

CITY OF LOS ANGELES  
CALIFORNIA

BOARD OF NEIGHBORHOOD  
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## BOARD OF NEIGHBORHOOD COMMISSIONERS

### REGULAR MEETING MINUTES - APPROVED

Tuesday, April 6, 2021 6:00 PM  
Zoom Meeting Online or By Telephone

To Join the Meeting Dial: (669) 900-6833 or one of the following Toll  
Free Telephone Numbers:  
(833) 548 0282, (888) 475 4499, (877) 853 5257, (833) 548 0276

The toll-free feature eliminates long-distance call charges for participants. However,  
participants' phone carriers may apply other telephone charges.

Then Enter This Webinar ID: 867 3994 3193 and Press #

You can also join the meeting online by clicking on this link to join the webinar:

<https://us02web.zoom.us/j/86739943193>

Or you can join the webinar by entering Webinar ID 867 3994 3193 into  
the "Join a Meeting" field when online.

The latest version of Zoom must be installed if you would like to make public  
comments using your computer.

The following are links to information widely distributed to the Neighborhood Council  
System:

- [Neighborhood Council Monthly Profiles](#)
- [Neighborhood Council Newsletters](#)
- [Neighborhood Council Elections Page](#)

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IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF NEIGHBORHOOD COMMISSIONERS MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 días de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 978-1551.

Every person wishing to address the Commission must dial (669) 900-9128, and enter 867 3994 3193 and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

The amount of time for public comment on each agenda item is to be determined by the Chair at each meeting. Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. If multiple requests for public comment are submitted on one agenda item, preference will be granted to members of the public who have not spoken previously during the meeting, either during general public comment or on another agenda item.

A member of the public wishing to speak on more than one agenda item at a single meeting shall limit his or her remarks to a total of five (5) minutes per meeting. Members of the public who want to speak on multiple agenda items for up to five (5) minutes at one time can choose to speak during the Multiple Agenda Items Comment period. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comment.

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. General Public Comment is limited to 15 minutes maximum. No individual speaker will be allowed more than two (2) minutes during General Public Comment, unless presiding officer of the Board decides differently.

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, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department at (213) 978-1551.

The agenda is posted for public review in the Main Street Lobby of City Hall East at 200 North Main Street. The Agenda and report(s) related to an agenda item will be available for review at [www.Empowerla.org](http://www.Empowerla.org).

Telecommunication Relay Services

Telecommunications Relay Service is a telephone service that allows persons with hearing or speech disabilities to place and receive telephone calls. If you have limitations hearing or speaking a specially-trained Communications Assistant (CA) can relay telephone conversations for all of your calls. In California, dial **711** to reach the California Relay Service (CRS). If you prefer having your calls immediately answered in your mode of communication, dial one of the toll-free modality- and language-specific numbers below. The call will be routed to the CRS provider.

Type of Call	Language	Toll-free 800 Number
TTY/VCO/HCO to Voice	English	1-800-735-2929
	Spanish	1-800-855-3000
Voice to TTY/VCO/HCO	English	1-800-735-2922

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	Spanish	1-800-855-3000
From or to Speech-to- Speech	English & Spanish	1-800-854-7784

Federal regulations specify very strict confidentiality requirements for CAs of all Relay services. No part of the conversation that takes place between callers is revealed or recorded in written, verbal, or any other form. CRS CAs do not participate in the conversation and acquire no benefit from information relayed.

Notice to Paid Representatives If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at {213} 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).

- [6:07 PM] Introduction (5 minutes)
- [6:13 PM] Call to Order and Commission roll call (1 minute)

Commissioner	Present	Absent
Atkinson	X	
Lipmen	X	
Shaffer	X	
Darett-Quiroz		X
Wehbe		X
Regalado		X
Vo-Ramirez	X	

Commissioner Darett-Quiroz joined the meeting at 6:16 PM.

- [6:14 PM] **Approval of the Minutes of the Regular Meeting 03/15/2021 (5 minutes).**  
[\[Board of Neighborhood Commissioner Regular Meeting Minutes 03.15.2021-DRAFT\]](#)

Public comment: None

Action: Commissioner Shaffer made a motion to approve the Regular Meeting Minutes of 03/15/2021. Commissioner Atkinson seconded the motion. Motion was approved.

VOTE	Mover	Shaffer	Second	Atkinson
<b>Commissioner</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Atkinson	X			
Lipmen	X			
Shaffer	X			
Darett-Quiroz				X
Wehbe				X
Regalado				X
Vo-Ramirez	X			
<b>Total</b>	<b>4</b>			<b>3</b>

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Motion	Carries	X	Fails	
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4. [6:17 PM] **Multiple Agenda Items Comment (15 minutes).** – Comments by members of the public who want to speak on all items for up to five minutes at one time can choose to speak during the Multiple Agenda Items Comment period. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comments. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than five minutes.

Public comment: Mark F. Mauceri

Commissioner comment: None

5. [6:23 PM] **General Public Comments (15 minutes).** - Comments from the public on non-agenda items within the Board’s subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than two minutes.

Public comment: Liz Amsden, Robin Lifland, Miho Murai, Josh Nadel, Glenn Bailey, Sharon Brewer, Chris Rowe, Rudy Melendez, Heather S. Michaels.

Commissioner comment: None

6. [6:44 PM] **Verbal update regarding 2021 Congress of Neighborhoods (20 minutes).** Report from chair and/or designee of Congress of Neighborhoods Planning Committee.

Designee comment: none.

Public Comment: Tony Wilkinson, Suzanne Lewis, Chris Rowe, Glenn Bailey, Josh Nadel, Lauren Buisson, Heather S. Michaels, Daniel A. Perez, Kay Hartman and Adriana De La Cruz.

Commissioner comment: Commissioner Lipmen.

7. [7:02 PM] **General Manager’s Report. (40 minutes).**  
a. Staffing, budget, Monthly Profile Reports, and other operational matters.  
b. Verbal update on the Regional Grievance Panel Hearings process.

Department Representative comment: Raquel Beltrán, Julien Antelin and Mike Fong.

Public comment: Conrad Starr, Josh Nadel, Chris Rowe, Suzanne Lewis, Tony Wilkinson, Phyllis Ling, Lauren Buisson, Valerie Handly, Heinrich Keifer, Heather S. Michaels, Miho Murai, Andrea Ambriz, Holly Tilson, Puppet, Adriana De La Cruz and Garry Fordyce.

Commissioner comment: Commissioner Daret-Quiroz, Commissioner Atkinson, Commissioner Shaffer and Commissioner Lipmen.

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8. [8:17 PM] **Discussion and possible action regarding the approval of the The Raben Group, LLC contract with the Department of Neighborhood Empowerment (15 minutes).** Amount to be approved \$23,200.00. ([See attachment](#))

City Representative comment: Raquel Beltrán.

Public comment: Puppet, Holly Tilson and Chris Rowe.

Commissioner comment: Commissioner Lipmen and Commissioner Shafer.

Action: Commissioner Shaffer made a motion to approve The Raben Group, LLC contract. Commissioner Atkinson seconded the motion. Motion was approved.

VOTE	Mover	Shaffer	Second	Atkinson
<b>Commissioner</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
<b>Atkinson</b>	X			
<b>Lipmen</b>	X			
<b>Shaffer</b>	X			
<b>Darett-Quiroz</b>				X
<b>Wehbe</b>				X
<b>Regalado</b>				X
<b>Vo-Ramirez</b>	X			
<b>Total</b>	<b>4</b>			<b>3</b>
<b>Motion</b>	<b>Carries</b>	<b>X</b>	<b>Fails</b>	

9. [8:33 PM] **Discussion with Neighborhood Council (NC) representatives (10 minutes).** - This item pertains to any Neighborhood Council Resolution or Community Impact Statement filed with the City Clerk which relates to any agenda item listed or being considered on this agenda for the Board of Neighborhood Commissioners.

Public comment: none.

Commissioner comment: none.

10. [8:33 PM] **Verbal updates from elected representatives (5 minutes).** Representatives include: Office of the Mayor, Los Angeles City Council, and other City representatives.

Public comment: None

Commissioner comment: None

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11. [8:33 PM] **Verbal updates regarding the 2021 Neighborhood Council Elections (20 minutes).**

- a. Representatives from the Office of the City Clerk's Election Division. (<https://clerk.lacity.org/elections/neighborhood-council-election>).
- b. Representatives from the Department of Neighborhood Empowerment. ([Department of Neighborhood Empowerment 2021 Neighborhood Council Election Strategy](#) and [Election Outreach By The Numbers As of March 25, 2021](#) )

City Representative comment: Renee McDade (City Clerk)

Public comment: Puppet, Charles Lindenblatt, Tony Wilkinson, Chris Rowe, Lauren Buisson, Heather S. Michaels, Suzanne Lewis, Josh Nadel and Adriana De La Cruz.

Commissioner comment: Commissioner Shaffer and Commissioner Lipmen.

12. [9:18 PM] **Discussion on [Draft Digital Media Policy](#) for Neighborhood Councils (15 minutes).** Staff report to Commission on the feedback received is scheduled for the April 19, 2021 Board of Neighborhood Commissioners meeting. ( [Feedback from the Neighborhood Council System on Digital Media Policy](#) )

Public comment: Puppet and Tony Wilkinson.

Commissioner comment: Commissioner Lipmen.

13. [9:24 PM] **Commission Business (15 minutes).** - Comment from Commissioners on matters within the Board's subject matter jurisdiction.

- a. Brief report on Commissioners' own activities/brief announcements.
- b. Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
- c. Introduce new issues for consideration by the Commission at its next meeting and direct staff to place on the agenda.
- d. Ask staff to research issues and report back to the Commission at a future time.

Public comment: Chrs Rowe, Puppet and Adriana De La Cruz.

Commissioner comment: Commissioner Vo-Ramirez and Commissioner Shaffer.

14 [9:34 PM] Adjourn

Action: Commissioner Shaffer made a motion to adjourn the meeting. Commissioner Daretto-Quiroz seconded the motion. Motion passed.

VOTE	Mover	Shaffer	Second	Darett-Quiroz
<b>Commissioner</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Atkinson	X			
Lipmen	X			
Shaffer	X			
Darett-Quiroz				X
Wehbe				X
Regalado				X
Vo-Ramirez	X			
<b>Total</b>	<b>4</b>			<b>2</b>
<b>Motion</b>	<b>Carries</b>	<b>X</b>	<b>Fails</b>	

**Future Board of Neighborhood Commissioners Meetings (INFORMATION ONLY)**  
*(Please note: The items listed below are tentative and may be subject to change. You are encouraged to visit the City's website at [www.lacity.org](http://www.lacity.org) to view Commission agendas and subscribe through the City's Early Notification System Subscription page to receive the Commission's agendas via email.)*

- Regular Meeting on Tuesday, May 4, 2021 at 6:00pm – Zoom Webinar – Connection
- Regular Meeting on Monday, May 17, 2021 at 1:00pm – Zoom Webinar – Connection

**FINALIZATION OF BOARD ACTION:**

Per City Charter Section 245, the Board's determination shall become final at the expiration of the next five meeting days of the Council during which the City Council has convened in regular session, unless the City Council acts within that timeframe by a two-thirds vote to bring the action before them or to waive review of the action.

**EXHAUSTION OF ADMINISTRATIVE REMEDIES:**

If you challenge these agenda items in court, you may be limited to raising only those issues you or someone else raised at the public hearing or in written correspondence on these matters delivered to this agency at or prior to the public hearing. California Code of Civil Procedure Section 1094.6 governs the time in which a party may seek judicial review of this determination. Under that provision, a petitioner may seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5 only if the petition for Writ of Mandate pursuant to that section is filed no later than the 90th day following the date on which the City's decision became final.

**RECONSIDERATION:**

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**The Commission may make a MOTION TO RECONSIDER and alter its action taken on any item listed on this agenda at any time during this meeting, or make a MOTION TO RECONSIDER at its next regular meeting as indicated below:**

**If the Commission moves and approves a Motion for Reconsideration at the *initial* meeting wherein an action was taken, then the underlying item may be reconsidered at that time.**

**If the Commission moves and approves a Motion for Reconsideration at *the next regular meeting* then consideration of the item may *only* occur at this regularly scheduled meeting if the item for consideration has been placed on that meeting's agenda. If the underlying item for reconsideration has not been placed on the agenda for that next regular meeting, then it shall be considered at a subsequent meeting pursuant to the Ralph M. Brown Act.**

**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 of Neighborhood Commissioners in advance of their meetings, may be viewed at the office of the Department of Neighborhood Empowerment, located at City Hall, 20<sup>th</sup> Floor, 200 North Spring Street, Los Angeles, California 90012, by clicking on the Department's Web site at <http://www.EmpowerLA.org> or at the Commission meeting. In addition, if you would like a copy of any record related to an item on the agenda, contact the Department at (213) 978-1551 or via e-mail: [Commission@EmpowerLA.org](mailto:Commission@EmpowerLA.org).**