

HARBOR GATEWAY NORTH NEIGHBORHOOD COUNCIL  
HGNNC Board Meeting  
July 8, 2014  
135<sup>TH</sup> Street Elementary School

The meeting was called to order at 7:21PM

President Delores Allmond led the Pledge of Allegiance, followed by a moment of silence, and the reading of the HGNNC Code of Civility (adopted July 9, 2013).

Thirteen members of the council were present; hence a quorum was declared: Delores Allmond, Pamela Thornton, Joan Jacobs, Adrian Valenzuela, Reynaldo Paduani, Betty Hawkins, Llewyn Fowlkes, Marvin Bell, Rosario Rico, Shirley Johnson, Deborah Lee, Richard Lee, Charlene Marshall

**1. PUBLIC COMMENT**

Reynaldo Paduani recently received an email regarding the 3<sup>rd</sup> district (which he represents). There are food-vending trucks in his neighborhood that lack the proper permits, and therefore could be illegal. During a recent altercation, someone took out a rifle, yet it was not discharged.

Pamela Thornton announced the recent death of the HGNNC's translator, Pilar Martinez. Pamela will send a sympathy card from the HGNNC to Ms. Martinez's family.

**2. APPROVAL OF THE JUNE 24 SPECIAL BOARD MINUTES**

Richard Lee had a concern regarding item 3 on the agenda (to accept goals). The correct ballot count should reflect 6-yes, 2-no, and 4-abstentions. Joan Jacobs will correct that.

Llewyn Fowlkes mentioned there was confusion regarding the reporting of names. Sometimes it was merely last name; sometimes it included the first name. The board, including Betty Hawkins, recommended that the vote tallies reflect full names.

Reynaldo Paduani made a motion to accept the minutes of June 24; Llewyn Fowlkes seconded this motion. The motion carried unanimously 12-0-0

**3. TREASURER'S REPORT ON EXPENDITURES TO DATE AND JUNE MONTHLY REPORT**

As the new fiscal year began July 1, the HGNNC checking is changed from US Bank to Union Bank. Everything will be done online, including checking. The treasurer Joan Jacobs will also receive a debit card. As this is a new transition, there will be a great deal of new paperwork (such as signature cards). Under the old system, it could take two months for payments. The new system will allow for transaction processing within three to five business days. This new system will be much easier to track the expenses. The neighborhood councils will no longer have to wait for DONE's action; they will be able to know when a check has cleared the bank.

Rosario Rico made a motion and Marvin Bell seconded the motion to accept the Treasurer's Report, with mathematical corrections. The motion carried 10-0-0.

**4. PLANNING AND LAND USE COMMITTEE**

**(a) Recommended position on the Street Vending Ordinance (File 13-1493)**

This issue was discussed at the City Council's Economic Development Committee on May 13 and will be considered again later in the summer. Pamela Thornton and the PLU have met three times regarding food and merchandise sales on the streets of this area. Generally, the PLU

opposes such sales. However, if it is approved, there should be conditions. These conditions are outlined in a letter to Councilman Joe Buscaino.

Stakeholder Lu Watson mentioned punctuation corrections of the letter to Councilman Buscaino:

- Page 4, item 2, the first “only” should be deleted
- There should be a period at the end of paragraph 10

Marvin Bell made a motion to make the necessary typographical corrections and send the letter to Councilman Buscaino; Rosario Rico seconded this motion. The motion carried 12-0-0.

## 5. **TRAINING OF NEW BOARD BY THE DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT**

Thomas Soong from the Department of Neighborhood Empowerment (DONE) conducted the training.

Two key issues are the purpose of the Neighborhood Councils:

- Increase citizen participation
- Make government more responsive to the people

There are 95 Neighborhood Councils throughout the City of Los Angeles; each council receives \$37,000 as their annual budget. The fiscal year is July 1, 2014 through June 30, 2015.

As a member of a Neighborhood Council, there is mandatory training that can be taken online, downtown, or maybe scheduled at a nearby location in the Harbor area.

The Treasurer is not automatically the cardholder. As a checks and balances system, someone other than the Treasurer should also check the bank balances. Deadline to submit the budget is September 1.

DONE is no longer using a purchasing card (P.Card). There is now a bank card. Cash requests can now be processed in one to two days. Maximum daily expenditure is \$500 on the bank card; funds over that amount can be requested in advance.

For funding issues, the request must be specific. You cannot merely state “money for such-and-such school”; must state what is purchased for the school and include a specific dollar value. For reimbursements, original receipts are still required. Alcohol, tobacco, cash advances, firearms, and charity donations are strictly prohibited.

If you have any questions ... please read your bylaws. You can make changes to your bylaws until May 2015. Standing rules can be changed at any time.

Per the bylaws, the HGNNC has seventeen members; the quorum is always nine members (no matter how many board members attend a meeting.) The HGNNC can only have four board members on any one committee; a committee can have an unlimited number of stakeholders. If more than four HGNNC Board members need to be present, schedule a “Joint Board/Committee meeting”.

Pamela Thornton mentioned that they are considering adding two ad hoc committees:

- Coding Issues
- Fracking and Natural Gas

If you ever consider removing a board member, consult a City attorney first.

The Brown Act is a state law that mandates transparency in government. Among the regulations is the requirement that meeting notices be posted at one physical location, visible 24/7. Ad Hoc Committee meetings do not require posting if all Committee members are Board members. Per the public access records request portion of the Brown Act, all minutes and agendas must be available to the general public within 10-days of request. Upon receiving a request, please let the DONE office know ASAP, because this 10-day window must be acknowledged.

ADA compliance (including handicap accessible entrances and bathrooms for wheelchair access) must be provided, as well as translation services (upon request).

Community Impact Statements are a very powerful tool. They are official statements by a Neighborhood Council on an issue pending before the City's decision makers.

Any questions reach out to Thomas Soong at [thomas.soong@lacity.org](mailto:thomas.soong@lacity.org) or telephone him at 213.978.1481

**6. ANNOUNCEMENTS**

District 5 stakeholder and Harbor Alliance of Neighborhood Councils representative Lu Watson reported on the HANC meeting of July 2. Jay Handel and Ivan Stevens are randomly auditing Neighborhood Council meetings. It was recently discovered that two NCs are not posting their agendas or minutes. It is being considered by the Board of Neighborhood Commissioners (BONC) that all Neighborhood Councils have a websites through the Department of Neighborhood Councils with a standardized website address, such as [neighborhoodcouncilname@done.org](mailto:neighborhoodcouncilname@done.org). One issue that Harbor Area Neighborhood Council presidents brought to the attention of Councilman Buscaino at their June 30 meeting is that NCs should be allowed more time to speak before City Council Committees. Lu also handed out a full report of the HANC meeting.

The meeting was adjourned at 9:10PM

Minutes taken by Frances Pollock-Apple One