

## BOARD MEMBERS

### EXECUTIVE COMMITTEE OFFICERS

Steven Meeks - President  
Yolanda Davis-Overstreet - Vice President  
Brian Piatek - Treasurer  
Dorsay Dujon - Secretary  
Sean Curley - Parliamentarian

### BOARD

Jace Dawson - At Large Representative  
John Ma - At Large Representative  
Thomas Murray - At Large Representative  
Kristyn Yancy - At Large Representative  
Clint Simmons - Homeowner Representative  
Phillip Wiley - Youth Representative  
Connie Thomas - Community Interest Representative  
Richard Williams - Business Representative  
Vacant - Business Representative



## West Adams Neighborhood Council

### BOARD OF THE WEST ADAMS NEIGHBORHOOD COUNCIL

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### West Adams Neighborhood Council

Meets Every Third Monday of the Month @  
Vineyard Recreation Center, 2942 Vineyard  
Ave, Los Angeles, CA, 90016

### DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT

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### **DRAFT** MINUTES

### General Board Monthly Meeting

### Zoom Meeting online or by telephone

September 20, 2021, 6:30 PM

#### 1. Call to order and Roll Call

A meeting of the West Adams Neighborhood Council (WANC) was held on September 20, 2021 over Zoom, Webinar 959 3661 2418.

The meeting was called to order at 6:32 p.m. by Sean Curley (Parliamentarian), who noted a quorum was not yet present, and so Section 3 – General Public Comment – would be taken up.

*At this time, Section 3 was taken up. At 6:35 p.m., Section 1 was reopened.*

Steven Meeks (President) called the meeting to order a second time at 6:35 p.m.

Ms. Curley called the roll. There were eight (8) board members present at roll call (Mr. Meeks, Brian Piatek (Treasurer), Dorsay Dujon (Secretary), Ms. Curley, John Ma, Thomas Murray, Kristin Yancy, and Phillip Wiley). Quorum is eight (8) and was met. Yolanda Davis-Overstreet, Clint Simmons, Connie Thomas, and Richard Williams joined later. Jace Dawson was absent.

#### 2. Government Representatives

*This item was taken up at 6:39 p.m. following the conclusion of Section 3.*

**Daniel Park** ([DPark@bos.lacounty.gov](mailto:DPark@bos.lacounty.gov), (213) 974-2222, [Mitchell.LACounty.gov](http://Mitchell.LACounty.gov)) reported. He encouraged the community to continue masking and to stay vigilant against COVID. Homebound individuals could request a vaccine at <http://www.vaccinatelacounty.com/> or by calling (833) 540-0473. Park announced an upcoming Commercial Leasing webinar with Councilmember Nithya Raman, in partnership with Bet Tzedek, which would provide legal assistance to small businesses such as information on navigating leases. One-on-one sessions would be available, and it was prudent to sign up early.

*At this time, Section 4 was taken up.*

#### 3. General Public Comment: non agenda items

*This item was first taken up at 6:32 p.m. prior to the conclusion of Section 1.*

Tracy Weisert stated that the meeting notice had been posted at the recreation center as was legally required; however, ITA ENSLA did not send out the agenda, and therefore some members

of the public would not have known the meeting was taking place. It was noted that the agenda had been posted to the website.

Phillip Wiley commented that he had been present via telephone from the meeting start, and that he had been present at the August meeting via telephone.

*General Public Comment was reopened at 6:38 p.m. after Section 1.*

Mr. Lombard spoke on behalf of the property at 5070 Jefferson Blvd. He offered to present to the Land Use Committee or the General Board per its preference. He would email Mr. Piatek.

*At this time (6:39 p.m.), Section 2 was taken up.*

**4. Secretary's report:** Discussion and possible action approval of August minutes

Mr. Meeks requested to change Ms. Davis-Overstreet's and Ms. Yancy's absences to "excused." Mr. Wiley noted his first name was Phillip and not Kevin as in the agenda.

Mr. Williams requested that minutes be posted at least two weeks in advance.

Approval of the minutes was postponed to the next General Board Meeting.

*At this time (6:48 p.m.), Yolanda Davis-Overstreet, Clint Simmons, and John Ma verified they were present.*

**5. Monthly Expenditure Report/Year End Report:** Discussion and possible action August MER

Mr. Piatek reported that \$38,000 remained available after the money was spent. A \$5,000 commitment was removed from the agenda, due to the "Good Earth" Neighborhood Purposes Grant (NPG) having been disapproved, and Piatek would share this information with them. Website maintenance was roughly \$300 per month. The website redesign was almost completely paid for. A \$444.50 check to Every Table had been reissued. Piatek recommended being "strict" about commitments and conflicts.

Mr. Meeks explained that [NC Funding] had denied the NPG application for Good Earth because they were unaware Mr. Meeks had consulted with the City Attorney about the application following the board vote; the City Attorney saw no conflict of interest. Meeks acknowledged that the City Clerk's inquiries had not been answered in a timely manner.

Mr. Williams moved to approve the MER for the month of August, 2021. Ms. Davis-Overstreet seconded. The motion carried with all 11 eligible members voting in favor (Curley, Davis-Overstreet, Dujon, Ma, Meeks, Piatek, Simmons, Murray, Thomas, Williams, Yancy). Ms. Yancy was deemed eligible by self-affirmation. Mr. Wiley was ineligible to vote on funding motions. Dr. Dawson was absent.

**6. Department of Neighborhood Empowerment:** Octaviano Rios

**Octaviano Rios** ([octaviano.rios@lacity.org](mailto:octaviano.rios@lacity.org)) reported. He confirmed that the most up-to-date record of board members' training status could be found at <https://empowerla.org/wanc>, noting the Monthly Profiles could be out-of-date. He would reach out to staff to send training access to members with incomplete or expired trainings. He was awaiting official word from the Department regarding NCs' ability to continue to meet virtually through 2021; however, if the State were to fail to take action by end of September, NCs would have to meet in person.

Rios described the Civic U program already underway. A Community Improvement Project (CIP) workshop was scheduled for September 23<sup>rd</sup>. A training for financial officers would be offered on September 28<sup>th</sup>.

The Draft Digital Communications Policy and Draft Code of Conduct were being reviewed by the Board of Neighborhood Commissioners (BONC). NCs were invited to share their feedback or official positions at [commission@empowerla.org](mailto:commission@empowerla.org).

Usernames and passwords had all been reset for all accounts in the Cornerstone training system. ADA facility inspection forms needed to be completed for physical meeting locations; every NC was asked to schedule a walkthrough at their physical meeting location.

Bylaws amendment forms needed to be submitted by April 1<sup>st</sup>, not April 15<sup>th</sup> as had been previously reported.

## 7. Standing Committee and City Liaison Reports

*This item was taken up at 8:16 p.m. after Item 9.D.*

Mr. Meeks said the Outreach Committee would be rescheduled to a Monday or Wednesday.

Ms. Davis-Overstreet reported on the Public Safety Committee. Adams Blvd. was undergoing safety changes and infrastructure upgrades from Fairfax to La Brea. The committee was working with Streets LA, LADOT, the Mayor's Office, and CD10 to update stakeholders through social media, and the City had sent direct mailers to area homes. The application of slurry and lane indicators, and improvements to traffic lighting were the next steps in this 5-year project, followed by tree planting. The committee was continuing Emergency Preparedness work.

Mr. Ma reported on the Homelessness Committee. Relationships with City and County and with housing providers and street medical teams were essential for connecting individuals with resources. Three encampments had been removed with individuals housed. A motel voucher system provided "interim status." "Criminal elements" were taking advantage of and "terrifying" unhoused individuals, while "poisoning" relationships with surrounding communities. Ma invited the community's support by reaching out with information and attending meetings.

Connie Thomas reported on the Rules Committee's meeting on August 24<sup>th</sup>, where they discussed the bylaws, the 2021 NC election and problems related to voting by mail, how to prepare for emergencies, and whether certain WANC rules should be in standing rules to provide greater flexibility. Future agendas would continue to look into these matters.

Mr. Piatek said the September 9<sup>th</sup> Land Use Committee meeting included a discussion of CA State Senate Bills SB9 and SB10 which had become law. SB9 made it easier to for homeowners to create duplexes on R1 lots, and SB10 increased the density of spaces; the changes would serve to "devastate" single family neighborhoods and "wreak havoc" in parking.

Mr. Simmons said it was "up to each community" to "fight this thing." He then referred to a proposed development on Jefferson from Potomac to Crescent. Commercial units would be separated from residential units by an alley. City rules would be violated if the developer's plan to place a parking structure under commercial were to go through, and it would be difficult for commercial users to park in residential parking spaces. "We're going to have to oppose that," Simmons observed.

Mr. Piatek said that Hakeem [Parke-Davis] and Laura Myers had reported the developer hadn't yet completed the application.

Piatek reported on discussions at the Plan Check meeting, and efforts to increase density throughout the city by rezoning, leading to a general loss of RSO units which would be replaced by TOC units. West Adams was considered a "high-opportunity area."

Ms. Dujon said the Arts and Culture Committee would meet the following Wednesday.

Mr. Meeks said it was imperative to meet legal posting requirements for agendas physically posted at the Vineyard Recreation Center and uploaded to the website. Furthermore, every board member needed to be actively involved in a standing committee. Those board members who were not so involved would be subject to review and removal.

In public comment, Ms. Weisert requested committee chairs to avoid conflicting meetings. Ms. Dujon confirmed the second Wednesday of the month would be the regular meeting date.

Mr. Meeks suggested that any desired changes to the bylaws be brought to the Rules Committee, who would "refine" the proposals and then bring them to the board.

## 8. New Business:

### A. Discussion and possible action to approve payment to 'City of LA Publishing' for business cards ordered in 2019 and 2020 on 4 invoices, totaling \$372.5

Ms. Curley read the above. Ms. Yancy explained that business cards had been ordered in 2020, but not all had been collected. Past orders needed to be paid in order for her to begin the process of ordering new business cards for the newest members.

Yancy moved "to approve the City of LA publishing to approve the \$372.50 payment to City of Los Angeles publishing for the order business cards for 2019-20 for the purchase of business cards." Mr. Williams seconded.

The motion carried with all 11 eligible board members voting in favor. Mr. Wiley was ineligible, and Dr. Dawson was absent.

### B. Discussion and possible action to allocate funds for website maintenance and updating in the amount of \$2000 (?suggested amount?)

Mr. Piatek stated that \$200 per month for website maintenance should be adequate.

Piatek moved to allocate funds for website maintenance and updating in the amount of \$2,000. Ms. Davis-Overstreet seconded. The motion carried with all 11 eligible board members voting in favor. Mr. Wiley was ineligible; Dr. Dawson was absent.

### C. Discussion and possible action Black History 101/365 speaker and video editor fees in the amount of \$1000

Mr. Piatek moved to pay as above. Mr. Simmons seconded.

The motion carried with all 11 eligible board members voting in favor. Mr. Wiley was ineligible, and Dr. Dawson was absent.

**D. Discussion and possible action hire a “PR” person to be responsible for promoting WANC through outlets such as but not limited to, print, radio and social media, press releases, PSA and associated events not to exceed \$2500**

Ms. Curley read the above.

Mr. Meeks spoke in support.

Ms. Dujon suggested hiring an intern “from the schools.”

Mr. Piatek said it was important to account for hours, [define the] exact duties, and for someone to supervise the hire. He referred to “accountability problems.” He suggested a partnership with a USC marketing class, but he was not supportive of providing students access to the WANC website or the Facebook account.

Mr. Simmons suggested a city planning undergraduate or graduate school student would be a better fit, and they might do the work voluntarily.

Mr. Meeks said once the money was approved, details could be worked out.

Ms. Dujon said LA Trade Tech was working with students “in terms of nonprofits and marketing.” As secretary, she would “put something together.”

Dujon moved “that we hire a PR person to be responsible for promoting WANC through outlets such as but not limited to, print, radio and social media, press releases, PSA and associated events not to exceed \$2500.” Ms. Davis-Overstreet seconded.

Ms. Dujon “retracted” the motion. Mr. Meeks stated the motion had been withdrawn for postponement to the next meeting.

**E. Discussion and possible action write letter on WANC letterhead to RAP to monitor dog waste station(s) for damage and agree to replace or repair if damaged**

Mr. Meeks explained that Rec & Parks required a letter from WANC stating that it agreed to replace dog waste stations if damaged.

A long board discussion followed. Mr. Meeks agreed to seek clarification from Rec and Parks regarding the letter requirements. The item was postponed without objection.

**F. Discussion and possible action promo item design and production such as business cards, bags, flyers \$6000 (?amount?)**

*This item was taken up at 8:45 p.m. after 8.G.*

Mr. Piatek moved to purchase promo items such as business cards, bags, flyers, pens, and cupholders, not to exceed \$4000. Mr. Williams seconded.

The motion carried with all 11 eligible board members voting in favor. Mr. Wiley was ineligible, and Dr. Dawson was absent.

*At this time, Item 8.H was taken up.*

**G. Discussion and possible action Law Enforcement moderator and speaker fees not to exceed \$500**

Mr. Meeks explained the expense had been approved during the previous fiscal year but was never paid, though the event had taken place.

Mr. Simmons moved “to pay off the money we owe not to exceed \$500.” Ms. Davis-Overstreet seconded. The motion carried with all 11 eligible board members voting in favor. Mr. Wiley was ineligible, and Dr. Dawson was absent.

Ms. Dujon spoke to the importance of reflecting the work being done to improve branding and promotion in the actual agenda.

*At this time (8:45 p.m.), Item 8.F was taken up.*

**H. Discussion and possible action for logo graphic design fee(s) \$2500**

*This item was taken up after 8.F.*

Ms. Davis-Overstreet explained the need for a logo on light banners, stationery, and elsewhere.

Ms. Dujon referred to a logo idea she had circulated previously. She offered for the Arts & Culture Committee to research and put together a package and bring to the board, and look for artists.

Mr. Simmons noted the agenda item did not include the language “not to exceed.”

Ms. Davis-Overstreet said \$2,500 was the “standard fee” for a logo, but some may be much more.

After further discussion, Ms. Davis-Overstreet moved to approve logo graphic design not to exceed \$2,500. \_\_\_\_\_ seconded.

The motion carried with all 11 eligible board members voting in favor. Mr. Wiley was ineligible, and Dr. Dawson was absent.

**9. Agenda setting: Future monthly and or Special meetings**

Mr. Piatek said a special meeting was needed the following Thursday or Friday to vote to accept the \$10,000 rollover and to vote to amend the budget accordingly. Members agreed to meet at 6:30 p.m. on Friday, September 24<sup>th</sup>.

**10. Adjourn**

Ms. Curley moved to adjourn. The meeting was adjourned at 9:04 p.m. without objection.

*Respectfully Submitted by Conrad Starr.*