



# CENTRAL SAN PEDRO NEIGHBORHOOD COUNCIL

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## STAKEHOLDER MEETING MINUTES TUESDAY, JUNE 11, 2013

Port of Los Angeles High School, 250 W. 5<sup>th</sup> Street, San Pedro, CA

1. **Call to Order and Roll Call:** Meeting called to order at 6:32pm by President Linda Alexander. See list below for board member attendance (Quorum of 14 Board Members). Approximately 15 stakeholders present.

Board Members	Roll Call/Attendance
Marcey Abrons	Present
Linda Alexander	Present
James P. Allen	Present
Frank Anderson	Excused
Pat Carroll	Excused
Sue Castillo	Present
Harvey Contreras	Present
Mark Contreras	Present
Donald Galaz	Present
April Jappert	Present
Leslie Jones	Present
Michael Boke	Present (excused prior to voting)
Kali Merideth	Present
Carrie Scoville	Present
Andrew Silber	Present
Phill Trigas	Present
Allyson Vought	Excused

### 2. **President's Report:**

- a) Update on Ethics Training: The board members were reminded that those who have not completed their Ethics training will be suspended from the board per the Central SPNC Bylaws.
- b) Announcement of DONE Training in San Pedro: Regional Training useful for anyone who wants to be of service to their community is being held on June 29, 2013 at the Crowne Plaza from 8am-12noon.
- c) Linda commented that anyone on the board can make suggestions for funding programs and urged the board to attend the next Budget and Finance Meeting.
- d) Announcement that Mark Contreras is resigning as Treasurer due to time constraints. The new DONE funding system will be implemented on July 1<sup>st</sup> and the Board will need to appoint a new Treasurer.
- e) Reminder that all board members need to join a Committee of their choice.

### 3. **Public Comment on Non-Agenda Items:**

- a) **Suzanne Verdall**, a stakeholder reported that her suitcase was stolen in downtown San Pedro and she was asking for assistance to find the important papers that were in it.
- b) **Art Almeida**: Talked about the lack of a sidewalk on North Gaffey Street from just past Summerland all the way to the fire station. He would like to see the CSPNC work with the City to fix this problem. The issue will be referred to the Land Use/Planning/Public Works Committee. Jacob Haik from the Councilman's office gave a brief overview of what would be involved to get this rectified.

4. **Public Announcements:** None

5. **Report from Council District 15.** Jacob Haik reported in the absence of Kevin Bingham:

- a) The Councilman's Office is open to coming up with creative solutions to solve issues.
- b) **Animal Shelter**: The Harbor Animal Shelter will be working with Animal Services to replace the worn out canopies.
- c) **Skate Park**: There has been a slight delay in construction of the new Skate Park due to additional geological work that is needed.
- d) **Renaming of Peck Park Trails after Ray Patricio**: The Department of Recreation and Parks is currently working on the design aspect of the signs for the trails.
- e) **Community Gardens across from DMV**: The Councilman visited the facility and the council office is working with Sanitation to get it cleaned up. As lots become available, the council office is considering a lottery system. Nicole Wells is the contact person at CD15 on this issue.
- f) **Street resurfacing**: Jacob gave an update on the streets that have been resurfaced or slurry sealed.
- g) **Oversized Vehicle Signs** are now being installed. This is a project that began in 2005 when Councilwoman Hahn was in office. The Council Office should be contacted if stakeholders have requests for these signs in their communities.
- h) **Superior Court Consolidation Process**: James Allen commented on a newspaper article mentioning that the Governor put money back into the State Budget for the court system. James related to Jacob Haik that the Central SPNC would applaud any further actions that the Council Office might support to avoid closing our local court house.
- i) **Medical Marijuana**: Per Court's ruling those that are non-compliant will be put on notice.
- j) Andrew Silber thanked CD15 for the re-striping of 5<sup>th</sup> Street which has created a great improvement in parking and also for the Tree Trimming that was completed in areas that the Central SPNC requested.

6. **Public Safety:**

- a) **LAPD Report**: No report.
- b) **Report from Police Community Advisory Committee**: Leslie Jones gave a brief report. Andrew Silber commented that Godmother's has been having some trouble with the motorcycle gang, the "Mongols," who have been congregating at Godmothers in large numbers.
- c) **Update on Status of Chief Beck's Town Hall Meeting**. James Allen reported that Central SPNC's invitation to LAPD for a town hall meeting has been accepted. James would like input from the board and community at large for an appropriate place and date for such a community meeting.
- d) **Update on Street Lighting Issue on Pacific from 9<sup>th</sup> to 15<sup>th</sup>**: The lighting has been repaired.

7. **Bylaws Committee**: James Allen reported that the Bylaws changes have been submitted to DONE for approval.

8. **CD15 Report:** Andrew reported that he will be holding a CD15 Committee Meeting in the next couple of weeks.
9. **Report form Mayors Office:** Ricardo Hong was not in attendance. Phill Trigas suggested that the Central SPNC acknowledge Ricardo's service to the neighborhood council. Phill will draft a letter for board approval.
10. **Congresswoman's Office:** No report.
11. **Port of Los Angeles Report:** No report
12. **Port Committee Report:** (Frank Anderson): No report
13. **Outreach Committee** (Leslie Jones). Board review and approval of the following action items:
  - a) **Recommendation to Move Monthly Stakeholder Meetings from Port of Los Angeles High School to Crowne Plaza Hotel.** Leslie explained that changes from the previous proposal include a new 12 month contract. The Board held a short discussion on the pros and cons of moving the meetings to the new location. **A motion was made by James Allen, seconded by Sue Castillo, that the Board accept the contract with the Crowne Plaza hotel for a one year period for the amount of \$350.00 per month beginning July 2013. Motion passed with 8 yes, 3 no, 1 abstention.**
  - b) The following items were referred to the Finance Committee for possible inclusion in the 2013-2014 budget: Approval of the purchase of a camera and accessories at a cost not to exceed \$750.00; a custom made shelter (shade tent) and accessories at a cost not to exceed \$4,500.00; drinks and ice at a cost not to exceed \$250.00; and 2500 special 3/4 inch San Pedro "Blinky" fish pins for give away incentive as part of our "pin for an e-mail program" at a cost not to exceed \$2500.00.
14. **Finance Committee:**
  - a) **Approval of Expenditures for April and May 2013:** **Mark Contreras gave an overview of the expenses for April and May 2013 which was approved by the Board with 11 yes votes, 0 no votes and 1 abstention.**
  - b) **Report on status of funds:** The details of spent and unspent funds will be discussed in detail at the Finance Committee Meeting.
  - c) **Motion for uncommitted funds to be committed to Congress of Neighborhoods event:** **Kali Merideth made the following motion: The Central San Pedro Neighborhood Council approves utilizing the balance of its uncommitted funds from fiscal year 2012-2013 to support the Los Angeles citywide Congress of Neighborhoods 2013. Motion seconded by Sue Castillo and passed with 9 yes votes, 2 no votes and 1 abstention.**
15. **Land Use Planning Report:** Sue Casillo gave the following updates:
  - a) Vinegar Hill Issue: Sue has the contact information for those stakeholders with concerns and the issue will be addressed at the next committee meeting.
  - b) The next Land Use Planning/Public Works Committee meeting is scheduled for Monday, June 17<sup>th</sup> and items on the agenda will include discussion on Ponte Vista, the "One Way Only" Street proposal for 6<sup>th</sup> and 7<sup>th</sup> Streets in downtown San Pedro, and the lack of a sidewalk on North Gaffey between Summerland and Channel.
16. **HANC:** Donald Galaz attended the HANC meeting and reported as follows:
  - a) There will be an upcoming event in July to meet the newly elected city officials.
  - b) The HANC heard comments from Doug Epperhart and Bob Gelfand on the subject of "Factual Basis Stakeholders."
  - c) DONE provided the HANC with updates and deadlines on the following:
    - i. The deadline to expend neighborhood council funds for this fiscal year is June 14<sup>th</sup>.

- ii. The deadline to submit neighborhood council budgets to DONE is July 12<sup>th</sup>.
  - iii. DONE is working to get more stakeholders involved in government issues.
  - iv. The P-Card will be changed to a Debit Card for the next fiscal year.
  - v. DONE will be conducting a “webinar” on June 17<sup>th</sup> for Treasurers and 2<sup>nd</sup> Signators.
  - vi. All NC financial records will be made available on-line.
  - vii. There will be NC training for board members on June 29<sup>th</sup> in San Pedro which will include workshops. Cynthia Ruiz from the Port will also be there.
- d) Dennis Gleason from Council District 15 gave a report on the Street Repair Bond Issue and stated that the Councilman would like more input from the NC’s.
  - e) There was a heated discussion on the issue of an MOU with the Port. There was a suggestion to form an ad hoc committee to discuss the MOU.

17. **BONC (Board of Neighborhood Commissioners) Report on Standards and Practices).** No report.

18. **Budget Advocates Report** (Frank Anderson): No report.

19. **Reports from Community Partners:**

- a) **ACE District (Arts, Culture, and Entertainment) Report** (Pat Carroll) No report.
- b) **PBID.** Linda commented on the installation of more lights on Pacific and on 4<sup>th</sup> and Mesa, alleyways. James commented on a Petition for city designated signage for the community. Andrew Silber gave a brief report which included an update on San Pedro’s 125<sup>th</sup> B-day celebration. The event will be called the LA Waterfront Summer Festival and will be held the first weekend in August which will start with First Thursday.

20. **Approval of Minutes of May 14, 2013 Board and Stakeholder Meeting:** Motion by James Allen to approve the May 14, 2013 Board and Stakeholder Meeting Minutes, seconded by Sue Castillo and passed unanimously.

21. **Adjournment.** The meeting was adjourned at 8:40pm.

Respectfully submitted,  
Kristina Smith, Assistant to NWSPNC



U.S. BANCORP SERVICE CENTER  
 P. O. Box 6343  
 Fargo, ND 58125-6343

CITY OF LA - DONE

**ACCOUNT NUMBER** XXXX-XXXX-XXXX-9592

**STATEMENT DATE** 04-22-13

**TOTAL ACTIVITY** \$ 900.75

000020231 1 AT 0.384 106481102218923 P

MARK A CONTRERAS  
 CENTRAL SAN PEDRO  
 328 S MIRALESTE DR UNIT 209  
 SAN PEDRO CA 90732-5514

"MEMO STATEMENT ONLY"  
 DO NOT REMIT PAYMENT

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
04-10	04-09	MJM GRAPHICS 310-5474154 CA PUR ID: 003041001320001 TAX: 11.25	24755423100731007687429	7333	136.25
04-11	04-09	PAYPAL *KRISTINASMI 402-935-7733 CA PUR ID: 8839751680 TAX: 0.00	24492153100849397517690	8999	565.00
04-11	04-10	CARRILLO HAPPY DINNER SAN PEDRO CA PUR ID: 536 TAX: 0.00	24692163100000109347128	5812	199.50

<b>Default Accounting Code:</b>					
<b>CUSTOMER SERVICE CALL</b>  <b>800-344-5696</b>	<b>ACCOUNT NUMBER</b>		<b>ACCOUNT SUMMARY</b>		
	XXXX-XXXX-XXXX-9592		PREVIOUS BALANCE \$ .00		
	<b>STATEMENT DATE</b>	<b>DISPUTED AMOUNT</b>	PURCHASES & OTHER CHARGES \$900.75		
	04-22-13	\$ .00	CASH ADVANCES \$ .00		
<b>SEND BILLING INQUIRIES TO:</b>  C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION ND P.O. BOX 6335 FARGO, ND 58125-6335	<b>AMOUNT DUE</b>		CASH ADVANCE FEE \$ .00		
	\$ 0.00		CREDITS \$ .00		
	<b>DO NOT REMIT</b>		<b>TOTAL ACTIVITY \$900.75</b>		



U.S. BANCORP SERVICE CENTER  
 P. O. Box 6343  
 Fargo, ND 58125-6343

CITY OF LA - DONE

**ACCOUNT NUMBER** XXXX-XXXX-XXXX-9592

**STATEMENT DATE** 05-21-13

**TOTAL ACTIVITY** \$ 3,541.11

000002264 1 MB 0.405 106481135476710 P

MARK A CONTRERAS  
 CENTRAL SAN PEDRO  
 328 S MIRALESTE DR UNIT 209  
 SAN PEDRO CA 90732-5514

"MEMO STATEMENT ONLY"  
 DO NOT REMIT PAYMENT

As of May 31, 2013 U.S. Bank National Association ND is merging into U.S. Bank National Association. This merger will have no effect upon the services you receive from U.S. Bank.

NEW ACCOUNT ACTIVITY						
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT	
05-16	05-15	BUONOS AUTHENTIC PIZZERIA SAN PEDRO CA	24013393135000982848840	5812	191.95	
05-16	05-15	PAYPAL *KRISTINAMI 402-935-7733 CA PUR ID: 9086086736 TAX: 0.00	24492153135849860868272	8999	505.00	
05-20	05-17	MACMALL 310-3537443 310-3537443 CA PUR ID: L4415850 TAX: 5.38	24121573139622685829835	5734	65.36	
05-20	05-17	MACMALL 310-3537443 310-3537443 CA PUR ID: L4415850 TAX: 185.40	24121573139630685834002	5734	2,249.39	
05-20	05-17	MACMALL 310-3537443 310-3537443 CA PUR ID: L4415850 TAX: 2.42	24121573139679685885449	5734	29.41	
05-20	05-18	PAYPAL *ENCI 402-935-7733 CA PUR ID: 9106632858 TAX: 0.00	24492153138849066329506	8999	500.00	

Default Accounting Code:			
<b>CUSTOMER SERVICE CALL</b>  <b>800-344-5696</b>	<b>ACCOUNT NUMBER</b> XXXX-XXXX-XXXX-9592		<b>ACCOUNT SUMMARY</b> PREVIOUS BALANCE \$ .00
	<b>STATEMENT DATE</b> 05-21-13	<b>DISPUTED AMOUNT</b> \$ .00	PURCHASES & OTHER CHARGES \$3,541.11
<b>SEND BILLING INQUIRIES TO:</b>  C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION ND P.O. BOX 6335 FARGO, ND 58125-6335	<b>AMOUNT DUE</b> \$ 0.00 <b>DO NOT REMIT</b>		CASH ADVANCES \$ .00
			CASH ADVANCE FEE \$ .00
			CREDITS \$ .00
			<b>TOTAL ACTIVITY</b> \$3,541.11

**CENTRAL SAN PEDRO NEIGHBORHOOD COUNCIL**  
**FISCAL YEAR JULY 1, 2012 TO JUNE 30, 2013 BUDGET SUMMARY**

**REPORTING PERIOD: June 11, 2013**

Mark Contreras, Treasurer

<b>BUDGET vs. EXPENSES</b>					<b>TOTAL</b>
Total Budget					<b>\$37,000</b>
Total Expenses					<b>-\$13,140</b>
<b>GRAND TOTAL - BUDGET vs. EXPENSES</b>					<b>\$23,860</b>

<b>CATEGORY [LINE]</b>	<b>DESCRIPTION</b>	<b>VENDOR/PURPOSE</b>	<b>FY12/13 BUDGET</b>	<b>YTD PAID 05/21/13</b>	<b>ENCUMBERED</b>	<b>AVAILABLE FUNDS</b>
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<b>CLASS A [100]</b>	<b>OPERATIONS</b>					
101	Audio and Video Services	Sound Engineer	\$1,200	\$900	\$300	\$0
102	Board Retreat/Training	Board Retreat 9/29/12	\$485	\$485	\$0	\$0
103	Facilities Related and Space Rental	POLA HS/Mailroom	\$1,370	\$170	\$1,200	\$0
104a	Office Supplies and Equipment	General Supplies	\$400	\$23	\$377	\$0
104b	Office Supplies and Equipment	Equip/Repair: Projector, Powerbook, Webcam	\$3,000	\$2,877	\$123	\$0
105	Postage	Audit Reports, Etc./Bulk Imprint	\$20	\$0	\$20	\$0
106	Staffing and Temporary Help	Administrative Assistant	\$5,200	\$3,825	\$1,375	\$0
107	Translation and Transcription	Translator	\$0	\$0	\$0	\$0
108	Miscellaneous Expense		\$0	\$0	\$0	\$0
<b>100</b>	<b>TOTAL - OPERATIONS</b>		<b>\$11,675</b>	<b>\$8,280</b>	<b>\$3,395</b>	<b>\$0</b>

<b>CLASS B [200]</b>	<b>OUTREACH</b>					
201	Advertising - Promo Material	Pins/Keychains, Posters, Bus Ads, RLN Ads	\$11,037	\$1,876	\$9,161	\$0
202	Election Outreach		\$0	\$0	\$0	\$0
203	Outreach Events - NC Hosted Events	Emergency Prep Fair 10/20	\$408	\$408	\$0	\$0
204	Food and Refreshments for Stakeholder Meetings		\$2,750	\$1,925	\$825	\$0
205	Newsletter		\$0	\$0	\$0	\$0
206a	Website Maintenance	Email Service - Constant Contact	\$180	\$150	\$30	\$0
206a	Website Maintenance	Website Hosting	\$50	\$0	\$50	\$0
206b	Website Enhancement/Creation	Website Updates - Box	\$2,500	\$500	\$2,000	\$0
206b	Website Enhancement/Creation	Website Redesign - VK Digital Media	\$500	\$0	\$500	\$0
207	Miscellaneous Expense		\$0	\$0	\$0	\$0
<b>200</b>	<b>TOTAL - OUTREACH</b>		<b>\$17,425</b>	<b>\$4,860</b>	<b>\$12,565</b>	<b>\$0</b>

CATEGORY [LINE]	DESCRIPTION	VENDOR/PURPOSE	FY12/13 BUDGET	YTD PAID 05/21/13	ENCUMBERED	AVAILABLE FUNDS
<b>CLASS C [300]</b>	<b>COMMUNITY IMPROVEMENT PROJECTS</b>					
301	Uncommitted Funds	Uncommitted Funds	\$0	\$0	\$0	\$0
310	Keep LA Beautiful Grant	Centre St. Widening Project	\$0	\$0	\$0	\$0
	<b>TOTAL - COMMUNITY IMPROVEMENT</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>CLASS D [400]</b>	<b>NEIGHBORHOOD PURPOSE GRANTS</b>					
401	Uncommitted Funds		\$0	\$0	\$0	\$0
410	Student Interns	Interns for CSPNC Projects/Research Support	\$400	\$0	\$400	\$0
411	Children's Theatre Tour	LA Harbor College Foundation	\$0	\$0	\$0	\$0
412	Meet the Music w/LA Opera	Grand Vision Foundation	\$2,500	\$0	\$2,500	\$0
413	SP 125th Anniv. Brochure	SP Bay Historical Society	\$1,500	\$0	\$1,500	\$0
414	Low Income Spay & Neuter	Spay & Neuter Project of LA	\$1,000	\$0	\$1,000	\$0
415	10th Annual Health Fair	YWCA of the Harbor Area	\$500	\$0	\$500	\$0
416	Toberman Birthday Parties	Kiwanis Club	\$0	\$0	\$0	\$0
417	Mural	Barton Hill Elementary School	\$2,500	\$0	\$2,500	\$0
	<b>TOTAL - NEIGHBORHOOD PURPOSE GRANTS</b>		<b>\$8,400</b>	<b>\$0</b>	<b>\$8,400</b>	<b>\$0</b>
	<b>GRAND TOTAL</b>		<b>\$37,500</b>	<b>\$13,140</b>	<b>\$24,360</b>	<b>\$0</b>



**Central San Pedro Neighborhood Council  
FY12/13 Expenses through 5/21/13  
\$ 13,140 Total**

