



agenda

# COASTAL SAN PEDRO NEIGHBORHOOD COUNCIL

locally listening & leading ...



## BOARD AND STAKEHOLDER/STRATEGIC PLANNING MEETING AGENDA

Monday, September 15, 2014 » 6:30 p.m.  
CABRILLO MARINA COMMUNITY BUILDING  
VIA CABRILLO MARINA – BERTH 28

*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.*

1. **CALL TO ORDER** | and roll call.
2. **PUBLIC COMMENT** | Non-agenda items
3. **MINUTES** | Presentation of August 18, 2014 minutes for approval
4. **BUDGET & FINANCE** | Presentation for approval of monthly financial report

**TRANSACTIONS APPROVAL** | Presentation for approval of monthly budgetary expenditure's and bank statements.

### Budget Motions 9/8/14

- 1) CSPNC will pay up to \$22/hour to Lloyd Staffing for the administrative/note taking services of Kristina Smith for monthly board meetings.
- 2) CSPNC will pay \$125 per month to Kristina Smith (the Mailroom) for virtual office services (\$25 for copies, etc.), storage fees (\$50), and website maintenance (\$50).
- 3) CSPNC will pay \$185 per month to Andrew Menzes for audio services and meeting set-up.
- 4) CSPNC will pay \$300 to Tubat Ghannadi for storage of CSPNC assets at 731 21<sup>st</sup> St., San Pedro, CA 90731 from July to September 2014.
- 5) CSPNC will pay \$14.95 per month to GoDaddy for web-hosting services.
- 6) CSPNC will reimburse Ted Shirley **\$179.48** for purchase of food (\$155 for August 2014 board meeting) and water (\$14.10 for July 2014 board meeting, **\$10.38** for August 2014 board meeting).

5. **LAPD REPORT**
- 6) **WRITTEN REPORTS FROM GOVERNMENT AGENCY REPRESENTATIVES » LAPD | CD15**  
| *Port of LA | US Congress | Others.*
- 7) **COMMITTEE QUESTION TIME** | *(S)Election | Communications | Education | Public Safety | Port & Environment | Rec & Parks | Cultural | Rules & Bylaws | Transportation & Planning | Coastal Risk & Beautification*

**8) APPOINTMENTS | to Committees and other Committee actions**

**A) Chair needed for “Coastal Risk & Beautification” Committee**

**B) Appoint Stakeholder/Rules & By-Laws Chair Dean Pentcheff at one of two CSPNC liaisons with DONE and City Attorney.**

**9) PRESENTATIONS:**

Diane Gilbert to provide a briefing on a project that the City of Los Angeles Bureau of Sanitation is conducting in the San Pedro area. The briefing will update CSPNC and Stakeholders on the Terminal Island Renewable Energy (TIRE) project. (5-10 Min w/Q&A)

**10) CHAIRMAN/PRESIDENT’S REPORT**

**11) ACTION ITEMS:**

**A) Sponsorship Requests: Recommended by Budget & Finance**

1. CSPNC will fund a Neighborhood Purpose Grant not to exceed \$1,000 for the Angel’s Gate Cultural Center to support its October 2014 Scary Stories/HOWL event and cultural outreach programs in the community and receive promotional/outreach benefits for the neighborhood council.
2. CSPNC will fund a Neighborhood Purpose Grant not to exceed \$1,500 for Art in Motion (dba San Pedro Film Festival) to support its promotion of cultural events in the community and youth education in film-making and receive promotional/outreach benefits for the neighborhood council.
3. CSPNC will fund a Neighborhood Purpose Grant not to exceed \$1,000 to support the Young Women’s Violence Prevention Conference and its safety awareness program for local high school women.
4. CSPNC will fund a Neighborhood Purpose Grant not to exceed \$1,000 for the Harbor Police Boosters for up to ten Neighborhood Watch Block Captain parties in Coastal San Pedro. Block Captain parties will not exceed \$100 per block and reimbursement will be administered by Senior Lead Officer Eve Wight and the Harbor Police Boosters.

**B) Request from Board member James Baeza:**

I, James Baeza, as a Board Member of the CSPNC make a motion to place an action item on the Governing board agenda for the meeting to be held on September 15, 2014. I would ask it be considered that a Neighborhood Council Self-Assessment Survey be conducted for CSPNC as per the guidelines set forth by the Plan for a Citywide System of Neighborhood Councils. It is my understanding such an assessment has never been done by CSPNC in compliance with the plan.

The assessment should include a stakeholder survey and a current board member survey designed to illicit the views of stakeholders and their perceptions of, as well as the effectiveness of the CSPNC. The survey should be developed within 60 days and implemented within 120 days. This would allow the current board enough time to assess and react to the data.

It is my belief this exercise would have a positive impact on the way the Governing Board perceives itself and create a better understanding of how to best serve the stakeholders we represent.

Sample Surveys attached.

**C) Amendments to Standing Rules of CSPNC-Recommended by Rules & By-Laws.**

See attachment. Rules and By-Laws recommends adoption.

**D) Amendments to Bylaws- of CSPNC-Recommended by Rules & By-Laws**

See attachment. Rules and By-Laws recommends to following:

- 1) **Motion #1: committee voted to support the president being authorized to correspond with DONE relative to DONE imposed by-laws changes as indicated.**
- 2) **Motion #2: Committee voted to support the Secretary be directed to immediately amend the written bylaws to reflect the city council mandated definition of “stakeholder” as required by law.**
- 3) **Motion #3 & #4: Committee recommends that the two proposed amendments be read at the September, October and November meetings with a vote taken per procedures defined in CSPNC by-laws at the meeting held on November 17, 2014.**

10 **PUBLIC COMMENT** | *Non-agenda items*

11 **ANNOUNCEMENTS**

12 **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](http://www.cspnc.org).

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*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](http://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.*



## August 18, 2014 Board and Stakeholder Meeting Minutes Cabrillo Marina Community Building, 6:30pm.

- 1. Call to Order and Roll Call:** Meeting called to order at 6:34pm by Chairman James Dimon. See list below for board member attendance (14 Board members at beginning of meeting, 15 once James Baeza was appointed to the vacant seat). Approximately 18 stakeholders also in attendance.

Board Members	Roll Call Vote
Dave Behar	Resigned – Board seat filled by James Baeza
Gary Bettis	Present
Cari Lynn Burich	Absent
June Burlingame-Smith	Excused
Slobodan Dimitrov	Present
James Dimon	Present
Louis Dominguez	Present
Charles Hawley	Present
Denise Marovich-Sampson	Present
Matt Matich	Present
Chris Nagle	Present
Ana Rosa Ortiz	Present
Ted Shirley	Present
Sonya Tsjimura	Present
John Vidovich	Present
Peter Warren	Present
Rachel Waugh	Present

### 2. Public Comment on non-agenda items:

- John, stakeholder, commented on board member affiliations that could be seen as a potential conflict of interest and suggested board members recuse themselves from voting if necessary.

- 3. Approval of Minutes of the July 28, 2014 Board and Stakeholder Meeting:** Motion to approve by Louis Dominguez, seconded by Ana Ortiz, and passed with 11 yes votes (Bettis, Dominguez, Hawley, Marovich-Sampson, Matich, Nagle, Ortiz, Shirley, Tsjimura, Vidovich, Waugh), 0 no, 3 abstentions (Dimon, Dimitrov & Warren).

### 4. Reports by Government Agency representatives:

- LAPD** - Senior Lead Officer Eve Wight reported:
  - Rise in residential burglaries between 25<sup>th</sup> Street and 18<sup>th</sup> Street and between Pacific and Walker. The LAPD has a suspect who is being sought.

- ii. The Neighborhood Justice program was announced: This is a program to address small level crimes. A board of 5 volunteer members of the community will review the cases and prescribe punishments. Volunteers would commit to 4 hours per month and would undergo a background check.
- b. **CD15** - Council District 15 Representative Ryan Ferguson gave highlights from his written report which covered the following topics (report available on CSPNC.org website).
- i. Street Resurfacing on Alma, as well as Harbor Blvd (from Swinford St to Gulch) have been completed. 8<sup>th</sup> Street has been resurfaced and restriping should be finished by 8/20/14..
  - ii. Gaffey Street (Hey Rookie) pool: Documents have been sent to the State for approval.
  - iii. 7<sup>th</sup> Street has been resurfaced and additional diagonal parking spaces have been created.
  - iv. Ponte Vista: Ryan provided an explanation of traffic mitigation measures due to closure of street that runs through Ponte Vista to Mary Star High School.
  - v. Tree Planting Ceremony: Thursday Aug. 21, 1pm-2pm on east side of Pacific Avenue between 15<sup>th</sup> and 16<sup>th</sup> Streets.
  - vi. Pacific Avenue Road Diet Townhall on Wednesday, August 27, 2014, 6pm-7:30pm. Location to be determined.
  - vii. Alma Park Community Meeting: August 27, 7pm. Peck Park Community Center.
  - viii. Peck Park Skate Park Ribbon Cutting was a huge success.
  - ix. Lawnmower Exchange Program on September 6<sup>th</sup> (details on cspnc.org website).
  - x. Chuck Hawley commented on the DWP watering restrictions.
- c. **Port of Los Angeles** – Augie Bezmalinovich reported on the following:
- i. BOHC Meetings August 21<sup>st</sup> and September 4<sup>th</sup>, 8:30am, 425 S Palos Verdes Street Board Room.
  - ii. Announcement of New Executive Director, Gene Seroka, previously with APL Shipping line.
  - iii. The Port is moving forward with the Sampson Way realignment project.
  - iv. Tall Ships Festival August 20-24. The event will include a showing of the Little Mermaid movie on one of the ships sails on August 22<sup>nd</sup>. Augie asked for the community to report to him any traffic problems that might come up due to the Tall Ships Festival.
  - v. Update on Alta Sea: Master plan for 35 acre campus is complete. Phase 1 and 2 are at berths 56 and 57. The goal is to occupy Phase I by December 2019. Fundraising continues.
  - vi. Lobster Festival September 12-14.
  - vii. Red Bull Racing event September 19 & 20<sup>th</sup>.
  - viii. Construction will soon be seen at the 110 and 47 freeway interchange. Also, the John S. Gibson ramp onto the 110 Frwy North will be closed in September 2015. Intermittent night closures will seen in the next 15 months in these areas.
  - ix. The feasibility study regarding Ports O'Call will be made public. Consultants are looking at the LA Waterfront Alliance's proposal.
  - x. Peter Warren asked for clarification at the next meeting on the Sampson Way project. And also asked if a Port representative will be attending the NCPAC meetings.
  - xi. Rachel Waugh gave a short update on the Brewery project at Crafted.

5. **Question Time regarding written Officer and Committee Chair reports:** None

6. **Appointments to Committees and other Committee action:** Motion by Gary Bettis, seconded by Chuck Hawley to approve the appointments shown in items "a" through "e" below. Motion passed with 12 yes votes (Bettis, Dimitrov, Dominguez, Hawley, Marovich-Sampson Matich, Nagle, Ortiz, Shirley, Tsjimura, Warren and Waugh), 1 no (Vidovich), and 1 abstention (Chair Dimon)
- a. Budget and Finance: Bob Gelfand
  - b. Cultural Affairs: Bob Gelfand, June Smith, Slobodan Dimitrov, Mirian Hayes and Kathleen Brown.

- c. Rules and Bylaws: Bob Gelfand
- d. Transportation Committee: Susannah Delacruz
- e. Landslide Committee: Gary Dwight and Jennifer McMullan

**7. Special Appointments:**

- a. The resignation/retirement of Dave Behar was announced. The chair then declared that the vacant seat was open for nominations.
- b. **Board Member appointment:** James Baezer and Dean Pentcheff were nominated.
  - i. Motion by Louis Dominguez to postpone filling the vacant seat until next month, seconded by Matt Match. **Motion failed** by a vote of 5 yes (Dominguez, Shirley, Tsjimura, Vidovich and Waugh), 9 no (Bettis, Dimitrov, Dimon, Hawley, Marovich-Sampson, Match, Nagle, Ortiz and Warren), 0 abstentions.
  - ii. A written statement from Dena Pentcheff was read out loud by the Secretary. James Baezer gave a verbal statement. **James Baezer was elected to the Board with 9 votes (Bettis, Dominguez, Marovich-Sampson, Nagle, Ortiz, Shirley, Tsjimura, Vidovich and Waugh); Dean Pentcheff received 4 votes (Dimitrov, Hawley, Match & Warren); the Chair (Dimon) abstained.**
  - iii. James Baeza was seated at the Board table.
- c. **HANC Representative:** **Motion by Rachel Waugh to approve Sonya Tsujimura as the CSPNC Representative to the Harbor Alliance of Neighborhood Councils (HANC). Motion carried with 13 yes votes (Bettis, Dimitrov, Dominguez, Hawley, Marovich-Sampson, Match, Nagle, Ortiz, Shirley, Tsjimura, Vidovich, Warren and Waught), 0 no votes, 1 abstention (Chair Dimon)**
- d. **HANC Alternate:** **Motion by Gary Bettis, seconded by Chris Nagle to appoint Ana Ortiz as the alternate HANC representative. Motion carried with 13 yes votes (Bettis, Dimitrov, Dominguez, Hawley, Marovich-Sampson, Match, Nagle, Ortiz, Shirley, Tsjimura, Vidovich, Warren and Waught), 0 no votes, 1 abstention (Chair Dimon).**

**8. Chairman/President's Report:** James Dimon read the contents of a letter regarding "Installation of Above Ground Facility (AGF) City Reference No. 2014003158, Adjacent to 3709 S. Anchovy Avenue". The City has determined that the application from Crown Castle meets the requirements of the LA Municipal Code Sec. 62.03.2 and will continue with the permit process. Homeowners/Residents may file an appeal (information available on CSPNC.org website).

**9. Action Items (Items 12A-D on agenda):**

- a. **Motion from Special Board Meeting 8/11/14: The following motion Re: Combining Committee was brought forth from the Special Board Meeting was seconded by Gary Bettis:** "From item 3 of the standing rules, eliminate the stand alone "Transportation Committee" created 20 January 2014 in lieu of the already existing "Planning and Transportation Committee" whose mission is amended to read: "Responsible for all aspects of planning and transportation issues within CSPNC". **Motion passed with 11 yes votes (Bettis, Dominguez, Hawley, Marovich-Sampson, Match, Ortiz, Shirley, Tsjimura, Vidovich, Warren and Waugh); 0 no votes, 2 abstentions (Chair Dimon and new board member James Baeza), Slobodan Dimitrov and Chris Nagle recused themselves.**
- b. **Motion from Special Board Meeting 8/11/14: The following motion Re: Change in Committees was brought forth from the Special Board Meeting and seconded by James Baeza:** "In lieu of renewing the "AD HOC LANDSLIDE COMMITTEE" add the "Coastal Risk and Beautification Committee" as a standing committee whose mission will be "To oversee land movement issues and beautification projects within CSPNC." **Motion passed with 14 yes votes (Bettis, Baeza, Dimitrov, Dominguez, Hawley, Marovich-Sampson, Match, Nagle, Ortiz, Shirley, Tsjimura, Vidovich, Warren and Waugh); 0 no votes, 1 abstention (Chair Dimon).**
- c. **Re-introduced by Ted Shirley.** The following motion was moved by Ted Shirley and seconded by Matt Match: "The Coastal San Pedro Neighborhood Council will fund a Neighborhood Purposes 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 CSPNC.” Gary Dwight gave a short overview of the work of the Cabrillo Beach Boosters. Motion passed with 12 yes votes (Bettis, Dominguez, Hawley, Marovich-Sampson, Matich, Nagle, Ortiz, Shirley, Tsjimura, Vidovich, Warren and Waugh); 0 no votes, 3 abstentions (Chair Dimon, Baeza, Dimitrov).

- d. **Introduced by Ted Shirley:** The following motion was moved by Ted Shirley and seconded by Matt Matich: “The Coastal San Pedro Neighborhood Council will fund a Neighborhood Purposes Grant not to exceed \$1,000 for the Marine Mammal Care Center to supports its promotion of marine environment education in the community and receive promotional/outreach benefits for the CSPNC.” A representative from the Marine Mammal Care Center gave a short overview of the organization. Motion passed with 11 yes votes (Bettis, Dominguez, Hawley, Marovich-Sampson, Matich, Ortiz, Shirley, Tsjimura, Vidovich, Warren and Waugh); 0 no votes, 2 abstentions (Chair Dimon, Baeza). Chris Nagle and Slobodan Dimitrov recused themselves.

#### 10. Strategic Plan Review and Approval:

- a. James Dimon presented a draft of a proposed Strategic Plan to the Board. He commented that he would like to see each Committee Chair choose a goal that is important to their Committee and then accomplish that goes.
- b. Each board member was provided a copy of the DONE document: “Role of Neighborhood Council Board Members.”
- c. The Draft of the Strategic Plan was read.
- d. The following revision was requested by John Vidovich. “Add to goals: Revise the CSPNC bylaws to be relevant and contemporary and in alignment with Empower LA.”
- e. The following revision was requested by Rachel Waugh: In “THE BIG VISION” change “issues concerning Public Safety, as well as Youth Empowerment” to read “Issues of concern to the residents and stakeholders.”
- f. Motion by Rachel Waugh to approve the Strategic Plan with the two revisions stated above and with the following budget figures: Outreach \$14,400; Operations \$6,600; Neighborhood Purposes Grants \$15,000; Neighborhood Improvements \$1,000. Motion to approve seconded by Sonya Tsjimura and passed with 12 yes votes (Bettis, Dimitrov, Dominguez, Hawley, Marovich-Sampson, Matich, Nagle, Ortiz, Shirley, Tsjimura, Vidovich, and Waugh), 0 no votes, 1 abstention (Chair Dimon). Peter Warren left the meeting prior to the roll call vote.

11. **Review of Roberts’ Rules of Order:** A two page summary of Roberts Rules of Order was available in the agenda packet. Chair James Dimon asked the board members to review the document as soon as possible.

#### 12. Public Comment on Non-agenda items:

- a. Jerry Gaines: Applauded the board for the strategic plan.

#### 13. Announcements: None

14. **Adjournment:** The meeting was adjourned at 8:50pm.

Respectfully submitted,  
Kristina Smith for Coastal San Pedro Neighborhood Council

Attachment: Strategic Plan as approved.

**CSPNC | Strategic Plan 2014-2015**  
**Coastal San Pedro Neighborhood Council**  
**Chairman/President, James Dimon**

**THE BIG VISION:**

Increase stakeholder engagement with CSPNC and continue to improve the quality of life for all stakeholders in the Coastal San Pedro Neighborhood Council area by addressing issues of concern to the residents and stakeholders.

**Big Goals:**

1. Coastal San Pedro Neighborhood Council will continue to develop training for the Board in order to achieve maximum effectiveness.
2. Continue to work with the Council Office to provide smooth communications between stakeholder and the City Departments
3. Continue to improve the website to make it an effective tool for stakeholders to access and information related to CSPNC and to provide information of value to community members. Increase stakeholder database to access more stakeholders.
4. Manage the budget with stakeholder influence and oversight
5. Work with other Neighborhood Councils in the area on major projects that impact more than just the Coastal area.
6. Hold a Community event to help build relationships with CSPNC stakeholders and also utilize other events to outreach to community by having a CSPNC information booth.
7. Revise the CSPNC bylaws to be relevant and contemporary and in alignment with Empower LA.

**The Big Solutions:**

All goals are dependent on clear organizational leadership at every level of the Neighborhood Council, from executive staff to committee chairs and board members. Having a distinct understanding as to what the goals are and how to attain them is the Big Challenge. The Big Solution is developing the leadership capacity of board members by accomplishing Goal 1.

**The Big Budget**

- 1) Outreach \$14,400
- 2) Operations \$6,600
- 3) Neighborhood Purpose Grants \$15,000
- 4) Neighborhood Improvements \$1,000

**The Big Score**

1. Create a tracking system to track issues from inception to completion.
2. File Community Impact Statements
3. File Requests for Action to our elected and City Departments
4. Conduct 12 general board meetings and 40 committee meetings this year
5. Collaborate on at least 3 events with CD 15, City Departments, local organizations and schools, and other neighborhood councils
6. Increase our stakeholder database by 15%
7. Contact stakeholders electronically 3 times month





minutes

# COASTAL SAN PEDRO NEIGHBORHOOD COUNCIL

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## cspnc | recreation and parks committee meeting minutes

September 03, 2014, Bogdanovich Recreation Center

- 1) **Call to Order and Roll Call:** Meeting called to order at 6:30 by Chairman James Baeza. See list for committee members present.

Committee Members	Roll Call
James Baeza	Present
Adele Healy	Present
Chris Nagle	Present
June Smith	Absent
Peter Warren	Absent
John Vidovich	Absent

- 2) **Public Comment on non-agenda items:**

Adele Healy addressed concerns regarding traffic on Pacific Avenue and Stephen M. White Drive during large draw events at the waterfront. She also expressed concern regarding the cleanliness of the Outer Cabrillo Beach, not swept and the pervasive smell of seaweed on the shore.

- 3) **Discussion:**

**MOU regarding LAUSD and LARAP for public use of pools at Olguin High School.** Possibility of requesting CD15 office to help secure funding for RAP usage of the pool. Also discussed was the possibility of finding an outside operator to lease pool time from LAUSD. It was suggested that \$250K would be the probable amount to get things going.

**Concerns regarding bus route No. 246.** It was suggested that the line turn around should be in the parking lot of the Korean Bell and not on

Paseo del Mar thereby providing better access to Angels Gate Park. It was suggested that Mark Mariscal of LARAP will not allow the line turn at the Korean Bell.

**Lease status between the Boy Scouts of America and the Port of LA regarding the Cabrillo Aquatics Center.** Question regarding the lease expiration date and future public access to the site were discussed. It is felt by consensus of the committee that 12.3 acres of coastal land should not be held exclusively for private use.

**Pursue information gathering on the possibility of installing surveillance cameras at Point Fermin and Cabrillo parks.** Suggested a conversation with SLO Eve Wight would be useful.

A conversation regarding the feeding of feral cats at the coastal parks resulted in trying to enforce current law by working with SLO Eve Wight.

**4) Motion:** Set Top Three priority Items for Pursuit by RAP Committee

(1) Olguin High School Pool Public Access, (2) BSA Cabrillo Aquatics Center Lease and Public Access, (3) Community Access, Health, Safety and Beautification at RAP Facilities. Motion to make these long term priorities of the RAP Committee passes with 3 yes votes (Baeza, Healy, Nagle) 0 no votes.

**5) Public Comment-Non Agenda Items**

None

**6) Adjournment**

**PUBLIC SAFETY COMMITTEE**  
**COASTAL SAN PEDRO**  
**NEIGHBORHOOD COUNCIL**

August 30, 2015 Public Safety Committee  
meeting minutes Corner Store, 3:00 PM

1. **Call to order and roll call:** The meeting was called to order at 3:00 PM by Chairperson Chuck Hawley. Committee members present were Chuck Hawley, Gary Bettis, and Adele Healy. Stakeholders present were Lori Bettis and Jenifer McMullen. Members absent, Matt Match, Ana Ortiz, Peter Warren, and John Vidovich. There was a quorum.
2. **Public comments:** Ms. Healy spoke about her attendance to a neighborhood watch meeting in the Palisades and the need to reduce to size of the neighborhood watch area to a more manageable size.
3. **Item 1: Discuss Strategies, goals, and objectives of the 2014/2015 Public Safety Committee:** Several issues were discussed and it was determined the main objective of the CSPNC Public Safety Committee for the 2014/2015 term is working with LAPD Harbor Division to re-open the station's close jail to a) reduce the officer's away time from the community to transport and process arrestees at 77<sup>th</sup> Street Division, b) reduce any overtime paid to the officers due to delays in processing arrestees at 77<sup>th</sup> Street Division, c) and improving public safety in the harbor area by having more officers available to handle calls for service and reduce officer's away time from the area.
4. **Item 2: Emergency planning coordination with LAPD neighborhood watch and block captains:** Several strategies were discussed on methods regarding distributing material to the LAPD Block Captains to assist with emergency planning and preparedness. Ms. Healy volunteered to lead the effort coordinate CERT training and distribute EP material to the neighborhood watch in coordination with Officer Eve Wight.
5. **Public comments:** Mr. Bettis commented on the possibility of obtaining a budget request to assist with refreshments at scheduled neighborhood watch meetings when emergency planning will be discussed and material distributed.
6. **Adjournment:** Meeting was adjourned at 4:05 PM

# Los Angeles Neighborhood Council Stakeholder Survey

We'd appreciate a few minutes of your time to answer some questions to assess our Neighborhood Council. Your responses will help us learn how to better serve you. Thank you.

**Neighborhood Council:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**1) How did you learn about this meeting? (Please check all that apply)**

- |   |   |
|---|---|
| <input type="radio"/> E-mail message<br><input type="radio"/> E-Newsletter<br><input type="radio"/> Printed newsletter<br><input type="radio"/> Posted agenda<br><input type="radio"/> Direct mail to your home | <input type="radio"/> Flyer delivered to your home<br><input type="radio"/> Telephone call<br><input type="radio"/> Word of mouth<br><input type="radio"/> Other (Please describe): _____<br>_____<br>_____ |
|---|---|

**2) Do you receive notices or communications from your council on a regular basis (emails, newsletters, etc.)**

- Yes → **If yes, how often?** ↓  No
- Once a month  
  About every three months  
  About twice a year  
  Once a year  
 Other (Please describe) \_\_\_\_\_

**3) Did you come to this meeting because of a particular issue or just to find out more about the council?**

- Particular Issue ↓  To find out more about the Neighborhood Council  
 Please describe the issue \_\_\_\_\_

**4) Did you speak or make a written comment at this meeting?**

- Yes → **If yes, what did you talk about?** ↓  No  
 Please describe the topic: \_\_\_\_\_

**5) To what extent do you agree with the following statements?**

	Strongly Disagree	Somewhat Disagree	Somewhat Agree	Strongly Agree
Members of the board paid attention to me (if you spoke)/to other speakers (if you didn't)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board members were courteous and respectful to all persons attending the meeting.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board members were courteous and respectful to each other.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The meeting started on time.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Materials (agendas, reports, etc.) were available to me and others at the meeting.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board members were responsive to those attending the meeting.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This meeting was organized and well-run.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This Neighborhood Council meeting was a good use of my time.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**6) Which issues concern you the most as a stakeholder in the Neighborhood Council area?**

- Neighborhood crime
- Safe places for children to play
- Delivery of city services
- Community celebrations and events
- Environmental issues
- Schools
- Improvements to roads, streetlights, public areas
- Land use issues
- Other (Please describe): \_\_\_\_\_

**7) Did you vote in the last neighborhood council election?**

- Yes
- No

**8) How many Neighborhood Council meetings have you attended in the last six months?** \_\_\_\_\_ Meetings

**9) Would you be willing to serve as a:**

- Council volunteer?  Yes → **If yes** ↓  No
- Member of the board or a committee?  Yes → **If yes** ↓  No

**Please provide a telephone number and/or email address and the best time to contact you:**

**10) Would you like someone from the council to contact you regarding your issue or concern?**

- Yes → **If yes** ↓  No

**Please provide a telephone number and/or email address and the best time to contact you:**

**11) Please tell us about yourself...** Are you...  Male  Female

- What is your age?
- 18 or younger
  - 18 to 24
  - 25 to 34
  - 35 to 44
  - 45 to 54
  - 55 to 64
  - 65 or older

What is your race/ethnicity? [Please check all that apply]

- Asian/Pacific Islander
- Black or African American
- Latino/Hispanic
- Native American
- Non-Hispanic White
- Other: Please Describe

Within the boundaries of your Neighborhood Council, are you ...

- Resident (Homeowner)
- Resident (Renter)
- Business Owner
- Employed in NC area
- Property Owner (Other than Home)

- Employed by or volunteer at a community organization (e.g. non-profit, religious organization, school)

Other

Please describe: \_\_\_\_\_

\_\_\_\_\_

Please return your completed survey to your Neighborhood Council or contact the Department of Neighborhood Empowerment (DONE) for more information at (213) 485-1360

THANK YOU!

## **ACTION ITEM D**

### *Motions from Rules and Bylaws Committee: Revisions to Bylaws*

#### **1. Motion regarding revisions to Coastal San Pedro Neighborhood Council bylaws received from the Department of Neighborhood Empowerment**

*Whereas*, the Coastal San Pedro Neighborhood Council (CSPNC) operates from a set of Bylaws approved by the Department of Neighborhood Empowerment (DONE) in February of 2012; and

*Whereas*, the Bylaws of the Coastal San Pedro Neighborhood Council contain procedures in Article XIII to amend the Bylaws; and

*Whereas*, in the first half of 2014, CSPNC received a revised copy of the CSPNC Bylaws from DONE, annotated “Approved [by DONE] January 26, 2014”; therefore

*Resolved*, the Coastal San Pedro Neighborhood Council (CSPNC) gratefully acknowledges the efforts of the Department of Neighborhood Empowerment to suggest useful revisions to CSPNC’s Bylaws and will take each of those suggestions under consideration during CSPNC’s ongoing revisions of CSPNC’s Bylaws, using procedures outlined in CSPNC’s Bylaws “Article XIII Amendments.”

#### **2. Motion to immediately replace Bylaws §401 stakeholder definition with text based on City Ordinance No. 182830**

*Whereas*, on 18 December 2013 the Council of the City of Los Angeles passed Ordinance 182830, amending subdivision (2) of Section 22.811 (a) and subparagraph 1 of Section 22.810.1(b)(2)(C)(iii) of the Los Angeles Administrative Code, changing the definition of a stakeholder in the Neighborhood Council system; and

*Whereas*, Neighborhood Councils are legally bound to follow City of Los Angeles Code; therefore

*Resolved*, the Secretary of the Coastal San Pedro Neighborhood Council is directed to immediately change sections §401 and §1004 of the Bylaws of the CSPNC as follows (text to be removed in ~~strikeout~~, text to be added in **boldface**):



401. Stakeholders. ~~A stakeholder is defined as any individual who lives, works, or owns property in the Neighborhood Council area. In addition, stakeholder status is conferred on those who declare a stake in the neighborhood and affirm the factual basis for it.~~ **Neighborhood Council membership will be open to everyone who lives, works or owns real property in the neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder, defined as a person who affirms a substantial and ongoing participation within the neighborhood council's boundaries and who may be in a community organization such as, but not limited to, educational, non-profit and/or religious organizations.**

1004. Verifying Stakeholder Status. Stakeholders shall provide proof of eligibility to vote in order to be allowed to vote. Proof of stakeholder status shall include name, age, and proof of stakeholder affiliation. **Proof of stakeholder status for community interest stakeholders must be consistent with and substantially equivalent to the evidentiary proof required of stakeholders who live, work or own property.**

### **3. Motion to amend CSPNC Bylaws §803. Notification — Replace with the text of DONE Policy Number 2014-01 regarding posting of meetings**

*Whereas*, the Board of Neighborhood Commissioners passed Policy 2014-01 in May 2014 which defines Neighborhood Council agenda posting requirements; and

*Whereas*, item 7 of that policy reads: “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.”

*Resolved*, the Coastal San Pedro Neighborhood Council (CSPNC) shall make the following amendment to its Bylaws (text to be removed in ~~strikeout~~, text to be added in **boldface**), following the amendment procedure of Article XIII of the CSPNC Bylaws:

803. Notification. ~~Notice of all meetings of the Council will be given in such manner as the Governing Board may prescribe.~~ **The Council shall post at least one Brown Act compliant agenda for all Board and Committee meetings. Any additional physical postings shall be within the Neighborhood Council boundaries and shall be Brown Act time compliant.**

**The Council 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.**

**The Council 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.

If the Council maintains an email list of stakeholders, the Council 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.

The Council 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. The Council shall be required to submit this information on a form approved by the Department.

If the Council does 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.

#### **4. Motion to amend CSPNC Bylaws §801. Meeting Time and Place — Determine who has the authority to set a Governing Board meeting date if the Board fails to do so**

*Whereas*, the Governing Board of the Coastal San Pedro Neighborhood Council (CSPNC) is the sole authority for fixing the time and place of meetings of the Governing Board according to §801 of the CSPNC Bylaws; and

*Whereas*, there is no provision for setting a time and date for Governing Board meetings in the event that the Governing Board fails to do so; therefore

*Resolved*, the Coastal San Pedro Neighborhood Council shall make the following amendment to its Bylaws (text to be added in **boldface**):

801. Meeting Time and Place. Meetings of the Council will be held within the Council area on a regular basis, at least once per calendar quarter, at the time and place fixed by resolution of the Governing Board. **In the absence of a resolution by the Governing Board that sets a meeting date, it shall be the responsibility of the President to set a meeting date consistent with the regular schedule previously adopted by the Governing Board.**

## **ACTION ITEM C**

### *Motions from Rules and Bylaws Committee: Revisions to Standing Rules*

#### **1. Motion authorizing the Secretary to renumber Standing Rules**

*Whereas*, there are duplicate standing rule numbers in existence, and

*Whereas*, now and in the future it is likely that standing rules will be added and removed;

*Resolved*, the Secretary shall appropriately renumber all Standing Rules of the Coastal San Pedro Neighborhood Council following any changes to the Standing Rules by the Board.

#### **2. Motion to delete Standing Rule 5 “Written Committee Reports”**

*Whereas*, a standing rule requiring written committee reports has proven to be largely ineffective;

*Resolved*, the Coastal San Pedro Neighborhood Council shall delete Standing Rule 5 “Written Committee Reports.”

#### **3. Motion to revise Standing Rule 7 “Website Guidelines”**

*Whereas*, the current Standing Rule regarding guidelines for the Coastal San Pedro Neighborhood Council is largely obsolete since the website has been revised;

*Resolved*, the entire text of Standing Rule 7 “Website Guidelines” shall be replaced as follows (existing text in ~~strikeout~~, revised text in **boldface**):

~~The CSPNC website is for dissemination of CSPNC documents and other information that is of use to stakeholders. It is to be used for announcements and for the record of CSPNC actions and positions.~~

~~Committee chair people can (and are encouraged to) access to the website directly to:~~

- ~~1) schedule and post the agendas for their committee’s meetings;~~
- ~~2) update their own committee’s minutes and other materials; and~~
- ~~3) make event and news postings of general interest.~~

~~Users should not post information in the website areas of committees other than their own committee. Such postings should be submitted to the Chair of the relevant committee. Scheduling a committee meeting on the web calendar and/or posting a committee agenda on the website does not substitute for legal posting of a meeting under the Brown Act. We are still required to make a minimum of one paper posting of the agenda in a publicly accessible place at least 72 hours prior to any meeting. Agendas must be submitted to the Secretary long enough in advance that he or she can make the necessary paper posting(s), or you must make the paper postings yourself.~~

~~The CSPNC website maintainers may make non-substantive changes to postings to encourage uniformity of formatting or to correct obvious typographical or grammatical errors. The CSPNC website maintainers may remove a posting if, in their opinion, it contains material that is inappropriate for posting on the CSPNC website (e.g. the material misrepresents a position that CSPNC has adopted, advocates that stakeholders adopt a particular political position, or is not relevant to the business and goals of the CSPNC). Any time such a deletion is made, the person who made the website posting (the poster) must be informed immediately via email. If the poster disagrees with the deletion and no acceptable compromise can be reached between the poster and the website maintainer, the deletion decision can be appealed to the Communication Committee.~~

**The Secretary shall be responsible for determining what shall be posted on the website of the Coastal San Pedro Neighborhood Council.**