

OFFICERS:

PRESIDENT George Skarpelos
VICE-PRESIDENT Tom Meredith
TREASURER Adam Miller
SECRETARY Erin Penner



BOARD MEMBERS:

Brandi D'Amore Chona Galvez
Coyote Shivers Danielle Paris
Greg Morris Jeff Ramberg
Jim Van Dusen Luis Saldivar
Margaret Marmolejo Matt Wait
Sheila Irani Susan Swan

HOLLYWOOD UNITED NEIGHBORHOOD COUNCIL

Certified Council #52,

P.O. Box 3272 Los Angeles, CA 90078

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BOARD MEETING

Monday, September 17, 2018, 6:30 PM

Fire Station 82 Annex

1800 N. BRONSON AVENUE, L.A., CA 90028

Second Floor Conference Room

The public 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 is within the Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, for a maximum of 20 minutes total for Public comment, unless waived by the presiding officer of the Board. Agenda is posted for public review at Counterpoint Records and Books 5911 Franklin Ave, on our website at www.MyHUNC.com, and with EmpowerLA. In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at the scheduled meeting (or location noted in the Agenda item) or by making arrangements with our office (contact information above). As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Support Help Line (213) 978-1551 or email info@myhunc.com. Note: Agenda items may be taken out of order or merged as deemed appropriate by the Board. Action may be taken on all items. To subscribe directly to our Agendas go to <https://www.lacity.org/city-government/subscribe-meeting-agendas-and-more/neighborhood-councils> and make your choice.

Welcome

6:37 PM start

1. Roll Call

Attending

Susan Swan	Tom Meredith	Sheila Irani	Robert Litomisky	George Skarpelos	Jim Van Dusen
Luis Saldivar	Coyote Shivers	Margaret Marmolejo	Erin Penner	Adam Miller	Brandi D'Amore
Danielle Paris	Matt Wait				

Excused

Jeff Ramberg

Absent

Chona Galvez Greg Morris

2. Approval of Minutes

Tabled

3. Public Comment on items not on the Agenda (2 minutes each)

Cindy Duhaime spoke on the Gershwin/Garfield Tenants Union and gives an update on what is currently happening with the apartments and tenants in her area and invites HUNC to attend one of their meetings. The meetings are at 7pm every other Thursday.

Angelica Lopez, a local student, asks for HUNC support for her upcoming school events.

Maike Both, the Director of A Million Drops, thanks HUNC for supporting her recent events to help the homeless. She hopes that we can help support A Million Drops in upcoming street cleanups.

4. Comments from any City, County, State or Federal representatives in attendance (5 minutes each)

Dan Halden could not be present.

Shannon Prior gave her community update. She mentions the changes in staff positions at CD4. Coffee with a Cop will be at Starbucks tomorrow afternoon at Sunset and Vine. The Short Term Rental Ordinance will be going back to City Council and there should be some

laws on the books soon for short term rentals. There will be a Homeless Connect Day at the Friendship Auditorium on October 9th from 10am-2pm.

Officer Thompson gives an update about the Palmer Building mixed use building on Cosmos and Hollywood where squatters were recently kicked out by LAPD. LAPD found out that the basement level of that building was being used as a recording studio and as living quarters where criminal activity escalated.

Officer White states that he has noticed an increase in property crimes lately and the 2 break-ins in local businesses. Officer White mentions that he is doing a new patrol to monitor party houses and air b&b's. Officer White states that tomorrow morning we will know who will be the SLO for the HUNC area.

Angie Aramayo (the new Central Rep for Mayor Garcetti) introduces herself to everyone.

5. HUNC Committee & Liaison announcements on items not on the Agenda

Sheila states that she will resubmit an NPG for the showers in the Spring.

Brandi asks if HUNC should submit recommendations for the Dixon Report. Susan mentions that we didn't have enough information at our last special meeting in regards to the Dixon Report but perhaps it should be revisited. George suggests we wait until next week when we find out what the next stage is and then we will put on the Public Safety and Emergency Preparedness Committee.

6. Executive Committee

A) Report by the President

George gives an update on how our recent Board Retreat went. He states that we will change Business to an Ad Hoc committee and create a Transportation Committee as well as a Homeless and Social Services Committee. We may do another retreat in January.

7. PLUM Committee

A) Report by Committee Chair

Jim doesn't have a report.

- B) Motion to approve: Project: 6141 Franklin Avenue: Continued sale of a full-line of alcohol in conjunction with the operation of an existing 649 s.f. bar located within a hotel in the R3-1 zone. Current grant is ZA 2010-3215 ZV. Hours of operation 10am to 2am daily. Action(s) Requested: Per LAMC 12.27-B.1, Applicant is requesting a Zone Variance (ZV) to allow the continued sale of a full-line of alcohol at a 649 s.f. bar located within an existing hotel located within the R3-1 zone. Operation is currently permitted alcohol under case ZA 2010-3215 (ZV)(A1). Hours of operation 10am-2am daily.

Motion Made: Approve: Project: 6141 Franklin Avenue: Continued sale of a full-line of alcohol in conjunction with the operation of an existing 649 s.f. bar located within a hotel in the R3-1 zone. Current grant is ZA 2010-3215 ZV. Hours of operation 10am to 2am daily. Action(s) Requested: Per LAMC 12.27-B.1, Applicant is requesting a Zone Variance (ZV) to allow the continued sale of a full-line of alcohol at a 649 s.f. bar located within an existing hotel located within the R3-1 zone. Operation is currently permitted alcohol under case ZA 2010-3215 (ZV)(A1). Hours of operation 10am-2am daily.

Motion: Jim Van Dusen **Second:** Tom Meredith **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Adam Miller	Brandi D'Amore	Coyote Shivers	Danielle Paris	Erin Penner	George Skarpelos
Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Matt Wait	Robert Litomisky	Sheila Irani
Susan Swan	Tom Meredith				

- C) Project: 2415 San Marco Drive: ZAD to permit the construction of a single-family dwelling fronting onto as Substandard Hillside Limited Street where a minimum 20-foot wide continuous paved roadway is not provided from the driveway apron to the boundary of the Hillside area. ZAD for increased by right Grading (1,584 c.y. total plus 217 c.y. under driveway exempted). ZAD for haul route to allow excess export equal to grading amount. ZAD(s) for over-in-height retaining walls, Zone Variance for additional floor area (1,781.9 s.f. RFA allowed, 3,231 s.f. RFA requested). Action(s) Requested:

Jim mentions that they withdrew their request in regards to #1 in this item and #4 was also dropped. Jim says there was no action requested but he feels another motion should be added to approve a zone variance request for an additional floor area (1,781.9 s.f

RFA allowed, 3,231 s.f. RFA requested).

Greg Taylor with the Taylor Group speaks on behalf of the owner and is accompanied by the architect. He shows images and explains the plan for the retaining wall as a solution for neighbors' concerns.

1. ZAD for increased by right Grading (1,584 c.y. total plus 217 c.y. under driveway exempted). This request withdrawn as applicant states that a new survey shows the total c.y. to excavate is less than 1,000 c.y. which is below the requirement for a ZAD.
2. ZAD for haul route to allow excess export equal to grading amount. No motion as, per number 1 above, there is no excess amount of dirt. This "no motion" is Conditioned that there be no dirt hauling on trash pickup day due to the narrowness of the streets.
3. Motion to approve with Condition: A ZAD to permit two retaining walls in lieu of the otherwise permitted single retaining wall of 12 feet in height or of two retaining walls 10 feet in height each with a separation of 3 feet. The height of the walls to be permitted are Wall #1 at 10 feet, and Wall #2 varying between 0 and 22 feet 4 inches in height. The walls to be clad with non-plant coverings in such a way that they will not be offensive to the eye and not leave a blank wall that is viewable by all those who walk or drive by the project.

Jim wants all concerns mentioned in the motion when he sends to City Planning.

Motion Made: Approve with Condition: A ZAD to permit two retaining walls in lieu of the otherwise permitted single retaining wall of 12 feet in height or of two retaining walls 10 feet in height each with a separation of 3 feet. The height of the walls to be permitted are Wall #1 at 10 feet, and Wall #2 varying between 0 and 22 feet 4 inches in height. The walls to be clad with non-plant coverings in such a way that they will not be offensive to the eye and not leave a blank wall that is viewable by all those who walk or drive by the project.

Motion: Jim Van Dusen **Second:** George Skarpelos **Vote:** Yes-13, No-1, Abstain-0, Recused-0, Ineligible-0

Yes

Adam Miller	Brandi D'Amore	Coyote Shivers	Danielle Paris	Erin Penner	George Skarpelos
Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Matt Wait	Robert Litomisky	Sheila Irani
Susan Swan					

No

Tom Meredith

4. A ZAD for building height over 45 feet. Motion not required as applicant states that the height is not over 45 feet.

D) Update on Hollywood Center project and the Scoping meeting held on September 12

Brandi and George attended this meeting which was a series of stations to describe things considered on the EIR. Brandi says some things mentioned included water quality, traffic, etc. She says that she feels a ride sharing impact should be included. Brandi says that we have until October 4th to submit anything to be considered for their EIR. George asks if the board feels we should have a special meeting in regards to this project. Jim mentions that the Cal Trans issues and the earthquake fault wasn't addressed at the PLUM meeting. Tom feels there was no analysis to include all of the construction going on at the same time in Hollywood. Susan says that from what she recalls, the state did have concerns about the earthquake fault but the city didn't. George says that he spoke with someone at the recent scoping meeting who explained that it is the city that has the final say. The board feels we should have a special meeting to educate board members and stakeholders about this project and encourage them to submit comments.

Joe says this is a new EIR that will include a full geogical study. Susan asked if it will still be an open space for concerts, etc. Joe says that it will still be community-planned open space. The idea is to have a community space for everyone to enjoy.

Jim suggests we do the Special Meeting on Monday, October 1st.

8. Community Impact Statements

- A) Discussion and possible motion to approve HUNC CIS support of Council File 18-0045, Council and Committee Meetings to be held in evening hours.

Motion Made: Approve HUNC CIS support of Council File 18-0045, Council and Committee Meetings to be held in evening hours.

Motion: Tom Meredith **Second:** George Skarpelos **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Adam Miller	Brandi D'Amore	Coyote Shivers	Danielle Paris	Erin Penner	George Skarpelos
Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Matt Wait	Robert Litomisky	Sheila Irani
Susan Swan	Tom Meredith				

- B) Discussion and possible motion to approve HUNC CIS support of Council File 12-1681-S3, NC Subdivision Reform. Subdivisions to occur no more often than once every 4 years

Motion Made: Approve HUNC CIS support of Council File 12-1681-S3, NC Subdivision Reform. Subdivisions to occur no more often than once every 4 years

Motion: Tom Meredith **Second:** George Skarpelos **Vote:** Yes-5, No-6, Abstain-3, Recused-0, Ineligible-0

Yes

Brandi D'Amore	George Skarpelos	Jim Van Dusen	Luis Saldivar	Tom Meredith	
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No

Adam Miller	Erin Penner	Matt Wait	Robert Litomisky	Sheila Irani	Susan Swan
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Abstain

Coyote Shivers	Danielle Paris	Margaret Marmolejo			
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- C) Discussion and possible motion to approve HUNC CIS support of Council File 18-0053, Straws-on Request Ordinance. Bureau of Sanitation report, dated September 12, 2018, referred to Energy, Climate Change, and Environmental Justice Committee

Andrew from the Pig mentions that paper straw companies are back logged but he is interested in this idea.

Motion Made: Approve HUNC CIS support of Council File 18-0053, Straws-on Request Ordinance. Bureau of Sanitation report, dated September 12, 2018, referred to Energy, Climate Change, and Environmental Justice Committee

Motion: Tom Meredith **Second:** Luis Saldivar **Vote:** Yes-13, No-0, Abstain-1, Recused-0, Ineligible-0

Yes

Adam Miller	Brandi D'Amore	Danielle Paris	Erin Penner	George Skarpelos	Jim Van Dusen
Luis Saldivar	Margaret Marmolejo	Matt Wait	Robert Litomisky	Sheila Irani	Susan Swan
Tom Meredith					

Abstain

Coyote Shivers					
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- D) Discussion and possible motion to approve HUNC CIS supportive of Council File 18-0737, Plastic Utensils-on-Request Ordinance. Motion document(s) referred to Energy, Climate Change, and Environmental Justice Committee.

Motion Made: Approve HUNC CIS supportive of Council File 18-0737, Plastic Utensils-on-Request Ordinance. Motion document(s) referred to Energy, Climate Change, and Environmental Justice Committee.

Motion: Tom Meredith **Second:** Luis Saldivar **Vote:** Yes-13, No-0, Abstain-1, Recused-0, Ineligible-0

Yes

Adam Miller	Brandi D'Amore	Danielle Paris	Erin Penner	George Skarpelos	Jim Van Dusen
Luis Saldivar	Margaret Marmolejo	Matt Wait	Robert Litomisky	Sheila Irani	Susan Swan
Tom Meredith					

Abstain

Coyote Shivers					
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- E) Discussion and possible motion to approve HUNC CIS supportive of Council File 03-1459-S3, Koretz and Bonin motion to strengthen and amend the City's Protected Tree Ordinance No. 177404 to protecting indigenous Oak, Southern California Black Walnut, Western Sycamore, and California Bay

Brandi feels this is crucial because there were 16 figs that were to be cut down and a restraining order was put on it.

Motion Made: Approve HUNC CIS supportive of Council File 03-1459-S3, Koretz and Bonin motion to strengthen and amend the City's Protected Tree Ordinance No. 177404 to protecting indigenous Oak, Southern California Black Walnut, Western Sycamore, and California Bay

Motion: Tom Meredith **Second:** Adam Miller **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Adam Miller	Brandi D'Amore	Coyote Shivers	Danielle Paris	Erin Penner	George Skarpelos
Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Matt Wait	Robert Litomisky	Sheila Irani
Susan Swan	Tom Meredith				

A) Report by Committee Chair

Erin gives the committee update and states that at the last meeting, Nima Daivari very briefly spoke about Bird and Lime scooters being dispersed around the city. Andrew attended and asked that HUNC write a letter of support to keep Brian White as our SLO. Also Erin will work on the tri-fold of good neighbor laws and resources, phone numbers, etc. for the community.

B) Discussion of A Million Drops creating a community cleaning crew to be hired by HUNC that would post a sign after cleanups that would indicate the cleanup was sponsored by HUNC

Maika Both says that crew would not be "hired", but they would be compensated.

Motion Made: *Discussion of A Million Drops creating a community cleaning crew to be hired by HUNC that would post a sign after cleanups that would indicate the cleanup was sponsored by HUNC*

C) Discussion as to whether HUNC consider submitting a letter of endorsement for Brian White for SLO

Brandi discusses the fact that Brian White has done an exceptional job as our SLO and the community has been impacted by not having a permanent SLO. Andrew from the Pig came to PSW&T asking HUNC to write a letter in support and Brandi agrees that Officer White should be our permanent SLO.

Adam says HUNC should simply support Andrew's letter. Susan agrees that Officer White has done a great job.

Officer White feels the community should have some input but there are other vacancies.

Coyote says that he feels there is some police corruption within the Hollywood PD. He feels reports are not being taken but he appreciates that Officer White acknowledged that reports were not being taken.

Jim questions if we can have a say as an NC and Susan says we can.

Andrew Chadsey shows his letter of support to the board and he feels it's very important to keep Officer White because the members of the community and the businesses are being severely affected by not having a permanent SLO.

Motion Made: *LAPD should appoint a permanent SLO for our area as soon as possible. Officer Brian White has been an exemplary interim Senior Lead Officer and proved himself to be more than capable of doing this job. We as a board endorse him for that position as the Senior Lead Officers serve as a very important liaison between the community and LAPD.*

Motion: Brandi D'Amore **Second:** Coyote Shivers **Vote:** Yes-56, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Adam Miller	Adam Miller	Adam Miller	Adam Miller	Brandi D'Amore	Brandi D'Amore
Brandi D'Amore	Brandi D'Amore	Coyote Shivers	Coyote Shivers	Coyote Shivers	Coyote Shivers
Danielle Paris	Danielle Paris	Danielle Paris	Danielle Paris	Erin Penner	Erin Penner
Erin Penner	Erin Penner	George Skarpelos	George Skarpelos	George Skarpelos	George Skarpelos
Jim Van Dusen	Jim Van Dusen	Jim Van Dusen	Jim Van Dusen	Luis Saldivar	Luis Saldivar
Luis Saldivar	Luis Saldivar	Margaret Marmolejo	Margaret Marmolejo	Margaret Marmolejo	Margaret Marmolejo
Matt Wait	Matt Wait	Matt Wait	Matt Wait	Robert Litomisky	Robert Litomisky
Robert Litomisky	Robert Litomisky	Sheila Irani	Sheila Irani	Sheila Irani	Sheila Irani
Susan Swan	Susan Swan	Susan Swan	Susan Swan	Tom Meredith	Tom Meredith
Tom Meredith	Tom Meredith				

10. Outreach Committee

A) Report by Committee Chair

Outreach was not held this month.

B) Update on the upcoming Halloween Fair on Garfield

Cindy wants to pay for the pumpkins and the insurance and her and Erin have decided to really scale back this year with less funding and not much time. Erin feels it should be a simple event with pumpkins, snacks and costumes. Cindy asked if it may be a good idea to simply raffle off one boys' and one girls' bicycle. Brandi mentions that maybe other restaurants would want to donate food.

11. Non Profit Arts & Education Committee

A) Report by Committee Chair

Margaret says that the committee discussed funding ideas and projects they each had for the fiscal year.

Erin was interested in helping the Head Start program in the area.

B) Discussion and possible motion to approve \$1000 to help pay for the costs of movie nights in the park, October, January, February.

Tabled: Will go back and figure out the costs and to hold off until January

C) Motion to approve Violet Williams for the Youth Representative Seat

Violet says that she is interested in doing more movie nights in the upcoming year.

Motion Made: Approve Violet Williams for the Youth Representative Seat

Motion: Coyote Shivers **Second:** Margaret Marmolejo **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Adam Miller	Brandi D'Amore	Coyote Shivers	Danielle Paris	Erin Penner	George Skarpelos
Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Matt Wait	Robert Litomisky	Sheila Irani
Susan Swan	Tom Meredith				

D) Discussion and possible motion to approve \$2500 for paint, brushes and other supplies for an art mural to be painted on the Bronson bridge over the freeway

Tabled: Margaret explains the bridge mural that has been approved through the city and Cal Trans. The artist wanted her rights to the art, that Margaret says was approved by the city. She states that the supply money could be scaled back to \$1000.

Tom asks who in the city has approved all of the projects because we do not have any emails or paperwork. Tom wants to know how we can spend public money to generate money for an artist to gain profit. Margaret said an art committee in the city of LA approved it. Sheila explains the different approvals she had to go to in order to do the Lake Hollywood mural. George says he needs to see the specifics and the agreements and Margaret needs to provide them to us.

E) Discussion and possible motion to approve \$1000 for a community participation event to be held during the painting of an art mural on Bronson bridge

Tabled

12. Renters and Housing Issues Committee

A) Report by Committee Chair

--No meeting was held this month

13. Finance

A) Discussion and possible motion to extend portable showers NPG to Showers of Hope at Hollywood Adventist church for 8 weeks for \$2500.00.

Sheila says this program has been extremely successful and she has spoken to other councils for them to support it as well.

Tom would like to know what the repeat rate is and satisfaction rate is for the showers. Adam wonders if we can make this cheaper as we are on a tight budget this year. Erin asks if we can do this for 4 weeks instead of 8. Sheila says she found out Sheila Kuehl has a call for grants and Sheila has sought funding for Showers of Hope. She asks if we can vote on \$1250 to just do showers for October.

Motion Made: Extend portable showers NPG to Showers of Hope at Hollywood Adventist church for 8 weeks for \$1250.00, administered by End Homelessness California.

Motion: Sheila Irani **Second:** Susan Swan **Vote:** Yes-12, No-0, Abstain-2, Recused-0, Ineligible-0

Yes

Adam Miller	Brandi D'Amore	Danielle Paris	Erin Penner	George Skarpelos	Jim Van Dusen
Luis Saldivar	Margaret Marmolejo	Matt Wait	Robert Litomisky	Sheila Irani	Susan Swan

Abstain

Coyote Shivers	Tom Meredith
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- B) Discussion and possible motion to approve \$1000 to purchase underwear, t-shirts, sweatshirts, socks and waterproof tarps for 100 homeless. Items will be purchased by A Million Drops on behalf of other agencies and will be distributed by Sheila Irani. \$1000 to purchase underwear, t-shirts, sweatshirts, socks and waterproof tarps for 100 homeless. Items will be purchased by A Million Drops on behalf of other agencies and will be distributed by Sheila Irani.

Tabled: Sheila leaves the room as she is on the board of A Million Drops.

Erin suggests we have a drive. She also mentions that tarps need ropes as well and it makes the unhoused targets as they build shelter where stakeholders get angry at them.

Maikie apologizes for not having HUNC on the A Million Drops website yet.

Perhaps will be revisited within our Homelessness and Social Services Committee

- C) Discussion and possible motion to approve \$1200 for the Sunstock Music Festival

Tabled: Matt recuses himself and leaves the room

Adam explains what the Sunstock Music Festival is and that is entirely green and solar powered.

George felt this should be tabled as it's simply financing a band.

- D) Discussion and possible motion to reapprove \$1000 for TAP cards to be immediately distributed to unhoused individuals in the area through local organizations

Erin explains what this program is and that we can track the success rate if individuals can show that they were able to get to their appointments as a result of having a TAP card from HUNC.

Adam mentions that maybe we can partner with the county with this idea. This is tabled and will be revisited. George asks to approve \$250 in TAP cards for now.

Motion Made: Approve \$250 for TAP cards to be immediately distributed to unhoused individuals in the area through local organizations

Motion: Sheila Irani **Second:** Erin Penner **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Adam Miller	Brandi D'Amore	Coyote Shivers	Danielle Paris	Erin Penner	George Skarpelos
Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Matt Wait	Robert Litomisky	Sheila Irani
Susan Swan	Tom Meredith				

14. Board Member announcements on items not on the Agenda

Robert states that he needs to resign from HUNC due to personal matters and he feels he would be doing a disservice to his role on HUNC if he cannot attend all meetings.

Erin says she will be meeting with Nick from the American Legion this Thursday and there will be a street cleanup confirmed for either September 28th or 29th.

15. Old/Ongoing Business

Adam Miller mentions that due to upcoming elections, we need to be mindful of funds that we are approving this early in the fiscal year.

Brandon Pender, budget advocate in attendance on behalf of Jack Humphreyville, gives his update and mentions the title "Budget Advocate" may be changed. He says that the budget advocates will be more engaged with the NCs and inform everyone on what they do. This Saturday is the Congress of Neighborhood Councils and you can sign up via eventbrite up until tomorrow.

16. New/Future Business

Adjournment at 9:38 PM

Reconsideration: The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place before the end of the meeting at which it was considered or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and take an action. If the motion to reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a [Proposed] action should the motion to reconsider be approved. A Motion for Reconsideration can only be made by a Board member who has previously voted on the prevailing side of the original action taken. If a Motion for Reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Recording Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Ralph M. Brown Act.