i. Proof of notification to the Officer that a vote will be taken. Proof can include a response to an e-mail notification, notification at a public meeting to the representative with witnesses present, or certified mail sent to the address on file with DONE.
- ii. A waiting period of fifteen (15) days between the time of mailing the notice or proof of notification and the time of the vote.
- iii. An opportunity for the Officer to address the Board before the vote is taken.

## **Article VII COMMITTEES AND THEIR DUTIES**

### **Section 1: Standing**

The Standing Committees of the Council are set forth in the Standing Rules.

### **Section 2: Ad Hoc**

The Board may create Ad Hoc Committees as needed to deal with temporary issues. Ad Hoc Committees should cease at the end of each two year board term.

### **Section 3: Committee Creation and Authorization**

- A. **Committee Authority** – All committee recommendations shall be brought back to the full Board for discussion and action.
- B. **Committee Structure** – The Executive Committee is composed of the Officers. With the exception of the Executive Committee, Committee members shall be appointed by the President and/or the Committee Chair, to be confirmed by the Board.

- C. **Committee Appointment** – All Committee Chairs shall be appointed by the President and confirmed by the Board. The Chairs shall keep a written record of Committee meetings and shall provide regular reports on Committee matters to the Board.
- D. **Committee Meetings** –With the exception of Ad Hoc committees created in compliance with Article VII, Section 2, Committee meetings are subject to and shall be conducted in accordance with the dictates of the Brown Act. Minutes shall be taken at every Committee meeting.
- E. **Changes to Committees** – The Board may establish, disband or make changes as needed to any Standing or Ad Hoc committee. Such action by the Board shall be noted in the Council meeting minutes.
- F. **Removal of Committee Members** – Committee members are removed in the same manner in which they are appointed.

## **Article VIII MEETINGS**

### **Section 1: Governing Board Meetings**

Governing Board Meetings are held at least once per quarter. All meetings shall be conducted in accordance with the Brown Act. Agenda and notice of Governing Board meetings shall be publicly posted at least seventy-two (72) hours prior to the meeting.

Special Meetings of the Board may be called for a specific purpose that requires consideration before the next regular Board Meeting. The President, or a minimum of two Officers of the Board, may call a Special Meeting of the Board. Agenda and notice of such meeting shall be publicly posted at least twenty-four (24) hours before the scheduled meeting date.

### **Section 2: Agenda Setting**

The agendas for the meetings are set by the President with the cooperation of the Secretary and the Facilitator, if appointed, and are distributed by the Secretary or any other person delegated to do so. Other Board Members may suggest items to the agenda at least one (1) week before the meeting if they are within the Council’s purview and time limits, as determined by the President in consultation with the Secretary. The order of the items may be changed by the Board at the meeting.

Any Representative, during a section titled “New Business” that shall appear on all Governing Board Meeting agendas, may move to add an item to a stated future meeting agenda. If seconded, the Board shall vote on whether to place the item on a stated future meeting agenda as described in Cal Gov Code 54954.2(a)(3). If successful, that item must be placed on the stated future meeting agenda.

### **Section 3: Notifications/Postings**

At a minimum, meeting notices for Governing Board and Committee meetings shall be posted in compliance with the Ralph M. Brown Act and in compliance with the Neighborhood Council Agenda Posting Policy. An updated listing of the Neighborhood Council's physical posting location/s shall be kept on file with the Neighborhood Council.

### **Section 4: Reconsideration**

**The Board may reconsider or amend its action through a Motion for Reconsideration process defined in its Standing Rules and either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting that follows the meeting where the action subject to reconsideration occurred.**

### **Article IX FINANCES**

The Council shall comply with all financial accountability requirements as specified by City ordinance and the Plan and as stated in the certification application. The Council shall comply with all financial reporting requirements as prescribed by the Department.

### **Article X ELECTIONS**

#### **Section 1: Administration of Elections**

The Council's elections shall be conducted pursuant to any and all City ordinances, policies, and procedures pertaining to Neighborhood Council elections.

#### **Section 2: Governing Board Structure and Voting**

The number of Board seats, the eligibility requirements for holding any specific seats, and which Stakeholders may vote for the seats are noted in Attachment B.

#### **Section 3: Minimum Voting Age**

Except with respect to a Youth Board Seat, a stakeholder must be at least 16 years of age on the day of the election or selection to be eligible to vote. [See Admin. Code §§ 22.814(a) and 22.814(c)]

#### **Section 4: Method of Verifying Stakeholder Status**

Stakeholder will self-affirm their Stakeholder status in order to vote.

#### **Section 5: Restrictions on Candidates Running for Multiple Seats**

A candidate shall declare their candidacy for no more than one (1) position on the Board during a single election cycle.

### **Section 6: Other Election Related Language**

- A. Representatives must be stakeholders aged eighteen (18) or above and eligible to vote for the office they hold, with the exception of the Youth Representative who must be a stakeholder who is fourteen (14) years or older and who is no more than seventeen (17) years of age.
  
- B. Candidates shall not use the Council's outreach database for electioneering purposes.
  
- C. The Board shall appoint a non-voting "Election Committee Chair," who will be a resource to candidates, Stakeholders, the Board and the City to assist in directing Election issues and concerns.

### **Article XI GRIEVANCE PROCESS**

The Neighborhood Council Grievance Process shall be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council Grievances.

- A. In order to express concerns to the Board about its procedural matters, decisions, and actions, individual Stakeholders or groups of Stakeholders may bring forward written Grievances.
  
- B. A Grievance panel consisting of at least three (3) Stakeholders, chosen by lot from among interested Stakeholders and with the approval of the Board, shall examine the issue and submit a written report and recommendation to the Secretary within seventy - five (75) days of Grievance notification. The matter shall be placed on the agenda of the next Council meeting. In accordance with the Ralph M. Brown Act, the matter shall not be discussed until that meeting.
  
- C. In the event that a Grievance cannot be resolved through this process, then the matter may be referred to the Department for consideration pursuant to the Plan.
  
- D. This Grievance process is not intended to apply to Stakeholders who simply disagree with a position taken by the Board, but rather to address such things as failure to comply with Department rules or these Bylaws.
  
- E. Board Members are not permitted to file a Grievance against another Board Member or against the Council as a whole.

### **Article XII PARLIAMENTARY AUTHORITY**

- A. The rules of order of the Neighborhood Council are known as the Standing Rules. They include other rules adopted by the Board not in conflict with the Brown Act.

- B. Where there is no Standing Rule, Robert's Rules of Order, Simplified and Applied (Webster's New World) applies if not in conflict with the Brown Act.

## **Article XIII AMENDMENTS**

- A. An amendment to the Bylaws may be adopted by a two-thirds (2/3) vote of the Board Members present at the meeting when the vote is taken, but dissolution of the Board can only be enacted by a unanimous vote of the entire Board.
- B. The amendment becomes valid and effective upon its approval by the Department.

## **Article XIV COMPLIANCE**

### **Section 1: Code of Civility**

The Council conducts its business in accordance with the Los Angeles Governmental Ethics Ordinance, LAMC 49.5. It engages in no discrimination based on race, religion, color, creed, national origin, ancestry, sex, sexual orientation, age, disability, marital status, income or political affiliation. The Council abides by all applicable federal, state and local laws. Board Members will abide by the Board of Neighborhood Commissioner's Neighborhood Council Board Member Code of Conduct Policy.

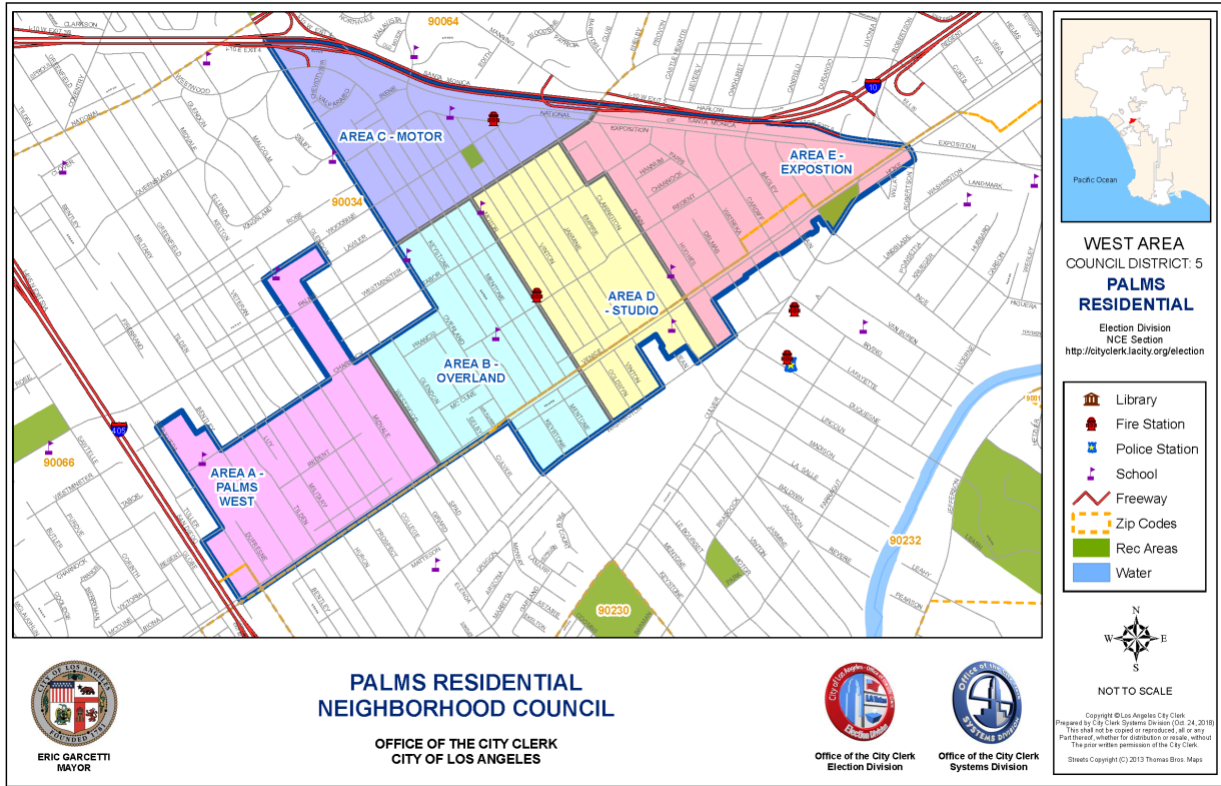
### **Section 2: Training**

All Representatives shall take training in the fundamentals of Neighborhood Council, including, but not limited to, ethics, funding, workplace violence and sexual harassment trainings provided by the City within forty-five (45) days of being seated. Those who do not complete their required training lose their Council voting rights until they complete their training. All Board Members must take ethics and funding training prior to making motions and voting on funding related matters.

### **Section 3: Self-Assessment**

Every year, the Council may conduct a self-assessment pursuant to Article VI, Section 1 of the Plan.

# ATTACHMENT A – Map of Palms Neighborhood Council Boundaries





## ATTACHMENT B –Governing Board Structure and Voting Palms Neighborhood Council – 13 Board Seats

<b>BOARD POSITION</b>	<b># OF SEATS</b>	<b>ELECTED OR APPOINTED?</b>	<b>ELIGIBILITY TO RUN FOR THE SEAT</b>	<b>ELIGIBILITY TO VOTE FOR THE SEAT</b>
President Term: 2 Years	1	Elected	Individuals 18 years or older who reside, work, or own property in Palms.	Stakeholders 16 years or older.
Vice President Term: 2 Years	1	Elected	Individuals 18 years or older who reside, work, or own property in Palms.	Stakeholders 16 years or older.
Secretary Term: 2 Years	1	Elected	Individuals 18 years or older who reside, work, or own property in Palms.	Stakeholders 16 years or older.
Treasurer Term: 2 Years	1	Elected	Individuals 18 years or older who reside, work, or own property in Palms.	Stakeholders 16 years or older.
Community-Based Organization Representative Term: 2 Years	1	Elected	Stakeholder who is 18 years or older participates in or is a member of a community-based organization located in or serving Palms.	Stakeholders 16 years or older.
Residential Representative, Area A Term: 2 Years	1	Elected	Stakeholder who is 18 years or older and who resides in Residential Area A.	Stakeholder who is 16 years or older and who resides in Residential Area A.
Residential Representative, Area B Term: 2 Years	1	Elected	Stakeholder who is 18 years or older and who resides in Residential Area B.	Stakeholder who is 16 years or older and who resides in Residential Area B.
Residential Representative, Area C Term: 2 Years	1	Elected	Stakeholder who is 18 years or older and who resides in Residential Area C.	Stakeholder who is 16 years or older and who resides in Residential Area C.
Residential Representative, Area D Term: 2 Years	1	Elected	Stakeholder who is 18 years or older and who resides in Residential Area D.	Stakeholder who is 16 years or older and who resides in Residential Area D.
Residential Representative, Area E Term: 2 Years	1	Elected	Stakeholder who is 18 years or older and who resides in Residential Area E.	Stakeholder who is 16 years or older and who resides in Residential Area E.
Business Representative Term: 2 Years	2	Elected	Stakeholder who is 18 years or older and who works or owns a business located in or serving Palms.	Stakeholder who is 16 years or older.
Youth Representative Term: 2 Years	1	Elected	Stakeholder who is 14 years or older and who is no more than 17 years of age at the time of the election.	Stakeholder who is 14 years or older.

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