



Minutes of the  
**ARLETA NEIGHBORHOOD COUNCIL (ANC)**  
**SPECIAL BOARD MEETING**  
**Tuesday, April 25, 2016**

at First Assembly of God Church, 9757 Arleta Ave., Arleta, CA 91331

ANC (and all other) Meeting Minutes are a summary; Minutes were not, are not and are never meant to be an exact, verbatim, word-for-word transcript or comprehensive record of what was said at a Meeting. Exceptions: Motions/Resolutions (as stated at the Meeting, which take precedence over versions written on the Agenda, if different); quotes (words that have quotation marks (“”)) at the beginning and ending of a word or words); and other wording from the Agenda such as the first paragraph(s) of some Items. Items are listed in and match the same order as on the Agenda.

**I. Call to Order and Pledge of Allegiance.**

President John Hernandez called the Meeting to order at 6:04 p.m. The Pledge of Allegiance was said.

**II. President’s Message** (Recognition of Outgoing Board).

Mr. Hernandez thanked outgoing and new Board Members for their service.

**III. Seating of the New Neighborhood Council Board.**

a. Roll Call

Roll Call was taken by the Minutes Writer. Nine of the nine Board Members were present at the Roll Call: Jesus Barron, Olivia Chavez, Raymond Duran, Jaime Gallo, John Hernandez, Loyce Lacson, Kelly Magallanes, Bryan Ramirez and Margaret Shoemaker. No Board Members were absent. The ANC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is nine (see <http://www.ArletaNC.org/wp-content/uploads/2014/03/ANC-Bylaws-Amendments-012614SD.pdf>), so the Board could take such votes. Twelve of the 17 Board Seats were filled (by election or appointment). Eight Board Seats (Business, Home/Condo Owner (2), Renters (2), Seniors (2) and Youth) were vacant. [To apply, see [www.ArletaNC.org](http://www.ArletaNC.org).] Also attending: nine Stakeholders and Guests.

b. Neighborhood Council Oath

Melvin Canas, Neighborhood Empowerment Analyst, L.A. Dept. of Neighborhood Empowerment (DONE) (818.374.9895; cell 323-972-7782; [Melvin.Canas@LACity.org](mailto:Melvin.Canas@LACity.org); [www.EmpowerLA.org](http://www.EmpowerLA.org)), led the Board in reading aloud the Oath of Office.

**IV. Election of Executive Board Officers.**

Mr. Canas noted that Executives have one-year terms. The following were nominated: President: John Hernandez by Ms. Shoemaker, seconded by Mr. Duran. PASSED with zero opposed or abstained.

Vice-President: Kelly Magallanes by Mr. Hernandez, seconded by Mr. Duran. PASSED with zero opposed or abstained.

Secretary: Margaret Shoemaker by Ms. Chavez, seconded by Mr. Duran. PASSED with zero opposed or abstained.

Treasurer: Olivia Chavez by Mr. Ramirez (declined). Loyce Lacson by Ms. Magallanes, seconded by Mr. Duran. PASSED with zero opposed or abstained.

Mr. Hernandez reminded that the Executive Committee meets second Tuesdays at First Assembly of God Church in the Kidz Korner Room.

a. Board Designation of Bank Card Holder and Second Signatory.

Second Signatory: Kelly Magallanes by Ms. Shoemaker. PASSED with zero opposed or abstained.

Bank Card Holder: Kelly Magallanes by Ms. Shoemaker. PASSED with zero opposed or abstained.

b. Board Designation of NC Liaisons to City Departments.

Legal: John Hernandez by himself. PASSED with zero opposed or abstained.

Public Works: It was agreed to DEFER this to the next General Board Meeting.

DWP: It was agreed to DEFER this to the next General Board Meeting.

Animal Services: Kelly Magallanes by herself. PASSED with zero opposed or abstained.

**V. Election of Committee Chairs and Members.**

a. Outreach

Bryan Ramirez by Ms. Magallanes (declined). Olivia Chavez by Ms. Lacson. PASSED with zero opposed or abstained. Mr. Barron and Mr. Ramirez volunteered as Committee Members.

b. Community Improvement

Community Improvement Committee: Jaime Gallo by Mr. Duran. PASSED with zero opposed or abstained. Mr. Barron, Mr. Duran and Ms. Shoemaker volunteered as Committee Members.

**VI. Comments/Announcements from Government Officials**, including

a. Congressman Tony Cardenas – No representative present and no report.

b. State Senator Bob Hertzberg – No representative present and no report.

c. Assemblywoman Patty Lopez – No representative present and no report.

d. Councilmember Nury Martinez – No representative present and no report.

e. L.A.U.S.D Board Member Monica Ratliff

David Gonzalez, Education Deputy for LAUSD Board Member Monica Ratliff (ofc. 818.252.5445; David.Gonzalez3@lausd.net; <http://Ratliff.LASchoolBoard.org>), reported that Ms. Ratliff's resolutions passed about requiring that the Armenian Genocide be taught and to increase magnet school resources. An Arleta High School marketing campaign will start in May.

f. Monica Rodriguez Board of Public Works Commissioner – No representative present and no report.

g. Other Government Agencies

No representatives were present and there were no reports at this time.

**VII. Report from L.A.P.D Senior Lead Officer and/or L.A.F.D Representatives.**

Tracy Ware, LAPD Mission Division Senior Lead Officer (ofc. 818-838-9844; cell 818-634-0624; 34621@LAPD.LACity.org;

[http://www.LAPDonline.org/Mission\\_Community\\_Police\\_Station](http://www.LAPDonline.org/Mission_Community_Police_Station)), was not present and there was no report.

**VIII. General Public Comments on Items Not Listed on Agenda.**

There were no comments at this time.

**IX. Presentation** – Ursula Lazo – Selective Real Estate Investments.

Ms. Lazo was not present and there was no presentation.

**X. Presentation** – Facilitated by Department of Neighborhood Empower Staff – NC Board Orientation.

[*This Agenda Item was addressed after Item #XX.*] Mr. Canas oriented the Board.

**Board Business:**

**XI. Motion/Discussion/Vote on ANC Board Minutes.**

a. January 25, 2016

**MOTION** (by Mr. Ramirez, seconded by Ms. Magallanes): The Arleta Neighborhood Council approves the Minutes of its January 25, 2016 Executive Committee Meeting as written.

**MOTION PASSED** unanimously by a roll call vote with zero opposed or abstained.

b. March 15, 2016

**MOTION** (by Mr. Ramirez, seconded by Ms. Magallanes): The Arleta Neighborhood Council approves the Minutes of its March 15, 2016 Executive Committee Meeting as written.

**MOTION PASSED** unanimously by a roll call vote with zero opposed or abstained.

**XII. Motion/Discussion/Vote on the Monthly Treasurers Report,** including the Monthly Expenditure Report (M.E.R).

a. March 2016

**FUNDING MOTION** (by Ms. Lacson, seconded by Ms. Chavez): The Arleta Neighborhood Council approves its March 2016 Monthly Expenditure Report.

**FUNDING MOTION PASSED** unanimously by a roll call vote of the nine eligible voters present with all nine in favor (“Yes” or “Aye”) (Barron, Chavez, Duran, Gallo, Hernandez, Lacson, Magallanes, Ramirez and Shoemaker); zero opposed; zero abstained.

**XIII. Motion/Discussion/Vote** on a possible Board action to [see the below Motion].

Copies were distributed of and Mr. Hernandez explained the draft Application.

**MOTION** (by Mr. Barron, seconded by Ms. Magallanes): The Arleta Neighborhood Council adopts the ANC Board Vacancy Candidate Application to be used for future Board Member candidates.

**DISCUSSION:** There was discussion of how the Application can be improved and information to add to it.

**MOTION PASSED** unanimously by a roll call vote; zero opposed; zero abstained.

- XIV. Motion/Discussion/Vote** on a possible Board action to fill vacancies on the Arleta NC.
- a. Homeowner 2 Seat
  - b. Business Owner 1 Seat
  - c. Youth 1 Seat
  - d. Renters 2 Seat
  - e. Seniors 2 Seats

Mr. Hernandez noted the above. Henry Ng, Senior, volunteered.

**MOTION** (by Ms. Magallanes, seconded by Mr. Barron): The Arleta Neighborhood Council accepts Stakeholder Henry Ng onto its Board in a Homeowner Seat.

**MOTION PASSED** unanimously by a roll call vote; zero opposed; zero abstained.

*New Board Member Henry Ng was Seated with the Board at this time, making 10 Board Members present (the ANC quorum is nine).*

- XV. Motion/Discussion/Vote** on a possible Board action to clarify which group (A or B) will be seated for a four (4) year term according to our Bylaws dated 09-01-2015.  
Mr. Hernandez and Mr. Canas explained the above.

**MOTION** (by Ms. Lacson, seconded by Mr. Barron): The Arleta Neighborhood Council clarifies that: 1) group "A" will be seated for a four (4)-year term, starting in 2016; and 2) group "B" will be seated for a two (2)-year term, starting in 2016, both according to its Bylaws dated September 1, 2015.

**DISCUSSION:** There was discussion of various options.

**MOTION PASSED** unanimously by a roll call vote; zero opposed; zero abstained.

- XVI. Motion/Discussion/Vote** on a possible Board to [see the below Motion].  
Mr. Hernandez explained hot stick uses. Mr. Barron urged not to "go anywhere near" a downed power line.

**FUNDING MOTION** (by Ms. Lacson, seconded by Mr. Gallo): The Arleta Neighborhood Council approves the purchase of utility "hot sticks" to be used by CERT personnel as well as other various community groups, not to exceed \$500.

**DISCUSSION:** The hot sticks would be kept at Fire Station Seven. Ms. Magallanes noted that the Fire Dept. recommended the equipment.

**FUNDING MOTION PASSED** unanimously by a roll call vote of the eight eligible voters present with all eight in favor ("Yes" or "Aye") (Barron, Chavez, Duran, Gallo, Hernandez, Lacson, Magallanes and Shoemaker); zero opposed; zero abstained. Ng and Ramirez were ineligible to vote due to not having current Ethics Training and/or Funding Training.

**XVII. Motion/Discussion/Vote** on a possible Board action to [see the below Motion].

**FUNDING MOTION** (by Ms. Lacson, seconded by Mr. Gallo): The Arleta Neighborhood Council approves the purchase of outreach materials including but not limited to recyclable bags, t-shirts and flashlights, not to exceed \$5000.

**DISCUSSION:** Ms. Magallanes noted there was “money left over from the election” and Neighborhood Purposes Grant categories. The Budget Committee soon will meet.

**FUNDING MOTION PASSED** unanimously by a roll call vote of the eight eligible voters present with all eight in favor (“Yes” or “Aye”) (Barron, Chavez, Duran, Gallo, Hernandez, Lacson, Magallanes and Shoemaker); zero opposed; zero abstained. Ng and Ramirez were ineligible to vote due to not having current Ethics Training and/or Funding Training.

**XVIII. Committee Reports**

a. Executive

Mr. Hernandez urged referring Board appointment candidates.

b. Outreach

Ms. Chavez said the Committee will meet on first Mondays at 6:30 p.m. here.

c. Community Improvement Committee

Mr. Gallo reported that the 300 pairs of working gloves with the ANC logo were received and “the backpacks are on the way.” He will check on when a CERT [Community Emergency Response Team; 818-756-9674; www.cert-la.com, lafdcert@LACity.org] training can be held. He is getting addresses at which to install the “No Dumping” signs.

d. Budget

Ms. Lacson said the Committee soon will meet.

**XIX. Board Member Comments**

There were no comments at this time.

**XX. General Public Comments**

There were no comments at this time.

*[There was a recess at this time, followed by Item #X.]*

**XXI. Adjournment** and Next Board Meeting May 17, 2016 First Assembly of God/Kids Korner.

Mr. Hernandez declared the Meeting **ADJOURNED** at 9:00 p.m.

Minutes written by DL, possibly edited by ANC. *The first paragraph of some Items, Motions/Resolutions and other wording may have been directly copied from the Agenda.* The ANC Minutes page is <http://www.ArletaNC.org/board-minutes-and-agendas>.