



# UNITED NEIGHBORHOODS OF THE HISTORIC ARLINGTON HEIGHTS, WEST ADAMS AND JEFFERSON PARK COMMUNITIES NEIGHBORHOOD COUNCIL

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## UNNC Executive Committee Meeting

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Tuesday, September 18, 2012  
Council District 10 Field Office  
1819 S. Western Ave.  
Los Angeles, CA 90006

### MINUTES

(Approved October 16, 2012)

#### **CALL TO ORDER**

Vice-President Billie Green opened the meeting at 7:02 p.m. A quorum was present.

**Members present:** Stevie Stern, Billie Green, Wesley Todd, Norman Gilmore

**Members absent:** None.

**Additional UNNC board members present:** None.

#### **APPROVAL OF AGENDA**

**MOTION:** Wesley Todd moved to approve the agenda.

Norman Gilmore seconded.

Vote: Approved unanimously.

#### **PUBLIC COMMENT**

Norman Gilmore gave an update on the Conditional Use Permit hearing for La Bodega on Western Ave.

#### **EXECUTIVE COMMITTEE BUSINESS**

##### A. Funding Request – Jefferson Park Sign Solar Lights – Rev. Marzette – ACTION

Rev. Marzette presented this on behalf of Jefferson Park Improvement Project (JPIP). There are two markers at each end of Jefferson Blvd, one the clock at Crenshaw, and an entry sign at Western. The sign was originally put in in cooperation with LANI in 2003. It was designed to be lit. It cost \$90,000 to design and install, but there hasn't been any money to light it.

The goal is to light the sign now with energy efficient lighting. They have partnered with Greencrest, a southern California company.

Bill Holden with of Greencrest introduced the company and the installation concept. They are female minority owned and SBE certified and a federal government approved supplier, with a goal of creating green jobs in the US.



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They are proposing lights that are extremely reliable with bulbs expected to last three to five years.

There was nothing in the original design that provided for lighting of the arms that hold the letters over the street.

The Jefferson Park monument was originally designed to use 45 watt bulbs, but now they can install 6 watt LED bulbs with similar light output as the original bulbs.

The controllers can have 3 colors programmed, they can flash, or vary or intensity. There would be four linear racks that could be mounted. The lights can be red/green/blue or all white. The sign has existing electric boxes but they were never finished being hooked up. The new lighting would be welded below the existing arms and direct the light up onto the front of the letters. They did examine the possibility of backlighting the letters, but felt that the contrast would be insufficient.

Once permits are obtained, the actual work would take about 3 days. It would require closing one lane for about four hours.

A substantial amount of money was invested in the monument, so this would complete this project, increasing safety and neighborhood appeal.

JPIP is requesting \$3200 toward the equipment and installation, which does not include the costs of the meter, electrical panel, or permits.

Currently the JPIP Business Improvement District and LANI will be asked to pay othe on-going lighting costs. In addition, the churches on that block are willing to act as guarantors of the electric bill.

Rev. Marzette then presented the funding request and quotes in detail.

Stevie Stern requested that JPIP provide a rendering of how the LED lights would be mounted.

**MOTION:** Stevie Stern moved that we recommend the above funding request to the Governing Board for up to \$3200 for the parts and installation needed to upgrade the Jefferson Park sign.

Wesley Todd seconded.

Vote: Approved unanimously.

- B. Funding Request – Jefferson Park HPOZ mailing targeting non-resident property owners/landlords – A. Arlington – ACTION

Audrey Arlington presented a funding request for publicizing the Jefferson Park HPOZ to non-resident owners (i.e., landlords).

The mailing would include a one page letter with a map of the HPOZ on the back. It would be sent to a mailing list about 500 non-resident owners.

Audrey presented a bid for \$426.03 from FedEx Office for printing, folding, inserting,



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addressing, and adding postage for mailing.

The mailing list was provided by the Planning Department, and volunteers went through to pick out non-resident addresses.

Previously UNNC paid to distribute doorhangers in Jefferson Park, but it is thought that renters would in general not have forwarded the doorhangers to the property owners.

**MOTION:** Stevie Stern moved that the above funding request for \$426.03 be forwarded to the Governing Board.

Norman Gilmore seconded.

Vote: Approved unanimously.

C. Review the protocol for making motions before the governing board – Norman Gilmore –  
ACTION

Norman Gilmore suggested that there has been some inconsistency in how motions are introduced at Governing Board meetings.

After discussion, there was a consensus of the Executive Committee that committees should be offered, **as a courtesy**, the first opportunity to make the motions that are coming out of their committee. The committee chair is encouraged to offer their motion immediately after the initial presentation of the committee report on their proposed motion, and **before discussion starts**. Once discussion starts, anyone may make a motion on the subject as usual. So committee chairs should be prepared if they want the courtesy of introducing a motion first.

As funding requests come through Executive Committee, the Executive Committee would like to have the opportunity to offer the first motion made for funding requests. Since the Executive Committee Chair is Chairing that portion of the Governing Board meeting, another member of the Executive Committee may move the funding request. The exception would be funding requests that come through committees, such as Economic Development. In that case, the committee chair or a member of that committee will be offered the first chance to make the funding motion. If they decline, the Executive Committee may then make the initial motion.

Of course, if the board does not pass the first motion, any board member may step in to offer a new motion.

D. Review Board Member absences

One board member has missed meetings for more than three meetings due to medical issues.

Several board members have not completed their mandatory ethics training or two year renewal within the four month limit specified in the Standing Rules. Per the UNNC Standing Rules, they will be notified that their voting privileges are suspended starting with the next Governing Board meeting until they complete the city ethics training.

E. Plan agenda for next Governing Board meeting

Applicable items above will be on the next Governing Board agenda.



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Gloria Driver introduced herself. She is developing a market on Jefferson and Edgehill. She is attending the meeting to learn more about UNNC.

Charlzetta Driver also spoke about her concerns about frequent accidents on the 3100 block of Jefferson Blvd.

The committee advised on possible steps to take regarding the above questions and concerns.

## **TREASURER'S REPORT**

DONE is deducting election payments from our current funds. Once the Election is over, Wesley will give a complete summary of Election expenses to DONE after the Election and DONE will reimburse our budget from last year's encumbered funds.

DONE made an error and did not encumber the \$2500 voted for Kitty Bungalow in the 2011-2012 fiscal year while questions about the funding motion were being clarified. So now that the UNNC motion has been clarified to not be in violation of the Trap Neuter Return injunction against the city, UNNC is informed by DONE that the funds were returned to the city general fund. We understand that three other neighborhood councils also voted funds for Kitty Bungalow and may be in the same situation, and we will be following up to ask DONE to correct their error and request return of the funds so they can be disbursed.

Also, UNNC funds voted for RACO were transferred to another account in the city, but we don't know if the project did not get the funds yet. So the funds are in limbo, and we want to find out what is happening with that. Stevie Stern will call Paul Darrigo to see whether the RACO Training program did or did not receive the funds.

## **OLD BUSINESS**

John Arnold is now helping with the LaSalle monument project by preparing drawings. Stevie said Andrea Dunlop has a lead on a landscape architect.

## **COMMITTEE REPORTS**

DONE is saying that if we have less than three contested seats, then they will not hold our election.

## **NEW BUSINESS**

Stevie Stern and Andrea Dunlop have a concern about the trees on Washington Blvd that haven't been trimmed. Billie Green said that the trees were definitely trimmed two years ago. PXP has 14 trees around their property, and Andrea drafted a letter asking if PXP would trim the trees around their property.

The idea is that this might be a strategy that would work with some other mid-size and larger businesses to get some trees trimmed. (BofA, Starbucks, Jack in the Box, the gas station).



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## **APPROVAL OF MINUTES**

**MOTION:** Stevie Stern moved to approve the August 21, 2012 minutes.

Wesley Todd seconded.

Vote: Approved unanimously.

Meeting adjourned around 9:01 pm.

Respectfully submitted,

Norman Gilmore

UNNC Secretary

September 18, 2012

Attachments: None.