

## Harbor Gateway North Neighborhood Council Board Meeting

Tuesday, December 8, 2015  
135<sup>th</sup> Street School, 801 W. 135<sup>th</sup> Street

Present: Pamela Thornton (Acting Chair), Rosalie Preston (Recording Secretary), Joan Jacobs (Treasurer), Adrian Valenzuela (District 2), Betty Hawkins (District 4), Llewyn Fowlkes (District 5), Marvin Bell (District 6), Janet Mitchell (District 7), Shirley Johnson (District 8), Deborah Lee (Community Organization Representative), and Richard Lee (Youth Representative)

The meeting was called to order at 7:15 p.m. by Acting Chair Pamela Thornton. After the salute to the flag and a moment of silence in memory of those who lost their lives in San Bernardino, Acting Chair Thornton discussed safety issues to be considered if an emergency situation arises while the HGNNC is meeting at the 135<sup>th</sup> Street School, such as using cell phones to call 911 since there is no public telephone available in the auditorium, and either closing the front doors and sheltering in place or exiting through the north doors to gather in the parking lot near 134<sup>th</sup> Street. It will be helpful to have a list of Board members with CPR training. There are fire alarms in the auditorium which could be pulled to alert the Fire Department. She then reviewed the Code of Civility and reminded the Board to be respectful of each other during the meeting and not to talk over each other.

**1) Public Comment:** Lu Watson, District 5 stakeholder, reported that at the December 2 HANC meeting, Councilmember Joe Buscaino said that Clean Harbor Gateway has been created which will utilize the resources of GAP (Gang Alternatives Program) and Beacon House to provide additional clean ups for the Harbor Gateway area, both north and south.

Janet Mitchell, District 7 Representative, said that even though there had not been a lot of time to organize it, her first clean up day in District 7 on December 5 went very well, with 30 volunteers participating. She thanked District 4 Representative Betty Hawkins for her assistance in providing the telephone numbers for the Bureau of Sanitation, Caltrans, and other relevant agencies. Senior Lead Officer Stewart will be bringing “no dumping” signs for the area.

Nancy Trojan, Ad Hoc Election Chair, announced that stakeholders are now able to register to vote online for the 2016 Board election at [empowerla.org/vrp](http://empowerla.org/vrp). On February 27, candidates for the election will be able to start registering online.

Nancy Trojan, District 6 stakeholder, said that she was very concerned that there has not been a robust response to the dust issues related to California Waste Services and suggested that the media be contacted similar to the way that Gardena residents received exposure to their dirty water issues after photos were posted online and also Porter Ranch residents have received a lot of notice and assistance with the natural gas leak. She suggests a Committee be formed to work on this issue.

Marvin Bell, District 6 Representative, suggests that the HGNNC hold a social event for the holidays on Tues. December 15 at the Farmer Boys, 641 W. Redondo Beach Blvd.

**2) Approval of the November 10 Board minutes:** It was moved by Richard Lee, seconded by Shirley Johnson, and passed 10-0-0 to approve the minutes as corrected.

**3) Treasurer’s report on expenditures to date and November monthly expenditure report:** Treasurer Joan Jacobs reviewed the draft November 2015 Monthly Expenditure Report with

three items which totaled \$261.48. \$31,198.62 remains of the \$42,000 allocated for the fiscal year. It was moved by Rosalie Preston, seconded by Richard Lee, and passed 10-0-0 to approve the treasurer's report.

**4) Follow up regarding discussion: a) City Attorney/DONE communication regarding Chair/Vice Chair board seats, b) Vice Chair – Pamela Thornton to assume “Acting Chair,” c) appointment of Pamela Thornton as “Chair,” and d) discussion of appointment of a Vice Chair:** Acting Chair Pamela Thornton said that due to the resignation of Chair Delores Allmond at the November 10 Board meeting, some clarifications were needed as to how the HGNNC Board should proceed. She read from an e-mail from the City Attorney which referred to the HGNNC Bylaws of Sept. 1, 2015, which states that the Board can fill a vacant officer position. The Vice Chair automatically becomes the Acting Chair, since the bylaws state that if the Chairperson is unable to serve, then the Vice Chairperson shall serve in place of the Chairperson. The City Attorney clarified that if the Board decided to appoint Pamela as the Chair, then she would need to first resign as the Vice Chair per the resignation and vacancy provisions in the bylaws. There was also a question as to whether if she were appointed the Chair, she could still serve as the Chair of the Planning and Land Use Committee, since she would then be an ex officio member of the Committee in her new role as the Chair. The City Attorney's advice was that in such a case, the Board could adopt Standing Rules to allow for her continuance as the Chair of the Committee. A bylaws amendment could also accomplish the same purpose, but at this time, the Dept. of Neighborhood Empowerment is not accepting changes to bylaws due to the staff time needed for the upcoming Board elections.

After discussion of the various options, it was moved by Richard Lee and seconded by Shirley Johnson to appoint Pamela Thornton as Chair. This motion was defeated 2 (R. Lee, Johnson)-8-0, verifying the consensus that Pamela should continue as the Acting Chair and not resign as Vice Chair and then be appointed Chair. Also, the consensus was not to seek a potential new Vice Chair at this time even though there might be issues with meeting quorum.

**1) Public Comment:** Bret Quinlan, CBRE, and John Casasante, RREEF/Deutsche Bank, asked that the HGNNC review their proposal for turning the ten units at 15101-15191 S. Figueroa Street in District 3 from leased units to industrial condominiums which the business tenants could then purchase. The proposal was approved by the Planning Dept. in 2012, but there was an issue to be resolved with the Building and Safety Department regarding parking spaces. After consultation with Councilmember Buscaino's staff, Quinlan and Casasante will be applying for a variance and hope that the HGNNC supports it. They will bring the details to the Sat. January 9 Planning and Land Use Committee meeting.

**7) Appointment of Deborah Lee to the Finance Committee:** Joan Jacobs explained that with the resignation of Donald Cook from the Board, another Board member could now serve on the Finance Committee and help to make quorum. Deborah Lee is the second signatory for the HGNNC and has recently completed the full funding training offered by the Dept. of Neighborhood Empowerment. It was moved by Rosalie Preston, seconded by Janet Mitchell, and passed 10-0-0 to appoint Deborah Lee to the Finance Committee.

**8) Appointment of Richard Lee as the Outreach Chair:** Due to the resignation of Donald Cook from the Board and his work schedule preventing him from attending Outreach Committee meetings, a new Outreach Chair is needed. Richard said that he has worked 25 years for the City of Los Angeles as a public information officer, has outreach background, and was willing to be the Chair of the Outreach Committee. It was moved by Llewyn Fowlkes, seconded by Joan Jacobs, and passed 10-0-0 to appoint Richard Lee as the new Outreach Chair.

**5) Approval of new Standing Rules:** Acting Chair Pamela Thornton handed out a memo from herself entitled “Roles and Responsibilities/Code of Conduct,” with a listing of items she’d like to see implemented during her term as the Acting Chair. The items include handling of communications received via telephone, email, and one-on-one contact with the Dept. of Neighborhood Empowerment, stakeholders and CD15 staff., review of drafted communication, frequency of Committee meetings, oversight of the HGNNC website, and reporting by the various Committees and appointed liaisons.

Pamela will create an Action Item list so that there can be follow up. She will be available to meet with Board members and stakeholders regarding issues on the second and fourth Mondays of each month, from 6-8 p.m., beginning on Monday January 11. She asked that the HGNNC office be re-organized by February 29 to make it more suitable for small meetings.

For the January 12 Board meeting, she asked that Board members review the current bylaws and standing rules for areas which need clarification and make suggestions which can be discussed and voted on.

**9) Announcements:** Joan Jacobs said that she is resigning as one of the two HGNNC Budget Representatives and therefore someone else can be appointed.

Joan Jacobs said that as the Public Works Liaison, she will be first focusing on supporting the Mayor’s Clean Streets Initiative. She spoke with Jacob Haik of Council District 15 at the December 2 HANC meeting about coordinating efforts for neighborhood clean ups.

**6) Roles and Responsibilities: a) Discussion – Temporary Appointment of Corresponding Secretary:** Because Corresponding Secretary Neodros Bridgeforth has been very ill, Pamela suggested that the Board consider whether there is a current Board member or a stakeholder who could assume that role until the new Board is seated in July 2016.

**9) Announcements:** Ad Hoc Election Chair Nancy Trojan announced an election outreach event outside of Ralphs, 11922 S. Vermont Avenue, on Sat. December 12 from 1:30-3:30 p.m.

Community Organization Representative Deborah Lee announced that she attended the first meeting of the Emergency Preparation Alliance on Sat. November 22. Over 70 Neighborhood Council members attended, with a focus on El Nino preparations. The next meeting will be Sat. December 19.

The meeting was adjourned at 9:10 p.m.

Minutes taken by Rosalie Preston, Recording Secretary