



agenda

COASTAL SAN PEDRO NEIGHBORHOOD COUNCIL

locally listening & leading ...



BOARD AND STAKEHOLDER MEETING **REVISED** AGENDA

Monday, 28 July 2014 » 6:30 p.m.

CABRILLO MARINA COMMUNITY BUILDING VIA CABRILLO MARINA – BERTH 28

Notice: The Department of Neighborhood Empowerment will conduct training of the newly seated Governing Board immediately following the Governing Board Meeting, but in any case, beginning no later than 8:00 PM

The public is invited to speak on issues of general interest during the public comment periods at the beginning and end of the meeting. Comments on specific agenda items will be heard only when those items are considered. To ensure that all are heard, a time limit on public speakers may be set. Those wishing to make comment, but not wanting to speak publicly, may submit written communications to the committee.

- 01. CALL TO ORDER** | and roll call.
- 02. MINUTES** | Reading and approval of minutes.
- 03. CSPNC HONORS** Tony Saavedra of SPHS for his contributions to film education through the Docs Rock Program
- 04. PUBLIC COMMENT** | Non-agenda items.
- 05. LAPD REPORT** (10 min)
- 06. WRITTEN REPORTS FROM GOVERNMENT AGENCY REPRESENTATIVES** |
» **LAPD** | **CD15** | **DOT** | **Port of LA** | **US Congress** | *Others. This month we are asking the agency representatives to submit written reports due to time constraints.*
- 07. COMMITTEE QUESTION TIME** | *Written Officer and Committee Chair reports (5 min)*
» *Budget & Finance* | *(S)Election* | *Communications* | *Education* | *Public Safety* | *Port & Environment* | *Rec & Parks* | *Cultural* | *Rules & Bylaws* | *Transportation* | *ad hoc Landslide*
- 08. TRANSACTIONS APPROVAL** | Board approval - purchasing card transactions and monthly bank statements.
- 09. PRESENTATION** / LADOT will discuss the Pacific Avenue Road Diet (10 min total)
- 10. PRESENTATION** / Recreation and Parks to report on the Pt. Fermin seepage (5 min total)
- 11. PRESENTATION** / Metro. Robin Quintanilla will talk about TAP and Transit services for the Coastal Community. Schedules will be available for DASH & Commuter Express 142. (5 min total)
- 11. CHAIRMAN/PRESIDENT'S REPORT**

12. CSPNC Governing Board Officer Elections / (To commence at 7:30 PM):

Elections will be taken in the order of President, Vice President, Treasurer, and Secretary. For each office, nominations and self-nominations will be accepted and candidates are invited to speak for up to 3 minutes, taken in the order they were nominated. The vote will be taken as a public showing of hands by the Governing Board members. A majority of those present and voting is required for election. In the event that no candidate receives a majority of the votes cast, the top 2 vote getters (or, if there is a single highest vote getter and a tie for second place, all those in the second place tie will run again), with all the remaining candidates removed from the ballot. Balloting will continue until one person receives a majority.

13. MOTION / CSPNC appoints the CSPNC Treasurer as bank card holder for the CSPNC checking account

14. MOTION / CSPNC appoints a second signatory (to be nominated and appointed)

15. MOTION / CSPNC appoints 2 stakeholders or Governing Board members as budget advocates (to be nominated and appointed)

16. MOTION / CSPNC appoints a representative and alternate to the Harbor Alliance of Neighborhood Councils (HANC) (to be nominated and appointed)

17. CONSENT CALENDAR ITEMS:

a. **RESOLUTION /** CSPNC will convene a public hearing chaired by the Public Safety Committee regarding increased graffiti in the Coastal San Pedro area, to be held within 60 days.

b. **MOTION /** CSPNC establishes the Coastal Risk and Beautification subcommittee of the Planning Committee

c. **MOTION /** CSPNC establishes the Governing Board retreat date of August 9, 2014

d. **RESOLUTION TO HONOR RETIRING BOARD MEMBERS**

Whereas, Bob Gelfand and Lydia Gutierrez have faithfully served the Coastal San Pedro Neighborhood Council (CSPNC), volunteering for participation in Board sponsored events, chairing various committees, and acting as officers when called upon, and

Whereas, Dan Malstrom has strongly articulated neighborhood concerns and worked to solve these problems during his two year tenure on the CSPNC Board,

Resolved: the Coastal San Pedro Neighborhood Council thanks Bob Gelfand, Lydia Gutierrez and Dan Malstrom for their service to community based governance through the Neighborhood Council process, and further

Resolved: that Bob Gelfand, Lydia Gutierrez and Dan Malstrom be presented with a certificate of appreciation and publicly recognized for their service at the next regularly scheduled meeting of the Coastal San Pedro Neighborhood Council.

e. **BOARD MEETING AND AGENDA MEETING CALENDAR FOR AUGUST 2014-JULY 2015**
(Dean Pentcheff)

Motion: *The Coastal San Pedro Neighborhood Council shall have Governing Board meetings on the third Monday of each month, except when such a date falls on a Federal or California State holiday, in which case the Governing Board meeting shall be on the following Monday. Agenda Meetings shall be on the second Monday of each month, except when such a date falls on a Federal or California State holiday, in which case the Agenda Meeting shall be on the following day.*

f. **MEETING AGENDA POSTING RULES**

Month	Agenda Meeting	Board Meeting	Federal and California State Holidays <i>(informational)</i>
August 2014	11	18	
September 2014	8	15	1st is Labor Day
October 2014	14	20	13th is Columbus Day
November 2014	10	17	11th is Veteran's Day 27th is Thanksgiving Day 28th is Thanksgiving holiday [CA State]
December 2014	8	15	25th is Christmas Day
January 2015	20	26	1st is New Year's Day 19th is Birthday of Martin Luther King, Jr.
February 2015	17	23	16th is Washington's Birthday / Presidents' Day
March 2015	9	16	

Whereas the Department of Neighborhood Empowerment (DONE) has approved DONE Policy Number 2014-01 regarding the posting of meeting agendas; and

Whereas DONE Policy Number 2014-01 is required to be inserted into the Bylaws of all Neighborhood Councils; and

Whereas it will take at least four months for the Coastal San Pedro Neighborhood Council to bring its bylaws into compliance; therefore

Be it resolved, The Coastal San Pedro Neighborhood Council will amend its existing Standing Rule on the Posting of Meeting Notices (existing text to be deleted shown in strikethrough, additions shown in underlined boldface):

*It shall be the duty of the Secretary of the Neighborhood Council to ensure that notice of meetings of the **Governing Board is posted.** ~~Board are provided at least 72 hours in advance,; to wit, paper copies of the agenda posted at the five locations, at least one of which is Brown Act compliant, designated by the Board and on the Neighborhood Council's website. If the Secretary is unable to fulfill this duty, the President may designate a board member to perform this duty.~~*

And be it further Resolved, The Coastal San Pedro Neighborhood Council (CSPNC) shall adopt the following Standing Rule:

The Coastal San Pedro Neighborhood Council shall follow Policy Number 2014-01 of the Board of Neighborhood Commissioners regarding the posting of agendas. This Standing Rule shall automatically become void when that policy is incorporated into the Bylaws of the Coastal San Pedro Neighborhood Council.

Policy Number 2014-01 of the Board of Neighborhood Commissioners

- 1. Board and Committee meetings. Any additional physical postings shall be within the Neighborhood Council boundaries and shall be Brown Act time compliant.*
- 2. Neighborhood Councils shall post agendas of all Board and Committee meetings on their web site or, on a page made available to them on the EmpowerLA web site. Such postings shall be Brown Act time compliant.*
- 3. Neighborhood Councils shall submit a copy of all regular and special Board and Committee agendas to the Department of Neighborhood Empowerment (Department) to be posted through the Early Notification System (ENS). The agenda for regular meetings shall be submitted to the Department not less than 72 hours in advance of the meeting and the agenda for special meetings shall be submitted to the Department not less than 24 hours in advance of the meeting. As soon as feasible, the Department will submit the agenda for posting to the ENS system. Accordingly, posting the notices of meetings to the ENS system will not be required to comply with the Brown Act's time limits for posting agendas.*
- 4. Neighborhood Councils that maintain an email list of stakeholders may email either a copy of the agenda for all Board and Committee meetings or an announcement of the meeting with a link to the agenda. Distribution to the email list will not be required to comply with the Brown Act's time limits for posting agendas.*

5. *Neighborhood Councils shall inform the Department of (a) the physical location of their posting site, (b) the address of their web site, if any and (c) confirm with the Department whether they use a stakeholder database to distribute their agendas. Neighborhood Councils shall be required to submit this information on a form approved by the Department.*

6. *Neighborhood Councils that do not maintain a web site or, if available a page on the EmpowerLA web site shall continue to comply with the five (5) to seven (7) physical locations posting requirements imposed during their certification process; one (1) of the posting locations shall be Brown Act compliant; the remaining posting locations shall be within the Neighborhood Council boundaries and shall comply with Brown Act time limits for posting.*

7. *These posting requirements shall be appended to and become a part of the bylaws of all current and future Neighborhood Councils and any violation of this policy may become the subject of a grievance.*

8. *If a Neighborhood Council is notified by the Department prior to any Board or Committee meeting that a confirmed violation of this policy has been reported the Neighborhood Council shall repost in accordance with this Policy. If the scheduled meeting cannot be reposted in compliance with this Policy, the Neighborhood Council shall cancel the meeting and make reasonable efforts to inform its stakeholders. If it becomes necessary to cancel Board or Committee meetings Neighborhood Councils are encouraged to contact the City Attorney for further guidance.*

9. *If a Neighborhood Council is found to be in violation of this Policy three (3) times within the current fiscal year the Board and any non-Board member committee chairs shall be required to take additional training as may be determined by the Department. If after receiving additional training the Neighborhood Council is again found to be in violation of this policy during the current fiscal year then exhaustive efforts to remedy this matter, including loss of funding may be taken by the Department pursuant to Article VI section 4 and Article X section 3 of the Plan for a Citywide system of Neighborhood Councils*

18. FUNDING ITEMS FOR APPROVAL (From Agenda Meeting introduced by Ted Shirley)

- a. Consideration and possible action on a request that the CSPNC board will fund a Neighborhood Purpose Grant not to exceed \$1,500 for the San Pedro Arts Association and its San Pedro All Grades Student Art Competition in order to promote arts education and cultural activity in the community and receive promotional/outreach benefits for the neighborhood council.
- b. Consideration and possible action on a request that the CSPNC board will fund a Neighborhood Purpose Grant not to exceed \$2,000 for the Cabrillo Beach Boosters to support its promotion of recreational activities in the community and receive promotional/outreach benefits for the neighborhood council.
- c. Consideration and possible action on a request that the CSPNC board will fund a Neighborhood Purpose Grant not to exceed \$3,000 for Music by the Sea and its summer concert series in order to promote cultural and recreational events attended by the community and receive promotional/outreach benefits for the neighborhood council.
- d. Consideration and possible action on a request from the Public Safety Committee that the CSPNC board will fund a Neighborhood Purpose Grant not to exceed \$5,000 for the purchase of neighborhood watch signs.
- e. Consideration and possible action on a request for a monthly expenditure of \$12.99 for voicemail services for the Coastal San Pedro Neighborhood Council.

19. APPOINTMENTS | to Committees and other Committee actions

20. PUBLIC COMMENT | Non-agenda items

21. ANNOUNCEMENTS

22. ADJOURNMENT

For more information, please call 310.721.7107; write to CSPNC, 1536 West 25th Street #223, San Pedro, CA 90732; or visit the Coastal San Pedro Neighborhood Council website at www.cspnc.org.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, listening devices, or other auxiliary aids and/or services may be provided upon request. Please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting us at (310) 918-8650.

In compliance with government code section 54957.5, non-exempt writings that are distributed to all or a majority of the Board members in advance of a meeting may be viewed at our website by clicking on the following link: www.cspnc.org, at a location given in the item number of the agenda 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 Coastal San Pedro Neighborhood Council at 310-918-8650.