

OFFICERS:

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



BOARD MEMBERS:

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

HOLLYWOOD UNITED NEIGHBORHOOD COUNCIL

Certified Council #52,

P.O. Box 3272 Los Angeles, CA 90078

www.MyHUNC.com email us at Info@MyHUNC.com

Find us and Like us on Facebook at: www.facebook.com/HollywoodUnitedNeighborhoodCouncil/

Sign up to receive Agendas via links on our homepage

BOARD MEETING

Monday, December 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

6:59 PM start

1. Roll Call

Attending

Susan Swan	Tom Meredith	Sheila Irani	George Skarpelos	Jim Van Dusen	Coyote Shivers
Margaret Marmolejo	Erin Penner	Adam Miller	Violet Williams	Brandi D'Amore	Jeff Ramberg
Matt Wait	Andrew Chadsey				

Excused

Chona Galvez	Luis Saldivar	Danielle Paris
--------------	---------------	----------------

Left

Susan Swan: In Attendance: 6:56 PM, Excused 8:00 PM Erin Penner: In Attendance: 6:57 PM, Excused 9:00 PM

2. Approval of Minutes

Jim Van Dusen corrected "recurse" to "recourse". Brandi D'Amore corrected the second officer who spoke to SLO Thompson.

Jeff Ramberg corrected the property on page 9 mentioned to Van Ness, not Vanness.

Tom Meredith corrected vote counts that did not reflect board member Brandi D'Amore being present, and had other non-board members included.

Susan Swan wanted to add that she had been a board member on the exec committee since its founding. On page 9, the third paragraph should have been separate from the Facebook issue for clarity.

Sheila Irani said that page 2 should say that the homeless encampment is unique in its placement near Cheramoya elementary.

Matt Wait added the minutes should include the change the SLO mentioned from civil to criminal charges for shoplifting, the increased penalty that will result, and the connection to the recent spate of shoplifting the officer mentioned at the Gelson's and the H&H complex.

Motion: Tom Meredith **Second:** Jeff Ramberg **Vote:** Yes-11, No-0, Abstain-2, Recused-0, Ineligible-1

Yes

Adam Miller Andrew Chadsey Brandi D'Amore Erin Penner Jeff Ramberg Jim Van Dusen
Margaret Marmolejo Matt Wait Sheila Irani Susan Swan Tom Meredith

Abstain

Coyote Shivers George Skarpelos

Ineligible

Violet Williams

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

Jim Van Dusen read a public comment onto the record:

"I think it is important that we remember the role that the neighborhood councils play which is to be the conduit for public input into the governmental process. Specifically, point no. 4 of the Mission Statement in HUNC's bylaws is: "To facilitate communication between the City and Community Stakeholders on issues of concern to the community and/or the Stakeholders". This would be regardless of whether we agree or disagree with the project or issue. The recent decision by HUNC to essentially support the proposed restaurant ordinance's intention to deny any and all public input into the specific projects undercuts the mission of the neighborhood councils. And this public input denial includes stakeholder business owners and operator's input who may have concerns about potentially problematic restaurants opening next to their businesses. The potential of the neighborhood council no longer being utilized as a conduit for public input was repeated by other neighborhood councils at the recent planning department hearing regarding the restaurant ordinance. We will be seeing more potential programs from the city planning department to speed up the permitting process by cutting out or severely decreasing the potential of public comment on projects and we need to keep in mind the responsibilities of the neighborhood council to provide the opportunity for public comment on these projects and issues."

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

Shannon Prior introduced herself, and distributed her office's annual report to board members, and announced that she had brought signs and stakes to mount them urging drivers to slow down and share the road with pedestrians and cyclists. She added that there are only so many traffic officers to give tickets, so the signs are a way of reducing accidents to supplement that. She also reminded board members of the Los Angeles homeless outreach portal, where stakeholders can identify and report homeless people who may need assistance, and outreach workers can then make contact, develop a dialogue, and help them in whatever way they can. It can be accessed on lahsa.org. Brandi D'Amore asked if it could be used to report homeless who seem dangerous or belligerent, and Ms. Prior clarified that that should be a 911 call. Ms. Prior added that LAHSA will also be doing a county-wide homeless count on January 22nd-24th.

City Council is on recess until January 11th, but before the Council went on recess they passed a short-term rentals ordinance to regulate companies like Air BnB. It will come into effect in the summer. Most of the time, with issues related to housing, they have to have an inspector come out to enforce, and with the new legislation, rentals not registered with the city will incur fines for the owner and for the company (such as Air BnB). The limit is 120 days, but if owners are in good standing with the city (no previous infractions) they can apply to extend that limit.

John from the Department of Neighborhood Empowerment reminded the council that candidate enrollment was open now, and added that they had held a town hall on aging and social services/non-profits related to aging issues. He urged the board to check out the audio file of the recording from the town hall.

Brandi D'Amore said that for their unclassified stakeholder spot, that people from area 4 cannot apply for it because area 4 is already covered, and asked if DONE would be notifying people from the area of this. George Skarpelos said that he hoped their election guy Josh would have come, but clarified that he believes the issue is a city clerk issue since they are running the elections, not a DONE issue. Ms. D'Amore also asked for clarification on the ID required to submit for eligibility as a candidate to run and to vote. Mr. Skarpelos said that it was clearly a city clerk issue, so they would follow up with the city clerk's office.

Later, Brandon Pender introduced himself as a budget advocate, and emphasized that the board needed to have two budget representatives. Tom Meredith said that in June they had appointed him and Luis Saldivar as budget representatives, when he was still treasurer, when really the current treasurer should be a budget representative. Mr. Pender recommended they appoint new ones at their next executive/board meeting. He clarified that budget representatives were liaison positions, and that they didn't have to be board members. Mr. Pender then described the role of a budget representative and the time commitment necessary, as well as what sort of recommendations the budget advocates put in to urge the city council and the mayor to allocate money where it will be effective. Ncbia.com is the budget advocate website, and Mr. Pender recommended completing a report card on the website that rates how well city services are doing. He added that they were not going to do regional budget days this year, but were thinking of having a budget town hall.

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

No announcements.

6. Upcoming NC Elections

George Skarpelos said that their election guy, Josh, was supposed to come but could not. They had previously discussed where they would set up for elections, and there was discussion about having an event across the street from the Gelson's parking lot where elections would be, and they would follow up on that. Mr. Skarpelos explained that the city clerk would be registering candidates and manning voting stations. Mr. Skarpelos said that they had done election outreach on the 10th. They would be seeing if Gelson's could also hand out election materials, and meeting to discuss another tabling event at a future meeting. Brandi D'Amore added that they had met on the 10th with the DONE PR and outreach people, and they would be happy to promote any events that HUNC does such as street cleaning.

A) Report by the City Clerk's office on NC Elections

B) Report on NC Election Outreach Meeting on December 10

C) Update on 2019 Election activities, events and collateral

7. Executive Committee

A) Report by the President

Motion Made: Report by Committee Chair

B) Update Standing Rules to reflect the changes to the Standing Committees:

~Standing Committees of the HUNC shall include: Education, Non-Profit & Arts; Executive; Outreach; Planning, Land Use & Management (PLUM); Public Safety & Emergency Preparedness (PSEP); Transportation & Works (TW); Harmlessness & Social Services (HSS); and Renters and Housing.

George Skarpelos explained that Susan Swan had suggested putting the committees in the Standing Rules as opposed to the Bylaws so they can change them more easily if needed. He said that "Harmlessness" should be changed to "Homelessness". "Non-Profit and Arts" was changed to "Non-Profit, Education, and Arts"

Motion Made: Update Standing Rules to reflect the changes to the Standing Committees:

~Standing Committees of the HUNC shall include: Education, Non-Profit & Arts; Executive; Outreach; Planning, Land Use & Management (PLUM); Public Safety & Emergency Preparedness (PSEP); Transportation & Works (TW); Homelessness & Social Services (HSS); and Renters and Housing.

Motion: George Skarpelos **Second:** Adam Miller **Vote:** Yes-12, No-0, Abstain-1, Recused-0, Ineligible-1

Yes

Adam Miller	Andrew Chadsey	Brandi D'Amore	Erin Penner	George Skarpelos	Jeff Ramberg
Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Susan Swan	Tom Meredith

Abstain

Coyote Shivers

Ineligible

Violet Williams

C) Discussion and possible motion update the Financial Procedures to include:

The Treasurer may spend at his or her discretion up to \$150 for business cards, name plates and lanyards per each board member as needed

George Skarpelos thought that the amount should go up to \$200. Adam Miller explained that the actual cost would depend on the final amounts from the printers. Tom Meredith then broke down the costs and said that \$150 should cover them. Brandi D'Amore asked if the motion meant that if they wanted to replace items like cards or placards, that it wouldn't happen, and Tom Meredith clarified that they could still get them replaced since the motion said it was "as needed".

Motion Made: Discussion and possible motion update the Financial Procedures to include:

The Treasurer may spend at his or her discretion up to \$150 for business cards, name plates and lanyards per each board member as needed

Motion: Coyote Shivers **Second:** Adam Miller **Vote:** Yes-13, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Adam Miller	Andrew Chadsey	Brandi D'Amore	Coyote Shivers	Erin Penner	George Skarpelos
Jeff Ramberg	Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Susan Swan
Tom Meredith					

Ineligible

Violet Williams

D) Approval of Andrew Chadsey as chair of the Ad Hoc Committee on Business and review of committee plans

George Skarpelos explained that Chona Galvez and Tom Meredith would also be on the Ad-Hoc committee. Andrew Chadsey explained that he would like the committee to put together a questionnaire that would lead to an organized database of input from the businesses. He would like to have discussion on how to narrow information sent to businesses for the purposes of engaging them.

Motion: George Skarpelos **Second:** Brandi D'Amore **Vote:** Yes-13, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Adam Miller	Andrew Chadsey	Brandi D'Amore	Coyote Shivers	Erin Penner	George Skarpelos
Jeff Ramberg	Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Susan Swan
Tom Meredith					

Ineligible

Violet Williams

E) Review of Facebook account administration as specified in Article VI, Section 2.A.6:

"The President Shall... be responsible for all accounts, reports, and certificates required by law to be maintained and filed properly"

George Skarpelos explained that he thought that the admin accounts for the Facebook page should be the responsibility of executive committee members. The difference between an admin account and an editor account is that the admin can approve Facebook participants for HUNC. Susan Swan clarified that her issue was that anything coming out of a committee needs to be taken to the board. Mr. Skarpelos said that it was not that they had approved it in executive committee, he had said that he was going to do it at an executive committee. Ms. Swan said that it had been done secretly, and Adam Miller countered that it was not secret because the meeting was covered by the Brown Act. Mr. Skarpelos said that it did not come from the committee, it had come from him.

Ms. Swan and Mr. Skarpelos both said they had talked with DONE representative Lorenzo, Mr. Skarpelos said that Lorenzo said it would be fine and he had a discussion with him subsequent to the email he and Mr. Meredith received that clarified how Lorenzo viewed the situation. Ms. Swan explained that the board deserves the right to decide how its accounts are managed and accessed, and it was not right for the president to unilaterally decide access. Ms. Swan said that previously, they had added all board members as admins, and that that action was approved at board workshops. Mr. Skarpelos noted that there was no record of that and that Ms. Swan had never submitted any evidence of that. Ms. Swan said that the board members have the right to know what's being done, and that they are liable if board members do not approve of an action that later leads to legal action against the board. Ms. Swan clarified that the bylaws were written before social media existed and that the "accounts" mentioned referred to accounts such as the board's bank account or their post office account. She said that they need a standing rule about how social media is managed. Mr. Skarpelos said that that as long as they cited the bylaws, they would be find according to Lorenzo.

Ms. Swan then wished to address the secrecy aspect, and Mr. Skarpelos said that it was outside of the scope of the agenda item. Ms. Swan said that Mr. Skarpelos did not have the power to unilaterally decide access to the social media accounts without bringing it in front of the board. Sheila Irani added that "be responsible" required more clarity since the intention of "account" was unclear. Mr. Skarpelos noted that accounts is a wide-ranging term and refers to more than simply a financial account. He suggested changing the bylaws if they want to clarify that, and Ms. Swan suggested they make a standing rule until the bylaws come up for change again. Mr. Skarpelos noted such an action would amount to an end run around the Bylaws moratorium and Ms. Irani agreed, asserting that transparency overall should be their goal. Tom Meredith then read Lorenzo's response from today.

Mr. Skarpelos suggested that it go to the Outreach and Bylaws committees. Ms. Swan added that she would like to add Lorenzo's email into the record:

"Hi, George,

I hope that this email finds you well.

I was just reviewing your agenda and noticed that item #7e, is written for review and discussion only. No official board action can be taken since action was not included in the item.

My recommendation is that you refer the item to Bylaw committee for further discussion and vetting so that the committee can come back with recommendations for the board to take action. It appears that social media accounts is not mentioned in the bylaws so it's appropriate that the matter be vetted in committee and later referred to full board for discussion and action on a proposed process relative to social media accounts.

The HUNC Bylaw does state under Article VI, Section 2.A.6 that "The President shall be responsible for all accounts, reports, and certificates required by law to be maintained and filed properly." but again, there isn't any referencing of social media accounts. Because of this, it's my opinion that the board should refer the matter to committee where a process can be discussed and referred to full board for a possible new standing item to be adopted relating to social media.

Sorry I didn't email sooner, but I just reviewed your agenda.

Please let me know if you have any questions or concerns.

*Best,
Lorenzo"*

F) Review calendar for meeting dates and holiday conflicts

George Skarpelos explained that Christmas Eve was technically the Public Safety committee meeting date, so that meeting date would be dark, as well as the next Transportation meeting on December 27. Jim Van Dusen said that they were still planning to hold the PLUM meeting on January 3. Brandi D'Amore suggested that they not have a board meeting in January since the meeting would conflict with other committee meetings. The board then moved the meeting date of the next board meeting to January 14th to avoid displacing the Homelessness committee meeting and the Renters committee meeting. A straw poll of board members present confirmed that enough board members could attend a board meeting on the 14th to make quorum.

The board also discussed changing the February 18th board meeting to another day to avoid displacing committee meetings. The board decided to move the board meeting for February to February 11th. Mr. Skarpelos said that the Homelessness and Renters committees could shift to other dates in response.

8. PLUM Committee

A) Report by Committee Chair

Jim Van Dusen had no reports to make.

B) Approval of Cesar Cervera as a Stakeholder member of the PLUM Committee for a 1 year term

Jim Van Dusen explained that Mr. Cervera had attended numerous meetings and provided valuable help and input.

Motion: Jim Van Dusen **Second:** Coyote Shivers **Vote:** Yes-12, No-0, Abstain-2, Recused-0, Ineligible-1

Yes

Brandi D'Amore	Coyote Shivers	Erin Penner	George Skarpelos	Jeff Ramberg	Jim Van Dusen
Luis Saldivar	Margaret Marmolejo	Matt Wait	Sheila Irani	Susan Swan	Tom Meredith

Abstain

Adam Miller	Andrew Chadsey
-------------	----------------

Ineligible

Violet Williams

C) Approval of Robert Litomisky as a Stakeholder member of the PLUM Committee for a 1 year term

Jim Van Dusen said that Mr. Litomisky had not been attending PLUM meetings as of late, but there was no harm in keeping him as a Stakeholder member and he had spoken with Mr. Litomisky who said he wanted to get more involved and ease back into participating in the PLUM committee.

Motion: Jim Van Dusen **Second:** George Skarpelos **Vote:** Yes-12, No-0, Abstain-2, Recused-0, Ineligible-1

Yes

Adam Miller	Brandi D'Amore	Coyote Shivers	Erin Penner	George Skarpelos	Jeff Ramberg
Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Sheila Irani	Susan Swan	Tom Meredith

Abstain

Andrew Chadsey	Matt Wait
----------------	-----------

Ineligible

Violet Williams

D) 5620 W. Tuxedo Terrace, Los Angeles. Current HUNC PLUM motion on the table: Motion to approve with conditions:
Project Description: Construction of a (N) SFD, 2 story w/basement and attached garage: Action(s) Requested:

1. To allow the new construction of a SFD on a lot fronting on a Substandard Hillside Limited Street that is improved with a roadway width of less than 20 feet.
2. To allow the new construction of a SFD on a lot not having vehicular access from a street improved with a minimum 20-foot wide continuous paved roadway from the driveway apron to the boundary of the hillside area.

Conditions:

1. No hauling shall be allowed on Red Flag days or during trash days (Fridays)
2. A minimum 6 foot tall debris fence is to be installed in the rear yard of the property to prevent potential debris from entering neighboring properties
3. Construction workers must be shuttled to the project site from an area outside of the neighborhood.
4. Exposed retaining walls on the downslope portion of the property must be landscaped and properly irrigated to shield the visual aspects of the walls from adjacent residents
5. Provide contact information (cell phone number) for onsite superintendent or foreman to the adjacent residents or interested parties that must be answered during construction hours
6. Any dumpsters placed on the street cannot block flow of traffic. If only one lane is available, flagmen must be placed on either side of the dumpster with two-way radio control
7. Rainwater mitigation regulations must be adhered to during the rainy season to ensure runoff is effectively managed
8. The Oaks HOA must review and not oppose the project as proposed at their next board meeting.

Potential additional conditions to motion at request of neighbors (applicant has met with neighbors and they do not agree on these conditions. Delay in formally adding these to motion due to applicant meeting with neighbors after HUNC PLUM meeting per agreement at HUNC PLUM meeting):

1. Applicant should carry a Bond or Insurance high enough to mitigate any issues that might arise from their construction.
2. Owner must show financial viability or carry a performance and completion bond to see the project to its completion even if faced with considerable time delays and/or cost overruns.
3. General contractor must provide proof that he has completed similar projects successfully.
4. Roadway to be improved with a 20 foot width across the entire property front.

Jim Van Dusen explained the conditions outlined on the conditions, and said that items 1-7 were agreed upon by the neighbors and the developer. He explained that the additional conditions 1-4 were rejected by the developer, saying they were unable to implement them. Mr. Van Dusen said that the motion would therefore be everything that is on the agenda, including the paragraph in the middle of the motion, and add the response included from the Oaks homeowners association, plus the additional conditions 1-4 for the Zoning administration's information.

He explained that the owner had taken issue with additional condition 4 as being difficult to implement because of the physical properties of the lot. Mr. Van Dusen said that it would ultimately come down to a zoning administrator's decision. Brandi D'Amore added that residents had also wanted a guarantee that construction would complete within a reasonable amount of time, and that the PLUM committee had discussed in its meeting what a reasonable amount of time was. Mr. Van Dusen then explained the thinking behind the four additional conditions.

The owner of the property then introduced himself, and explained that a ZAD request was behind the additional condition to improve the roadway, but that it could be waived by a zoning administrator. He said that the issue is widening the road on a very steep hill, an area that the owner had wanted to stay away from. He explained that widening the road might require retaining walls and other equipment, and it would not make sense to widen the street where it was, plus it would be expensive and would be essentially a waste of money since it is the steepest part of the property. He has made a ZAD application, which asks for relief so they don't have to widen the whole length of the roadway. Brandi D'Amore explained that the ZAD could come around and completely disagree with the council's point of view, and that they were just acknowledging that the neighbors had requested the listed conditions. The owner said that what was before them was the ZAD issue, and that conditions on the relief made no sense if the ZAD disagreed. Jeff Ramberg added that widening the road would require relocating a fire hydrant, and it was not clear

whether it could even be relocated.

Sheila Irani said that their letter should say that the owner had agreed to compromise to widen as much of the road as he could. Mr. Van Dusen explained that they've gotten over and over again applicants who have bought lots that are unbuildable and are building on spec and asking for variances that could end up being problematic to their neighbors.

Adam Miller asked whether the owner intended to live in the house he wants to build on the lot, and the owner said that originally he intended for sure to live in it, but now did not know when the house would actually be built.

Sheila Irani requested that they amend the 4th additional condition, and with only one other board member in support of this, the motion was kept as written.

Motion: Jim Van Dusen **Second:** Brandi D'Amore **Vote:** Yes-11, No-1, Abstain-2, Recused-0, Ineligible-1

Yes

Adam Miller	Andrew Chadsey	Brandi D'Amore	Erin Penner	George Skarpelos	Jeff Ramberg
Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Susan Swan	Tom Meredith	

No

Sheila Irani

Abstain

Coyote Shivers	Matt Wait
----------------	-----------

Ineligible

Violet Williams

9. Homelessness & Social Services

A) Report by Committee Chair

Adam Miller reported that they wanted to have a location for the homeless count set up in the area, but were unable to do it this month. They were also approached by a non-profit to request a large amount of money for the Clean Streets program, which they would discuss next month.

B) Approval of Julia Eschanasy as a Stakeholder member of the Homelessness and Social Services Committee for a 1 year term

George Skarpelos introduced Julia Eschanasy and explained that she's been very attentive and participative in Homeless committee meetings.

Motion: George Skarpelos **Second:** Adam Miller **Vote:** Yes-13, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Adam Miller	Andrew Chadsey	Brandi D'Amore	Coyote Shivers	Erin Penner	George Skarpelos
Jeff Ramberg	Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Susan Swan
Tom Meredith					

Ineligible

Violet Williams

C) Discussion and motion to approve up to \$150 for lanyard kits for people experiencing homelessness

Adam Miller explained that they were thinking of putting in info cards, small items, and a TAP card in the lanyards. He said that they had thought about putting a logo on them, but decided to avoid it to keep the budget down. Jeff Ramberg said that he thought the larger size was essential since they could then hold important documents.

Motion: Adam Miller **Second:** Matt Wait **Vote:** Yes-13, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Adam Miller	Andrew Chadsey	Brandi D'Amore	Coyote Shivers	Erin Penner	George Skarpelos
Jeff Ramberg	Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Susan Swan
Tom Meredith					

Ineligible

Violet Williams

10. Government Affairs and Community Impact Statements

A) Discuss a system of organizing Council File research and CIS opportunities for Committees prior to bringing it to the full Board

George Skarpelos explained that they had several CIS's that were pushed from last meeting due to time. Adam Miller explained that they are going to take the same model and do shorter and longer timelines for the system of organizing. The first segment is to implement a keyword search to find matching council files for certain issues. Then the second segment allows them to look over the relevant council files, and the third segment involves taking the items to the board to vote on a CIS. The keywords would allow committees to monitor issues related to them. DONE representative John added that a CIS does not have to be attached to a council file.

Tom Meredith explained that he would like to include a system that works on a more curative basis. He would like to do it more generally, and has been working with Nick Grife (sp?), chief of staff for David Ryu to ask what has been relevant to their area. George Skarpelos added that one of the goals to come out of their board retreat in September is to be more relevant and to have greater involvement with the city.

- B) Discussion of and possible motion to provide a HUNC CIS on Council File 18-0988: Community Forestry Division / Bureau of Street Services (BSS) / Staffing Requirements.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=18-0988>

Tom Meredith summarized the contents of the CIS's, saying they were a lot of good ideas and they were waiting for the BSS to come back with recommendations.

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

Yes

Adam Miller	Andrew Chadsey	Brandi D'Amore	Coyote Shivers	Erin Penner	George Skarpelos
Jeff Ramberg	Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Susan Swan
Tom Meredith					

Ineligible

Violet Williams

- C) Discussion of and possible motion to provide a HUNC CIS on Council File 15-0499-S1: City Tree and Biodiversity
<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=15-0499-S1>

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

Yes

Adam Miller	Andrew Chadsey	Brandi D'Amore	Coyote Shivers	Erin Penner	George Skarpelos
Jeff Ramberg	Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Susan Swan
Tom Meredith					

Ineligible

Violet Williams

- D) Discussion of and possible motion to provide a HUNC CIS on Council File 15-0467-S8: Current Hiring Efforts / Bureau of Street Services (BSS) / Planting, Maintenance and Care Services / City Street Trees.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=15-0467-S8>

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

Yes

Adam Miller	Andrew Chadsey	Brandi D'Amore	Coyote Shivers	Erin Penner	George Skarpelos
Jeff Ramberg	Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Susan Swan
Tom Meredith					

Ineligible

Violet Williams

11. Outreach Committee

- A) Report by Committee Chair

Erin Penner explained that a lot of outreach issues they have already gone over. Brandi D'Amore had already explained the idea about HUNC promoting businesses. According to DONE rep Lorenzo, they cannot promote individual businesses. With community events like the block party that feature multiple businesses, they could promote it.

- B) Discussion and possible vote to apply to be part of the Welcome, Neighbor program in collaboration with Miry's List and

Empower LA. This program would give our neighborhood council and stakeholders a framework for supporting families resettling in Los Angeles as refugees. This vote is to complete the application form for Welcome, Neighbor and the programming would begin in January. In addition, we'd like to ask the board and stakeholders present who would like to volunteer to lead this project as the volunteer Welcoming Liaison.

Link to enroll: <https://mirylist.org/welcomeneighbor>

The board decided to hear item 11B immediately after 7E in the interest of time. Miry introduced herself and gave background of the Miry's List organization, and its role in resettling refugees, and its beginnings as a non-profit. She said that they had helped resettle families from Syria, Iraq, and Afghanistan, and explained what neighborhood councils who are part of the Welcome, Neighbor program would be responsible for doing. They will be establishing welcoming liaisons to collaborate with the board, and there would be four steps in the process: Learn, Commit, Resolve, and Impact.

Sheila Irani asked what neighborhood refugees would be resettling in that affected their neighborhood council, and Miry explained that they resettled families around LA, with a majority concentrated near LAX. She explained that in the activation phase, the NC would be able to shape their role in engaging, and could (for example) start with a town hall about immigration/refugees.

Motion: George Skarpelos **Second:** Brandi D'Amore **Vote:** Yes-12, No-0, Abstain-1, Recused-0, Ineligible-1

Yes

Adam Miller	Andrew Chadsey	Brandi D'Amore	Erin Penner	George Skarpelos	Jeff Ramberg
Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Susan Swan	Tom Meredith

Abstain

Coyote Shivers

Ineligible

Violet Williams

- C) Discussion and possible motion to approve up to \$1,000 to jointly host a Town Hall with Hollywood Hills west NC in late January or early February that deals with Emergency Evacuations and Preparedness in light of the recent California wildfires

George Skarpelos explained that the Hollywood Hills West NC wants to have a town hall on evacuations and emergency preparedness. LAFD Chief Hogan came and presented, and Mr. Skarpelos explained that community members want specifics, and it's hard to give specifics when they are frequently specific to the individual situation and type of disaster. He explained that they thought the joint town hall would cost about \$2,000, and that HUNC's \$1,000 would cover food and refreshments.

Matt Wait asked if they could afford \$1,000, and Adam Miller said they could. Sheila Irani said that her neighborhood, Hollywood Estates, had had discussions with David Ryu and CD4 about emergency preparedness. She asked as a Hollywood resident if there was a way for the NC to talk about programs that help disaster preparedness. George Skarpelos explained that the reason he was bringing it forward now was to avoid them being too late to organize/support the town hall.

DONE rep John said that he noticed that the NC did not have a Resilience Liaison, which could be appointed by an NC head.

Tom Meredith asked if the town hall would be specific to Hollywood Hills West geography, and Mr. Skarpelos said it would not be.

Andrew Chadsey supported moving towards emergency preparedness understanding as a community, and was in support of the Town Hall collaboration. Mr. Meredith said he supported the concept, but would like to zero in on specifics. Mr. Skarpelos said that he believed it would be an opportunity to ask for specifics.

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

Yes

Adam Miller	Andrew Chadsey	Brandi D'Amore	Coyote Shivers	Erin Penner	George Skarpelos
Jeff Ramberg	Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Susan Swan
Tom Meredith					

Ineligible

Violet Williams

- D) Review HUNC's process of addressing/replying to any stakeholder communications received by individual Board members or the

full board. Proposed policy to consider:

Communications to the entire board should get a response from a member of the executive committee and/or relevant committee chairs. If any member feels compelled to respond, they should acknowledge the communication and reference a member of the executive committee and/or relevant committee chairs.

Brandi D'Amore said that she had talked with Lorenzo at the Outreach meeting, which may clear up some issues. He had said that

someone should be responding on receipt of the email, but if more than one person emails, it develops a chain of communication. He recommended having a dedicated person to respond and direct communications from the public.

He explained that the executive committee and relevant committee chairs, under the proposed policy, would respond to stakeholder communications, and Ms. D'Amore said that there needed to be a mechanism so that the board knows that communications have been responded to. The suggestion was made to BCC the entire board when responding so that they know a response was sent. Ms. D'Amore added that the executive committee doesn't meet every week and asked to develop a protocol for responding in a reasonably timely manner. George Skarpelos suggested a response time of 48 hours, and clarified that the proposed policy covered communications addressed to the entire board.

Ms. D'Amore asked about committees with multiple chairs, and Adam Miller said that it could be addressed and responded to by both committee chairs. Tom Meredith also said that there needed to be a difference between a response and a position, citing Article VI, section 2 of the bylaws.

Motion Made: Review HUNC's process of addressing/replying to any stakeholder communications received by individual Board members or the

full board. Proposed policy to consider:

Communications to the entire board should get a response from a member of the executive committee and/or relevant committee chairs. If any member feels compelled to respond, they should acknowledge the communication and reference a member of the executive committee and/or relevant committee chairs.

- E) Discuss a system to approve the use of the HUNC Logo, name and images on all Non-HUNC communications. Proposed policy to consider:

All usage of HUNC logo, name and images should be approved by someone from the executive committee or an outreach chair

Tabled: George Skarpelos explained that they have seen other organizations using the wrong logo, and explained the proposed policy. DONE rep John clarified that for events, if they make a flyer, the board has to approve sponsoring the event. As a matter of efficiency, Mr. Skarpelos explained that the use of the logo can be approved from the executive committee or outreach chair instead of waiting for another board meeting.

DONE Rep John clarified that the entire board had to approve usage, and Jeff Ramberg said that the motion should be to approve the appearance and placement of the HUNC logo. John said that people submitting NPG's should be clear about how they're going to use the logo.

- F) Review of HUNC's Hollywood Farmer's Market presence

George Skarpelos explained that they had requested a table at the Farmer's Market on Sunday, and were introduced to the new person handling the tabling, saying that they only have January 6 for the whole year for tabling. Mr. Skarpelos said that he said they want to do it every month, and said that only being able to do it once in the corner was inadequate, and they eventually relented to give the board table space in January and the months following. Tom Meredith volunteered to do the setup on January 6, but that he would have to leave following it and would not be available for the tear-down. Andrew Chadsey volunteered to come in the afternoon, and Coyote Shivers volunteered.

DONE Rep John added that, related to replying to constituents, they can have an autoreply email that responds only to the person emailing the board.

12. PSWEP Committee

- A) Report by Committee Chair

Brandi D'Amore explained that one issue they had discussed at the committee meeting was participating in NCEAP (Neighborhood Council Emergency A_____ Preparedness) meetings, with one happening this weekend talking about emergency preparedness for bridge housing. She thinks that they should be going regularly. Margaret Marmejejo also put out a flyer about a CPR instruction event at the board meeting. George Skarpelos said that they were thinking of doubling up the dates of the committee meeting with the Renters committee. There was discussion about where the Transportation meeting would go in the event of that kind of shuffling, and Mr. Skarpelos said that going forward they would have to work that timing out.

Matt Wait said that he felt totally out of the loop as a co-chair of the Renters committee in the discussion to move the meetings to Thursday. Mr. Skarpelos explained that committee member Luis Saldivar could not go the current day at 6:00. Adam Miller had also said he did not want to stay on as co-chair of Renters committee since he is involved with numerous other committees. Mr. Skarpelos asked what time Mr. Wait would like the committee to be, and he said he would do the 6:00 PM slot on Thursday. The board then discussed the general schedule of meetings.

13. Non Profit, Arts & Education Committee

- A) Discussion of committee status and composition

14. Renters and Housing Issues Committee

- A) Report by Committee Chair

- B) Approval of Luis Saldivar as co-chair of Renters and Housing Committee

Motion Made: Approval of Luis Saldivar as co-chair of Renters and Housing Committee**Motion:** George Skarpelos **Second:** Andrew Chadsey **Vote:** Yes-10, No-0, Abstain-0, Recused-0, Ineligible-1**Yes**

Adam Miller	Andrew Chadsey	Coyote Shivers	George Skarpelos	Jeff Ramberg	Jim Van Dusen
Margaret Marmolejo	Matt Wait	Sheila Irani	Tom Meredith		

Ineligible

Violet Williams

15. Transportation and Works Committee

- A) Report by Committee Chair

16. Finance

- A) Discussion of current fiscal year budget and possible motion for adjustment

- B) Discussion and vote to approve pending Monthly Expense Report for submission

Adam Miller explained that because of an error in autopulling Item C, he could not generate a MER. Once C has been voted on, he could then generate a MER. They are underbudget currently regarding elections.

- C) Discussion and motion to approve \$15 affidavit for costs related to the Gramercy Halloween event

Motion: Adam Miller **Second:** Coyote Shivers **Vote:** Yes-11, No-0, Abstain-0, Recused-0, Ineligible-1**Yes**

Adam Miller	Andrew Chadsey	Brandi D'Amore	Coyote Shivers	George Skarpelos	Jeff Ramberg
Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Tom Meredith	

Ineligible

Violet Williams

- D) Discussion and motion to approve \$40 affidavit for costs related to the new keys purchased by Luis Saldivar

Tom Meredith explained that this item had been taken care of.

- E) Discussion and motion to approve \$40 reimbursement to Luis Saldivar for new keys

Motion: Adam Miller **Second:** Coyote Shivers **Vote:** Yes-11, No-0, Abstain-0, Recused-0, Ineligible-1**Yes**

Adam Miller	Andrew Chadsey	Brandi D'Amore	Coyote Shivers	George Skarpelos	Jeff Ramberg
Jim Van Dusen	Margaret Marmolejo	Matt Wait	Sheila Irani	Tom Meredith	

Ineligible

Violet Williams

17. Board Member announcements on items not on the Agenda

Brandi D'Amore said that she and Andrew Chadsey had gone to the UpStart awards, and discovered a non-profit that was art-focused

for homeless people to provide housing for them while pursuing the arts.

Coyote Shivers announced that his duet with William Shatner was number 2 on the Billboard heatseekers chart this week.

Sheila Irani said that she had had a meeting with the Adventist Church who had wanted to do a mural on the wall facing the 101 near the Fire Annex. Adam Miller suggested that he and Ms. Irani should talk about it and about including the HUNC logo on it. Tom Meredith added that public funds could not be used to alter private properties.

18. Old/Ongoing Business

19. New/Future Business

Adjournment at 9:49 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.