



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

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UNNC Governing Board Meeting

Thursday, March 5, 2015
Council District 10 Field Office
1819 S. Western Ave.
Los Angeles, CA 90006

MINUTES

(approved April 2, 2015)

CALL TO ORDER

President Jeff Camp opened the meeting at 6:45 p.m. A quorum was present.

Members present: John Arnold, Marius Stelly, Bettye Smith-Anderson, Carlton Stubbs, Betty Walton, Ophelia Daniel, Andrea Dunlop, Anthony Carter, Laura Meyers, Elizabeth Fenner, Sandra Pruitt, Helen Indrani Chaudhuri, Sandra Paul, Rosie Brown, Jeff Camp, Norman Gilmore, Billie Green, Heidi Cabero. (18 total).

Members absent: Denise Jackson, Jess Bravo, William Hernandez, Talicia Raggs, Dolores Spears. (5 total).

There were about 9 audience members at the start of the meeting.

APPROVAL OF AGENDA

MOTION: Norman Gilmore moved to approve the agenda with standard time limits for each item and Item C moved to the beginning of Executive Committee business, and removing the presentation by William Grant Still Art Center.

Betty Walton seconded.

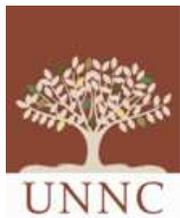
The Chair asked for any objections. There were no objections.

Vote: Approved unanimously.

PUBLIC COMMENT

Stevie Stern thanked Norman Gilmore for his service as a Jefferson Park representative and UNNC Secretary over the last six year.

Sandra Pruitt also thanked Norman Gilmore for being active in the community and supporting her work.



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Debra Varnado discussed the outreach that the city is doing on updating flood maps.

Jamie Moore, LAFD Battalion Chief, introduced himself. He is in Battalion 11. www.LAFD.org

Feel free to contact him with questions and concerns. He said they have been focusing on making sure people are installing smoke alarms and checking batteries.

Betty Walton said there was a service assisting seniors with house painting at no charge.

INTRODUCTION

Introduction of newly elected Assembly member Miguel Santiago's office, whose district comprises the West Adams, Downtown LA, Koreatown, Little Tokyo, and East Hollywood—Robert Park, Field Deputy

No presentation.

CD10 UPDATE

Herb Wesson was re-elected to the Los Angeles city council last week.

The clean-up on Jefferson Blvd. went really well. There will be another clean up scheduled for Jefferson Blvd. They have been patching the public (non-gated) alleys.

Vince has been riding around with sanitation picking up bulky items once a month.

E-Waste and shredding will be available on March 28 in front of the offices of The Los Angeles Sentinel paper on Crenshaw.

EXECUTIVE COMMITTEE BUSINESS

A. Recommendation of candidate Joshua Cain for Jefferson Park HPOZ—ACTION

Joshua Cain presented himself as a candidate for the Jefferson Park HPOZ board.

He owns several historic homes, two of which are on the National Register of Historic Places. He resides in Jefferson Park on W 29th Pl. He works professionally in historic preservation and renovation. He has experience working with cultural heritage commissions in South Pasadena and San Marino. He is familiar with the Mills Act process. He is acquainted with the city of Los Angeles Office of Historic Resources. He states that he has restored several houses around Los Angeles.

MOTION: Norman Gilmore moved that the UNNC recommend Joshua Cain as a board member of the Jefferson Park Historic Preservation Overlay Zone (HPOZ) Board to the fifth HPOZ board seat.

Laura Meyers seconded.

John Arnold arrived.



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The Chair asked for any objections. There was an abstention.

A roll call vote was recorded.

Vote: 17 in favor, none opposed, 1 abstention.

The secretary will send a letter accordingly to David Saffer, Chair of the Jefferson Park HPOZ.

- B. Recommendation to establish an ad-hoc Committee for Emergency Preparedness which shall complete its activities by February 1, 2016 with Debra Varnado as Chair—ACTION

Debra Varnado presented herself as a candidate for Chair of an ad-hoc UNNC Committee for Emergency Preparedness.

MOTION: Norman Gilmore moved to recommend that the UNNC Governing Board establish an ad-hoc Committee for Emergency Preparedness which shall complete its activities by February 1, 2016 and that UNNC appoint Debra Varnado as Chair of said committee, and that Debra Varnado shall provide a proposed committee task and role description to the Executive Committee for review and approval.

Carlton Stubbs seconded.

The Chair asked for any objections. There were no objections.

A roll call vote was recorded.

Vote: 18 in favor, none opposed, no abstentions.

Since Debra Varnado is not a member of the UNNC Governing Board, this ad-hoc committee will be required to post agendas in compliance with Brown Act.

- C. Funding Request – NPG of \$1,520 for two Spaulding 54 portable basketball hoops, Jim Carper of Holy Name of Jesus School—ACTION

Item handled out of order before Item A.

Sandra Paul and Marius Stelly recused themselves as they are affiliated with a related institution.

Deacon Jim Carper, Directory of Marketing and Development, presented for Holy Name of Jesus School, which is a 501(c)3 organization. They are at 1955 W. Jefferson Blvd. www.hnojla.org

They are classified as a school, not a religious institution according to the federal school lunch program. They serve transitional K through 8th. Nearly 90% of their students are below federal standards for poverty as defined for school lunch programs. A study by Loyola Marymount researchers reported that 98% of their students graduate from high school and 95% enroll in college. They currently serve about 200 students.

They have a basketball court on the south side of the street which is open to the public during evenings and weekends. They can only take 6th to 8th graders across the street to the south side. Also, the hoops on the south lot are regulation height, which is too tall for younger kids.

The new hoops will be placed on the north side of Jefferson so that younger kids can play



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basketball during the day. Jim Carper states that this lot is also open to the public evenings until dusk during the week, and also open on Saturdays.

The lot on the south side is registered as a public playground by Kaboom, so people can learn about its availability. Currently, there is no signage regarding public access, as the last sign was tagged.

In response to a UNNC inquiry, Darren R. Martinez, Managing Deputy City Attorney - Neighborhood Council Advice Division, General Counsel Division, Office of the City Attorney, wrote to UNNC on February 18, 2015: "The proposed NPG is fine because the monies are not being used for a religious purpose. Public funds have been allowed by the Courts to purchase Non-religious equipment at religious organizations."

MOTION: Norman Gilmore moved that UNNC fund an NPG for up to two Spalding 54 portable basketball hoop systems for a total of \$1,520 including tax, with the hoops to be placed at Holy Name of Jesus School, provided that the school agrees to make the hoops accessible for public use on evenings and weekends.

Bettye-Smith Anderson seconded.

A roll call vote was recorded.

Vote: 15 in favor, none opposed, 2 recusals, no abstentions.

Bettye-Smith Anderson is the resident representative responsible for any follow up with Holy Name of Jesus which the UNNC Executive Committee needs in order to finish funding this request.

Sandra Paul and Marius Stelly returned.

- D. Funding Request—Fund up to \$350 for refreshments, outreach materials, and plants for giveaway at a Native Plant Seminar to be organized and hosted by UNNC, Fenner/Stelly—ACTION

Board members Elizabeth Fenner and Marius Stelly presented a funding request to promote and put on a free seminar on native plants proposed for March 7, 2015. The speaker would be from the Theodore Payne Foundation, well known throughout Southern California as experts on native plants.

They are requesting funds for outreach materials, refreshments and native plants to be given to attendees.

They did receive clearance from DONE for the speaker honorarium and the plant give away.

MOTION: Norman Gilmore moved that UNNC fund up to \$350 for refreshments, outreach materials, and plants to be given away to seminar attendees at the native plant seminar to be organized and hosted by UNNC.

Anthony Carter seconded.

A roll call vote was taken.



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Vote: 18 in favor, none opposed, no abstentions.

- E. Funding Request—\$60 for a replacement battery for the ASUS UL80VT laptop used by the Treasurer and up to \$750 for a laptop, mouse, case and software, Gilmore—ACTION

The Treasurer laptop battery no longer holds a charge. The next UNNC Secretary will require a laptop to take minutes for UNNC meetings, and other duties of the Secretary.

MOTION: Norman Gilmore moved that UNNC fund up to \$60 for a replacement battery for the ASUS UL80VT laptop used by the Treasurer, and that UNNC fund up to \$750 for a laptop, mouse, case, and software for UNNC use.
Betty Walton seconded.

A roll call vote was recorded.

Vote: 18 in favor, none opposed,

- F. UNNC Inventory and Inventory Check Out Procedures—DISCUSSION

The Secretary distributed a current copy of UNNC's inventory, with current responsible parties identified for all items not in storage.

Currently, the President, Vice-President, and Secretary have keys to UNNC's storage office at the Senior Service Center on Washington Blvd. Norman Gilmore will be transferring his key to Marius Stelly, the Signatory.

Whenever an item is taken from storage, that person must note that on the inventory sheet in storage what item(s) they are checking out, and that person is responsible for getting that item back to storage. No hand-offs and saying 'Someone else said they'd return it'! You are responsible if you took it out!

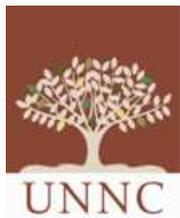
- G. Copier, Inkjet Printer, Video Presenter, Speakers, Flash Drive, and Digital Camera for City Surplus—ACTION

Norman Gilmore reported that UNNC has office equipment in storage which has not been used for at least six years.

1. Samsung Video Presenter, Model SVP 6000, Serial # S0061242
2. Hewlett Packard Fax and Copier, Model # 7130 All-in-one, Serial # SG2CEB10F4
3. Xerox Work Centre XD100, Serial # 118843m
4. Acoustic Authority Speaker system A3780, Serial # 3044275
5. Sony Cybershot DSC-S600, Serial# 6537537
6. Kingston DataTraveler Locker Flash Drive DTL/4GB

These items are either obsolete and supplies cannot be obtained, or are not fully functional. None are needed by UNNC.

MOTION: Norman Gilmore moved that the UNNC designate the Samsung Video Presenter, HP



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7130, Xerox XD100, Acoustic Authority Speaker system, Sony Cybershot camera and Kingston Flash drive for transfer to City of Los Angeles salvage.

Rosie Brown seconded.

The Chair asked for any objections. There were no objections.

A roll call vote was recorded.

Vote: 18 in favor, none opposed, no abstentions.

H. Review Robert's Rules for Questions & Answers—ACTION

Robert's Rules of Order do not provide for Q&A during debate. UNNC prefers to allow board members to ask questions directed at specific individuals, but it has been unclear how to manage Q&A according to the standard rule time limits of each board member speaking twice per item up to two minutes.

MOTION: Norman Gilmore moved that UNNC adopt a standing rule that when a board member has the floor and asks a question, the Chair may recognize a person to answer that question and that person will have one minute to respond, and that response will not count against their speaking limits.

John Arnold seconded.

The Chair asked for any objections. There were no objections.

A roll call vote was recorded.

Vote: 18 in favor, none opposed, no abstentions.

COMMITTEES BUSINESS

A. Committee Updates (as needed)

1. Sandra Pruitt, Recreation and Parks Chair, reported that the Recreation and Parks department has begun the process of touring Leslie Shaw Park with contractors in preparation for soliciting bids for the park remodel.

B. Planning & Zoning

1. Case No. ZA-2014-4751-CU, 2400 West Washington Blvd. (S&J Wilshire Tow)
Presentation and discussion re: proposed renewal of Conditional Use Permit to allow the ongoing use of the property for the temporary storage of vehicles in conjunction with the continued use and maintenance of an existing official police garage in a C2 zone. –
ACTION ITEM

They are requesting that the city remove the northern lot from their entitlements since the applicant no longer owns it. They are also requesting a 15 year term for the Conditional Use Permit.

MOTION: Laura Meyers moved to recommend that UNNC recommend approving the



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renewal of the CUP with a ~~ten~~ fifteen year term and that ZA add a condition that a plan approval process including a public hearing shall be filed within one year of a change of ownership.

Norman Gilmore seconded.

Tricia Robbins-Kasson, AICP of Rosenheim & Associates presented. She said it is in a C2 zone. They have a contract with the city for the police garage. They are not planning on making any changes. The only recent complaint was excessively bright lighting installed by DWP, which they worked with DWP to correct, satisfying the neighbor.

The applicant stated that the Police Commission is another avenue of recourse if the community has issues.

MOTION TO AMEND: John Arnold moved that the motion be amended to recommend renewal of the CUP with a 15 year term.

Betty Walton seconded.

Vote: 10 in favor, 8 opposed.

Motion to amend passes.

A roll call vote was taken on the motion as amended.

Vote: 13 in favor, 3 opposed, 2 abstentions.

Amended motion passes.

2. Proposed implementation of a Character Residential District within the Community Plan Implementation Overlay (“CPIO”) for the Arlington Heights neighborhood
This initiative addresses issues of neighborhood conservation within the underlying RD multi-family zoning for Arlington Heights (Boundaries: Pico to the Santa Monica Freeway, Arlington to Crenshaw, excluding commercial areas, public facilities and parcels fronting Crenshaw.) City Council has voted to instruct the Planning Department to prepare this CPIO overlay. Discussion RE refinement to the previously approved draft standards and additional outreach. –ACTION ITEM

The city council moved Arlington Heights CPIO and West Jefferson Park residential downzone community plan amendments forward on January 21, 2015. These will have to be noticed by the city to affected property owners. They send notices 24 days before the hearing. This is too last minute.

Reuben Caldwell the Planning Committee if there any design guidelines that rise to the level of a standard that should be added to the Arlington Heights CPIO. He would consider weaving in a sentence into the standards regarding designs being compatible with the prevailing aesthetic on the block.

MOTION: Laura Meyers moved that UNNC devise an outreach plan for West Jefferson Park downzone area and the Arlington Heights CPIO areas (commensurate with available UNNC funds) and deliver the outreach ideally prior to official notices being sent out by the city.

Norman Gilmore seconded.



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A roll call vote was taken.

Vote: 18 in favor, none opposed, no abstentions.

A specific outreach plan will be brought to Executive Committee and the Governing Board for review and funding.

3. Case No. APCS-2014-4010-ZC, 1540 So. St. Andrews Place (bet. Venice and 15th) Proposal to change the zoning from R2, duplex to “R3” in order to build a new 16-unit apartment building. UNNC has previously voted to oppose the zone change. Review of change in proposed plans. – ACTION ITEM, LIMITED TO THE CHANGE IN PLANS

A new rendering of the proposed project was presented.

MOTION: Laura Meyers moved that UNNC re-iterate its previous opposition from January 8, 2015 regarding Case No. APCS-2014-4010-ZC, 1540 S. St. Andrews Place. Norman Gilmore seconded.

A roll call vote was taken.

Vote: 18 in favor, none opposed, no abstentions.

n.b. The previous motion on this case on January 8, 2015 was approved by a vote of 17 in favor, none opposed, no abstentions:

Laura Meyers moved that UNNC oppose this spot zoning request at Case No. APCS-2014-4010-ZC, 1540 So. St. Andrews Place, as it is inconsistent with the neighborhood character and UNNC policy.

TREASURER’S REPORT

- A. Approval of expenditures and bank statements—ACTION

Betty Walton departed.

Sandra Paul presented the Treasurer’s Report.

MOTION: Sandra Paul moved that UNNC approve the Monthly Expenditure Report and Bank Statement for February 2015.

Carlton Stubbs seconded.

The Chair asked if there were any objections to the motion.

A roll call vote was recorded.

Vote: 17 in favor, none opposed, no abstentions.

SECRETARY’S REPORT

Norman Gilmore has submitted his letter of resignation from the UNNC Board and as UNNC Secretary to be effective March 7, 2015.



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Norman Gilmore reported that UNNC now pays Godaddy directly on an annual basis for our domain registration and email services. Godaddy currently charges us \$53.94 annually for private domain registration and \$47.88 a year for the ability to send our emails from unnc.org. Formerly, NextGraphics paid these fees and billed us annually.

This became an issue when DONE issued new guidelines on approved service providers.

It is very important that UNNC keep the city debit card up-to-date on the Godaddy account (as well as other recurring charges for communications services we use such as Linode for our webserver and RingCentral for our phone number). Access to our website and email would cease promptly on non-payment. (We are paying for domain protection, so if payment doesn't go through, we have time to resolve the issue before risking loss of the domain.) Renewals will occur every year on February 20th for email services and April 27th for unnc.org registration.

The Secretary presented minutes for approval.

MOTION: Billie Green moved to approve the February 5, 2015 minutes with the correction that on public comment Rosie Brown said the "Save Our Planet" boxes do not benefit the community, not that they don't have permits.

Rosie Brown seconded.

A roll call vote was taken.

Vote: 14 in favor, none opposed, 3 abstentions.

PRESIDENT'S REPORT

A. Online Voting for 2016 Neighborhood Council Elections— DISCUSSION AND POSSIBLE ACTION

MOTION: Laura Meyers moved that UNNC oppose online voting for neighborhood councils. Billie Green seconded.

A roll call vote was taken.

Vote: 16 in favor, 1 opposed, no abstentions.

MOTION: Laura Meyers moved to appoint Bettye-Smith Anderson and Heidi Cabero to represent UNNC at LANCC meetings regarding online voting.

Carlton Stubbs seconded.

Vote: 16 in favor, 1 opposed, no abstentions.

Thanks to Jess Bravo for arranging food for this evening from Vees (and Marius Stelly for arranging payment).

Rosie Brown will arrange food for April.

ANNOUNCEMENTS

Billie Green announced that West Adams Collectors Club got a grant to assist in archiving important



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collections and Billie Green is participating by conserving her historic doll collection. You can learn more about archiving at the William Grant Still exhibit.

Sandra Pruitt said that the 1st weekend of every month the Jefferson Branch of LA Public Library has a book sale, and they will also be starting a monthly movie night. The first movie will be “Frozen”.

Meeting adjourned at 9:41 pm.

Respectfully submitted,

Norman Gilmore

UNNC Secretary

April 29, 2015

Attachments:

None.