

Mar Vista Community Council

Board of Directors Meeting

May 13, 2008 at 7:00 PM

Mar Vista Recreation Center Auditorium
11430 Woodbine Street, Mar Vista, CA 90066

www.marvista.org

AGENDA

Call to Order and Welcome – Rob Kadota, Chair (2 min.)

Pledge of Allegiance - Bill Scheduling

Approval of Minutes (public comment permitted (2 min)

Public Comment & Announcements - (limit: 2 minutes per speaker)

Elected Officials and City Department Reports (max 2 min. each)

DONE – Department of Neighborhood Empowerment, Barry Stone, Project Coordinator

Mar Vista Recreation Center – Director, Laura Island

CD 5 – Councilman Weiss – represented by Jennifer Badger, Field Deputy

CD 11 - Councilman Rosendahl – represented by Len Nguyen, Field Deputy

US 36 – Congresswoman Jane Harman, represented by Jessica Duboff, Field Representative (North District)

CA Senate 28 – CA Senator Jenny Oropeza's Office represented by Primitivo Castro, Field Deputy

CA Assembly 47 – Assemblymember Karen Bass represented by Estee Sepulveda

CA Assembly 53 – CA Assemblymember Ted Lieu represented by Stephanie Molen

2nd District LA County Board of Supervisor Yvonne B. Burke represented by Karly Katona

Mayor of LA – Antonio Villaraigosa represented by Stephen Cheung, Westside Area Representative

Presentation/Survey by Bureau of Sanitation, City of LA – Sewer Odor Survey (5 min. w/ Q&A)

Officers and Liaison Reports

Chair, Rob Kadota (2 min.)

June 3, 2008 – Primary elections, www.smartvoter.org (League of Women Voters Non Partisan Voter Guide)

First Vice Chair, Bob Fitzpatrick (2 min.)

Second Vice Chair, Albert Olson (2 min.)

Secretary, Laura Bodensteiner (2 min)

Treasurer, Curt Steindler (2 min.)

LANCC Delegate Report – Rob Kadota/Albert Olson/J.D. Gaydowski (2 min)

Neighborhood Council Review Commission (912), Tom Ponton (2 min)

Mayor's Budget Planning – Curt Steindler,

Director for Animal Awareness – Lola McKnight (2 min.)

DWP MOU – JD Gaydowski

Committee reports - Action items included with public comment permitted

A) **Executive & Finance Committee**, Chair (5 min.)

a. Funding Motion: Accept Proposed Annual MVCC Budget for 2008-2009

Outreach Committee \$35,000

Executive Committee \$06,000

Standing Committees \$09,000 (\$1,000each x 9 committees)

Grand total \$50,000

b. Administrative Motion: Accept proposed MVCC Standing Rules (available web, upon request and at the meeting)

B) **Community Outreach Committee** – Stephen Boskin (5 min)

Funding Motion to accept the bid of \$7,500 from SASNetDesign to design, develop, and implement a new MVCC website based on the MVCC web site design specifications.

Administrative Motion to establish an Ad Hoc MVCC Web Development Management group (WebDev) to interface with MVCC and the selected Design Co. To be Co-Chaired by Colin Hatton and Babak Nahid with Keith Lambert, as a senior technical consultant.

Web Development Team will:

- support the work of the Design company by providing needed input and coordinating information flow between the board and Design Co.
- develop a project timeline and work with the board and Design Co. to meet mission-critical deadlines.
- regularly present to the full board for review and approval all critical decisions about general look and feel and design of web site.
- ensure that specifications are met in full.
- solicit and involve all interested parties in the development process through an open electronic forum like Google apps, email correspondence, or face-to-face meetings.
- Solicit help from any and all interested stakeholders to ensure that the end product meets or exceeds expectations.

Funding Motion to approve an allocation of no more than \$500 to support the North Oval Run Block Party and Walk/Run event. This is a neighborhood outreach effort that will include renters as well as homeowners and is inspired by a similar event 25 years ago. A table/booth for MVCC identifies the MVCC involvement where we can answer questions and hand out literature.

Administrative Motion – Review and finalize MVCC Annual Stakeholder Survey 2008

C) **Education, Arts and Culture** – Curt Steindler, Chair (1 min)

D) **Election & Bylaws Committee** – Bob Fitzpatrick, Chair (5 min)

1. Date of MVCC Zone and Community Director – Saturday, June 21, 2008 10am-4pm.

2. Standing Rules and Procedures – Albert O.

E) **Green Committee** – Laura Bodensteiner (5 min)

Funding Motion – Allocate \$200 for Green Committee related programs and supplies Fiscal Year '07-'08

F) **Recreation Open Space Enhancement Committee** – Tom Ponton (2 min)

G) **Safety and Security Committee** report – Bill Koontz (2 min)

H) **Santa Monica Airport Committee** – Albert Olson, Chair (5 min)

Funding Motion - Allocate \$3,500 for general administrative support and data input and analysis related to Santa Monica Airport Survey

I) **SMC Bundy Campus Ad Hoc Committee** – Bob Fitzpatrick (1min)

J) **Transportation & Infrastructure Committee report** - (William Scheduling, and Albert Olson Co-Chairs 15 min.)

Policy Motion proposes that The Mar Vista Community Council favors:

- 1) A Westside Segment of the Expo Line that is routed on the Exposition Rail Right of Way ("Expo ROW"), and not routed along Venice and Sepulveda Blvds.
- 2) Expo Line Grade separations at the congested commercial corridors of Overland Ave., Westwood Blvd., Sepulveda Blvd. and Pico Blvd. should the Westside Segment of the Expo Line be routed on the Expo ROW
- 3) An elevated Pico/Sawtelle station is favored over an at-grade Exposition/Sepulveda station in that the latter station site, whether a Westwood/Exposition Blvd. station be chosen for an Expo ROW routing, or a National/Sepulveda station be chosen for a Venice/Sepulveda Blvd. routing:
 - a) is too close to either a Westwood/Exposition or National/Sepulveda station to allow for sufficient rail commuting speed, and
 - b) fails to provide convenient local access to commuters living on both sides of the 405 freeway
 - c) fails to provide efficient bus/car/other commuter access that can relieve traffic on the Pico Blvd. Corridor
- 4) Sufficient parking, bus bays, bicycle racks and pedestrian amenities at all Westside stations to maximize convenience and access to the Expo Line
- 5) A Venice Blvd. Busway connecting the Venice/Robertson Expo Line station to the beach, with future station sites and adjacent parking/transportation centers to be established that allows enhanced, convenient and rapid regional access to the Expo Line for commuters from Palms, Mar Vista, Del Rey, Venice, Marina Del Rey and Culver City.

Neighborhood Traffic Management Sub Committee – Bill Pope (2 min)

Bi Monthly CD 11/LADOT Traffic Meeting Sub Committee - Linda Guagliano, MVCC Liaison (2 min.)

K) **Urban Planning Committee report** – Ken Alpern and Steve Wallace, (5 min.)

Policy Motion: The MVCC Board recommends that the City of Los Angeles Planning Department notify the City of Culver City of all developments impacting Culver City’s traffic, congestion and environment.

Zone Director Reports

Old Business - Action items (Public comment permitted)

New Business - Action items (Public comment permitted)

Funding Motion from Pacific Graffiti Solutions – asking for \$5-10K per Neighborhood Council to cover increased costs and additional services.

Funding and Administrative Motion: Grant the Executive Committee permission to spend MVCC budget on a list of prioritized board projects to ensure total allocated budget to date is not returned to the city as unspent funds. Possible expenditures include purchase of traffic bollards at the MV Farmers Market, Noise Measuring Instrumentation to accurately measure jet noise from nearby homes, Portable office/outreach supplies – generator, photo printer and supplies.

Grievances – Laura Bodensteiner, Secretary

Any grievances received since the last meeting of the MVCC Board of Directors will be presented to the board for their consideration for possible referral to the MVCC Grievance Committee for further review and consideration.

Future agenda items

Public Comment and Announcements (limit: 2 minutes per speaker)

Adjournment (9:30 PM)

The audience is requested to fill out a "Speaker Card" to address the Board on any item of the Agenda prior to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the Agenda that are within the Board's subject matter jurisdiction will be heard during the public comment period. Public comment is limited to two minutes per speaker, unless waived by the presiding officer of the Board. Mar Vista Community Council meetings will follow Robert's Rules of Order Newly Revised. For more information, please visit the MVCC web site at www.marvista.org.

*Translators, sign language interpreters, assistive listening devices for the hard of hearing and/or other auxiliary aids/services are available upon request. To ensure the availability of services, please make your request at least three (3) working days before the scheduled date. If you have any questions regarding this notice, please call (213) 485-1360.

Mar Vista Community Council Annual Stakeholder Survey – 2008

1. Rank the following in order of importance to you:	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
a) Water conservation				
b) Provision of more walking paths in Mar Vista				
c) Subsidized solar power for homes				
d) Reducing the use of plastic bags				

For each row place an "X" in the column that indicates your priority – just indicate your top three

- 2. For transit stations on the future Expo Light Rail and Venice Blvd. Rapid Bus lines, there should be:**
 - a) Large parking structures to accommodate more car commuters
 - b) Less parking to encourage more bicycle, pedestrian and bus access to mass transit
 - c) Large parking structures that also have bicycle racks, bus bays and pedestrian amenities to encourage all forms of access
 - d) I don't know
 - e) I don't care

- 3. The Expo Line Phase 2 has proposed two alternatives for the station that would be the closest access to the Line for Mar Vista residents. Would you prefer this Expo Line station at:**
 - a) Sepulveda and Exposition
 - b) Pico and Sawtelle
 - c) I don't know
 - d) I don't care

- 4. Do you believe Speed Bumps/Humps should be installed high enough to keep the maximum speed of traffic at posted speed limits?**
 - a) Yes
 - b) No
 - c) I favor speed bumps that are less intrusive.
 - d) I hate speed bumps

- 5. Are you concerned about the amount of development that continues to be approved for West L.A. by the City of Los Angeles and the impact of these new developments on traffic congestion in our area?**
 - a) Yes, I am very concerned about this issue, and would like the MVCC to find ways to represent my concerns to City officials
 - b) Yes, I am concerned about this issue, but don't think the MVCC should be involved in this.
 - c) No, I am not concerned.

- 6. If you are concerned about the development issues outlined in question #5, would you favor:**
 - a) As a prerequisite for approving their developments, requiring developers to pay for the necessary increases in transportation and infrastructure costs incurred by their developments.
 - b) Opposing new developments that increase the density of our community
 - c) Both
 - d) Neither

- 7. What do you think the Metropolitan Transportation Authority (Metro) should be focused on in the coming years to alleviate the traffic congestion of Los Angeles.**
 - a) Some combination of buses, light trains, and increased carpool or toll lanes on freeways.
 - b) Improving bus systems
 - c) Creating light rail systems
 - d) Creating telecommuting programs and infrastructure that might reduce vehicle commute trips.
 - e) I don't know

8. Would you like the Mar Vista Community Council to encourage development of the Mar Vista portion of Venice Boulevard with a better mix of restaurants, and family-oriented stores and developments.

- a) Yes
- b) Yes and I would be willing to pay an additional \$10-\$25 a year in property taxes to create a special *tax corridor/district* to help fund such development?
- c) No
- d) I'm happy with what we have now

9. What do you think should be the top priority for the MVCC in terms of its outreach efforts:	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
a) Increasing stakeholder participation in Council elections						
b) Increasing stakeholder participation in Council committees and activities						
c) Improving the quarterly newsletter						
d) Improving the website						
e) Providing Spanish language support for Council activities and publications						
f) More support for neighborhood associations						

For each row place an "X" in the column that indicates your priority - just indicate your top three.

10. Are you in favor of the recent ordinance passed by the Santa Monica City Council to ban the Category C and D jets (these are the bigger jets) from the Santa Monica Airport?

- a) Yes
- b) No
- c) I don't know

11. Should Los Angeles' Neighborhood Councils have the right to approve proposed changes and updates in the Housing Element prior to submission to the Planning Commission and to the State?

- a) Yes
- b) No
- c) I don't know

(Background: As required by State law, every five years the City of Los Angeles Housing Element is updated to address population and housing in our City. Stakes are high; cities can lose badly needed State grants for failing to implement these housing element updates. The areas now targeted for increased density/smart growth/mixed uses are within 1,500 feet of 'frequent transit'. This encompasses most of Western Los Angeles along transportation corridors, including Venice Blvd, and would allow very large complexes [up to 35% larger under SB 1818] with reduced parking and increased height.)

12. Would you support carefully placed down-zoning to maintain the present mix of uses and building heights in Mar Vista?

- a) Yes
- b) No
- c) I don't know

(Background: Smaller cities are fearful the continued pressure from the state for more growth will swamp their infrastructures: water, sewer, electricity. Other cities have down-zoned to preclude overdevelopment due to SB 1818. The City of Burbank reduced density by approximately one third.)

Attachment - B

Mar Vista Community Council Standing Rules Approved May 13, 2008

The following rules shall in no way supersede the MVCC Bylaws. The following rules shall supersede any procedural motion passed by the MVCC Board prior to May 13, 2008. Any amendment to or addition to these Standing Rules shall be made by majority vote of the MVCC Board of Directors.

I. The Board

1. All Mar Vista Community Council communications and web postings to the general public or the full MVCC Stakeholder list must be approved by at least three directors of the MVCC Board. All such communications shall be from the Board of Directors, and not any one individual. The only exceptions to this rule are the posting of agendas, minutes, and E-calendars.
2. The Chair of the MVCC Board of Directors shall be the official representative of the Council. No individual Board member or MVCC stakeholder has the authority to speak for the Board on any topic or position unless the substance of his/her statement has been approved by the Board.
3. All MVCC expenditures:
 - a. which exceed \$1,000 shall be approved by the MVCC Board of Directors by a majority vote. These expenditures, if involving purchase of goods or services, shall be made only after consideration of alternate bids, or estimates. This requirement may be waived by action of the Board when specifics of an expenditure so dictate.
 - b. not exceeding \$1,000 but more than \$300 shall be approved by the MVCC Board of Directors by a majority vote.
 - c. under \$300 shall be approved by the Treasurer or Chair insofar as the purpose of the expenditure falls under one of the types listed in 3.d. of these Standing Rules and is in accordance with the annually approved MVCC budget.
 - d. shall be one of the following three types of purchases. These are the only acceptable purchases the City will fund:
 - i. Administrative expenses of the Mar Vista Community Council and its committees to assist in carrying out its duties.
 - ii. Outreach expenses which increase community knowledge and/or involvement in the MVCC, City, or any City department.
 - iii. Community improvement projects. All community improvement projects require that a Community Benefit Statement be submitted to the Department of Neighborhood Empowerment.
 - e. must be fully compliant with all Department of Neighborhood Empowerment regulations.
4. The MVCC Board of Directors shall approve substantive changes to the MVCC Web site design, hosting, and choice of management (webmaster), by a majority vote. The Outreach Committee is charged with facilitating these changes, and will consider multiple options before presenting a proposal to the full Board for approval. The Outreach Committee shall make every effort to include all interested Board members in this process. The final proposal will be presented in appropriate detail to the full Board. The Board and public will review this proposal for 30 days, and at the next meeting of the Board the proposal will be submitted for approval.
5. Agendas for Board of Directors meetings will be posted according to MVCC By-laws and in the following places:
 - a. On the official MVCC website
 - b. Via email to the Board of Directors and the stakeholder email list
 - c. At the following two public locations:
 - Mar Vista Park and Recreation Center
 - Mar Vista Public Library
6. Board motions will be classified in one of the following three categories:
 - a. Funding motions
 - b. Policy motions
 - c. Administrative motions
7. Within seven days of the Board Meeting the Secretary shall forward draft minutes by e-mail to all Board members and committee chairs.

8. The Chair will ensure that notice of each board policy motion is sent by a designated Board member to all parties designated in the motion, or, at the discretion of the Chair, to appropriate interested parties. This shall be sent under the official MVCC letterhead, with the signature of the Board Chair, and should be done within ten days after the Board meeting.
9. Upon approval of the minutes by the Board at the next Board meeting the Secretary or designee shall
 - a. Post the minutes to an easily accessible page on the MVCC website.
 - b. Post each funding motion to an easily accessible page on the website labeled as "MVCC Funding Motions"
 - c. Post each policy motion to an easily accessible page on the website labeled as "MVCC Policy Motions"
 - d. Post each administrative motion to an easily accessible page on the website labeled as "MVCC Administrative Motions"
 - e. Record each motion in an ongoing log of MVCC motions that can be maintained either electronically, or by hard copy, or both.

II. Committees

1. All committees shall be formed in accordance with the MVCC By-laws Article VIII. Each committee shall have the involvement of at least one (1) Board member. All Board members are expected to serve on at least one committee. All committees shall operate under Robert's Rules of Order and the Brown Act.
2. The Chair of the MVCC Board will appoint a Chair, or alternatively, Co-Chairs, for each committee at the next Board meeting after each election of Officers of the Board, or thereafter as they are formed, and submit each appointment to the Board for its approval. The Board may remove any committee Chair or Co-Chair by majority vote. A committee may appoint any additional officers it deems necessary.
3. All committees will function as one of the following:
 - a. Executive and Budget Committee: Members are the Officers of the Board of Directors.
 - b. Standing Committee: A standing committee is formed to focus and deliberate on a specific area of Board interest. It meets on a regular basis, and continues in existence until disbanded by the Board.
 - c. Ad Hoc Committee: An ad hoc committee is formed to complete a specific task. Upon completion of the assigned task and reported to the Board, or by a Board assigned date, the ad hoc committee shall be disbanded.
4. Membership on any standing or ad hoc committee is open to any Mar Vista Community Council stakeholder who wishes to attend a meeting of the Committee. Any recommendation that comes from a committee must have been approved by a majority of the Stakeholders present at the meeting. In addition, committee chairs must provide minority or opposing views from the committee when presenting a motion for the Board's approval.
5. All standing and ad hoc committees shall:
 - a. Create a mission statement (stating the committee's purpose and areas of responsibilities).
 - b. Create a properly posted agenda for each meeting at least 72 hours prior to the start of the meeting. The agenda shall be posted on the MVCC website, emailed to the MVCC Board of Directors, shall be accessible to all interested parties through the Email Notification System on the MVCC website, and posted in the public places required in Section I.5.c of these Standing Rules.
 - c. Have minutes taken, approved, and posted to the MVCC website, for each meeting.
 - d. Respond to stakeholder claims and requests in its area of responsibility
 - e. Provide recommendations to the Board
 - f. Be responsible for reasonable notification of stakeholders of any agenda item that is specific to an address in a stakeholder's immediate neighborhood. One such reasonable notification might be a distribution of flyers to the immediate neighborhood by the appropriate zone director (or agent for the zone director). In addition, for any agenda item deemed sufficiently controversial or of immediate interest to the general stakeholder population, it is the responsibility of the committee to provide reasonable notification---over and above the previously defined posting of agendas--- to MVCC stakeholders of the agenda item. One such reasonable method shall be to post a notice of the agenda item, along with the time and location of the meeting, to the general stakeholder email list.
 - g. Report findings and/or recommendations to the Board. Any motion from a committee will be considered and treated as a motion made before the Board.
6. A committee, or its members, shall not in any way represent itself to the public or to any public official as conveying or representing a policy or directive from that committee, or from the MVCC, unless that policy or directive has been fully approved by the Board in a public meeting.

7. In the event that a topic is deemed to be relevant to two or more committees, a joint committee meeting may be convened. The joint meeting will be convened and will operate under Robert's Rules of Order and the Brown Act to deal with, and only with, the stated topic. Any recommendations from the joint committee will be submitted to the next Board meeting for final resolution.

8. Email notification lists used by committee chairs to communicate to committee membership shall be maintained in the MVCC website's Early Notification System, in order to insure that when committee chairs are changed or replaced, the email list will be accessible to the new committee chair.

III. Grievance Panel

1. Grievances must be filed by a Stakeholder in writing, on a form available from the MVCC Board or Secretary. Such grievance must state in brief, concise terms the allegations and facts supporting the grievance.

2. The grievance must arise out of an action of the MVCC and/or an MVCC board member acting in its official capacity and must be filed by the person who is making the grievance. Grievances cannot be filed anonymously or filed on behalf of someone else.

3. The grievance must be filed within 45 days of the action taken by the MVCC.

4. The Grievance Procedure is as follows:

a. The Grievance Panel shall have 90 days to address and review grievance after it has been considered and referred by the Board at the upcoming General Meeting.

b. Board Secretary shall have 14 days to select Panel (comprised of three (3) stakeholders who are randomly selected from a list of stakeholders who have previously expressed interest in serving on such a Panel) and refer grievance to Panel after the Board has heard grievance.

c. At the time Board Secretary advises grievant of the hearing date and time, the notice shall contain the following directions:

1. no contact by the Grievant(s) is to be made with members of the Grievance Panel in any mail, email, phone, etc.

2. the grievance hearing is to involve only the Procedural Matters pertaining to the Mar Vista Community Council's actions pertaining to the specific issue(s) raised.

d. Only the grievant or whoever signed the appeal can appear at hearing unless requested by Panel.

e. If an organization or large numbers of people are named as grievant(s), only one person will be designated to appear on behalf of the grievant(s).

f. Board Secretary shall coordinate a time and meeting location for the Panel to meet with person(s) submitting grievance. Panel shall meet prior to hearing from Grievant(s) in order to consider the issues raised by Grievant and then hold the hearing with Grievant to prepare and forward recommendations to the Mar Vista Community Council Board of Directors.

g. Person(s) who submitted grievance(s) at the discretion of the Grievance Panel shall have up to a Maximum of 30 minutes to address the Panel.

h. If grievant has supplemental documentation, it may/may not be considered by Grievance Panel.

i. It is the Panel's discretion to call upon witnesses and/or hear written statements from the other party (ies) involved.

j. Minutes, motions and any information needed by Panel shall be provided by the Board Secretary.

k. After Grievance Panel has discussed their findings, a member of the panel shall prepare a written report to be forwarded by the Secretary of the Board outlining the panel's collective recommendations for resolving the grievance(s) to the Board.

l. Grievance Panel shall not be responsible for maintaining records. All documents that are accepted by Panel at the Grievance hearing, if any, shall be forwarded to Board Secretary to maintain.