



# Wilmington Neighborhood Council

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## **NOTICE OF SPECIAL MEETING** **GOVERNING BOARD & STAKEHOLDER MEETING**

**Wednesday, November 15, 2017 - 6:30pm**  
Phineas Banning High School  
1527 Lakme Ave. Wilmington, CA 90744

*Note: Regularly scheduled fourth (4th) Wednesday of the month Governing Board & Stakeholder meetings have been rescheduled to November 15, 2017 and December 13, 2017, due to the holidays. WNC will not meet on November 22, 2017 or December 27, 2017. Please mark your calendars accordingly.*

### **AGENDA**

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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. Language translation, sign language interpreters, assistive listening devices or other auxiliary aids and/or services may be provided upon request. Please make your request at least three (3) business days prior to the meeting if services are required by emailing or calling the Wilmington Neighborhood Council at [WilmingtonNC@empowerla.org](mailto:WilmingtonNC@empowerla.org) or (310) 522-2013. 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 [www.wilmingtonneighborhoodcouncil.com](http://www.wilmingtonneighborhoodcouncil.com) or by sending a written request to [WilmingtonNC@empowerla.org](mailto:WilmingtonNC@empowerla.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 send an email request to [WilmingtonNC@empowerla.org](mailto:WilmingtonNC@empowerla.org). **SI REQUIERE SERVICIOS DE TRADUCCIÓN, FAVOR DE NOTIFICAR A LA OFICINA 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACIÓN, POR FAVOR LLAME A NUESTRA OFICINA AL (310) 522-2013.**

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- 1. CALL TO ORDER** Pledge of Allegiance, roll call and opening remarks
- 2. SWEARING IN OF NEW BOARD MEMBERS** Swearing in lead by Manny Lopez from Mayor Garcetti's office to consist of Welcoming remarks and Oath.
- 3. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS** The public may provide comments to the board on non-agenda items within the Wilmington Neighborhood Council subject matter jurisdiction. Limited to 2 minutes per speaker, unless otherwise adjusted by the presiding officer.
- 4. REPORTS FROM GOVERNMENT AGENCY OFFICES** Representatives from the government agency offices are given 5 minutes each, unless otherwise adjusted by the presiding officer.

- a. 44<sup>th</sup> Congressional District, Congresswoman Nanette Barragan
- b. 35th Senate District, Senator Steven Bradford
- c. 64th Assembly District, Assemblyman Mike Gipson
- d. L.A. County Board of Supervisors 4th District, Supervisor Janice Hahn
- e. Mayor of Los Angeles, Mayor Eric Garcetti
- f. Council District 15, Councilman Joe Buscaino
- g. Los Angeles Unified School District
- h. Port of Los Angeles
- i. Los Angeles Police Department
- j. Other

**5. PRESENTATIONS** All presentations are given ten (10) minutes, including Q&A unless otherwise adjusted by the presiding officer.

- a. Reclaim Our Schools LA- Alberto Ramirez

**6. MINUTES** Approval of October 25, 2017 meeting minutes.

**7. FINANCE REPORT** Approve Monthly Expenditure Report for October 2017.

**8. DISCUSSION AND POSSIBLE ACTION ITEMS**

- a. Endorse the Reclaim Our Schools LA campaign as a partner organization.
- b. Neighborhood Purpose Grant process for distributing \$9,500.00 NPG funds for FY2017-2018:

1. Declare NPG, grant period open from November 15, 2017 to February 14, 2018.
2. NPG Application Packet will be made available online at [www.wilmingtonneighborhoodcouncil.com](http://www.wilmingtonneighborhoodcouncil.com), at the WNC office located at 544 N. Avalon Blvd., Suite 103, at monthly stakeholder meetings, and at committee meetings.
3. Completed and signed applications must be emailed to: [wilmingtonnc@empowerla.org](mailto:wilmingtonnc@empowerla.org) with subject line: "YourOrganization-NPG Application-MMDDYY".
4. Treasurer will review applications on an ongoing basis for completeness and communicate with applicants status of application.
5. Applications will be agendized for announcement and discussion at the February 28, 2018 Governing Board & Stakeholder Meeting.
6. Treasurer will convene no more than 3 board members to review NPG applications and to recommend grantees with grant amount for governing board consideration at the March 28, 2018 meeting.
7. Only completed NPG applications will be agendized for the March 28, 2018 Governing Board & Stakeholder Meeting and voted upon by the board.
8. Chair will notify applicants of decision and process for disbursement.

9. Treasurer will submit Board Approved Count form and NPG application to the City for disbursement of funds.
- c. Changing location of December 13, 2017 board and stakeholder meeting should Banning HS' Woodson Hall not be available for celebrating WNC's 16th Anniversary.
- d. Celebrating 16th Anniversary of WNC on December 13, 2017 with a budget of \$1,800 from General Operations that includes funds for,
  - 1) meeting expenses not to exceed \$1,800.00.
    - i. Meeting Expenses
      - Location rental not to exceed \$500.00 (contingent upon Agenda Item 8.b)
      - Refreshments (food and drinks) not to exceed \$800.00
      - EcoProducts (plates, napkins, drink ware and utensils) not to exceed \$300.00
      - Other meeting expenses not to exceed \$200.00
- e. Winter event options: 1) Sponsor specific items from the On Avalon Arts & Cultural Alliance Tree Lighting event on December 2, 2017, and/or 2) Host a WNC Winter event, as well as, 3) additional funding for winter event in the amount of \$1,500.00.
- f. To construct "Welcome to Wilmington" entrance monument at Pacific Coast Hwy and Figueroa, at an amount not to exceed \$8,500.
- g. Outreach Expense not to exceed \$3,600.00.
  - 100 WNC branded t-shirts that are USA/Los Angeles union made and printed not to exceed \$1,200.00.
  - 50 Emergency Preparedness Starter Kits not to exceed \$1,500.00
  - 250 WNC branded Dog Poop Bag Holders not to exceed \$650.00
  - 500 WNC branded recycled newspaper pencils not to exceed \$250.00.

## **9. BOARD BUSINESS**

- a. Appointments of committee members and committee chairs.
- b. Appointments of Liaisons to City departments and agencies.
- c. Appointments of WNC Agenda posting team.
- d. Appointments of WNC Hospitality team.

## **10. REPORTS AND ANNOUNCEMENTS FROM EXECUTIVE OFFICERS AND**

**GOVERNING BOARD**— consideration by the Board of the reports and recommendations from its Executive Officers may result in discussion and possible action at this Governing Board & Stakeholder meeting.

- a. Chair: Report back from meeting with Anthony Santich of Vopak Terminal Los Angeles Inc: 1) Tour of facility, 2) Suggestions for use of \$50,000 allocated for WNC (WNC cannot receive donation of funds from Vopak, or any other entity or

individual), 3) Lease agreement with POLA, 4) Organizations pledged to receive funding. | Public Hearing Request to South Coast Air Quality Management District on the Notice of Proposed Title V. Significant Permit Revision for the Tesoro Refining & Marketing Co.LLC, LA Refinery-Wilmington Operations.

- b. Vice-chair: Informational updates.
- c. Secretary: Office updates and other announcements.
- d. Parliamentarian: Informational updates.
- e. Governing Board: announcements on activities, community events, and calendar items.

## **11. COMMITTEES**

- a. Bylaws: Report from 11/9 meeting
- b. Beautification: Report from 11/14 meeting
- c. Environmental: RecycLA presentation request | SCAQMD Community-Clean Air Choices presentation request.
- d. Finance: No report.
- e. Land Use & Planning: Report from 11/13 meeting
- f. Public Works: No report.
- g. Publicity & Communications: Report from Outreach event
- h. Transportation: No report.
- i. Liaison announcements and other committee business

## **12. REQUEST FOR FUTURE AGENDA ITEMS**

## **13. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS**

## **14. ADJOURN**

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public can 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 will be heard during the General Public Comment period. Please note that under the Brown Act, the Committee 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 Committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the Committee Chair.

**PUBLIC POSTING OF AGENDAS**—Wilmington Neighborhood Council agendas are posted for public review as follows: Phineas Banning High School- 1527 Lakme Ave., The Municipal Building- 544 N. Avalon Blvd., Wilmington Senior Citizens Center- 1371 Eubank St., Los Angeles Public Library-Wilmington Branch- 1300 Avalon Blvd., Los Angeles Harbor College, 1111 Figueroa Place, and on our website at [www.wilmingtonneighborhoodcouncil.com](http://www.wilmingtonneighborhoodcouncil.com). You can receive agendas via email by subscribing to WNC emails or L.A. City's Early Notification System: <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

**RECONSIDERATION AND GRIEVANCE PROCESS:** For information on Wilmington Neighborhood Council's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please see our web site. The WNC Bylaws are available at: [www.wilmingtonneighborhoodcouncil.com](http://www.wilmingtonneighborhoodcouncil.com) or contact us at: [wilmingtonNC@empowerLA.org](mailto:wilmingtonNC@empowerLA.org) or 310.522.2013.