

## **ADMINISTRATIVE MOTION**

**DIRECTOR:** Wheeler

**TITLE:** Annual Board Self-Assessment Report

**PURPOSE:** To create/approve the Annual Board Self-Assessment Report required by the MVCC Bylaws.

### **BACKGROUND:**

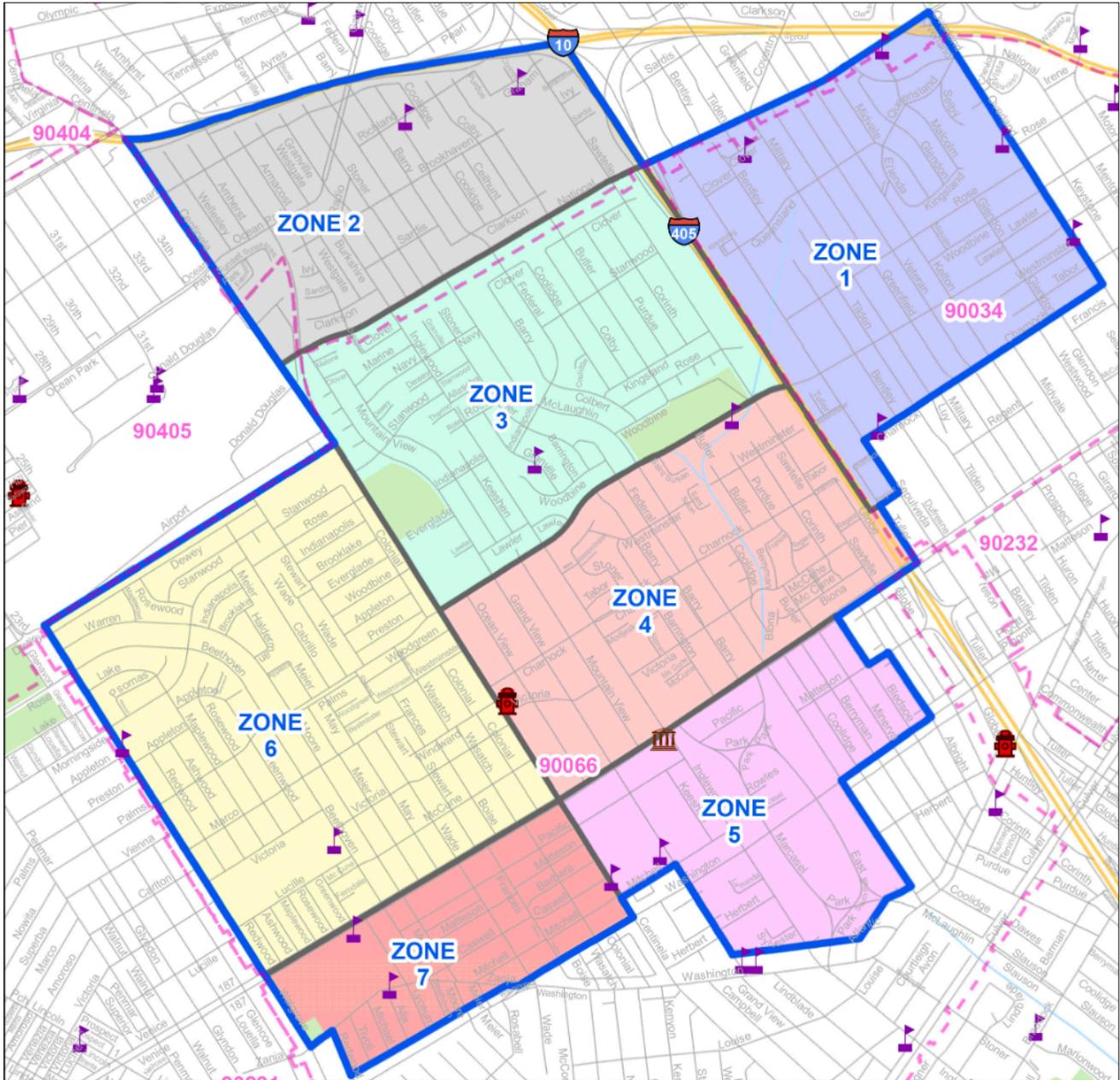
The MVCC Bylaws in Article XIV, Section 3 require an annual self-assessment report for stakeholders.

While newsletters provide stakeholders with information regarding the actions of the MVCC, they do not contain a full report or self-assessment.

This report is the MVCC's opportunity to provide stakeholders with what the MVCC does for the Community and what the Community can look forward to the next fiscal year.

### **THE MOTION:**

The MVCC approves the FY 2021-2022 MVCC Annual Self-Assessment Report.



# Self-Assessment Annual Report

Prepared for: Mar Vista Stakeholders

Prepared by: Kathryn Wheeler, MVCC Chair

Approved by: MVCC Board, June 15, 2022, vote x-x-x

MVCC Bylaws: Article XIV Compliance, Section 3: Self-Assessment



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## EXECUTIVE SUMMARY

### Objective

This document meets the requirements of the MVCC Bylaws, Article XIV Compliance, Section 3: Self-Assessment requiring “an annual report to Stakeholders each year.”

Article IX of the City Charter for Los Angeles<sup>1</sup> created the Department of Neighborhood Empowerment (DONE) and the Neighborhood Council System (NC) of which the Mar Vista Community Council (MVCC) was certified as the 41st NC on August 13, 2002. Section 900 of the Charter states that MVCC’s Purpose is, “To promote more citizen participation in government and make government more responsive to local needs...”

This process is done through holding public committee meetings where stakeholders may submit, discuss, amend, and vote on motions. Any approved motion is then presented to the Board of Directors for final approval.

All meetings must be ADA compliant, free, and open to the Public. Since April 2020, all meetings have been held via Zoom.

### New Board FY 2021-2023

When the new Board was elected, 80% were first-time directors without experience in creating agendas, minutes, supporting documents, and holding meetings according to Robert’s Rules.

The previous Secretary, who decided not to run, mentored and assisted the new board as needed. The previous Treasurer was re-elected as the Zone 6 Director; however, was termed out for Treasurer, but did assist the new Treasurer.

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<sup>1</sup> <https://empowerla.org/wp-content/uploads/2012/12/LACityCharter-Article-IX.pdf>

### **New Meeting Structure**

During FY 2020-2021, the MVCC had 13 committees meeting monthly in addition to the monthly board meeting which ran an average of 4 hours via Zoom. When in-person board meetings were held, requiring it end by 9:30pm, at least two board meetings a month were held.

A New Meeting Structure for FY 2021-2022 scaled committees to 6 and the monthly board meeting was able to complete its work within a single board meeting a month. Only one board meeting reached 4 hours via zoom. Stakeholder attendance and participation increased and director stress was reduced.

### **Budget - Article IX, Section 911. Appropriation**

The Mayor and Council annually “appropriate funds” for the NC System. Before FY 2020-2021, the Annual Budget was \$42,000. In 2020, it was reduced to \$32,000 with the added ability of rolling over up to \$10,000 unspent funds to the next fiscal year.

The MVCC funded two Neighborhood Purpose Grants (NPG): a) \$6,400 to the LA Parks Foundation for the Mar Vista Recreation Center floor refinishing in the small gym and stage; and b) \$3,100 to the Friends of the Mar Vista Library for the Mar Vista Library to purchase children’s books and display equipment.

Additionally, the MVCC funded to print and distribute 24,000 newsletters to inform Mar Vista stakeholders about the MVCC, MVCC banners for display at the corners of McLaughlin/Palms and Sawtelle/Palms, and Door Hangers to announce upcoming Planning and Land Use Management (PLUM) meetings.

As of June 15, 2022, the \$3,500 Community Improvement Project (CIP) for tree stump removal within Mar Vista that the MVCC approved in April is on track to be funded before the end of the fiscal year.

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## Events & Outreach

As 2022 is a City-wide election year, the MVCC held an Election Educational Event to introduce all candidates for Council Districts 5 and 11 to Mar Vista Stakeholders. After the June primary, another event will be considered for a two-day event to introduce candidates for a wider range of City offices.

## Motions

During the FY 2021-2022, excluding June's board meeting, the MVCC which is composed of a diverse group, heard 52 Administrative motions, 13 Funding motions, and 50 Policy motions. Only 1 Policy motion failed (11/17/21, 9.1.3). All other motions were sent back to committee for work, returned and passed, or amended during the meeting and approved by a majority vote.

Of the 50 Policy Motions, 19 were Community Impact Statements (CIS) and 31 were letters. Among the letters were three opposing developments, two requesting crosswalks, and two requesting action to decrease pollution from the Santa Monica Airport.

## Committees

The following is from committee input.

### ***Election & Bylaws***

1. Composed of a Chair, Vice-Chair and 2nd Vice-Chair, we share the responsibilities of producing and posting agendas, documenting our meetings with minutes, and coordinating responsibilities.
2. Every stakeholder that attends our meetings may vote on the motions. We review and make recommendations to the MVCC Board. The Board is the decision-making body, they either support or oppose our recommendations.
3. Bylaws formalize how the MVCC functions. We review and make suggested changes for the MVCC Board to approve. Suggested changes approved by the Board are sent to "The City" for approval. This usually occurs during non-election years. The last complete

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approved review was November 2020. The City may add nonnegotiable sections to all NC Bylaws at their sole discretion.

4. Standing Rules: These are administrative rules to help MVCC run smoothly. They can be added to, deleted, or revised at any time.
5. Anyone may suggest changes via a Bylaws / Standing Rules Change Form which can be found in “Resources” on our committee web page. The form requests the current language, the proposed language, rationale for the change, and your contact information.
6. Elections: The Election & Bylaws Committee creates a suggested budget and timeline for distributing NC election information to persons within the MVCC boundaries for board approval. When approved, we then work with the Outreach Committee to raise awareness of upcoming elections. We also set up a candidate forum.
7. With any extra time, we review the minutes of corresponding City Council committees and/or departments for anything related to the NC governance; then take that information and provide the MVCC Board with a motion to support or oppose what the city is proposing.

### ***Outreach***

1. Composed of Chair Carolyn Honda, Vice-Chair Kathryn Wheeler, and 2nd-Vice Chair M.B. Blakey, the committee currently meets virtually on the first Thursday of every month at 6:30 PM.
2. From August 2021 to March 2022, the committee has produced 3 door hangers, in collaboration with the PLUM Committee. These door hangers were distributed to stakeholders living near proposed developments. The door hangers gave notice to relevant PLUM committee meetings where the developments would be discussed, and gave notice to the relevant community members, so they could attend.
3. The committee has also approved and designed business cards and name tags for the Board. The committee has discussed banner design for the placement at the Mar Vista Recreation Center.
4. The committee also designed, discussed, and approved a newsletter printed and distributed to Mar Vista stakeholders. To read all newsletters, visit [MarVista.org/newsletter](https://MarVista.org/newsletter)

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5. The committee also produces the Weekly Roundup; a condensed email outlining upcoming Mar Vista Community Council meetings events, and news.

### ***PHS & Homeless***

1. Worked with park officials to prioritize clearing Mar Vista Park of encampments.
2. Providing updates on encampment counts
3. CIS supporting CF 21-0063 for the city to assess the number of underutilized parcels owned by the City or City agencies for potential use as temp or permanent supportive housing for unhoused residents of LA.
4. CIS supporting CF 21-1115 for a bicycle theft ordinance modeled after a similar plan in the City of Long Beach.
5. Support for Westside Regional Alliance of Council (WRAC) motion to urge city council members to cooperate with member councils to designate sites as sensitive under LAMC section 41.18
6. CIS supporting CF 14-1057-S9 Buscaino), proposing a new ordinance that would ban overnight vehicle dwelling in all areas of the City, except that in non-residential areas such dwelling may be allowed under a specified permit system.
7. CIS supporting CF-0929 (Buscaino/Koretz) Motion to Designate all Public Schools as Sensitive Sites for Enforcement of LAMC 41.18.
8. The MVCC Board requests that pursuant to §41.18 [a, b, and/or c] of the Los Angeles Municipal Code Council Member Mike Bonin immediately designate said encampment locations for enforcement against sitting, lying, sleeping, or storing, using, maintaining, or placing personal property, or otherwise obstructing the public right-of-way, up to the maximum distance and effective for the maximum period of time prescribed, and as further detailed in §41.18: (1) Sawtelle Boulevard by the 10 Freeway and 405 freeway exchange; (2) Centinela Avenue under the 10 freeway; and,(3) on the north side of Venice Boulevard under the 405 by Globe.
9. PH&S Homeless Committee requests that the City Council, Los Angeles City Planning and City Attorney consider community concerns when drafting and considering the motions in council file item CF 22-0158.

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10. Various guest speakers from the mayor's office, Mike Bonin's office and LAFD.

### ***Planning & Land Use Development***

1. Council File 21-0658, which proposed to investigate strategies to fast-track developments deeded 100 percent affordable housing, that is, priced according to tenant income and below market-rate.
2. Council File 14-1635-S10, which instructed the Department of City Planning to propose better regulations for short-term rentals.
3. CF 15-0129-S1, which would formally enact the provisions of the Mello Act, which the state legislature approved in 1982 but was only provisionally implemented in the City of Los Angeles.
4. The Committee further supported initiatives by its colleagues from the Westside Regional Alliance of Councils (WRAC) to improve oversight of developers, prevent abuse of planning process and to support ACA 7, a ballot initiative to give local governments exclusive control over land use, zoning, and planning decisions.
5. Conditional Use Permits were approved empowering local businesses and restaurants to expand their commercial activities in Mar Vista and better serve the tastes and needs of our community. Supported permits have been for a restaurant in Zone 4, two restaurants in Zone 2, and a market and two restaurants in Zone 5, one of which heartily supported the efforts of a chef and restaurateur to expand into the spaces formally

### ***Transportation & Infrastructure***

1. Composed of Chair Jordan Paul, Vice-Chair Kathy Rodriguez, and 2nd Vice-Chair Faith Myhra, one of the most vital committees, it addresses travel (e.g., air, roads, parking) and any other mobility issue. It also addresses infrastructure, such as electricity, water, sewage, and internet.
2. The committee brought forward a Community Improvement Project for \$3,500 to remove tree stumps within Mar Vista. As of this writing, it still is waiting for final City approval and transfer of funds.

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3. Stakeholders have also participated by bringing motions forward regarding initiating crosswalks or requesting safer crosswalks for streets that have become more dangerous due to the increase in density.
  4. Over the years, T&I has addressed the health concerns for Mar Vista residents under the flight pattern of the Santa Monica Airport. Great strides have been made to remove the air and noise pollution and two motions regarding this concern were approved.
  5. With the 2028 Olympics fast approaching, LAX has provided presentations regarding their upgrade. Also, Metro has kept the committee informed of the Sepulveda Transit Corridor Project.

#### **FY 2021-2023 Directors**

- Kathryn Wheeler - MVCC Chair, 2nd Vice-Chair Outreach, Community Interest Director
- Andrew Marton - MVCC Vice-Chair, Chair PHS & Homeless, Zone 3 Director
- Jordan Paul - MVCC 2nd Vice-Chair, Transportation & Infrastructure, At-Large Director
- Charlene Samiley - MVCC Secretary, Vice-Chair PHS & Homeless, At-Large Director
- Drew Ruesch - MVCC Treasurer, Chair Planning & Land Use Management, Zone 5 Director
- Tyler Laferriere - Zone 1 Director, 2nd Vice-Chair Planning & Land Use Management
- Martin Rubin - Zone 2 Director, Chair Elections & Bylaws
- Dr. Jennifer Rafeedie - Zone 4 Director, Vice-Chair PHS & Homeless
- Holly Tilson - Zone 6 Director
- Faith Myhra - Zone 7 Director
- Carolyn Honda - At-Large Director
- Stacey Greenwald - At-Large Director
- Kathy Rodriguez - At-Large Director
- Bitta Jansma Sharma - At-Large Director
- Mary Beth "MB" Blakey - At-Large Director