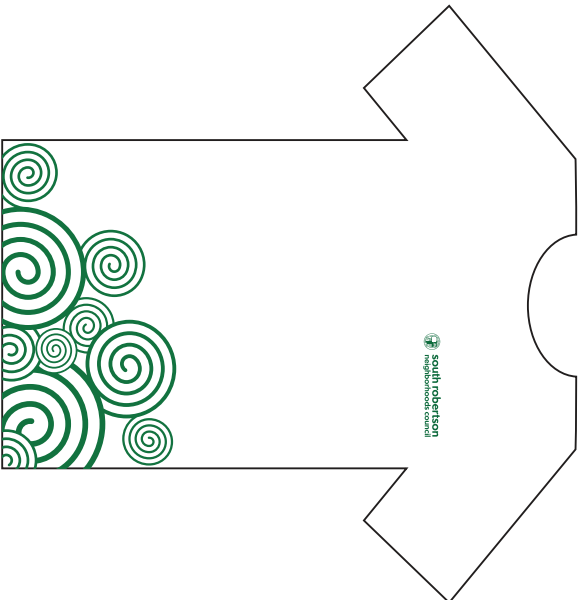
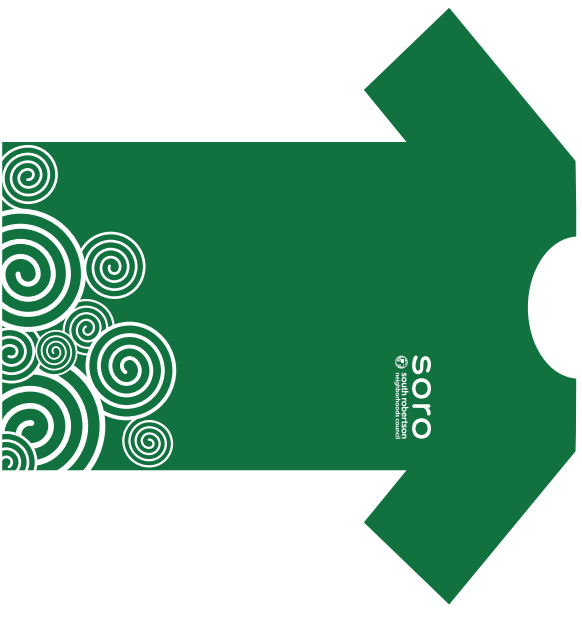


**Design A**



**Design B**



**Design C**



# Motion to support the extension of the current tax hike on the June ballot

**Agenda Item:** GB031711-5  
**Date:** March 17, 2011  
**Proposed By:** Erick Morales

---

**Motion to send letters to several California politicians and others in order to persuade the California Legislature into allowing an extension of the current tax hike to appear on the June ballot**

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## Full Proposal

During the past week, students at Hamilton High School were informed of the possibility that the magnets at the school—Humanities and Music Academy—could be drastically cut as a result of the California State Legislature not being able to reach a budget decision. Republicans in the state legislature advocate for only using spending cuts in order to balance the state budget but this would result in massive cuts towards education as well as toward other sectors that are publicly funded. If the current tax hike is not extended, LAUSD can expect to cut its budget by \$408 million. If the tax hike is extended, the cuts would be reduced by more than \$180 million.

LAUSD plans to resort to a worse case scenario budget if the state legislature can't come to a decision. The cuts that are set to occur will cut the budgets of several magnet schools as well as those of pre-school programs, classrooms size will soar, the school library will be closed, counselors are to be fired along with several other school employees. The Music Academy website notes that three of its music teachers, Mr. Hamilton, Mr. Foschia, and Mr. DeAngelus, have received pink slips along with Music Academy Coordinator Marlene Zuccaro, English teacher Caroline Rhude, Humanities Magnet History teacher Sara Lipmen, and counselor Zarmene Helwani.

The majority of LAUSD schools will be affected negatively if the tax hikes are not extended, even if the extension is only temporary. It is imperative that we act swiftly in order to defend the school.

## Proposed Motion

- To send copies of a letter urging the California State Legislature to allow a tax extension on the July ballot. The audiences who will receive the letter include members of the California State Legislature, Los Angeles City Councilmembers, the Mayor of the City of Los Angeles, LAUSD Board of Education members, and the Superintendent. Letters will be sent as an email attachment and/or as a hard copy. Each letter will be slightly changed in order to tailor it to each recipient. The one provided is only an example.

## Considerations

### Pro

Will hopefully help ameliorate the condition LAUSD is in now at some point in time.

### Con

Since the people who will receive this letter are likely to be very busy, they might not read the letter.

**Doug Fitzsimmons**  
President

**Brian Kite**  
Vice-President

**Gerald Chavarria**  
Secretary

**Terrence Gomes**  
Treasurer

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Will not cost anything to the NC. Erick Morales will pay for all expenses, if any

Hamilton High School is a big part of the SoRo community.

---

### **Board Notes**

**Votes For:**

**Against:**

**Abstain:**

**Proposed Amendments:**



California State Assemblymember Michael Feuer  
9200 Sunset Blvd., Suite 1212  
West Hollywood, CA 90069

17 March 2011

Dear Assemblymember Feuer:

Due to the California State Assembly currently being unable to agree on how to balance the state budget, the Los Angeles Unified School District (LAUSD) plans to resort to a worst case scenario budget if the tax extension doesn't go through. This "back-up" budget will have a negative impact on the education of several young Californians if it has to be implemented.

The budget LAUSD proposes will have the following effects:

- Classroom size will swell drastically
- School libraries will be closed
- Thousands of LAUSD employees will lose their jobs
- Thousands of LAUSD employees will have overwhelming workloads
- The magnet program budgets of several schools will be severely reduced.

In the South Robertson Neighborhood our local high school, Alexander Hamilton High School, houses two magnets: The Academy of Music and the Humanities Magnet. Currently, the Academy of Music faces the worst budget cuts out of the two. Three of its music teachers have received pink slips along with a slew of school employees from different sectors of the school.

Jointly, the magnets make up about one-third of the school's 3,154 student population. The budget cuts will affect all of LAUSD's close to 700,000 students and they are not simply numbers. Although many people may not see it, in a few decades, these students will be the people who will run the government, so it seems like it is only right that the government provide them with a quality education in order to have the best government possible at some point in the future.

The South Robertson Neighborhoods Council supports the tax extension. We hope that you will try your best in order to get the tax extension on the July ballot. You have our deepest thanks.

Sincerely,

Erick Morales  
South Robertson Neighborhoods Council

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President

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# Motion to Support the Neighborhood Team Program

**Agenda Item:** GB031711-6

**Date:** March 17, 2011

**Proposed By:** Michael Lynn

---

A motion seeking SORO NC support of the Neighborhood Team Program, a new volunteer-driven emergency support program, managed by the Los Angeles Fire Department's CERT organization.

---

## Full Proposal

If a big earthquake or major fire hits the City of Los Angeles, police, fire and medical organizations may be overloaded and unable to respond to neighborhoods, in some cases for days.

Under the Neighborhood Team Program, Team Leaders recruit volunteers (both CERT-trained and not) to become part of a neighborhood-based unit. Some very basic training and exercises are employed to prepare and organize personnel to function as a team.

The NTP is being piloted in LAFD Battalion 18 and is currently in the recruiting and organizing phase.

## Proposed Motion

- I. That SORO NC support the concept of the Neighborhood Team Program, a new volunteer-driven emergency support program, organized through the Community Emergency Response Team of the Los Angeles Fire Department.

## Considerations

Pro	Con
Support would help in the recruitment of volunteers.	None
Also helps spread the word about emergency preparedness to the community as a whole.	

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---

## Board Notes

**Votes For:**

**Against:**

**Abstain:**

**Proposed Amendments:**



# Motion to approve the SORO NC Emergency/Incident Leadership Notification Plan

**Agenda Item:** GB031711-7  
**Date:** 17 March 2011  
**Proposed By:** Brian Kite

---

**Creates a formal protocol for notifying the Board and community  
in the event of an incident or emergency.**

---

## Full Proposal

In the wake of several situations within SORO that required rapid communication and response from the NC, the Executive Committee was asked to prepare a formal emergency notification plan.

The attached plan, developed with input from the Public Safety Committee, lays out a process for notifying the Board and community in the event of an emergency or major incident. It is intended to be the first component of a more comprehensive emergency response plan.

## Proposed Motion

- I. To approve and adopt the draft Emergency/Incident Leadership Notification Plan.

## Considerations

### Pro

Clarifies roles and responsibilities within the NC in the event of an incident

Streamlines communication with emergency partners

### Con

Does not have a cool, memorable acronym (EILNP--really?)

---

## Board Notes

**Votes For:**

**Against:**

**Abstain:**

**Proposed Amendments:**

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# SORO NC Emergency/Incident Leadership Notification Plan

## In An Emergency:

- 1) Any member of the Board, who has information, should notify the President of SORO NC as soon as possible after an incident. If the President is not immediately available, other officers should be notified in this order:
  - a) Vice President
  - b) Treasurer
  - c) Secretary

*(These officers will still attempt to notify the President as soon as possible so the President may take over leadership of the situation.)*
- 2) Upon notification of an incident, the notified officer becomes the Point of Contact and will make every attempt to contact the rest of the Executive Committee within 4 hours, if not sooner, and apprise them of the situation.
- 3) The President, or other Executive Committee member in charge, may designate another member of the SORO Board to assume the leadership position for the situation (most likely, a Committee Chairperson or a Zone Rep.) The designated member then becomes the Point of Contact.
- 4) If appropriate, the Board notification phone tree should be activated within 12 hours of an incident. Other electronic forms of communication should be used to relay information to the entire Board.
- 5) When practical, the President should call a meeting of the full Executive Committee (following Brown Act rules) to discuss possible action and, if the Executive Committee deems it appropriate, schedule a meeting of the full Board.

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## Other Considerations

- If the incident is a major disaster and communication is not possible, after securing their homes and families, Board Members should make their way to the Robertson Rec Center. This location will serve as a central Board meeting point and messages will be posted at this location.
- If possible, an outgoing message with instructions should also be posted on the SORO NC voicemail and the SORO NC website.



# Motion to approve new SORO NC bylaws

**Agenda Item:** GB031711-8  
**Date:** 17 March 2011  
**Proposed By:** Bylaws Ad Hoc Committee

---

The motion would restructure the NC's bylaws in accordance with BONC's direction and change a number of existing provisions.

---

## Full Proposal

In late 2010, the Board of Neighborhood Commissioners approved a measure requiring all Neighborhood Councils to adopt a common Bylaws structure, including a standardized table of contents. BONC also included language suggestions in their template to help NCs develop consistent and legally valid policies.

Based on this, the SORO NC ad hoc Bylaws Committee has developed a proposed revision to the Council's bylaws. This version has been completely restructured by the working group to conform with BONC's template. Throughout, many small changes have been made to the language in our old bylaws, and in some cases, we have opted to use phrasing and content suggestions from the BONC template.

Below, we've attempted to list the major policy changes the working group is suggesting. However, **this is not an exhaustive list**, and you should compare the current bylaws to this proposed revision for yourself.

### Article V

- **Section 1:** Because minors may not vote for funding motions (per the City Attorney), the age for running for most seats has been increased to 18.
- One of the School seats has been changed to Board appointment, rather than general election, with an age range of 15-18 at the time of appointment. This is to create a single-year seat for a local student—effectively increasing the number of students who are able to hold the seat—and brings the bylaws into line with what has become NC custom. A person who wants to serve longer than a single year may be re-appointed, of course.
- **Section 2:** Quorum has been raised to 13, from 11. This is a simple majority of the 25 Board seats, and makes it easier for us to have ad hoc meetings (which could then have 6 Board members).
- **Section 4:** Term limits have been eliminated.
- **Section 5:** Reinforces that members must be an active member of at least one official NC committee
- **Section 7:** Establishes a criteria for removal of members who chronically miss meetings. Members may, with Board approval, request up to 6 months of excused leave per elected term.

### Article VI

- Adds additional duties to VP and Secretary positions.
- Changes order of succession to VP > Treasurer > Secretary, with the thinking that it's hard to run a meeting and take notes at the same time.

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- Clarifies election and removal process for officers.

**Article VII**

- Defines the two types of committees to closely follow the Brown Act's definitions.
- Restricts voting in committees to confirmed members. Board has to vote to confirm our own members: again, to get Boardmembers to commit to being on at least one committee. Stakeholders can be added to standing committees by vote within the committee itself. Ad hoc committees cannot have stakeholders as voting members per the Brown Act, although stakeholders can attend and consult.
- Now requires that minutes and attendance be taken in committees.
- Clarifies the removal process for Chairs.

**Article XII**

- Formalizes the use of Rosenberg's rules of order, a simplified version of Robert's rules. (Available at <http://www.soronc.org/documents/RosenbergsRulesofOrder.pdf> )

**Article XIV**

- Reminds us that we should be doing a yearly self-assessment.

Note that any change in the NC's bylaws requires a two-thirds vote of the actual number of boardmembers (currently 22), and is subject to approval by DONE.

**Proposed Motion**

- I. To approve the draft bylaws attached to this motion, which would completely replace the current SORO NC bylaws.
- II. In the event that DONE requires significant time to process and approve the revision, to adopt these draft bylaws as our governing set of rules in the interim period.

**Considerations**

**Pro**

Clarifies and standardizes language throughout.

Significant changes to committee structure, Board makeup, and boardmember accountability.

**Con**

Any number of possible objections to the individual changes proposed.

Significant changes to committee structure, Board makeup, and boardmember accountability.

**Board Notes**

**Votes For:**

**Against:**

**Abstain:**

**Proposed Amendments:**



**south robertson  
neighborhoods council**

City of Los Angeles Certified Neighborhood Council



# **South Robertson Neighborhoods Council Draft Bylaws**

15 February 2010



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## Article I: Name

The name of this Neighborhood Council shall be the South Robertson Neighborhoods Council (“Council”), also known as SORO NC.

## Article II: Purpose

**Principles of Governance.** The purpose of the Council is to participate as a body per City Charter on issues concerning our neighborhood and regarding the governance of the City of Los Angeles (“City”) in a transparent, inclusive, collaborative, accountable and viable manner.

A. The **MISSION** of the Council is:

1. To provide an inclusive and open forum for public discussion of issues of interest to the Council, including City governance, the needs of the Council, the delivery of City services to the Council area, and other matters of a City-wide nature;
2. To advise the City on issues of interest to the Council, including City governance, the needs of the Council and its representative areas, the delivery of City services to the Council area, and other matters of a City-wide nature;
3. To initiate, execute and support projects for the physical, social and cultural improvement of the Council area; and
4. To facilitate communication between the City and Community Stakeholders on issues of concern to the community and/or the Stakeholders.

B. The **POLICY** of the Council is:

1. To respect the diversity, dignity, and expression of views of all individuals, groups, and organizations within the community and/or involved in the Council;
2. To remain non-partisan with respect to political party affiliation and inclusive in our operations including, but not limited to, the process of electing or selecting the Board of Directors, Officers, and committee members, as hereinafter set forth;
3. To utilize the Early Notification System (ENS) and other appropriate means to inform the Council and Community Stakeholders of matters involving the City and our community in a way that is tailored to provide opportunities for involvement in the decision-making process;
4. To encourage all Community Stakeholders to participate in activities of the Council;
5. To prohibit discrimination against any individual or group in our operations on the basis of race, religion, color, creed, national origin, ancestry, sex, sexual orientation, age, disability, marital status, income, homeowner/renter status, or political affiliation; and
6. To have fair, open, and transparent procedures for the conduct of all Council business.



## Article III: Boundaries

The Council covers a geographic area described below.

**Section 1: Boundary Description.** The boundaries abut the boundaries of adjacent Neighborhood Councils and include those areas of the City within the following lines of demarcation:

1. **North**            Beverly Hills border/Whitworth Drive (when West of Robertson Blvd.);  
Beverly Hills border/Gregory Way (when East of Robertson Blvd.)
2. **South**            10 Freeway, Robertson Blvd. Off-ramp, Exposition Blvd. along Culver City border
3. **East**                La Cienega Blvd. (West side of street only)
4. **West**                Roxbury Drive (Hillcrest Country Club east lot edge), Beverwil Drive (including attached cul-de-sacs), Shelby Drive, and National Blvd.

The boundaries of the Council are set forth on the map of the South Robertson Neighborhoods Council boundaries, attached as Addendum A.

**Section 2: Internal Boundaries.** SORO NC is divided into ten (10) residential zones, as follows:

- Zone 1**                North: Whitworth Dr. (Beverly Hills border)  
South: (going East) Cashio St., Canfield Ave. to Pickford St.  
East: Robertson Blvd.  
West: Roxbury Dr.
- Zone 2**                North: Pico Blvd.  
South: Pickford St.  
East: La Cienega Blvd.  
West: Robertson Blvd.
- Zone 3**                North: Pickford St.  
South: Sawyer St.  
East: La Cienega Blvd.  
West: Robertson Blvd.
- Zone 4**                North: Sawyer St.  
South: Cadillac Ave.  
East: La Cienega Blvd.  
West: Robertson Blvd.
- Zone 5**                North: Cadillac Ave.  
South: (going East) Cattaraugus Ave, 10 Freeway  
East: La Cienega Blvd.  
West: Robertson Blvd.
- Zone 6**                North: 10 Freeway  
South: (going East) Exposition Blvd., Culver City border  
East: La Cienega Blvd.  
West: 10 Freeway



- Zone 7** North: Cattaraugus Ave.  
South: 10 Freeway  
East: 10 Freeway  
West: (going South) Beverwil Dr., Castle Heights Ave., Kincardine Ave., Shelby Dr., and National Blvd.
- Zone 8** North: (going East) Castle Heights Ave., Bolton Rd. and Sawyer St.  
South: Cattaraugus Ave.  
East: Robertson Blvd.  
West: Beverwil Dr.
- Zone 9** North: (going East) Cashio St., to Canfield Ave., to Pickford St.  
South: (going East) Castle Heights Ave., Bolton Rd., and Sawyer St.  
East: Robertson Blvd.  
West: Hillcrest Country Club East lot edge
- Zone 10** North: Beverly Hills Border/Gregory Way  
South: Pico Blvd.  
East: La Cienega Blvd.  
West: Robertson Blvd.

## Article IV: Stakeholder

Neighborhood Council membership is open to all community Stakeholders. “Stakeholders” shall be defined as those who live, work, or own property in the neighborhood and also to those who declare a stake in the neighborhood and affirm the factual basis for it. Members of the Council shall be referred to as “Community Stakeholders.”

## Article V: Governing Board

The Board of Directors (hereinafter “the Board”) shall be the Governing Body of the Council within the meaning of that term as set forth in the Plan.

**Section 1: Composition.** The Board shall consist of twenty-five (25) Stakeholders elected, selected or appointed by the Board and/or Community Stakeholders. If less than eighteen (18) years of age, a Board member shall be precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations to enter into contracts. The composition of the Board shall be as follows (also refer to Attachment B):

1. **Resident Stakeholder Board Members (10)** – Open to Stakeholders eighteen (18) years of age or older who are a resident homeowner or tenant within one of the ten (10) residential zones (one seat per zone).
2. **Business Stakeholder Board Members (5)** – Open to Stakeholders eighteen (18) years of age or older who owns, operates, or works in a business or owns business property or residential income property within the Council boundaries.
3. **Organization Stakeholder Board Members (4)** – Open to Stakeholders eighteen (18) years of age or older who officially represent organized groups of Stakeholders, including (but not limited to) non-profit, faith-based, or service organizations within the NC boundaries.



4. **School Stakeholder Board Member (2)** – Open to Stakeholders who attend or work at Schools with the NC boundaries.
  - a. School Seat 1 is elected by Stakeholder vote and open to Stakeholders eighteen (18) years of age or older.
  - b. School Seat 2 is appointed by the Board and is open to Stakeholders currently enrolled in a school with the NC boundaries between the ages of fifteen (15) and eighteen (18) at the time of the appointment. The seat shall have a term of one (1) year.
  
5. **At-Large Stakeholder Board Members (4)** – Open to Stakeholders at least eighteen (18) years of age.

In the interest of representing the full diversity of the South Robertson Neighborhoods, no single Stakeholder group shall hold a majority of Board seats unless extenuating circumstances exist and are approved by the Department of Neighborhood Empowerment (“Department”).

**Section 2: Quorum.** The quorum shall be thirteen (13) members of the Board. If the Board lacks a sufficient number of Board members necessary to establish a quorum, then the remaining board members, no less than 6, are granted limited authority to conduct a public meeting and fill any vacant seats on the board according to the restrictions or criteria that exist for the seat.

1. The public meeting to re-establish the quorum shall be conducted in accordance with the Brown Act, shall be attended by existing members of the board, and any vacant seat shall be filled by a majority vote. No other business shall take place at this public meeting.
2. Until such time as a sufficient number of vacancies have been filled that re-establishes a quorum, those persons appointed to the vacant seats shall not participate or vote in the filling of vacancies.
3. After the quorum is re-established the Neighborhood Council may fill or continue filling any vacancies in accordance with the regular appointment procedure contained in these bylaws.
4. If more than three-quarters (3/4) of the seats on the Board become vacant, then the remaining board members shall not be authorized to appoint any vacancies and instead are solely authorized to take any and all action necessary to conduct an election for the entire board. If there are no board members, then DONE may name the members for the election committee who shall then be authorized and have all power necessary to conduct an election for all board seats

**Section 3: Official Actions.** A simple majority vote by the Board members present, not including abstentions, at a meeting at which there is a quorum shall be required to take official action, unless specified otherwise in these Bylaws. An official action can be taken by no fewer than seven (7) votes when there is a quorum of thirteen (13). Proxy voting is not allowed.

**Section 4: Terms and Term Limits.** Board members shall serve a four (4) year staggered term commencing after being seated. There are no term limits.

The following seats shall run in 2010 for a term of office with a duration of two (2) years or until a successor is elected or appointed. Subsequent terms of office shall be four (4) years.

Resident Zone 1  
Resident Zone 3



Resident Zone 5  
Resident Zone 7  
Resident Zone 9  
Business 2  
Business 4  
Organization 1  
Organization 3  
School 1  
At Large 1  
At Large 3

The following seats shall run in 2010 for a term of office with a duration of four (4) years or until a successor is elected or appointed. Subsequent terms of office shall be four (4) years.

Resident Zone 2  
Resident Zone 4  
Resident Zone 6  
Resident Zone 8  
Resident Zone 10  
Business 1  
Business 3  
Business 5  
Organization 2  
Organization 4  
At Large 2  
At Large 4

**Section 5: Duties and Powers.**

1. The primary duties of the Board shall be to govern the Council and to carry out its objectives.
2. Each Board member is required to be an active, participating member of at least one official Board committee.
3. No individual member of the Board shall speak for the Board or otherwise publicly represent a Board position unless authorized to do so by official action of the Board. The Board may, by official action, appoint official representatives to other public bodies with the authority to present a standing Council position previously adopted by the Board or a statement that the Council has had insufficient time to develop a position or recommendation on a matter before that body. Such authority may be revoked at any time by the Board.

**Section 6: Vacancies.** Vacancies on the Board shall be filled using the following procedure:

1. Stakeholders will be publicly notified that the Board has a vacancy to be filled in a specific category. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Board at least ten (10) days in advance of a scheduled Board meeting.
2. The Board shall cause the matter to be placed on the agenda for the next regular meeting of the Board.
3. Seats are filled by simple majority vote by the Board members present. In the event that more than two (2) candidates stand for a seat, chair or office:





- a. If no candidate wins a majority of votes cast in the first round, only the two (2) candidates with the most votes proceed to a second round of voting.
  - b. Assuming that any potential ethical conflicts are resolved, all Board members are free to vote for either of the two (2) candidates in the second round, even if they have abstained or recused themselves in the first round, or if it means voting for a different candidate.
  - c. A coin toss will be used to resolve a tie in either round.
4. The candidate who wins shall fill the remaining term of the Board seat unless an election or selection occurs sooner.
  5. In no event shall a vacant seat be filled where a general election is scheduled to occur within sixty (60) days of the date that a written application is presented to the Board.

### **Section 7: Absences.**

1. Any Board Member who misses three (3) regularly scheduled consecutive Neighborhood Council Governing Board Meetings, five (5) total Governing Board Meetings during any twelve (12) month period, or attends fewer than seven (7) Committee meetings during any twelve (12) month period will be automatically removed from the Board. Any meeting of the Neighborhood Council Governing Board, Standing Committees or Ad Hoc Committees, scheduled and noticed as per the Brown Act, shall constitute a meeting for the purpose of determining Board Member attendance.
2. Each Council Board Member absence shall be recorded in the Council's Meeting Minutes or other manner of Council record keeping, and that, upon missing the required number of Board or Committee Meetings, the Council Secretary shall notify the Board Member and provide notice to the community that the seat has been declared vacant. Former Board Members may reapply for any open seat for which they qualify.
3. Board members may request a leave of absence of up to six (6) months, subject to approval by the full Board. A Board member may not exceed six (6) months of total leave per elected or appointed term. The Board may, at its discretion, appoint an interim replacement for the length of the leave. During an approved leave of absence, the Board member shall be excused from the attendance requirements outlined above.

**Section 8: Censure.** The Council can take action to publically reprimand a Board member for actions conducted in the course of Council business by censuring the Board member at a Council Board meeting. Censures shall be placed on the agenda for discussion and action.

**Section 9: Removal of Governing Board Members.** The Council shall consult with the Office of the City Attorney throughout any Board removal process. In addition to removal due to absences, Board members may be removed in the following ways:

1. **Petition by Stakeholders.** A Board member may be removed from office by the submission of a written petition to the Secretary, which includes: i) the identity of the Board member to be removed, ii) a description, in detail, of the reason for removal, and iii) the valid signatures of fifty (50) Stakeholders.
  - a. Upon receipt of a written petition for removal, the Secretary shall cause the matter to be placed on the agenda, in compliance with the Brown Act for a vote of the Board at the next regular Council meeting.



- b. Removal of the identified Board member requires a two-thirds (2/3) majority of the attending Board Members.
  - c. The Board Member who is the subject of the removal action shall have the right to deliver to Board Members a written statement about the matter and/or to speak at the Board Meeting prior to the vote, but shall not be counted as part of the quorum, nor allowed to vote on the matter.
2. **Petition by Board.** A Board Member may be removed from the Board for good cause (including, but not limited to, disruptive conduct; interfering with Council business; violations of the Bylaws, Operating Procedures or Code of Conduct), following a Board Member's submission to the Board of a petition which includes: i) the identity of the Board Member to be removed, ii) states the reason for removal by identifying the violation of the internal rules or procedures and specifies the conduct of the person, and iii) contains the signatures of at least three (3) Board members.
- a. The petition shall be delivered simultaneously to all Board Members and the matter placed on the agenda and scheduled for a vote at the next regular Board Meeting.
  - b. Removal of the identified Board member requires a two-thirds (2/3) majority of the attending Board Members.
  - c. The Board Member who is the subject of the removal action shall have the right to deliver to Board Members a written statement about the matter and/or to speak at the Board Meeting prior to the vote, but shall not be counted as part of the quorum, nor allowed to vote on the matter.
  - d. The Board member being removed must first have been censured by the Board once for the same action before a Petition by the Board for removal shall be considered by the Council.

If the vote for removal is affirmative, the position shall be deemed vacant and filled via the Council's vacancy clause.

**Section 10: Resignation.** A Board member may resign from the Council by submitting a signed letter of resignation to the Board, and the position shall then be deemed vacant. Any member of the Board who ceases to be a Stakeholder is also required to submit his or her resignation to the Board.

**Section 11: Community Outreach.** The Council shall direct that a system of outreach be instituted to inform Stakeholders as to the existence and activities of the Council, including its Board elections, to find future leaders of the Council, and to encourage all Stakeholders to seek leadership positions within the Council.

- 1. A community meeting or town hall in which government leaders and representatives speak to stakeholders shall be held at a minimum of once per year with at least a twenty-one (21) day notice.

## Article VI: Officers

**Section 1: Officers of the Board.** The officers of the Board ("Officers") shall include the following positions which all together comprise the Executive Committee: President, Vice President, Secretary, and Treasurer.

**Section 2: Duties and Powers.** The duties of the Officers are as follows and also include such additional duties as may be adopted by official action of the Board:



## 1. **President**

- a. Acts as the chief executive of the Council and presides at all Council meetings. Sets agenda for each NC Board meeting and ensures timely posting.
- b. Chair of the Executive Committee, setting agenda and ensuring timely posting.

## 2. **Vice President**

- a. Serves in place of the President if the President is unable to serve.
- b. Assists the President as requested in carrying out the President's responsibilities.
- c. Serves as chair of the Bylaws Committee and acts as Parliamentarian during Board meetings, assisting the President by providing an opinion on interpretations of the Bylaws and rules of order.

## 3. **Treasurer**

- a. Serves in place of the President if the President and Vice-President are unable to serve.
- b. Maintains the records of the Council's finances and books of accounts and perform other duties in accordance with the Council's Financial Management Plan and the Department's policies and procedures.
- c. As chair of the Finance Committee, ensures an annual budget is prepared and approved by the SORO NC Board.
- d. Ensures all debts incurred by the SORO NC Board, according to its bylaws and policies and procedures of DONE, are paid in a timely manner.
- e. Ensure a written report of each month's financial transactions, including commitments and expenditures by budget allocation, and cash balance, is prepared in a timely manner, provided to all Board members in draft at least three (3) days (72 hours) in advance of the subsequent Board meeting, and finalized and posted within three (3) days (72 hours) after that subsequent Board meeting.

## 4. **Secretary**

- a. Serves in place of the President if the President, Vice-President and Treasurer are unable to serve.
- b. Responsible for accurate minutes of all Board meetings, ensuring that they are written up in a timely manner, provided to all Board members in draft at least three (3) days (72 hours) in advance of the subsequent Board meeting, and finalized and posted within three (3) days (72 hours) after that subsequent Board meeting. Collaborates with Committee Chairs to create a monthly report of Board Member attendance at all Council meetings.
- c. Responsible for coordinating the filling of Board vacancies and Board member removals.
- d. Responsible for accepting grievance notifications, choosing and coordinating a grievance panel and the presentation of the grievance report to the Board.



**Section 3: Selection of Officers.** Officer positions shall be filled every two (2) years at the first official Board meeting following their election or selection in Board election years, and at the subsequent second year anniversary mark of the Officers' election in Board non-election years. Officers are elected by simple majority vote by the Board Members present. They may be removed in the same manner in which they were elected.

**Section 4: Officer Terms.** The Officers shall serve two (2) year terms and serve at the pleasure of the Board. They may stand for reelection every two (2) years.

## **Article VII: Committees And Their Duties**

All Standing and Ad Hoc Committees shall be established by the Board and included in the Board's standing rules. Suggestions for committees may come from Stakeholders or from members of the Board, and all such suggestions shall be voted upon by the Board. All Committees must be run in compliance with the Council rules referenced in Article XIV.

**Section 1: Standing Committees.** Standing Committees address topics of continuing interest of the Board. They define goals, issues, and concerns for the Board, investigate possible activities to help further those goals, select appropriate actions and propose those actions to the Board for approval and funding, and implement any official action the Board approves.

**Section 2: Ad Hoc Committees.** The Board may create Ad Hoc Committees as needed to deal with temporary issues. Ad Hoc Committees are advisory only, and must have a defined purpose and time frame to accomplish that purpose.

### **Section 3: Committee Creation and Authorization**

1. **Committee Authority.** All committee recommendations shall be brought back to the full Board for discussion and action. Committees shall not represent an official Board position without prior Board approval.
2. **Committee Structure.** Only confirmed Committee members shall be eligible to vote within the Committee.
  - a. Standing Committees shall be comprised of at least two (2) Board members and may include any interested Stakeholders. The Executive Committee, however, shall be comprised solely of the four Executive members.
  - b. Ad Hoc Committees shall be comprised solely of six (6) or less Board members and may not include Stakeholders as voting members.
3. **Committee Appointment.**
  - a. Committee membership for Board Members shall be confirmed by the Board. Board Members must be a member of at least one official Committee. With the exception of the Executive Committee, Stakeholders may also become voting members of a Standing Committee, subject to confirmation by the Committee itself.



- b. With the exception of the Executive, Finance, and Bylaws Committees, all Committee Chairs shall be nominated by the Committee and confirmed by the Board. The Chairs shall provide regular reports on Committee matters to the Board and Committee meeting attendance to the Secretary.
4. **Committee Meetings.** Committee meetings shall be held as needed. Standing committee meetings are subject to and shall be conducted in accordance with the dictates of the Brown Act and these Bylaws. Minutes shall be taken at every Standing committee meeting.
5. **Changes to Committees.** The Board may establish, disband or make changes as needed to any Standing or Ad Hoc committee by a simple majority of Board members present. Any such action by the Board shall be noted in the Council meeting minutes and reflected in the standing rules.
6. **Removal of Committee Chairs.** Committee Chairs serve at the pleasure of the Board and may be removed in the same manner in which they were appointed.

## Article VIII: Meetings

All meetings, as defined by the Ralph M. Brown Act (*California Government Code Section 54950.5 et seq.*), shall be noticed and conducted in accordance with the Act and all other applicable laws and governmental policy.

**Section 1: Meeting Time and Place.** All meetings shall be held within the Council boundaries at a location, date and time set by the Board. A calendar of general Council meetings shall be established by the Board at its first regular meeting of each calendar year.

1. **Regular Meetings.** General Council meetings shall be held at least once per quarter and may be held more frequently as determined by the Board. Prior to any action by the Board, there shall be a period of public comment. The Board shall determine the length and format of the period as appropriate.
2. **Special Meetings.** The President or a majority of the Board shall be allowed to call a Special Council Meeting as needed.
3. **Meeting Schedule.** The Board will make a good-faith effort to avoid scheduling general Council meetings at times when a significant portion of its Stakeholders would not be able to participate. Should unavoidable, known meeting conflicts arise, the Board will explain why the meeting was scheduled for that date and time within the meeting agenda.

**Section 2: Agenda Setting.** The President shall set the agenda for each general Council meeting.

### Section 3: Notifications/Postings

1. Notice of a regular meeting shall be a minimum of three (3) days (72 hours) in advance of the meeting and at least one (1) day (24 hours) in advance of a special meeting. At a minimum, notice shall be posted at the Council's five (5) Public Notice Locations specified on the Posting Location Form filed with the Department.
2. As a supplement to the physical postings required by the Brown Act, the Board will make a good faith effort to post meeting agendas, minutes, and other public communications on the SORO NC website in a timely manner. Notice of posting will also be sent to Stakeholders who opt-in to receive such information.



3. Regular and Special meeting agendas shall also be emailed to the Department.

**Section 4: Reconsideration.** The Board may reconsider or amend its actions through the following Motion for Reconsideration process:

1. Before the Board reconsiders any matter, the Board must approve a Motion for Reconsideration. The Motion for Reconsideration must be approved by official action of the Board. After determining that an action should be reconsidered, the Board has the authority to re-hear, continue, or take action on the item that is the subject of reconsideration within any limitations that are stated in the Motion for Reconsideration.
2. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting that follows the meeting where the action subject to reconsideration occurred. The Council may also convene a special meeting within these specified time frames to address a Motion for Reconsideration.
3. A Motion for Reconsideration may be proposed only by a member of the Board that previously voted on the prevailing side of the original action that was taken by the Board (the "Moving Board Member").
4. The Moving Board Member may make the Motion for Reconsideration orally during the same meeting where the action that is the subject of reconsideration occurred, or by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above.
5. In order to properly place the Motion for Reconsideration on the agenda of the subsequent meeting, the Moving Board Member shall submit a memorandum to the Secretary at least two (2) days in advance of the deadline for posting notices for the meeting. The memorandum must briefly state the reason(s) for requesting the reconsideration, and provide the Secretary with an adequate description of the matter(s) to be re-heard and the proposed action that may be adopted by the Board if the Motion for Reconsideration is approved.
6. A Motion for Reconsideration that is properly brought before the Board may be seconded by any member of the Board.

This reconsideration process shall be conducted at all times in accordance with the Brown Act.

## **Article IX: Finances**

1. The Board shall review its fiscal budget and make adjustments as needed to comply with City laws and City administrative rules, and to keep in compliance with Generally Accepted Accounting Principles and the City's mandate for the use of standardized budget and minimum funding allocation requirements.
2. The Board shall adhere to all rules and regulations promulgated by appropriate City officials regarding the Council's finances, where the term "appropriate City officials" means those officials and/or agencies of the City of Los Angeles who have authority over Neighborhood Councils.
3. All financial accounts and records shall be available for public inspection and posted on the Council website, if available.



4. Each month, the Treasurer shall provide to the Board detailed reports of the Council's accounts. This written report must be made available to Board members and Stakeholders a minimum of three (3) days (72 hours) in advance of the meeting.
5. At least once each quarter, the President and at least one (1) other individual other than the Treasurer, who is designated by the Board, shall examine the Council's accounts and attest to their accuracy before submitting the documentation to the Department for further review.

## Article X: Elections

**Section 1: Administration of Election.** The Neighborhood Council's election will be conducted by the City Clerk every two (2) years in every even-numbered year in accordance with the rules and regulations promulgated by the City Clerk. The City Clerk will hold these elections between March and June of the even-numbered years. The rules and regulations developed by the City Clerk shall take precedence over any inconsistent language in the Council bylaws.

**Section 2: Governing Board Structure and Voting.** The number of Board seats, the eligibility requirements for holding any specific Board seats, and which Stakeholders may vote for the Board seats are noted in Attachment B.

**Section 3: Minimum Voting Age.** All Community Stakeholders fifteen (15) and above shall be entitled to vote in the Neighborhood Council Elections.

**Section 4: Method of Verifying Stakeholder Status.** Voters will verify their Stakeholder status through written self-affirmation. Stakeholder status may also be established by means of declaring a stake (or interest) in the neighborhood and providing the facts to support that declaration.

**Section 5: Restrictions on Candidates Running for Multiple Seats.** A candidate shall declare their candidacy for no more than one (1) position on the Council Board during a single election cycle.

**Section 6: Other Election Related Language.** Not applicable.

## Article XI: Grievance Process

The formal grievance process is not intended to apply to Stakeholders who simply disagree with an official action taken by the Board. Those grievances can be aired at Council meetings. This grievance process is intended to address matters involving procedural disputes, such as the Board's failure to comply with its rules or these bylaws, or its failure to comply with the City Charter, the Plan, local ordinances, and/or state or federal law.

Any grievance by a Stakeholder must be submitted in writing to the Board Secretary. Within thirty days (30) of receiving the grievance:

1. The Secretary will refer the matter to an Ad Hoc Grievance Panel comprised of five (5) Stakeholders who, at a Board meeting, are randomly selected by the Secretary from a list of Stakeholders who have expressed an interest in serving in this capacity.
2. The Secretary will coordinate a time and place for the panel to meet with the Stakeholder(s) who submitted the grievance to discuss ways in which the dispute may be resolved. The Grievance Panel meeting will be open to the public and noticed like any other regular Council meeting.



- a. Within thirty (30) days of the panel meeting with the Stakeholder(s) who submitted the grievance, the panel members will prepare a written report outlining the panel's collective recommendations for resolving the grievance, and will submit the report to the Secretary.
  - b. The Secretary will ensure that the report be listed on the agenda of the next regular Council meeting for discussion and, depending on the nature of the grievance, referral to appropriate Board Committee(s). The report must be distributed to the Board members 72 hours prior to the scheduled meeting. All Board discussion prior to the meeting will be conducted in accordance with the Brown Act.
3. The Committees will report back to the Board with recommendations for Board consideration.
  4. In the event that a grievance cannot be resolved through this grievance process, then the matter may be referred to the Department for consideration or dispute resolution in accordance with the Plan.
  5. Board members are not permitted to file a grievance against another Board member or against the Council.

## **Article XII: Parliamentary Authority**

1. The Council shall use Rosenberg's rules of order when conducting Council meetings. If Rosenberg's rules of order are silent on an issue, the Council shall refer to Robert's rules of order.
2. Additional rules and/or policies and procedures regarding the conduct of the Board and/or Council meetings may be developed and adopted by the Board. Standing rules shall be made publicly available on the Council's website.
3. In the role of Parliamentarian, the Vice President serves as a consulting expert in rules of order and the proper procedures for the conduct of meetings.

## **Article XIII: Amendments**

1. Any Board member or Stakeholder may propose an amendment to these Bylaws. The Board shall forward all proposals to a Bylaws Committee to review and to provide recommendations to the Board.
2. Any proposal to amend the Bylaws shall be formalized in writing and noticed on the agenda for public discussion and Board vote at the next regular Council meeting.
3. An amendment to these bylaws requires a two-thirds (2/3) vote of the Board members present at a duly noticed general or special meeting. All changes shall then be forwarded to the Department for review and approval.
4. Amendments shall not be valid, final or effective until approved by the Department. Once approved, any changes in the Bylaws shall become effective immediately.

## **Article XIV: Compliance**

The Council, its representatives, and all Community Stakeholders shall comply with these Bylaws and with any additional Standing Rules or Procedures as may be adopted by the Board of Directors as well as all local, county, state and federal laws, including, without limitation, the Plan for Citywide System of Government (hereinafter referred to as "the Plan"), the City Code of Conduct, the City Governmental Ethics Ordinance (*Los Angeles*





*Municipal Code Section 49.5.1*), the Brown Act (*California Government Code Section 54950.5 et seq.*), the Public Records Act, the American Disabilities Act, and all laws and governmental policies pertaining to Conflicts of Interest.

**Section 1: Code of Civility.** The Council, its representatives, and all Community Stakeholders shall conduct all Council business in a civil, professional and respectful manner.

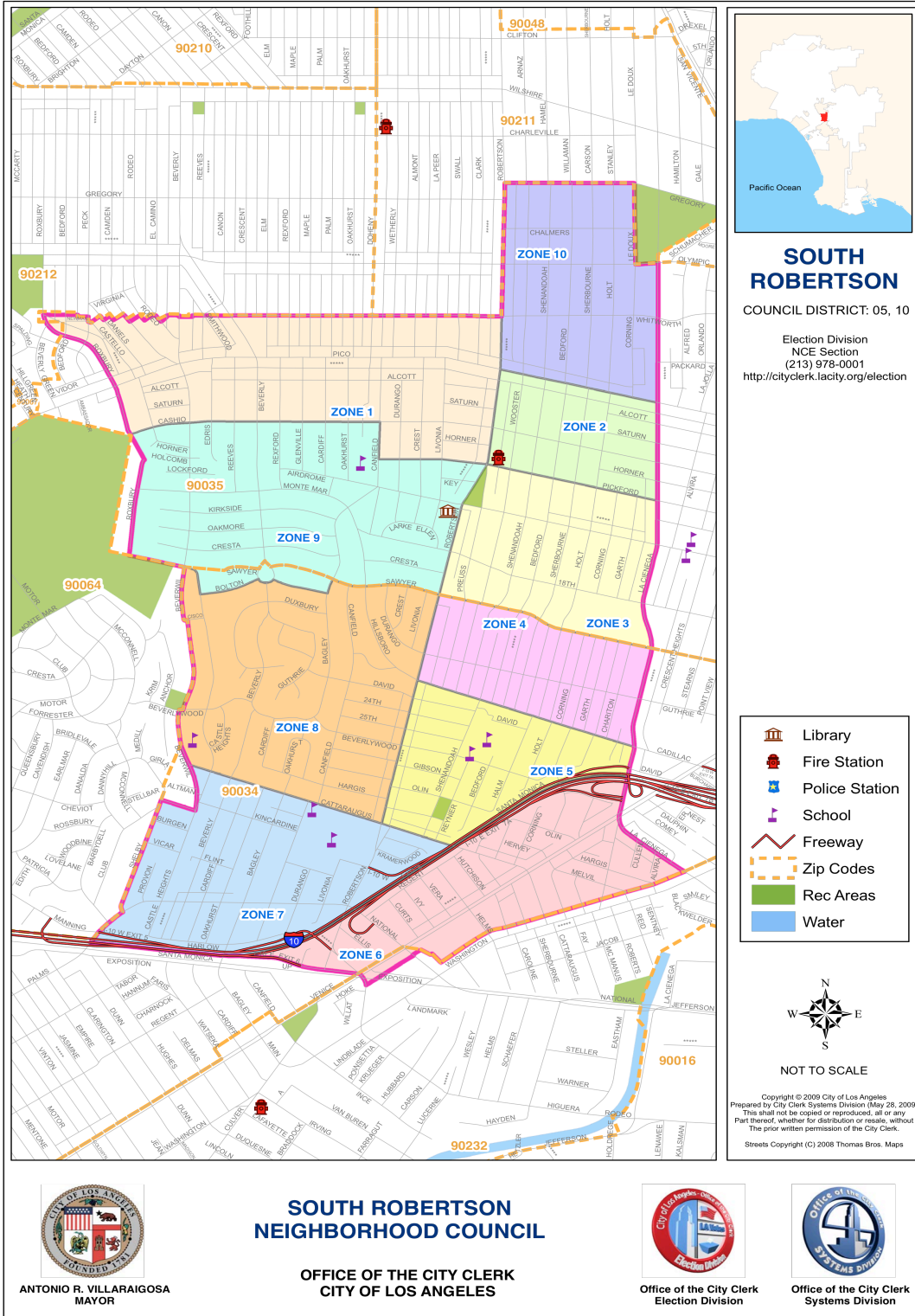
1. Board members are required to abide by the Council's Code of Civility, as included in the standing rules.
2. Any individual who is disruptive at an official Council function may be removed.

**Section 2: Training.** All Board members shall take training in the fundamentals of Neighborhood Council, including, but not limited to, ethics, funding, workplace violence and sexual harassment trainings provided by the City within forty-five (45) days of being seated, or they will lose their Council voting rights.

**Section 3: Self Assessment.** Every year, the Council shall conduct a self assessment pursuant to Article VI, Section 1 of the Plan.



# Attachment A: Map of Neighborhood Council





## Attachment B: Governing Board Structure and Voting

<b>BOARD POSITION</b>	<b>ELECTED OR APPOINTED?</b>	<b>ELIGIBILITY TO RUN FOR THE SEAT</b>	<b>ELIGIBILITY TO VOTE FOR THE SEAT</b>
<b>Resident Representative Zone 1</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 1 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>Resident Representative Zone 2</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 2 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>Resident Representative Zone 3</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 3 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>Resident Representative Zone 4</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 4 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>Resident Representative Zone 5</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 5 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>Resident Representative Zone 6</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 6 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>Resident Representative Zone 7</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 7 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>Resident Representative Zone 8</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 8 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>Resident Representative Zone 9</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 9 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>Resident Representative Zone 10</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 10 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.



<b>Business Representatives 1–5</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who owns, operates, or works in a business or owns business property or residential income property within the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>Organization Representatives 1–4</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who officially represents organized groups of stakeholders within the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>School Representative 1</b>	Elected	Stakeholder who is at least 18 years of age at the time of the election who works at a school or represents an official school booster organization within the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
<b>School Representative 2</b>	Appointed	Stakeholder between the ages of 15 and 18 at the time of the appointment who attends school within the Council boundaries.	By Board appointment.
<b>At-Large Representatives 1–4</b>	Elected	Any Stakeholder who is at least 18 years of age at the time of the election.	Any Stakeholder who is at least 15 years of age at the time of the election.



# Motion to Commit up to \$9000 for the Purchase and/or Care of Trees to be planted along South Robertson Boulevard within the South Robertson Neighborhoods Council Boundary.

**Agenda Item:** GB031711-9  
**Date:** March 17, 2011  
**Proposed By:** Paula Waxman

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## Summary

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The ad hoc committee, formed to research and discuss the revitalization of the South Robertson business district, has determined that to attract new businesses requires beautification of the boulevard in the form of trees. Before grants can be accepted or research can be done, Larry Hess, Co Chair of the Green Team Committee, and the person designated to present various tree planting options to the ad hoc committee and to the Board, must have a firm dollar commitment of what the Board will be willing to spend for the purchase and/or care of trees along South Robertson Boulevard within the SORONC boundary.

## Full Proposal

In an effort to revitalize the business district along South Robertson Boulevard, the ad hoc committee formed to discuss and research this issue, felt it important to beautify Robertson by replacing the existing trees with attractive, healthy, drought tolerant, properly planted trees and fill in those spaces where trees have died or are not consistent with a coherent visual look to the boulevard.

CoChair of the SORONC Green Team, Larry Hess, has been trying to secure a state grant to plant city-approved trees along Robertson Boulevard within the SORONC boundaries. If he is unsuccessful in obtaining this grant, the ad hoc committee would like him to continue to research the best way to secure, plant, and care for city approved trees along South Robertson, but needs to know how much money the Board is willing to commit to this project.

If the grant is obtained, there is the possibility that we will be able to plant new trees along all of S. Robertson that is in need of them. The grant provides for the removal of dead or dying trees, supplying new city-approved trees of our choice, the cutting of sidewalks to make planting spaces, and the planting of the new trees. The only cost to the SORONC would be for the care and maintenance of the new trees for up to two years. Right now, the experienced group being considered to conduct this care and maintenance would be the LA Conservation Corps.

If we do not get the grant, the ad hoc committee would still like to go forward with planting trees, but scaling back the project. This would mean that Larry Hess would research and present to the Board several scenarios from which they would select the most appropriate. These scenarios would include the cost of planting more mature trees on fewer blocks, or less mature trees on a greater number of blocks. The scenarios would incorporate the cost of care and maintenance of the new trees

**Doug Fitzsimmons**  
President

**Brian Kite**  
Vice-President

**Gerald Chavarria**  
Secretary

**Terrence Gomes**  
Treasurer

**South Robertson  
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for up to two years to insure that the trees become established. Larry and the ad hoc committee, would also submit to the Board, a minimum of three types of trees to choose from. Neither the grant negotiations, nor the research can go forward, unless Larry has a clear idea of what dollars the Board is willing to commit to the project.

### Proposed Motion

That the South Robertson Neighborhoods Council (aka SORONC) commit to spending up to \$9000 for the purchase and/or care of trees to be planted along South Robertson Blvd. within the South Robertson Neighborhoods Council boundaries.

That should the SORONC be awarded the State of California Tree Grant, that up to \$9000 be committed to up to two years of care and maintenance of the new trees to be planted along South Robertson Blvd. within the SORONC boundaries. Larry Hess and the ad hoc committee will submit a minimum of three types of trees for the Board to choose from.

That should the SORONC not secure the grant, that the \$9000 be committed to the purchase and care of trees along a reduced number of blocks along South Robertson Blvd. within the SORONC boundaries pending approval by the board of the type and size of tree to be planted, and the number of blocks included in the planting.

### Considerations

#### Pro

Trees have been shown to beautify a street and enhance its attractiveness to potential businesses. The City of Los Angeles knows this as well, which is why they invest in tree grants to augment revitalization projects. Many Robertson shops remain vacant. In order to attract more businesses and customers, we need to invest in this project.

The Chatalpa trees along Robertson were improperly planted 7 years ago. In an attempt to prevent roots from damaging the sidewalks, the trees were planted in the ground in bottomless boxes. As a result, the roots were unable to take hold and now the trees blow over in even mild wind. Those trees that have rooted, are stunted or growing at strange angles. Therefore the city determined that if we do a tree planting project along Robertson, that we not augment the existing trees, but instead, completely replace them.

Regarding the grant, even though we would be required to provide funds to

#### Con

There might be other profound elements acting as impediments to business growth ,such as lack of parking and absentee landlords, that tree planting alone will not fix.

Instead of doing a complete re-planting of Robertson Blvd., why not fill in missing spots with the same type of tree for a consistent look and lower price?

Just because the City is offering a grant,



maintain the trees for up to two years, we should take advantage of a grant that would allow us to complete the planting of all of Robertson within one budget cycle.

does not mean that it is right for our neighborhood, especially when funds are required from SORONC to maintain this gift.

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## Board Notes

**Votes For:**

**Against:**

**Abstain:**

**Proposed Amendments:**



# Motion to fund \$17,000 for permanent neighborhood markers for SORO

**Agenda Item:** GB031711-10  
**Date:** 17 March 2011  
**Proposed By:** Marjan Safinia

## Motion to fund up to \$17,000 for permanent SORO NC street markers

### Full Proposal

The banner program we have up along Robertson Boulevard has been one of the most high impact outreach programs we have as an NC, both to help people know about us (multiple board members cite the banners as the reason they joined the board) and in terms of identifying the neighborhood within the city and fostering a sense of neighborhood pride.

Unfortunately, those banners have to come down within the coming months, since the City no longer will allow a "temporary" banner to be up past 3 years.

This motion is to replace many of those banners with "permanent street markers" which would never have to come down, as long as they were in good condition (not dilapidated).

The outreach committee has approved 3 designs and we are currently working with different vendors to price out the best solution for our neighborhood. The designs are attached overleaf. These new markers would also form an integral part of our Robertson Revitalization program and our overall branding strategy for SORO. As we have more funding over the years, we can always add to the number of markers.

### Proposed Motion

That SORO NC approves funding up to \$17,000 for SORO NC permanent street markers to help define our neighborhood and promote SORO NC.

### Considerations

Pro	Con
Expands the reach and visibility of the SORO NC brand	Cost is significant
These markers are permanent. We spent \$12,000 on the temporary banners.	We would have to replace any signs that became dilapidated.

### Board Notes

**Votes For:**                      **Against:**                      **Abstain:**

**Proposed Amendments:**

**Doug Fitzsimmons**  
President

**Brian Kite**  
Vice-President

**Gerald Chavarria**  
Secretary

**Terrence Gomes**  
Treasurer

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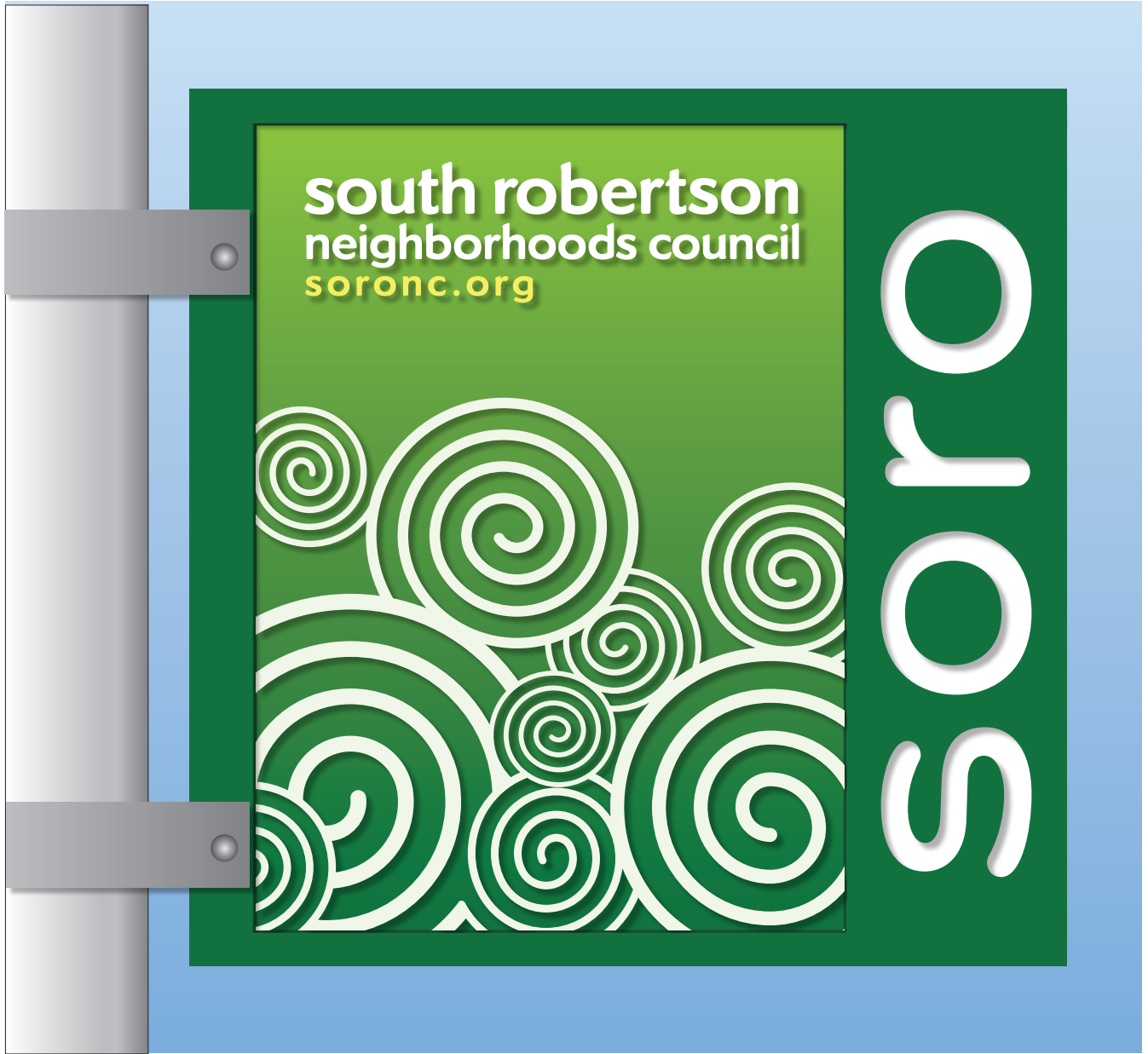
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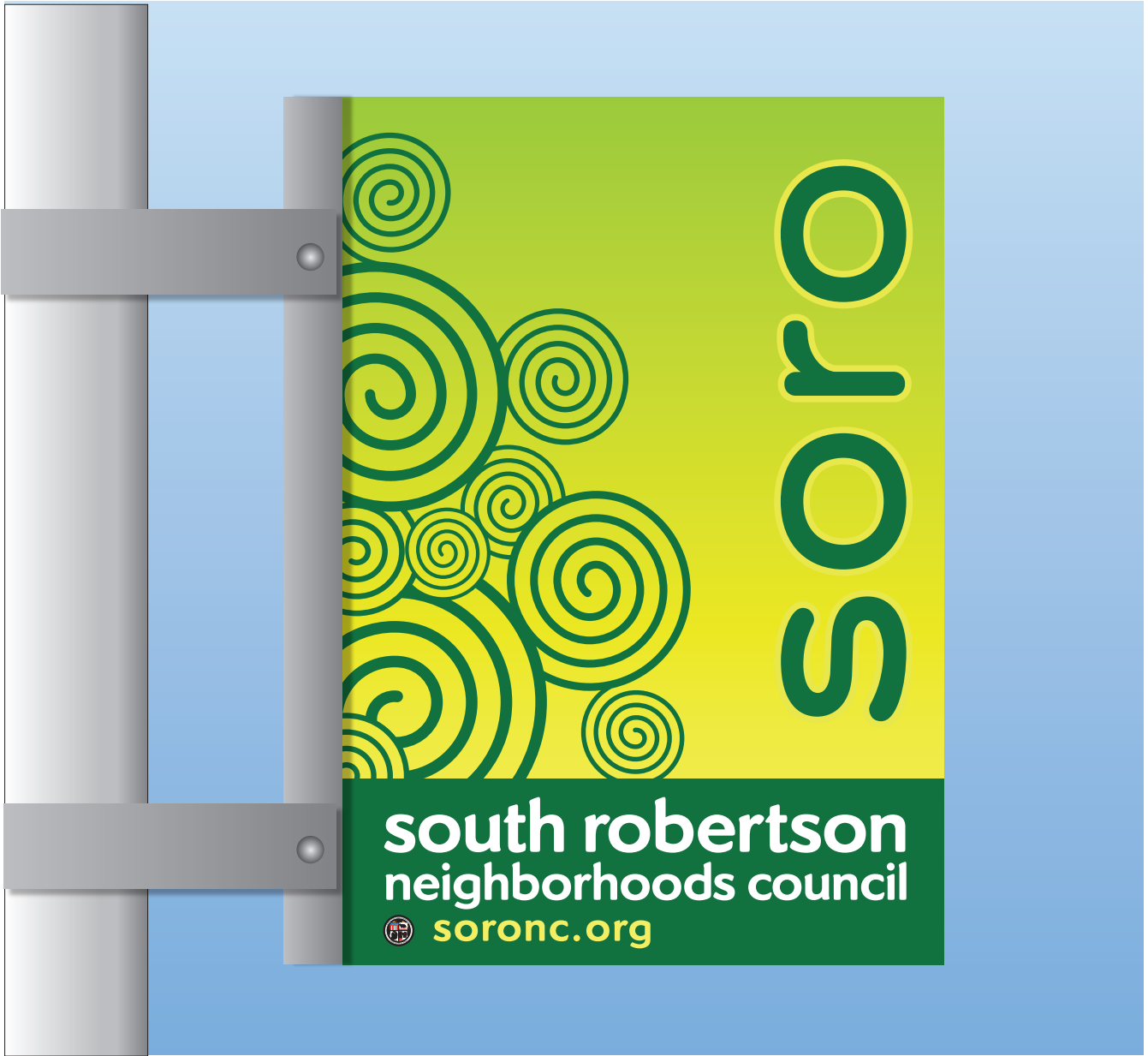


**Laser Cut Sign with Painted Lettering**  
Metal 36"x 36"



## Router Cut Sign

Urethane 36"x 36"



## Painted Sign

Metal 24"x 36"

# PERMANENT art displays and other lighting programs



**Permanent Art Displays**, sometimes referred to as Medallions, are becoming popular in the City of Los Angeles. They are a unique means of identification for a community, and may be a part of streetscapes. The following will provide a general overview of the process to obtain a permit for the installation and specific requirements of weight and size.

## Process

An application may be obtained on the Bureau's website: [www.lacity.org/bsl](http://www.lacity.org/bsl)

## Application

An application must be submitted with the following items and information:

- Area map depicting the limits of the requested installation and pole locations.
- Rendering of the art display.
- Contact person for further requests.
- Identification of group who will maintain the medallions.
- Letter of support from the Council Office.

## Preliminary Approval

Upon receipt of the application, the Bureau will respond within 10 days. Once preliminary approval is obtained, the following must be submitted.

- A sample of art display, including brackets.
- Shop drawings of the entire installation, including size, weight and thickness of each art display.
- Proof of liability insurance from the maintenance group.
- Cash deposit of \$2,000.00.

## Final Approval

Upon receipt of the requested items the Bureau will respond within 30 days. Once final approval is given, installation can proceed.

## Important Restrictions and Requirements

- **Mounting locations:** The bottom of the art display shall be mounted at 16' from the base of the pole for all poles 25 feet or higher.
- **Size:** The display shall be no more than 8 square feet.
- **Weight:** The display and brackets shall weigh no more than 15 pounds.

Displays shall not be placed on poles with traffic signal equipment or poles less than 25' in height. Displays shall not be energized or have any electrical components. Commercial content of any kind is prohibited.

The Bureau will not maintain these structures, and the community will need to inspect the attachments every year and certify that they are safe.

**For further information or questions**, please call the Bureau at **(213) 847-1459**.



# Motion to approve up to \$2499 for Shenandoah Street School photography equipment

**Agenda Item:** GB031711-11  
**Date:** March 17, 2011  
**Proposed By:** Barry E. Levine

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Fund up to \$2499. For one Mac Book pro "13" computer and ten Canon SD 1300IS cameras for Shenandoah Street Elementary School.

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## Full Proposal

Fund cameras and computer to augment photography programs at School. The LAUSD is hard pressed so support the arts, which are a necessary part of a good education. SORONC can improve the lives of it's stakeholders by improving the education of it's children.

## Proposed Motion

Fund up to \$2499.00 for one Mac Book Pro 13" computer and ten Canon SD1300IS cameras for the use of the students at Shenandoah Street Elementary School.

## Considerations

Pro	Con
Equipment can be used for years to come.	Money could be spent elsewhere.
Provide students with new educational experience	

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## Board Notes

**Votes For:**

**Against:**

**Abstain:**

**Proposed Amendments:**

**Doug Fitzsimmons**  
President

**Brian Kite**  
Vice-President

**Gerald Chavarria**  
Secretary

**Terrence Gomes**  
Treasurer

**South Robertson  
Neighborhoods Council**

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# Motion to approve up to \$2499 for Rancho Park Continuation School photography equipment

**Agenda Item:** GB031711-12  
**Date:** March 17, 2011  
**Proposed By:** Barry E. Levine

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Fund up to \$2499. For one Mac Book pro 13" computer and ten Canon SD 1300IS cameras for Rancho Park Continuation School.

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## Full Proposal

Fund cameras and computer to augment photography programs at School. The LAUSD is hard pressed so support the arts, which are a necessary part of a good education. SORONC can improve the lives of it's stakeholders by improving the education of it's children.

## Proposed Motion

Fund up to \$2499.00 for one Mac Book Pro 13" computer and ten Canon SD1300IS cameras for the use of the students at Rancho Park Continuation School.

## Considerations

### Pro

Equipment can be used for years to come.

Provide students with new educational experience

### Con

Money could be spent elsewhere.

---

## Board Notes

**Votes For:**

**Against:**

**Abstain:**

**Proposed Amendments:**

**Doug Fitzsimmons**  
President

**Brian Kite**  
Vice-President

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**Terrence Gomes**  
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# Motion to approve up to \$2499 for Hamilton High School photography equipment

**Agenda Item:** GB031711-13  
**Date:** March 17, 2011  
**Proposed By:** Barry E. Levine

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Fund up to \$2499. For one Mac Book pro 13" computer and ten Canon SD 1300IS cameras for Hamilton High School.

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## Full Proposal

Fund cameras and computer to augment photography programs at School. The LAUSD is hard pressed so support the arts, which are a necessary part of a good education. SORONC can improve the lives of it's stakeholders by improving the education of it's children.

## Proposed Motion

Fund up to \$2499.00 for one Mac Book Pro 13" computer and ten Canon SD1300IS cameras for the use of the students at Hamilton High School.

## Considerations

### Pro

Equipment can be used for years to come.

Provide students with new educational experience

### Con

Money could be spent elsewhere.

---

## Board Notes

**Votes For:**

**Against:**

**Abstain:**

**Proposed Amendments:**

**Doug Fitzsimmons**  
President

**Brian Kite**  
Vice-President

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# Motion to approve up to \$2499 for Castle Heights Elementary School photography equipment

**Agenda Item:** GB031711-14  
**Date:** March 17, 2011  
**Proposed By:** Barry E. Levine

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Fund up to \$2499. For one Mac Book pro 13" computer and ten Canon SD 1300IS cameras for Castle Heights Elementary School.

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## Full Proposal

Fund cameras and computer to augment photography programs at School. The LAUSD is hard pressed so support the arts, which are a necessary part of a good education. SORONC can improve the lives of it's stakeholders by improving the education of it's children.

## Proposed Motion

Fund up to \$2499.00 for one Mac Book Pro 13" computer and ten Canon SD1300IS cameras for the use of the students at Castle Heights Elementary School.

## Considerations

### Pro

Equipment can be used for years to come.

Provide students with new educational experience

### Con

Money could be spent elsewhere.

---

## Board Notes

**Votes For:**

**Against:**

**Abstain:**

**Proposed Amendments:**

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President

**Brian Kite**  
Vice-President

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# Motion to approve up to \$2499 for Canfield Avenue Elementary School photography equipment

**Agenda Item:** GB031711-15  
**Date:** March 17, 2011  
**Proposed By:** Barry E. Levine

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Fund up to \$2499. For one Mac Book pro 13" computer and ten Canon SD 1300IS cameras for Canfield Avenue Elementary School.

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## Full Proposal

Fund cameras and computer to augment photography programs at School. The LAUSD is hard pressed so support the arts, which are a necessary part of a good education. SORONC can improve the lives of it's stakeholders by improving the education of it's children.

## Proposed Motion

Fund up to \$2499.00 for one Mac Book Pro 13" computer and ten Canon SD1300IS cameras for the use of the students at Canfield Avenue Elementary School.

## Considerations

Pro	Con
Equipment can be used for years to come.	Money could be spent elsewhere.
Provide students with new educational experience	

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## Board Notes

**Votes For:**

**Against:**

**Abstain:**

**Proposed Amendments:**

**Doug Fitzsimmons**  
President

**Brian Kite**  
Vice-President

**Gerald Chavarria**  
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**Terrence Gomes**  
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# Motion to support installation of cell tower at 1600 Robertson Ave.

**Agenda Item:** GB031711-16

**Date:** 17 March 2011

**Proposed By:** Terrence Gomes

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**Supports AT&T's plan to install telecommunications equipment in the bell tower of St. Mark's Church.**

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## Full Proposal

The current cell installation at 1537 1/2 Robertson is too low to effectively cover the middle of SORO. Unfortunately, power lines prevent it from being raised.

AT&T has been working with St. Mark's Coptic Church on a plan to move its cell equipment into the existing bell tower. They would then cover the open arches with stained glass. AT&T explored several different options, and from their perspective, this seems to be the most feasible: no other buildings in the area are tall enough, it meets LA code, and it's the least visually intrusive solution.

Nearby community members have expressed concern with the plan. At the Land Use Committee meeting, representatives from AT&T and St. Mark's presented their rationale and answered questions from the committee:

- The new site will not require a microwave downlink, as they plan to hardwire it with fiber optic cable
- The cell site will emit radiowaves, not microwaves
- It won't require a back up generator
- The Church site isn't large enough for co-location, so other cell providers won't be able to add to it
- Enclosing top of the tower in stained glass means the actual antennas won't be visible
- The tower places the cell equipment 65 feet above ground, further away from people than other solutions (and further away than it is now)

Other options, like femtocell and right-of-way facilities, were presented as impractical and more intrusive.

After discussion, the Committee voted to bring a motion of support before the Board.

## Proposed Motion

- I. To support AT&T's plan (as presented) to move cell facilities to the newly-enclosed bell tower at 1600 Robertson Ave.

**Doug Fitzsimmons**  
President

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Vice-President

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## Considerations

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### Pro

Will greatly increase cell coverage for AT&T users in mid-SORO

Seems to be the best solution aesthetically and technically

### Con

Neighbors are concerned about health effects of being near cell towers

Concern about our ability to fully evaluate technical options

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## Board Notes

**Votes For:**

**Against:**

**Abstain:**

**Proposed Amendments:**