

CITY OF LOS ANGELES
CALIFORNIA

EXECUTIVE COMMITTEE

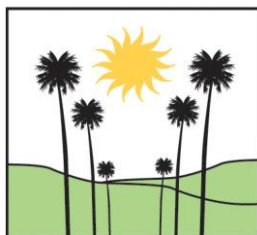
CONNIE CASTRO
PRESIDENT

TAMMY MEMBRENO
VICE-PRESIDENT

ANTHONY MANZANO
TREASURER

SCOTT JOHNSON
RECORDING SECRETARY

EDWARD R. SANTILLAN
CORRESPONDING SECRETARY



LA-32
Neighborhood Council

LA-32 COMMUNITIES

EL SERENO

HILLSIDE VILLAGE

ROSE HILLS

UNIVERSITY HILLS

Special Meeting of the General Board Agenda

December 4, 2013

5:30PM-6:00PM

El Sereno Senior Citizen's Center

4818 Klamath Place, Los Angeles, CA 90032

1. Call to Order – Roll Call
2. General Public Comment- The public may provide comments to the board on non-agenda items within the Neighborhood Councils subject matter jurisdiction. However, please note that under the Brown Act, the board is prevented from acting on the issue you bring to its attention until the matter is agendaized for discussion at a future public meeting. (Limited to 1 minute per speaker for up to 20 minutes)
3. New Business:
 - a. Discussion and Possible Action: "Motion to reschedule General Board meeting to January 8, 2013".
 - b. Discussion and Possible Action: LA 32 Board review and approval of the 2014 Elections Stipulation Worksheet. This worksheet was due to the Department of Neighborhood Empowerment on November 22, 2013.
4. Adjournment

The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two occasions, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and take action. If the motion to reconsider and action is to be scheduled at the next regular meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) a Motion for Reconsideration on the described matter and (2) a Proposed Action should the motion to reconsider be approved. A motion for reconsideration can only be made by a Board member who has previously voted on the prevailing side of the original action taken. If a motion for reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

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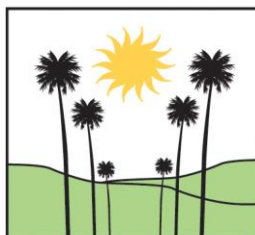
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General Board Meeting Agenda

December 4, 2013

(Agenda Continuance from November 6, 2013 General Board Meeting)

6:00PM-9:00PM

El Sereno Senior Citizen's Center
4818 Klamath Place, Los Angeles, CA 90032

1. Call to Order – Roll Call
2. Pledge of Allegiance
3. Review and approval of October 2, 2013 and October 13, 2013 LA 32 General Board Meeting Minutes
4. Welcome to Officials
 - a. Elected (Senator-State Assembly-Mayor-City Council-Neighborhood Council)
 - b. CD-14 (Updates)
 - c. LAPD
 - d. SEA-Aztec Rising
5. General Public Comment- The public may provide comments to the board on non-agenda items within the Neighborhood Councils subject matter jurisdiction. However, please note that under the Brown Act, the board is prevented from acting on the issue you bring to its attention until the matter is agendaized for discussion at a future public meeting. (Limited to 1 minute per speaker for up to 20 minutes)
6. President's Report: (For Discussion and Possible Action)
 - a. **Fill in Vacancies:** Recommend to fill vacancies based on Bylaws Process. The order of selection is as follows: (Same Region, Top Runners-up of any other Region, Nominate from Stakeholders, Board Approval). Pending DONE application verification and approval.
 - b. **Recommend to Board:** "Motion to officially appoint Treasurer Anthony Manzano as LA-32 Budget Representative as one of 2 representatives for Budget Advocates, along with a board member/stakeholder to be appointed at General board Meeting".
 - c. **Recommend to Board:** "Motion to officially appoint President Connie Castro and Corresponding Secretary Edward R. Santillan as LA-32 NC CIS (Community Impact Statement) Representatives".
 - d. **Master Calendar:** Standing Committee Chairs please review Calendar so meetings do not overlap.
7. Treasurers Report: (For Discussion and Possible Action)
 - a. **P'Card Authorization:** "Motion to appoint the P'Card responsibilities (Purchases Only) to 2nd signatory Tammy Membreno. Treasurer will continue to be responsible for completing and submitting documentation as required by the new Checking Funding Empower LA requirements".

- b. **Misplaced Receipts:** - “Motion that the LA-32 NC support the resolutions of the following misplaced receipts despite best efforts to locate them:
 - i. Kite Festival Event: Subway receipt in the amount of \$216.00 to provide lunch for volunteers
 - ii. Kite Festival Event: 99 Cents Store receipt in the amount of \$6.54
 - iii. Beautification Clean-Up Event: Johnnies Market in the amount of \$73.35 to provide lunch for volunteers
 - iv. General Board Meeting: Food 4 Less receipt in the amount of \$39.64 to provide refreshments for the community
- c. **Quarterly Reconciliations for Fiscal Year 2012/2013** - “Motion that the LA-32 NC approves the following reconciliations:
 - i. 1st Quarter July thru September 2012
 - ii. 2nd Quarter October thru December 2012
 - iii. 3rd Quarter January thru March 2013
 - iv. 4th Quarter April thru June 2013
- d. **Budget Package:** “Motion to approve the LA-32 NC Budget Package including the Strategic Outreach Plan and Election Outreach Survey as required by Empower LA to unfreeze funds”. (Attachment A)

8. Old Business: (For Discussion and Possible Action)

- a. **Ad Hoc Website Committee Motion:** “That the LA-32 continue to hire Mr. Aaron De Vandry as fulltime website consultant, website designer and website administrator to maintain and update website daily and to provide continuous training for LA-32 NC Board members as needed for an amount not to exceed \$250 dollars monthly for the fiscal year 2013-2014 from LA-32 NC approved budget”.
(Category 200 Outreach – Website Maintenance/Enhancement/Creation)
- b. **Create LA-32 NC Official Letterhead/Outreach Ad Hoc Committee** – Recommend to create an Ad Hoc Committee to research official letterhead options. (Committee would be responsible for holding meetings and gathering input from all surrounding communities, organizations, homeowners associations and document findings so as to make a recommendation to the LA-32 NC General Board)
- c. **Initiative Motion brought forth by LA-32 Stakeholders:** “That the LA-32 Neighborhood Council Official Letterhead on all outgoing correspondence, social media, outreach materials, etc. reference the six historic neighborhoods of El Sereno, Emery Park, Hillside Village, Rose Hills, Sierra Park and University Hills, in the spirit of community unity and historical preservation”. (Attachment B)
- d. **Inventory DONE Form Motion:** “That all current and former LA-32 NC Board Members return all LA-32 NC Equipment to Storage facility for inventory and cataloging per City of Los Angeles Funding Program Requirements”. (Ad Hoc Inventory Committee approved by the General Board on July 10, 2013 will take inventory of all equipment purchased with LA-32 funds, assure that it is in the LA-32 Storage & complete/submit report required by DONE to the Board for approval).

9. Standing Committee Reports and Actions:

- a. **Arts and Culture** – (For Discussion and Possible Action)
 - i. **Motion:** “That the LA-32 NC provides funds not to exceed \$500 from LA-32 NC approved budget for supplies and promotional materials for the 1st El Sereno Tunnel Art walk held in conjunction with the El Sereno Dia de Los Muertos Art walk”.
(Category 200 Outreach – Event Expense)
- b. **Beautification** – (For Discussion and Possible Action)
 - i. **Motion:** “That the LA32 NC approve petitioning businesses along Huntington Drive to adopt neglected planters, and to arrange move of those planters where wanted.
 - ii. **Motion:** “That the LA-32 NC approves of the three Plant types, for planters on Huntington Drive, and approves funding from LA-32 NC approved budget not to exceed \$300.00 to purchase plants for six planters on Huntington drive. Spineless Agave, Geranium mix, Flax plant / Aeonium mix, Lemon Tee plant”.
(Category 300 Community Improvement Project)

- iii. **Motion:** “That the LA-32 NC approves funding from LA-32 NC approved budget not to exceed \$500.00 to purchase soil products for six planters on Huntington Drive”.
(Category 300 Community Improvement Project)
- iv. **Motion:** “That the LA32 NC approves funding from LA-32 NC approved budget not to exceed \$250.00 for purchase of gas weed abatement trimmer along with plaster trimmer line, and one pint container of two stroke motor oil”.
(Category 300 Community Improvement Project)
- v. **Motion:** “That the LA-32 NC approve of letter to send to BOE, Mr. Dung Tran, project manager Soto St. Bridge project.” (Attachment C)
- c. **Public Safety Committee** – (For Discussion and Possible Action)
 - i. **Motion:** “That the LA-32 NC purchases a walk-in/storage container for the NC purposes and CERT supplies not to exceed \$1500 from LA-32 NC approved budget”.
(Category 100 Operations – Facilities related and Space Rental)
 - ii. **Motion:** “That the LA-32 NC prepare a letter to CD14 regarding lights not visible at crosswalk (Eastern/Twining) due to tree overgrowth and of flashing light visibility”
 - iii. **Motion:** “That the LA-32 NC prepare a resolution in support of alcohol justice to oppose any advertisements in public areas” (Draft resolution pending)
- d. **Education Committee** – (For Discussion and Possible Action)
 - i. **Motion:** “That the LA-32 Neighborhood Council support the designation of Hazard Park as a National Historical Site in honor of the late Educator Sal Castro and thousands of students crusade for Educational Equality in 1968 and that the park be preserved in its current configuration with investments in its historic and environmental amenities, that honor the parks role in the struggle for educational justice and preserve it as a living and breathing teachable classroom for future generations”.
- 10. **New Business:** (For Discussion and Possible Action)
 - a. **Bi-Centennial Committee** – Presentation 10 Minutes
 - b. **Standing Committees** – “Motion to revert back to 3 Committee Members for each committee to be ratified by the board per LA-32 NC Bylaws Section 3. A. (Attachment D)
 - c. **Christmas Outreach Event:** “Motion that the LA-32 NC support a holiday outreach event/mixer for the community. Funding not to exceed \$200 for refreshments”.
(Category 200 Outreach – Event Expense)
- 11. **Board Member Announcements**
- 12. **Adjournment**

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General Meeting of the Board to Conduct Training Draft Minutes

Wednesday, October 2, 2013

6:00PM-9:00PM

El Sereno Senior Citizen's Center
4818 Klamath Place, Los Angeles, CA 90032

AGENDA

1. Call to Order – Roll Call

Meeting was Call to Order at 6:20 P.M. by President Connie Castro. ** Due to a lack of Quorum. President Castro proceeded to Agenda Item # 4 "General Public Comment".

2. Pledge of Allegiance

3. Welcome to Officials

Sarah Rascon of Assemblyman Jimmy Gomez Office gave an update on the following upcoming events; NELA Health Fair on October 19 and second Million Trees Giveaway this Saturday.

4. General Public Comment- The public may provide comments to the board on non-agenda items within the Neighborhood Councils subject matter jurisdiction. However, please note that under the Brown Act, the board is prevented from acting on the issue you bring to its attention until the matter is agendaized for discussion at a future public meeting. (Limited to 2 minutes per speaker).

Bill Watkins commented on his previous statements regarding Illegal Fireworks. Also broached on his meeting with the LAPD Hollenbeck Division Captain and his upcoming comedy show fundraiser.

George Cabrera commented on his role and the Mission Statement regarding the new Community Beacon Newspaper. They currently have funding for 16,000 copies per edition.

Tom Williams commented on up-coming Sunday Meeting of CalTrans Tenants at 10:30 A.M. Discussion on legislation via Governor Jerry Brown regarding sale of CalTrans Property. "What do we want in the Corridor"?

** At this point (6:30 PM), Formal Roll Call took place that established the presence of 11 Board Members, which constitutes a quorum. The Pledge of Allegiance was also conducted, follow by Agenda Item # 3 "Welcome to Public Officials".

For the record, the following Board members were present,

5. Presidents Report

No report.

6. Treasurer Report – There will be an initial 5 – 10 minute report update by Mr. Anthony Manzano, LA-32 NC Treasurer (LA-32 NC Financial Report; Update on outstanding documents for 2010-2013 Audit; Update on P Card Reconciliation Reports; Frozen Funds Update; Actions taken) followed by a brief, moderated question-and-answer period between stakeholders, board members.

President Connie Castro gave brief update/ background on outstanding fiscal issue.

Treasurer Anthony Manzano gave his background/ thoughts on issues outlined by President Castro. His comments broached on the issues pertaining to the outstanding Karate Class Funding and the billing process for the Senior Center.

Treasurer Manzano distributed three handouts as part of his extensive comments.

“Response to Funding Concerns”, Attachment A

“Issues that Impede Progress”, Attachment B

“P-card Quarterly Reconciliation Reports”, Attachment C

Public Comment on Agenda Item.

Yolie Garcia had different viewpoint regarding the Karate Class issue.(reinburstment of 10th Anniversity Picnic deposit from Rec. and Parks was to pay for class).

Esmerelda Vasquez commented on the need for regular meetings of the Budget & Finance Committee, along with the Membership and Outreach Committee. Also need to focus on teamwork.

Anselmo Flores commented on the need for everyone to work as one cohesive unit, devoid of finger pointing. “Symptom of More”.

Ruben Chavez commented on the shame of not funding the Karate Class.

Roxana Melgar commented that Anthony was crediting himself too much in his written document.

President Castro clarify the Karate Funding Issue, stating that the returned deposit money was reverted back into the General Fund.

Hugo Pacheco pondered how to make a positive out of this situation.

Cynthia Sandoval commented how this board has been better with funding issues. Further, there have been changes that are good and bad (infighting and favoritism).

Angelica Duarte commented on the need for structure via regular meeting dates.

Mike Roseberry commented on need for regular meetings.

7. Funding Training – Presentation and Discussion regarding Neighborhood Empowerment Funding Requirements and New Checking Account funding rules. This session will be facilitated by Betty Wong Oyama – Neighborhood Empowerment Analyst. Topics that will be discussed, include, but are not limited to: NC Monthly Expenditure Report, NC monthly cash request, NC Board Vote on Funding Request, P’Card Reconciliation Reports, Budget, Demand Warrants, NPGs, Roles and Responsibilities of Treasurer.

Betty Wong of DONE/ Empower LA at this point gave a twenty minute presentation/ training on fiscal issues (from 7:25 to 7:45 P.M.)

She gave two handout as part of presentation/ training.

“NC Checking Account System”, Attachment D

“NC Funding Program Training & Orientation”, Attachment E

8. Question and Answer/ Wrap Up

Ruben Chavez asked about Parade Funding Issue. Broached about BTRC Form.

President Castro asked about committee funding. Betty Wong recommended not funding committees but instead have allocations on budget line item.

Hugo Pacheco asked about the second signee on fiscal forms. Betty Wong gave background on the aborted Wells Fargo Fiscal Partnership. Fiscal policy will remain the same for now.

Michael McGuire ask about the P-card protocol for buying supplies.

Scott Johnson asked Betty Wong to comment further about Committee Allocations. Allocations still up to the respective NCs.

Hugo Pacheco asked what was the genesis of having the non-paid NC members doing the work of DONE/ Empower LA's paid staff. (budget cuts).

** At 8:10 P.M. a five minute break (more like 15 minutes) was called for the second part of Fiscal Training was undertaken.

Second Part of Fiscal Training began at 8:25 P.M.

Tammy Membreno questioned the process.

Hugo Pacheco asked follow up question regarding Conflict of Interest Issue.

Connie Castro asked question regarding inventory of NC equipment.

Scott Johnson asked question about inventory protocol (labeling and documenting NC equipment).

Hugo Pacheco asked about P-card forms and parking reimbursement.

9. Board Member Announcements

None due to time restraints.

10. Adjournment

**** The Question on the Motion to adjourned the meeting was called for by President Castro and seconded by Scott Johnson. The Motion passed by a 11-0-0 vote at 9:00 P.M.**

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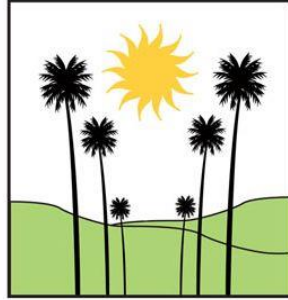
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EMERY PARK

SIERRA PARK

LA-32 NEIGHBORHOOD COUNCIL

Special Meeting of the General Board Draft Minutes
October 10, 2013 6:00PM-8:00PM
Barrio Action
4927 Huntington Drive North
Los Angeles, CA 90032-1626

1. **Call to Order – Roll Call**

President Connie Castro called the the meeting to order at 6:08 P.M. Only 7 Board Members were present at that time (President Connie Castro, Vice-President Tammy Membreno, Treasurer Anthony Manzano, Corresponding Secretary Edward Santillan, Recording Secretary Scott Johnson, Cynthia Sandoval and George Pantages).

Because of a lack of quorum, President Castro proceed to take Public Comment.

** For the record, quorum was achieved at 6:28 P.M. with the following Board Members in attendance (Michael McGuire, Angelica Duarte, Ruben Chavez, Hugo Pacheco and Michael Oropeza).

2. **Public Comments** – Comments from the public on non-agenda items within the Board's subject matter jurisdiction. Public comments are limited to two minutes per speaker (up to 20 minutes)

Sam of the LAC-USC Master Plan Project gave update on upcoming Outreach meetings.

3. **Old Business** - (For Discussion and Possible Action)

- i. Recommend to remove Board Members Francisco Valenzuela, Felix Andrade, Brenda Morales and Miguel Hernandez due to 3 unexcused absences - Per LA32 Bylaws Article V. Governing Board Section 7: Absences - Any Director who misses two (2) consecutive regularly scheduled General Meetings or, optionally, three (3) total Board meetings during any twelve (12) month period will be automatically removed from the Board. Additionally these board members have not met DONE and Article XIV Compliance, Section 2 Training requirements.

Vice-President Tammy Membreno second the Motion of President Castro.

Treasurer Anthony Manzano stated that Vice-President Membreno and Angelica Duarte should be added to the list , citing the LA-32 Neighborhood Bylaws language on Board Members absences.

President Castro stated that she had the right to grant excuse absences.

Recording Secretary Johnson cited the need for flexibility on this issue.

**** The Question on the Motion was called for by President Castro and seconded by Vice-President Membreno. The Motion was approved by a 9-0-3 vote with Hugo Pacheco, Scott Johnson and Michael Oropeza abstaining..**

ii. Recommend to fill vacancies based on Bylaws Process. The order of selection is as follows: (Same Region, Top Runners-up of any other Region, Nominate from Stakeholders, Board Approval). Pending DONE application verification and approval.

The process of fill vacancies was called for by Ruben Chavez and seconded by Cynthia Sandoval. In addition, a reading of the Bylaws passage was done to clarify the process.

Hugo Pacheco expressed his concerns about filling board vacancies via a special Meeting.

Yolie Garcia stated that we should fill the vacancies.

Kaprisha was selected to fill the West Region Vacant Position, previously held by Miguel Hernandez by a 10-0-1 vote with Hugo Pacheco abstaining.

Anselmo Flores was selected to fill the East Region Vacant Position, previously held by Marie Salas by a 11-0-1 vote with Hugo Pacheco abstaining

Angelica De La Torre was selected to fill the North Region Vacant Position, previously held by Tom Williams by a 12-0-2 vote with Anselmo Flores and Hugo Pacheco abstaining.

Jose Aguilar was selected to fill the South Region Vacant Position by a 7-2-6 vote with Ruben Chavez, Edward Santillan voting no and Connie Castro, Tammy Membreno, Michael Oropeza, Angelica De La Torre, George Pantages and Anselmo Flores abstaining.

Anthony Manzano and Hugo Pacheco first and second the nomination of Jose Aguilar.

Follow the spirit of the Bylaws by sitting Jose.

Anselmo Flores stated that outside point of view is good.

Ruben Chavez stated that Aguilar had a right to fill vacancy.

Michael Oropeza asked Jose what he has done for the LA-32 Community. Aguilar responded to his question.

Anthony Manzano stated that this selection process need to be fair and inclusive.

Cynthia Sandoval backed Jose's work ethics.

Kaprisha asked to see the Bylaws section, found nothing that would preclude Aguilar from filling position.

Angelica Duarte asked Jose whether he wanted to be member of the board? Jose said yes.

Tammy Membreno asked Aguilar where have you been?

Edward Santillan claimed that this board had a good working relationship with Councilman Huizar. Aguilar stated that he had butted heads with Councilman Huizar in the past. Santillan responded that Aguilar should stay in Boyle Heights.

Hugo Pacheco stated that Aguilar was facing a Kangaroo Court.

Michael McGuire agreed with Pacheco's remarks.

Scott Johnson called the Aguilar process deplorable and repugnant.

Jose Aguilar gave background on his pending medical issues when asked by President Castro.

Yolie Flores was selected to fill the West Region Position previously held by Brenda Morales by a 13-0-3 vote.

Scott Johnson question the racist claims regarding Hillside Village Property Owners Association President Ray Rios made on the El Sereno Historical Society Website associated with her. Should stood by the comments.

George Pantages stated that Garcia has been at most NC meetings.

Tammy Membreno commended Garcia's spirit.

Angelica Duarte commented on Yolie's spirit and her attendance at most meetings.

Cynthia Sandoval commended Yolie's values based upon the truth.

Ruben Chavez gave props to Yolie.

Michael Oropeza stated she had degree and discipline.

KapriSha commented on outside groups.

Anselmo stated that one should put principles before self.

Angelica D. challenged people to get involve.

iii. **Community Impact Statement/DWP Contract:** “That the LA-32 Neighborhood Council **supports/rejects** the Los Angeles Department of Water and Power (DWP) contract proposal currently before City Council. This contract once approved will have an impact on ratepayers, as well as on the financial sustainability of the DWP. Council File 13-1004 (**Attachment A**).

**** The Question on the Motion was called for by Jose Aguilar and seconded by Scott Johnson. The Motion passed by a 15-0-2 vote with Hugo Pacheco and Anselmo Flores abstaining.**

iv. **On-Line DWP Petition Motion:** “That LA32 NC support Mayor Garcetti’s on-line petition entitled “Fix DWP” - Fix DWP petition can be found at http://www.lamayor.org/fix_dwp

**** The Question on the Motion was called for by Tammy Membreno and seconded by Scott Johnson. The Motion was approved by a 15-0-2 vote with Anselmo flores and Hugo Pacheco abstaining..**

v. **LANCC Motion:** “That the LA-32 Neighborhood Council **supports/rejects** LANCC motion to have City Council open a Council file to place NC Representatives on the Executive Employee Relations Committee (EERC) and to make the proceedings transparent”. (**Attachment B**)

**** The question on the Motion was called for by Jose Aguilar and seconded by Scott Johnson. The Motion was approved by a 15-0-2 vote Anselmo Flores and Hugo Pacheco abstaining.**

vi. **Community Impact Statement/Single-use Carry out Bags:** “That the LA-32

Neighborhood Council **supports/rejects** the proposed ordinance adding Article 2 Chapter XIX of the Los Angeles Municipal Code to regulate the use of plastic and paper single-use carryout bags to promote the use of reusable bags amending the Los Angeles Municipal Code (LAMC) Sections 1 and Sec. 2. Article 2. (Sec. 195.01, 195.02, 195.03). (**Attachment C**)

**** The Question on the Motion was called for by Michael McGuire and seconded by Ruben Chavez. The Motion was approved by a 8-3-6 vote with**

Ruben Chavez, Michael Oropeza, Angelica De La Torre opposing and Anthony Manzano, Tammy Membreno, Connie Castro, Kaprisha, Yolie Garcia and Anselmo Florez abstaining.

4. President's Report: (For Discussion and Possible Action)

- a. December General Board Meeting - Recommend that the LA-32 NC December GB Meeting be from 6-7pm and from 7-9pm hold a Community Outreach Event/Holiday Celebration: Meet and Greet the LA-32 NC Board members.

**** The Question on the Motion was called for by Connie Castro and seconded by Edward Santillan. The Motion was approved by a 16-0-1 vote with Scott Johnson abstaining.**

5. Board Member Announcements

None

Adjournment

**** The Question on the Motion to adjourned the Meeting was called for by Connie Castro and seconded by Scott Johnson. The Motion was approved by a 17-0-0 vote near 9:30 P.M.**