

CITY OF LOS ANGELES
CALIFORNIA

**Greater Wilshire Neighborhood Council
Presumptive Governing Board Members:**

Acting President – Owen Smith
Outgoing Vice President – James Wolf
Acting Secretary – Max Kirkham
Acting Treasurer – Patricia Carroll

Area 1 – Brookside: Owen Smith
Area 2 – Citrus Square: Jeffrey Carpenter
Area 3 – Country Club Heights: *Vacant Seat*
Area 4 – Fremont Place: Bobbie Kumetz
Area 5 – Hancock Park: Jennifer Devore
Area 6 – La Brea-Hancock: Tammy Rosato
Area 7 – Larchmont Village: Charles D' Atri
Area 8 – Melrose: Philip Farha
Area 9 – Oakwood/Maplewood/St. Andrews: Max Kirkham
Area 10 – Ridgewood-Wilton/St. Andrews Square: Patricia Carroll
Area 11 – Sycamore Square: Conrad Starr
Area 12 – Western-Wilton: Erica Gutierrez
Area 13 – Wilshire Park: John Gresham
Area 14 – Windsor Square:
Caroline Labiner Moser
Area 15 – Windsor Village: Julie Stromberg
At Large: Karen Gilman
Renter: Hayden Conner Ashworth
Business: John Winther
Education: Scott Appel
Religion: Mike Genewick
Other Nonprofit: Tucker Carney



**GREATER WILSHIRE
NEIGHBORHOOD COUNCIL**

Board Meeting Agenda
Wednesday, April 10, 2019, 7:00 pm
The Ebell of Los Angeles
743 S. Lucerne Boulevard
Los Angeles, CA 90005

**GREATER WILSHIRE
NEIGHBORHOOD COUNCIL**

419 N. Larchmont Blvd., #331
Los Angeles, CA 90004

(323) 539-GWNC (4962)

info@greaterwilshire.org

www.greaterwilshire.org

The Neighborhood Council system enables civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an elected advisory body to the City of Los Angeles, made up of volunteer stakeholders who are devoted to the mission of improving our communities and bringing government closer to us.

I. WELCOMING REMARKS:

- A. **Call to Order** (Department of Neighborhood Empowerment (DONE) Field Representative)
- B. **Flag Salute**
- C. **Roll Call of Newly Elected Board Members** *If election is certified.*
 - i. **Administer Neighborhood Council Oath of Office** to all Board Members and Alternates (Los Angeles Councilmember David Ryu)

"I pledge to represent the Greater Wilshire Neighborhood Council with dignity integrity, and pride. I will encourage other points of view, even when they differ from my own. I will respect, value and consider everyone's opinion. I will find the good in my neighborhood and praise it and promote it. To my neighbors, and to neighborhoods throughout the City of Los Angeles, I pledge to do this to the best of my ability."

- D. **Recognition of Former Board Members**
- E. **Discussion and Possible Action** to elect President of the Greater Wilshire Neighborhood Council
- F. **Discussion and Possible Action** to elect Vice President of Greater Wilshire Neighborhood Council.
- G. **Discussion and Possible Action** to elect Treasurer of Greater Wilshire Neighborhood Council.
- H. **Discussion and Possible Action** to elect Secretary of Greater Wilshire Neighborhood Council.

- I. **Discussion and Possible Appointment** of Assistant Secretary of Greater Wilshire Neighborhood Council.
- J. **Discussion and Possible Action** to select 2nd signer.
 - i. Job description: Verifies Funding Program documents have been correctly and completely filled out before submitted for processing. Acts as the second signer as required on Funding Program documents
- K. **Discussion and Possible Action** to select Bank cardholder.
 - i. Job description: Maintains secure custody of the NC's bank card. Ensures card is used for payment transactions as approved by the Board only. Obtains itemized receipts or itemized paid invoices for every card transaction. Submits (Uploads) itemized receipts or itemized paid invoices for card no later than 10 days after the date the transaction posts. Must not accept cash refund. All refunds must be made as a credit return. Notifies the Funding Program immediately of lost or stolen cards. Bank must be notified immediately by the NC Bank Cardholder to block any further usage of the card. A new card can be ordered upon notification. The Neighborhood Council will be limited from accessing its available funds through the bank card while a new card is being requested from the bank. Notifies NC Funding Program upon resignation or removal as the NC Bank Cardholder. The Neighborhood Council will be limited from accessing its available funds through the bank card when a cardholder has resigned or has been removed and a new card is being requested from the bank for a newly-appointed cardholder. Can only serve as Cardholder for one NC at a time. Is the only Board Member authorized to pick up the NC bank card, issued to his/her name, from the NC Funding Program Office.
- L. **Discussion and Possible Action** to select Alternate signer
 - i. Job description: In the absence or unavailability of the Treasurer or 2nd Signer, the Alternate Signer can sign Board-approved funding documents to be submitted to the NC Funding Program.
- M. **Discussion and Possible Action** to appoint Alternate Board Members to vacant alternate board seats.

The board can select up to 21 alternate board members. Each member of the Board shall have an Alternate who is authorized to vote in that board member's absence. Alternates are also required to take the three mandated trainings as are board members if they are to vote on funding items. Alternates shall have the same qualifications and shall be selected by the same method and at the same time as voting members.

 - i. The vacant Alternate seats available are listed under VI. B., "President's Report"
 - ii. Board members and Alternates shall serve two (2) year renewable terms, commencing and ending at the first board meeting convened after certification of the results of the election of Directors.

II. **COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS**
(Representatives from government offices and community-based organizations)

- A. CD4 Update (Rob Fisher)
- B. CD5 Update
- C. LAPD Senior Lead Officers
- D. Department of Neighborhood Empowerment (John Darnell)
- E. Other Local Government Representatives

III. **CITY BUDGET and NC BUDGET ADVOCATES** (discussion and possible action) (Jack Humphreville)

- A. DWP Report
- B. Budget Advocate Report
- C. LANCC (LA Neighborhood Council Commission) Report

IV. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS

Those wishing to speak during general public comment are asked to complete a speaker card and submit it to the board administrator, or the Secretary, prior to the start of the meeting. All are welcome, but time may be limited to 3-5 minutes per speaker at the discretion of the chairperson.

V. ADMINISTRATIVE ITEMS (Discussion and possible action)

- A. **Review and Adoption** of the February 13, 2019 Special Meeting minutes
- B. **Review and Adoption** of the February 16, 2019 Special Meeting minutes
- C. **Review and Adoption** of the March 13, 2019 minutes
- D. **Appointment of Brian Donohoe to Area 3 - Country Club Heights board seat (vacant)**
Discussion on qualifications to verify eligibility to the board before board motion and vote
- E. **Sign-up for Committees:** Land Use, Outreach, Transportation, Environmental and Sustainability.

VI. PRESIDENT'S REPORT

A. Board Member Vacancy

Positions eligible for nominations of qualified candidates, to be submitted to the board for approval

Area 3 – Country Club Heights

B. Alternate Board Member Vacancies

Positions eligible for nominations of qualified candidates, to be submitted to the board for approval

Area 1 – Brookside

Area 2 – Citrus Square

Area 3 – Country Club Heights

Area 4 – Fremont Place

Area 5 – Hancock Park

Area 8 – Melrose

Area 9 – Oakwood/Maplewood/St. Andrews

Area 10 – Ridgewood-Wilton/St. Andrews Square

Area 12 – Western-Wilton

Area 14 – Windsor Square

Area 15 – Windsor Village

Renter

Religion

C. Board Member and Alternate Training Requirements

All board members and alternates must complete ethics and funding training in order to vote on funding motions before the board. The training courses and instructions can be found at <http://empowerla.org/boardmembers/>. The following Board Members and Alternates are shown, by DONE, as NOT having completed the trainings noted below and are NOT eligible to vote on financial matters:

Jeffry Carpenter – Ethics

Scott Appel – Ethics

Mike Genewick – Ethics

Joshua Kirchmer – Ethics & Funding

Erica Gutierrez – Ethics & Funding

Brian Curran – Ethics & Funding

Hayden Connor Ashworth – Ethics & Funding

Charlie Rosenberg – Ethics & Funding

Bridget Bones – Ethics & Funding

- D. **Code of Conduct Policy** - All Board Members and Alternates are required to read and sign the Neighborhood Council Code of Conduct Policy (online version at <http://empowerla.org/code-of-conduct/>) within 30 days of their election or appointment.

VII. **TREASURER'S REPORT**

- A. **Approval of Monthly Expenditure Report (MER) for March 2019** (Discussion and action)

3/2 Public Storage	\$146
3/12 Ebell of LA - Feb	\$350
3/12 Ebell of LA - March	\$350
3/13 San Wilshire Board	\$43.49
3/20 Lloyd SF WE10/19,10/26,11/2	\$960
3/20 Lloyd SF WE 11/16,11/23,11/30	\$960
3/20 Lloyd Staffing DL - WE 2/17/19-	\$315.32
3/20 Lloyd Staffing DL - WE 2/17/19	\$109.40
3/20 Lloyd Staffing DL - WE 1/22 -	\$109.40
3/20 Lloyd Staffing DL - WE 12/23, 1/13 -	\$257.40
3/20 Lloyd Staffing DL - WE 12/16/18 -	\$154.44
3/20 Lloyd Staffing SF - WE 10/07/,10/14/ 11/11	\$960
3/26 San Wilshire LUC	\$27.80
3/26 Office Depot	\$69.19

- B. **Approval of Individual Expenses Listed in the March 2019 MER** (discussion and action)

- C. **Review of March 2019 Board Expenses that will show up on the April 2019 Monthly Expense Report** (Discussion only, no action necessary)

Larchmont Chronicle March/April \$716
 Larchmont Buzz, \$250 , \$750
 Lloyd Staffing TBD

- D. **Discussion and Possible Action** on renewal of GWNC Media Temple account for greaterwilshire.org domain hosting. Annual hosting fee is \$240.

- i. **Additional discussion and possible action** on possible SSL (Secure Sockets Layer) certificate purchase through Media Temple for \$75. [note: at its most basic level, SSL adds a layer of security to a website and keeps sensitive information sent across the Internet encrypted so that only the intended recipient can access it.]

- E. **Discussion and Possible Action** to approve funding to purchase GWNC business cards for board members.

- F. **Discussion on Increase in Hourly Pay from Lloyd Staffing** beginning March 25 with an increase of \$1.85 (Admin) an hour and \$3.08 (Minutes) an hour.

- i. **Discussion and Possible Action** to increase budget line items for GWNC Admin and Minutes Writer.

- G. **Review and Discussion** on Election Expenses

- H. **Review and Update** of General Treasury Information and roll over options

VIII. **OUTREACH COMMITTEE** (Discussion and possible action) (Tess Paige)

- A. **Report** on the April 6, 2019 Outreach Committee Meeting

- B. **Election Committee Report** (Max Kirkham)

- C. **Citizen Recognition Award**

Nominations are accepted year round. More information can be found at:

<http://greaterwilshire.org/citizen-recognition-program>.

- D. **Halfway to La Cienega Metro Event**

Motion: That the GWNC host an outreach table at the “Halfway to La Cienega” event sponsored by Metro on June 2nd, being offered for free by Metro; the event will take place at the LACMA Great Lawn from 11-3pm.

- E. **Upcoming Outreach Committee Meeting.**
The next GWNC Outreach Committee Meeting will be on Saturday, May 4, 2019, at 9am, at Bricks and Scones Café, 403 N. Larchmont Blvd. Los Angeles, CA 90005
- IX. **TRANSPORTATION COMMITTEE** (Discussion and possible action) (Conrad Starr)
- A. **Metro Crenshaw Line Northern Extension Meeting:** Mid City West CC has invited Greater Wilshire Stakeholders to its April 25th, 2019 7:15 pm Meeting at Pan Pacific Park Recreation Center at 7600 Beverly Blvd, Los Angeles, CA 90036. (*Discussion and possible board action*)
Motion: “The GWNC will agree to be named as a “partner,” or “sponsor” for the April 25th, 2019, 7:15 pm town hall meeting on the subject of the Metro Crenshaw Northern Extension, which will be arranged and hosted by the Mid City West Community Council; and the GWNC will allow its name and logo(s) to be used in association with the event; and will promote the event through its normal channels as it sees fit; and no funds are being sought by this motion.” **Fiscal impact: None**
- B. **Upcoming Transportation Committee Meeting.**
The next GWNC Transportation Committee Meeting will be on Monday, April 15, 2019, 7:00 p.m., at Marlborough School, 250 S. Rossmore Ave., Los Angeles, CA 90004. Parking (cars, bikes) available via 3rd Street Driveway, Rideshare drop-off on Rossmore Driveway.
- X. **SUSTAINABILITY COMMITTEE** (Discussion and possible action) (Julie Stromberg)
- A. **Update and Report on April 9, 2019 GWNC Sustainability Committee Meeting.**
Meeting discussed updates on third Water Wise Garden tour and other committee business.
- B. **Discussion, Planning, and Possible Motion on Drafting Community Impact Statement (CIS) in Favor of Council File N0. 17-0447.** (Dan Kegel, and Julie Stromberg).
GWNC Sustainability Committee recommends for the GWNC Board to file a community impact statement on establishing human health and safety buffer zones between oil drilling sites and sensitive land use. CIS is a revision based on comments from GWNC Board members and from vote made at the February 2019 GWNC Land Use Committee meeting.
Motion: *GWNC to file a community impact statement in favor of Council File No. 17-0447.*
- C. **Discussion, Planning, and Possible Motion on the GWNC Sustainability Committee Schedule Change.** (Julie Stromberg)
The GWNC Sustainability Committee seeks to change its meeting schedule to meet monthly and/or on a different day.
Motion: *GWNC Board approves the GWNC Sustainability Committee meeting schedule change to meet monthly.*
- D. **Update on Councilman David Ryu’s Tree Motions Set Forth in Council File Nos. 15-0467-S8, 18-0988, and 15-0499-S1.**
GWNC Board supported Councilman Ryu’s motions and submitted community impact statements to that effect.
- E. **Upcoming Sustainability Committee Meeting.**
Next GWNC Environmental & Sustainability Committee Meeting will be held on Tuesday, June 10, 2019, at Marlborough School, Collins Room – D200, 250 South Rossmore Avenue, Los Angeles, CA 90004. Please enter via 3rd Street Driveway. Security will direct to parking.
- XI. **LAND USE COMMITTEE** (Discussion and Possible Action) (Caroline Moser)
- A. **TOC/TNP**
- B. **Oil Well Buffer Zone:**
Motion: That the Greater Wilshire Neighborhood Council Board write a Community Impact Statement in support of the attached Motion, submitted on April 19, 2017, and urge the City Attorney, the petroleum administrator and the Department of City Planning to compile and issue their report.

- C. **6535 Melrose Ave:** (Discussion and Possible Action) (Daniel Ahadian. Kambiz Hakim) A new variable 3 to 4-story mixed use building ranging from 35' to 56' consisting of 33 units (with 8% or-3 units set-aside for ELI) with 4,895 sq. ft. of commercial space over one story of parking on grade and one subterranean parking garage containing 36 auto stalls and 37 bike stalls.
DZR-2019-647-TOC, ENV-2019-648-EAF.

Motion: That the Greater Wilshire Neighborhood Council oppose the project at 6535 Melrose Ave going forward for lack of presentation

D. **Upcoming Land Use Committee meeting**

Next GWNC Land Use Committee Meeting will be held at 6:30pm on April 23, 2019 at Marlborough School, 250 S. Rossmore Ave, the Collins Room, 200-D, Los Angeles, CA 90004.

E. **FUTURE LUC AGENDA ITEMS**

- i. **5212 Melrose Boulevard:** (Dana Sayles) The entitlement case for the historic Melrose Bungalows has been taken over by new representation. Update and information on revisions to the plans and historic analysis. Applicant is also in talks to present to the Larchmont Village Neighborhood Association.
- ii. **930 S. Mansfield Ave** (Warren Techentin, NELA-Edward Solis) A new 19-unit apartment building, 6 stories high with 4 one-bedroom and 15 two-bedroom apartments over 1 story of below grade parking. DZR-2018-7019-TOC, ENV-2018-7020-EAF. Project is currently on hold, Committee will discuss possible illegal demolition.
- iii. **Reorganization of Administrative Provisions Staff Report Released for Public Review** (Karen Gilman)
- iv. **TOC/TNP/SB50**
- v. **Quicker Liquor licenses/extended bar hours** (Karen Gilman)
- vi. **State of Street Related Infrastructure Programs in Los Angeles** (Laila Alequresh) Executive Summary CF 17-1311.
- vii. **622 N. Manhattan Place:** (Robert Tavasci) Demolition Pre-inspection Application No. 19019-70000-00361
- viii. **5784-5786 ½ W. Melrose Ave:** (Adan Madrid) Notice of Exemption Tenant improvement for a new 7-Eleven with 24 hour operation. No alcohol sales. ZA-2019-422-CU, ENV-2019-423-CE
- ix. **607 N. Manhattan Place:** (Matthew Hayden) Proposed Construction use, and maintenance of a new 6 story 10-unit apartment building including one ELI Unit with at grade parking providing 17 vehicle spaces and 12 bicycle spaces. Landscaping to be retained or removed/replaced. DIR-2019-553-TOC, ENV-2019-554-EAF. 607 N. Manhattan Place: Demolition of a SFD with the construction, use and maintenance of a new 6-story, 67 ft 10-unit apartment building (1 ELI DU and 9 MKT rate DU). DIR-2019-553-TOC, ENV-2019-554-EAF.
- x. **611 N. Manhattan Place:** (Matthew Hayden) Applicant will supply more information when it becomes available.
- xi. **307 S. Citrus Ave:** Demolition pre-inspection application 19019-2000000575/ B19VN01972.
- xii. **206- 226 N. Larchmont Blvd:** A proposed parcel map to merge and re-subdivide 5 lots into two air space parcels. The existing site is improved and there will be two resulting commercial condominiums. AA-2019-557-PMLA-CC, ENV-2019-558-CE.
- xiii. **5080 Melrose Ave:** Demolition pre-inspection application 19019-20000-00882/ B19VN03009.
- xiv. **180 S. La Brea Ave:** Restaurant (Sweet Greens)

XII. **NEW BUSINESS**

Matters not identified above for future consideration and action

XIII. **BOARD MEMBER COMMENTS/ANNOUNCEMENTS/LIAISON REPORT** (Discussion and Possible Action)

A. **Resilience Liaison Report** (Conrad Starr)

- i. **Terrence Gomes presentation at 6:30pm on May 8th, 2019 preceding the 7pm GWNC Board meeting.** All Board Members and Alternates are encouraged to attend this 30-minute presentation on post-disaster continuity of operations, continuity of government, and emergency communications.

XIV. **REQUESTS/MOTIONS FOR FUTURE AGENDA ITEMS**

XV. **ADJOURNMENT**

A. **Upcoming GWNC Board Meeting**

Next GWNC Board Meeting will be held at 7:00 pm on Wednesday, May 8, 2019 at The Ebell of Los Angeles, 743 S. Lucerne Boulevard, Los Angeles, CA 90005.

Items in italics above were unconfirmed at the time of publishing and may be tabled until a later meeting.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Committee on any agenda item before the Committee 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.

PUBLIC POSTING OF AGENDAS – GWNC agendas are posted for public review in the following locations:

- Our website (<http://www.greaterwilshire.org>)
- Our Facebook page (<http://www.facebook.com/greaterwilshireneighborhoodcouncil>)
- Our Twitter feed (<http://www.twitter.com/greaterwilshire>)
- NextDoor.com
- The community bulletin board at the Bricks & Scones Café, 403 N. Larchmont Blvd., 90004
- Via e-mail (send a subscription request to admin@greaterwilshire.org or subscribe at www.greaterwilshire.org)
- Via the L.A. City Early Notification System at <https://www.lacity.org/your-government/government-information/subscribe-other-meetings-agendas-and-documents/neighborhood-councils>.

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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 our website at <http://www.greaterwilshire.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 info@greaterwilshire.org or (323) 539-4962.

RECONSIDERATION AND GRIEVANCE PROCESS – For information on the GWNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the GWNC Bylaws. The bylaws are available at our Board meetings and on our website at <http://www.greaterwilshire.org>

SI REQUIERE SERVICIOS DE TRADUCCIÓN, FAVOR DE AVISAR AL CONCEJO VECINAL 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. POR FAVOR CONTACTE AL SECRETARIO DE LA MESA, AL (323) 539-4962 O INFO@GREATERWILSHIRE.ORG.