

**OFFICERS:**

PRESIDENT Robert Morrison  
VICE-PRESIDENT Tom Meredith  
TREASURER Asher Landau  
SECRETARY Brandi D'Amore



**BOARD MEMBERS:**

Annika Guterman Chad Manuel  
Jack Zweig Jim Van Dusen  
Margaret Marmolejo Michael Connolly  
Sheila Irani Tony Zimbardi

HOLLYWOOD UNITED NEIGHBORHOOD COUNCIL  
Certified Council #52,  
P.O. Box 3272 Los Angeles, CA 90078  
www.MyHUNC.org email us at Info@MyHUNC.org

**BOARD MEETING MINUTES**

**Monday, December 12, 2022, 6:30 PM**

**Webinar ID: 828 3698 1526**

**<https://us02web.zoom.us/j/82836981526>**

**dial 1 (669) 900-6833, and enter the Webinar ID above and then press # # to join the meeting**

Robert Morrison called the meeting to order at 6:41m; postponed due to technical issue for Annika Guterman 6:42, causing loss in quorum. Meeting to move forward with only clarifying questions from the council (q&a would need to be completed once quorum is met). A. Guterman returned at 6:52, out 6:53, in at 6:57PM.

At 6:57, after agenda item #3, board returned to take roll call.

Due to lack of quorum, order: started 1 (could not complete), 2, 4, 3, 1, 5, 6, 8, 12, 7, 9-11, 13-18

Welcome

**6:41 PM start**

1. Roll Call

**Attending**

Tom Meredith      Sheila Irani      Jim Van Dusen      Margaret Marmolejo      Brandi D'Amore      Michael Connolly  
Robert Morrison      Asher Landau      Annika Guterman      Chad Manuel      Jack Zweig

**Absent**

Tony Zimbardi

2. Approval of Minutes

**The minutes from Novembr 2022 meeting were submitted late and not ready for the board to review for approval yet. Moved to Item 4.**

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

**As quorum not yet met, board moved to Item 4 and returned to Item 3 after.**

**a. Lionel Mares shared that -P22 has been captured by Wildlife Service California. P-22 was spotted in a backyard in a Los Feliz neighborhood, tranquilized, and will be analyzed for any health issues. Lionel shared that he was interested in the Hollywood Field deputy position and wished all happy holidays and a happy new year. He also urged the community ro remind new City Council members that they work for us and must work with us.**

**b. Zoe Bannon shared support for Firehouse 82 and hopes that the Neighborhood Council will help them with getting the refrigerator they need, as they work really hard for the community.**

**Annika Gutterman joined the call at 6:57 pm and roll call was completed. Board moved back to Item 1. Then moved to Item 5**

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

**Moved to this agenda items from Item 2 to allow meeting to continue without quorum.**

**A. Captain Van Carmona, from Fire Station 82, joined the meeting, this is his first time joining and he would like to see what's going on within the community. He reported that there was:**

**- a brush fire at the cross in the Hollywood Hills this past week, started by a homeless person who was arrested – he was tased and then arrested and connected to mental health services.**

**- have been a lot of overdoses at the local high school because of fentanyl.**

**- Fire Station 82 is trying to raise money for a refrigerator at the fire station. Their goal is to raise \$2,000 to buy a commercialized fridge. The City pays for standard smaller ones, but they have 9 pieces of apparatus, anywhere from 10-18 people at the station. They**

have already raised \$1,000 but are hoping to raise \$2,000 more and are asking the Council and community for assistance.

Under questions for the Captain, Board member Jim Van Dusen shared that he recently had his house insurance renewed and because of Fire Station 82's great reputation, his insurance costs went down. Mr. Van Dusen thanked Capt. Carmona and Fire Station 82 for this.

Sheila Irani would like to ask questions about the refrigerator once quorum is reached.

B. Jusefiroky (josef.siroky@lacity.or introduced himself as the new Council District 4 (CD4) Field Deputy for HUNC's CD4 area. He is joining the Hollywood team and was originally hired as a field deputy in the Encino area.

C. Emma Taylor, District Director for CD4, joined to introduce Josef.

She explained:

- the team was changing territories that field deputies are covering. CD4's office is hosting a food drive and will be sending out emails with further information. The main collection day will be December 16th from 10am-2pm with locations in San Fernando Valley and The Basin.

- CD4 is aware of the Hollywood Cross fire. They reached out to the West Bureau and it took place on county land, so CD4 reps are going to set up a meeting to make sure they are talking with the County and making sure that The Ford is in on this conversation too. CD4 was surprised there was an encampment there and was unaware of it. Encampments in High Fire Severity Zones need to be taken care of extremely quickly. So, Ms. Taylor is asking that community members ensure CD4 knows about all encampments in the area, especially in the hills and high fire areas.

Moved to Item 3.

## 5. Community Updates and Questions for Public Officials

Board moved to Item 5 after returning to take and complete Roll upon making quorum.

Sheila Irani sked Captain Carmona from Fire Station 82: What can we do to help out with the fridge?

i. Robert Morrison suggests this be taken up by the Community, Culture and Volunteer Services (CCVS) Committee and added to their next meeting's agenda. Captain Carmona will plan to join the meeting to discuss.

ii. Brandi D'Amore shared that she had been working with the Captain since October to find a non-profit to sponsor a Neighborhood Purposes Grant (NPG). She discussed that Captain Carmona had advised the standard non-profit for this, Los Angeles Fire Department (LAFD) Fire Foundation, would not work as the organization asks for too much of the money for its own organization of the grant. She was also investigating if the request would qualify for a Community Improvement Project. Captain Carmona explained that Fire Station 82 is a community station. They have open doors to community members.

iii. Jim Van Dusen recalled purchasing a refrigerator about to 6 years ago for Fire Station 82.

iv. Tom Meredith commented that Fire Station 82 Anne HUNC was able to get the small fridge, ice machine, and coffee maker there, by approving an NPG for the Fire Foundation. To the point Brandi D'Amore made of the Foundation taking too much money, Mr. Meredith indicated that the last time he had negotiated that they would do this without any money going to administrative costs for the Fire Foundation the last time this was completed. He doesn't know if that's still available or not, but something CCVS should pursue.

V. Robert Morrison concluded that CCVS will talk about this during their next meeting.

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Robert Morrison asked representatives from CD4, if there were any updates regarding the encampment under the 101 on Cahuenga.

i. Emma Taylor shared that this is a big focus on CD4's homelessness team now.

1. The team is in the process of getting interim housing available in Hollywood online. The team is doing progressive outreach to work with individuals and have another "Encampment to Home" program at Cahuenga and the 101, making sure they can get these beds online as soon as possible. Mayor Bass has already had conversations with the Councilmember about this specific site and how much help the Mayor's office can provide. At this point, only beds within the district are available, but the team wants to be able to house people within different districts. This is something the Councilmember discusses all the time. Boundaries are not always very helpful to the people they are intending to serve. The team is keeping an eye on a lot of different issues.

2. No CARE+ (Comprehensive Cleaning and Rapid Engagement) Cleanups are scheduled over Christmas break, but the CD4 team will keep HUNC updated moving forward.

3. CD4 is hoping to get as many people in the "Encampment to Home" program in shelter within the first quarter of next year.

4. The Los Angeles Homeless Services Authority (LAHSA) Point-In-Time Homeless Count is also the 3rd week of January. The team doesn't want to disrupt too many people around then but ultimately, getting people into housing is the priority. Robert Morrison shared that folks who moved into shelter will still be captured in the Point-in-Time count. Ms. Taylor shared: there is always worry that elected officials are moving people into shelters around counts to change numbers, so CD4 wants to be respectful of not moving

*people too much 2 weeks prior to the count, but if they can get people in doors, they will do this.*

*5. Michael Connolly asked when Hays Davenport, CD4's Homelessness Director, is returning from paternity leave. Ms. Taylor shared that Mr. Davenport is currently working part-time but is not in town right now. Ms. Taylor shared that one can reach out to her or Mr. Siroky, as they are in consistent communication with the CD4 Homelessness team and can fill in with Mr. Davenport's absence. Mr. Connolly shared appreciation for Mr. Davenport, who has been really helpful.*

*Mr. Connolly shared that right in front of Gelson's, an unhoused community member, George, has made a sturdy compound that extends to the end of the sidewalk. This is a highly trafficked pedestrian area where there are also a lot of school bus drop offs. Franklin is consistently very dangerous, and in need of (Americans with Disability Act) ADA access. CD4 will reach out to the Homelessness team to do outreach to the encampment in this area.*

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*Ms. Irani asked if there could be a container at Beachwood Market to donate food items to for the upcoming Food Drive. Ms. Taylor shared that Walker King, CD4's Operations Manager, will drop off a container there for folks to donate for the previously mentioned food drive.*

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*Mr. Morrison was speaking to a gentleman who was homeless in the neighborhood who said he was working with Ascencia. He asked about a specific person to reach out to at Ascencia to assist with follow-up. Emma Taylor explained that CD4 contracts with a specific outreach team including Ascencia, so suggested that one reach out with the CD4 Homelessness Team or email Mr. Siroky regarding this.*

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*Brandi D'Amore said she reached out to Sarah Tanberg, CD4's Homeless Deputy for this area under Mr. Davenport, who said she is subdividing her work to two new people. Ms. D'Amore asked if there was a distinction on who to reach out to between the two staff. Ms. Taylor shared that Josh Garcela and Sofia Rodriguez are the folks to whom to reach. They do a lot of interface with service providers. They will handle a lot of the day-to-day things that come up. Ms. Taylor said folks can reach out to herself or Mr. Siroky to put them in touch with Mr. Garcela or Ms. Rodriguez if needed.*

*Ms. D'Amore also shared about a homeless man named Gary who was found trying to break and enter into multiple homes in the Hollywood Dell area. Ms. Taylor will relay this information back to the homelessness team.*

*Ms. D'Amore also shared that Villa Carlotta has possible illegal housing and illegal construction.*

## 6. Conflict of Interest Announcement

*Robert Morrison reminded everyone on the council that if they have any conflicts or potential conflicts on the agenda tonight, to recuse oneself.*

*Board moved to Item 8 after this.*

## 7. Community Impact Statements

*Board moved to this item after 12.*

A) *Motion to approve CIS against CF 22-0392 Digital Off-Site Signs / Outdoor Advertising / Transportation Communication Network Program Structures / Los Angeles County Metropolitan Transportation Authority (MTA).*

*Motion: [https://clkrep.lacity.org/onlinedocs/2022/22-0392\\_mot\\_4-05-22.pdf](https://clkrep.lacity.org/onlinedocs/2022/22-0392_mot_4-05-22.pdf)*

*Tim Van Dusen shared that PLUM listened to presentation on the Transportation Communication Network (TCN) and took time looking into this issue. He shared a document with 6 points of concern PLUM had regarding CF 22-0392. See below:*

- 1. The TCN plan would have a negative impact on the existing ban on digital billboards and would allow digital billboards to be placed anywhere in the city on any intersection, lot, building, etc.*
- 2. The fact that most of the digital billboards will be digital displays increases the safety concern in that drivers will be distracted looking at the flashing and changing digital billboards on critical intersections. It is particularly dangerous when digital billboards are placed on intersections and freeway entrances.*
- 3. The unchecked expansion of digital billboard advertising will increase urban blight throughout the city.*
- 4. There are no controls over the data collection by the digital billboard companies of driver's information and how the data will be used.*
- 5. There has been a lack of community input into this motion's proposals. Any expansion of digital billboards needs a full community and environmental review.*
- 6. The unchecked expansion of digital billboards could have a negative impact on potential residential development next to the new billboards and result in a loss of housing including affordable housing.*

**Tom Meredith asked about item 2 – clarifying that it would be a “safety concern” and not a “safety component” (edited above).**

**Robert Morrison said that PLUM had fleshed out this issue and summarized it well.**

**No public comment. Motion passed.**

**Jim Van Dusen will file. Vote for CIS is 10 yes 0 no 0 abstain 0 recuse 1 absent 0 ineligible. (Youth Rep vote counts as advisory only.)**

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

**Yes**

|                    |                  |                 |              |              |               |
|--------------------|------------------|-----------------|--------------|--------------|---------------|
| Annika Guterman    | Asher Landau     | Brandi D'Amore  | Chad Manuel  | Jack Zweig   | Jim Van Dusen |
| Margaret Marmolejo | Michael Connolly | Robert Morrison | Sheila Irani | Tom Meredith |               |

B) **Motion to approve a CIS against Council File 22-1154 and the “piggyback” agreement proposal of the IKE “Interactive Kiosk Experience” program for digital signage in public right of way**  
**Motion:** [https://clkrep.lacity.org/onlinedocs/2022/22-1154\\_mot\\_10-04-22.pdf](https://clkrep.lacity.org/onlinedocs/2022/22-1154_mot_10-04-22.pdf)

**Jim Van Dusen shared PLUM’s findings regarding the above council file 22-1156:**

1. **The fact that most of the IKE kiosks will be digital displays increases the safety concerns in that drivers will be distracted looking at the flashing and changing displays on critical intersections including at turn points. It is particularly dangerous when digital displays are placed on intersections.**
2. **This significant expansion of digital signage advertising will increase urban blight throughout the city.**
3. **There are no controls over the data collection by the kiosk companies of pedestrian or driver’s information and how the data will be used.**
4. **There has been a lack of community input into this motion’s proposals. Any expansion of digital display kiosks needs a full community and environmental review.**
5. **Piggybacking on the City of Houston is entirely inappropriate as the building codes are vastly different from Los Angeles**
6. **Putting the kiosks on the sidewalks in the public right of way takes away public access to the sidewalks. In addition there are significant Americans with Disabilities Act issues which mitigate against putting kiosks on sidewalks.**
7. **The primary functions of the kiosks is supposedly to provide more information to visitors to the city as well as provide some income to the city. Today’s reality is that individuals get most of their directional information from their cell phones which renders the kiosks obsolete and irrelevant even before the program is to start.**
8. **UNC supports the letter sent to the city council on October 20, 2022 (Report No. R22-0358) and the substantive and procedural matters that must first occur if the IKE program progresses.**
9. **UNC has also issued a CIS in opposition to the Metro Transportation Communication Network (TCN) and motion CF 22-0392 for the same reasons as above. The combination of the TCN’s and IKE’s are significant safety issues and need to be curtailed.**
10. **There is no information as to the cost and plans for protection of the kiosks from vandalism as well as what entity will bear the cost to repair the damaged kiosks.**
11. **There is a question as to where the energy source for these kiosks will be located and if they may be available to people to tap into.**
12. **Installing the kiosks on the public right of way does not provide a consistent message given the City’s pronouncements on homeless occupations on the public right of way.**

**Sheila Irani is a transportation consultant, working internationally. These kinds of kiosks have saved a lot of money which helps decrease fare costs. She also shared that people not local to LA have difficulty navigating the transit system. She believes there are issues that will be negotiated during contract negotiation down the line and the kiosks will provide revenue needed when transit fares lower.**

**Brandi D'Amore indicated that PLUM was told the money would not be going to transportation and could not verify where the funds would be going. She inquired if Ms. Irani was advising the City on this issue. Ms. Irani said she is not.**

**Robert Morrison asked if there was any public comment on the item or further discussion from the board. There was not.**

**Mr. Morrison shared that the piggyback feature was a very concerning aspect of this item. The RFP Process the city would normally go through is proposing to be bypassed because Houston has already done it, which would allow the City to skip normal procedures, including getting significant public feedback on the item.**

**Motion passed.**

**Jim Van Dusen will file. Vote for CIS is 9 yes 1 no 0 abstain 0 recuse 1 absent 0 ineligible. (Youth Rep vote counts as advisory only.)**

**Brandi D'Amore reminds Jim to send the motion to the appropriate field deputies when you filing these and to subscribe to file.**

**Board moved to Item 9.**

**Motion:** Jim Van Dusen      **Second:** Brandi D'Amore      **Vote:** Yes-10, No-1, Abstain-0, Recused-0, Ineligible-0

**Yes**

Annika Guterman      Asher Landau      Brandi D'Amore      Chad Manuel      Jack Zweig      Jim Van Dusen  
Margaret Marmolejo      Michael Connolly      Robert Morrison      Tom Meredith

**No**

Sheila Irani

## 8. Elections Items

**Board moved to Item 8 after Item 6**

### A) Presentation by City Clerk's Office on Neighborhood Council Elections (up to 5 minutes)

*i. **Danee Basulto, Elections Administrator, shared information about upcoming Neighborhood Council elections.***

- 1. **The 2023 election will take place Sunday, April 30, 2023. There will be a hybrid neighborhood election model this year, allowing people to vote by mail or in-person.***
- 2. **Candidate filing starts Saturday, December 31st and ends on Tuesday, February 14, 2023. Candidates can submit their application online using the portal 24/7 or by submitting a paper application.***
- 3. **Vote-by-mail applications can also be submitted by using the online portal or by submitting a paper application from Wednesday, March 1, 2023 through Tuesday, April 11th. Vote-by-mail ballots must be postmarked by Election Day. County-owned drop boxes will not be used for the 2023 election, but vote-by-mail ballots can be dropped off at polling centers within the same Region on Election Day.***
- 4. **Ms. Basulto shared that the City Clerk is working to obtain Cheremoya Elementary School as the local polling place for HUNC, and the hours for voting will be between 1pm-7pm.***
- 5. **COVID requirements for voting include proof of vaccine or a COVID test within the last 72 hours. Masks are strongly recommended but not required. Voters will not be turned away with lack of documentation but will participate in curbside voting instead. If the City policy regarding COVID changes, these guidelines may be updated as well.***
- 6. **There will be a roster of voters to show who voted by mail to avoid double counting votes.***
- 7. **The Election Office will start tallying the votes the day after the election. Unofficial results will be released 5 days after the election, and official results will be released 13 days after the election.***
- 8. **There will be two opportunities for community stakeholders to help: being a poll worker or serving on the Independent Grievance Panel. Information regarding these opportunities will be posted on the website in the coming weeks.***
- 9. **For more information, reach out to the City Clerk's office:***
  - a. **Website: Clerk.lacity.org/ncelections -***
  - b. **Email: clerk.electionsnclacity.org***
  - c. **Phone number: 213-978-0444***

### B) Presentation by Department of Neighborhood Empowerment on Neighborhood Council Elections and events (up to 5 minutes)

- A. **Marilyn Guevara shared information from the Department of Neighborhood Empowerment (DONE) regarding the upcoming elections.***
- B. **Currently, DONE is focused on the candidate information portion because candidate filings are right around the corner at the end of December 2022.***
- C. **She is planning to join the HUNC Outreach Team meeting to go over these items in more detail.***
- D. **The Department put together an Engagement Awareness Plan for HUNC which is included in the email she sent to Council members at 6pm today.***
- E. **Four key points DONE is looking to support with:***
  - 1. **Identifying key community partners: If HUNC needs lists of anyone to whom it has have provided NPG or other funding, she is working on compiling this list to provide to the board.***
  - 2. **Awareness through messaging: including social media, newsletter language, graphics. She can provide links, ready-made graphics, etc. for HUNC to save time with the creation of this outreach information.***
  - 3. **Determining methods to reach stakeholders she can provide resources in terms of ideas, vendors, etc. and the document includes a list of ideas.***
  - 4. **Education tools: providing all information needed to share with the community regarding neighborhood councils, elections. Etc.. She shared some information about useful links she included in the document:***
    - **Election handbook: can always reference this to clarify any information related to elections.***
    - **Election timeline: maps out important dates from Candidate filing to Election day.***
    - **Empower LA: The profile for Hollywood United includes the seats in HUNC as well as the year each one is up for election or re-election***
- 5. **She sent out information regarding Candidate Info Sessions in her newsletter today.***
- A. **There are up to 8 sessions, these will be recorded but no recordings are available online yet.***
- B. **She suggested that folks who are interested in attending sign up for a session, and if they cannot make it, they will receive the recording at a later date.***

6. Page 20 of bylaws - article 10 covers elections – specific to HUNC guidelines.

C) Questions for Clerk and DONE Representatives

A. Robert Morrison noted that HUNC has an Ad-hoc Election Committee to address anything related to Elections.

B. Brandi D’Amore inquired about singular candidates running for a seat. She asked if a candidate needs to vote for themselves in order to win due to something that had happened last year in a different Neighborhood Council where a candidate was the only person running but didn’t win. Eanee Basulto confirmed that you need to have at least one vote to win. Marilu Guevara shared this is very uncommon.

C. Ms. D’Amore told Ms. Guevara that the roster she shared on the screen was still incorrect in regard to HUNC’s seats track years. Ms. Guevara will follow up to confirm the roster is updated appropriately.

D. Tom Meredith said Ms. Basulto said stakeholders could participate as volunteers on Election Day, and he asked her if voting stakeholders are allowed to be included on Election Committee meetings. She responded that any stakeholders can be on committees, and boards need to speak on their bylaws on whether they can vote and to what level they are able to participate within these committees. There’s no reason stakeholders wouldn’t be able to attend and participate in meetings.

Ms. Basulto clarified that staff work as election day workers and allowed stakeholders can fill out applications to work on election days, but they try to house HUNC stakeholders in other Region 5 locations so as to not have them within your own Neighborhood Council, so there’s no slight semblance of any type of favoritism.

Ms. Guevara shared that HUNC’s bylaws do not prohibit having stakeholders on a committee. Consultation may be necessary with the City Attorney’s office is if the stakeholder is also a candidate, because most of the activities of Neighborhood Councils are education based or non-partisan based.

Ms. Basulto shared that a candidate has the right to even be an Election Chair but it needs to be clear that the committee is promoting voting and the election and not self-promoting.

Ms. D’Amore reminded the board that if the Election Committee has voting stakeholders on it, a 72-hour notice of the meeting needs to be posted. Ms. Guevara confirmed that per the Brown Act, any committee meeting with a stakeholder would be public and need to be posted about 72 hours in advance.

D) Review of Election Timeline, Promotional Strategies, Schedule and Tasks

Robert Morrison skipped the item.

E) Motion to approve \$250 for facility use fee for Cheremoya Elementary School for use as polling location for HUNC Election

Robert Morrison shared that the City Clerk pays up to \$150 for voting locations, but Cheremoya Elementary School’s fee is \$400. Therefore, HUNC would need to pay the difference of \$250.

Brandi D’Amore asked DONE: “we are permitted to do these motions even though we didn’t indicate discussion on any of the agenda items, correct?” Marilu said yes, this is correct.

Tom Meredith asked what the \$400 fee covers. Mr. Morrison did not have a specific outline. Tim Van Dusen asked if there was any potential this cost would go up. Mr. Morrison shared that this is the specific cost for the Clerk to book the location, so the number should be correct to approve; there may be other costs associated with the election, but this motion is specific to the cost to booking the polling location.

There were no public comments on this item.

While the vote was occurring, Margaret Marmolejo stepped out at 7:44PM. Rest of vote taken, and she returned at 7:46 to finish vote.

Board moved to Item 12A.

Motion passed.

Motion Made: Motion to approve \$250 for facility use fee for Cheremoya Elementary School for use as polling location for 2023 HUNC Election

**Motion:** Tom Meredith      **Second:** Jim Van Dusen      **Vote:** Yes-10, No-0, Abstain-0, Recused-0, Ineligible-1

**Yes**

Annika Guterman      Asher Landau      Brandi D'Amore      Chad Manuel      Jim Van Dusen      Margaret Marmolejo  
 Michael Connolly      Robert Morrison      Sheila Irani      Tom Meredith

**Ineligible**

Jack Zweig

9. Youth Representative Update

**Jack Zweig, Youth Rep, shared about a Youth Film Festival he had mentioned at previous meetings. After meeting with people who have created film festivals before, he decided this wasn't going to be possible to do.**

**Board moved to Item 10.**

10. Finance and Operations

A) Treasurer's Report

**Asher Landau shared that rollover funds were approved by the City Clerk, received in the account and are available for upcoming events and everything else approved in the packet.**

B) Discussion and possible motion to approve November 2022 Monthly Expenditure Report (MER)

**The discussion and possible motion to approve November 2022 Monthly Expenditure Report was postponed because the board was unable to finalize the November 2022 MER.**

11. Outreach and Event promotion

A) Update on Renter's and Housing Committee Tenants' Rights Seminar

**Chad Manuel shared an update on Rents & Housing Committee Tenants' Rights Seminar. The event is set for Saturday, January 7th between 12 and 2pm. There is an Eventbrite page that Chad will share. He is waiting on the final okay from the City Clerk's office. There has been difficulty getting a firm commitment on parking, but Chad is hopeful that the event is centrally located though that people can walk there.**

**Brandi D'Amore asked about COVID vaccination protocol. Mr. Manuel said he will check with the City on their current policy regarding vaccination. Maru Guevara will provide support because the policy regarding vaccination is rapidly changing. She also asked if there will be a tabling area for HUNC. Mr. Manuel said this is a great idea and can definitely provide table space for HUNC.**

**Brandi D'Amore suggested the following edits to the flier:**

1. **Don't endorse the businesses**
2. **Add an apostrophe after "tenants"**
3. **Add a bit.ly link in addition to the qr code.**

1. **Motion to approve style and content of promotional flyer for HUNC Sponsored Tenants' Rights seminar and printing costs up to \$200 as approved in Event Budget**

**Chad Manuel made a motion to approve the flier with Brandi D'Amore's edits suggested in previous agenda item. There was no public comment or other board discussion**

**Motion passed. Chad Manuel to submit Board Action Certification (BAC) with event form.**

**Motion Made: Motion to approve style and content of promotional flyer for HUNC Sponsored Tenants' Rights seminar and printing costs up to \$200 as approved in Event Budget with edits on grammar, endorsing, bitly addition**

**Motion:** Chad Manuel      **Second:** Margaret Marmolejo      **Vote:** Yes-10, No-0, Abstain-0, Recused-0, Ineligible-1

**Yes**

Annika Guterman      Asher Landau      Brandi D'Amore      Chad Manuel      Jim Van Dusen      Margaret Marmolejo  
 Michael Connolly      Robert Morrison      Sheila Irani      Tom Meredith

**Ineligible**

Jack Zweig

B) Motion to approve up to \$150 for purchase of 100 HUNC Branded Informational Magnets for distribution during

outreach

Chad Manuel shared a draft of HUNC Branded Information Magnets which includes contact phone numbers.

A. Brandi D'Amore suggested checking the LAFD phone number and confirming with Station 82 regarding sharing this number for non-emergencies.

B. Sheila Irani suggested checking the CD4 and CD13 phone numbers listed to ensure they go to the appropriate office

1. Tom Meredith suggested those numbers should go to the Downtown office instead of the field offices.

C. Sheila Irani suggested HUNC put a phone number on there if there is one.

D. Margaret Marmolejo shared that testing out the magnet idea is a great idea.

E. Asher Landau shared that he likes the magnet idea and suggested we ask our CD4 and CD13 reps what number we should list.

F. Brandi D'Amore shared that LAPD advertises their number as "ASK-LAPD" Brandi D'Amore confirms that the LAFD Captain said it's fine to list their number.

G. Josef Siroky, CD4 Hollywood Field Deputy, will share the correct city hall number for CD4 with Mr. Manuel. Ms. D'Amore asked to confirm if CD4 is maintaining their office on Fountain. Josef shared that they still have the office space, but staff are not always present there.

No public comment.

**Motion passed**

**Motion Made:** Motion to approve up to \$150 for purchase of 100 HUNC Branded Informational magnets for distribution during outreach events

Motion: Chad Manuel

Second: Sheila Irani

Vote: Yes-10, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Annika Guterman

Asher Landau

Brandi D'Amore

Chad Manuel

Jim Van Dusen

Margaret Marmolejo

Michael Connolly

Robert Morrison

Sheila Irani

Tom Meredith

Ineligible

Jack Zweig

- C) Motion to approve up to \$135 for 3200 ONEpul® Header Bag -with pull strap - from Amazon for HUNC placarded doggie waste bag dispensers located in two (2) locations (Lake Hollywood Park and Lake Hollywood Estates).

Sheila Irani clarifies that both dispensers are in Lake Hollywood Park NOT Lake Hollywood Estates. She shared that HUNC purchased two doggie waste bag dispensers that are placed in Lake Hollywood Park over 15 months ago. The supply of the bags is running low, so this motion was presented now to replenish the doggie waste bag supply. Lake Hollywood HHA has donated their time to maintain the supply and refill the doggie waste bag dispensers.

Brandi D'Amore asked Marilú Guevara, now that we've been advised that Lake Hollywood HHA is involved, can Sheila Irani participate in this. Robert Morrison suggested that this was Sheila Irani's decision on recusing herself for this reason. Sheila Irani said she did not mind recusing herself. Brandi D'Amore said this would lead to not having a quorum, and the board would not be able to vote on the motion. Ms. Guevara said this would be Sheila Irani's decision. She suggested that if there were questions regarding this, this item could be tabled for a future meeting.

Sheila Irani said this was taken to the board before, and she did not have to recuse herself because she does not financially benefit from this. Marilu Guevara offered to connect Sheila Irani to the City Attorney again to review if there were question about if this is a conflict of interest. Sheila Irani shared that she was a member of HUNC's board as well. Robert Morrison said HUNC would need to vote to table the item because of the conflict of interest

Jim Van Dusen motions to approve the \$135 for the bags and if the City Attorney has an issue, this can be kicked back later. Ms. D'Amore recused herself from the vote. She expressed her concerns regarding the potential conflict of interest. This dropped the board to a loss of quorum.

Robert Morrison asks everyone to take a 2 minute recess at 8:42pm.

The meeting starts again at 8:44pm.

Sheila Irani rejoins the meeting at 8:47pm

Jim Van Dusen suggest that the board amend the motion to increase the funding to provide more doggie poop bags that can be distributed to dispensers across HUNC's community in local parks.

Sheila Irani shares that Lake Hollywood Park serves most out of the area people. The extra dispensers were not being used and she was able to discuss with Recreation & Parks (RAP) and have them installed in Lake Hollywood park which doesn't just serve the



local community there but everyone who visits the park. **Jim Van Dusen** shares that there are a lot of dogs in the Beachwood park area.

**Tom Meredith** corrected Ms. Irani's assertion on the waste stations, and shared that the Outreach Committee had helped with this issue and learned that it is not allowed to put doggie waste dispensers on any land that is considered private property. Other local parks have doggie waste dispensers, but language should say that doggie waste bags should only be distributed to approved City/public locations

**Robert Morrison** suggested that the motion to distribute the doggie waste bags to the Outreach Committee to distribute to approved locations. **Tom Meredith** agrees with this.

Motion made to approve up to \$300 for 6400 ONEpul® Header Bag -with pull strap - from Amazon for HUNC placarded public doggie waste bag dispensers to be administered by the Outreach Committee to approved locations. **Jim Van Dusen** suggested that the Outreach Committee look into this and come back to HUNC with an amended motion.

**Robert Morrison** suggests moving this back to committee and presenting it in January. **HUNC** decided it will move forward with this motion to get the doggie waste bags, but the Outreach Committee will discuss the implementation process in their next meeting.

No public discussion.

Motion passed.

Motion Made: **Motion to approve up to \$300 for ONEpul® Header Bag -with pull strap - from Amazon for public waste bag stations within HUNC boundaries to be approved by Outreach Committee**

Motion: Jim Van Dusen                      Second: Sheila Irani                      Vote: Yes-10, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Annika Guterman                      Asher Landau                      Brandi D'Amore                      Chad Manuel                      Jim Van Dusen                      Margaret Marmolejo  
Michael Connolly                      Robert Morrison                      Sheila Irani                      Tom Meredith

Ineligible

Jack Zweig

D) **Updat on Community Emergency Response Team (CERT) Event and Promotion**

**Robert Morrison** thanked **Margaret Marmolejo** for organizing this event. **Margaret Marmolejo** thanks **Sheila Irani** for her work on the event as well.

**Ms. Marmolejo** gave an update that there are items to be made by the SOS products: 25 backpacks. She has everything worked out with **Asher Landau**; she needs to send in an email to the City Clerk to have that end handled. It will take 1-2 weeks to stuff the backpacks and a few months to put the logo on the backpacks because this is outsourced to a different company.

40 people have signed up for the CERT Class on the 4th of January.

**Ms. Irani** has done some research with **Fresh Brothers**; the pricing seems good. **Robert Morrison** sked if the CCVS committee has any other updated related to the CERT event.

**Brandi D'Amore** brings up that additional funding for the event will need to be discussed with the board. **Asher Landau** shares that the event has a budget already so if additional funds are needed, this will need to be discussed during January's board meeting. **Robert Morrison** asked if there was a line item for unanticipated expenses in the BAC. **Asher Landau** said not for this event but for the Tenants' Rights event.

**Brandi D'Amore** shard that she has worked really hard on this event, especially as there was no certification for it, and obtained all the registration. **Margaret Marmolejo** indicated that she did not know this and then thanked **Brandi** for her work. This was echoed by **Ms. Irani**. **Tom Meredith** pointed out to them that they were advised at their last CCVS meeting.

**Tom Meredith** asked if the budget is approved for the CERT Meeting.

**Sheila Irani** says it is. **Brandi D'Amore** shard that she asked for and was able to obtain scheduling for Chief Fields to introduce the event on January 4, 2023.

12. Neighborhood Purposes Grants

Moved to this after Item 8.

A) Motion to approve Neighborhood Purposes Grant from A MILLION DROPS for six month supply of laundry vouchers for

\$1500

**At the start of the item, Asher Landau recused himself from voting because the organization where he works, Hollywood Food Coalition, has a relationship with the organization who issues the vouchers. At this point, the board cannot hear this proposal at this time as with the absence of Tony Zimbardi, the board does not meet quorum with Asher Landau recusing himself.**

**Robert Morrison asked Marilu Guevara to confirm if Mr. Landau's recusal impacts quorum. She confirmed that it does. She said there is an option to have a special meeting just with this item, if that is what the board wishes to do.**

**Mr. Morrison invited Maiké Both, the representative from A MILLION DROPS, to discuss this issue. Ms. Both did not understand why the board could not hear this item because there is not a connection between Hollywood Food Coalition and A MILLION DROPS. Mr. Landau clarified that the connection is not between the two non-profits themselves, but exists with the organization issuing the vouchers. He confirmed he needs to recuse himself based on internal knowledge from the Hollywood Food Coalition. Ms. Irani indicates displeasure with this. Robert Morrison apologizes to Maiké, will have to hear this item at a later date.**

**Board moved to Item 7.**

13. President's Report

**Robert Morrison announced our new minute taker, Amy Pelch.**

14. Committee and Membership Updates

A) Committee Resignations

1. Outreach Committee

**Asher Landau and Brandi D'Amore need to step back from this committee.**

2. Ad Hoc Elections Committee

**Sheila Irani needs to step back.**

B) Motion to approve listed slate of Committee Nominations

**No public comments.**

**Motion passed.**

**Motion Made: Motion to approve listed slate of Committee Nominations: Chad Manuel for Elections Ad Hoc Committee; Robert Morrison for Outreach; Annika Guterman for Community, Cultural and Volunteer Services (CCVS) Committee**

**Motion:** Robert Morrison      **Second:** Jim Van Dusen      **Vote:** Yes-10, No-0, Abstain-1, Recused-0, Ineligible-0

**Yes**

|                  |                 |              |              |               |                    |
|------------------|-----------------|--------------|--------------|---------------|--------------------|
| Annika Guterman  | Asher Landau    | Chad Manuel  | Jack Zweig   | Jim Van Dusen | Margaret Marmolejo |
| Michael Connolly | Robert Morrison | Sheila Irani | Tom Meredith |               |                    |

**Abstain**

Brandi D'Amore

1. Chad Manuel to Ad Hoc Elections Committee

2. Robert Morrison to Outreach Committee

3. Annika Guterman to CCVS Committee

D) Motion to create Ad Hoc Rules Committee to be established January 1, 2023 through April 15, 2023 with the mission to study and propose standing rules and other strategies to improve board operations with a special focus on reducing meeting time with following committee membership

**After the last meeting, a few public commenters pointed out ways to improve the way HUNC meets, so Robert Morrison is proposing an Ad Hoc committee to address these issues. He opened discussion for any questions from the board.**

**Brandi D'Amore** sked why this was not vetted to the Executive Committee meeting before going to the Board meeting. **Robert Morrison** said Executive Committee meetings need to be shorter due to Tom Meredith's availability on Tuesdays, so there was no time to review this item. He also shared there was urgency on the issue which is why he presented it to the full board. Mr. Meredith indicated that according to bylaws, it is not required that this is vetted through the Executive Committee.

**Motion to create Ad Hoc Rules Committee to be established January 1, 2023 through April 15, 2023 with the mission to study and propose standing rules and other strategies to improve board operations with a special focus on reducing meeting time with following committee membership.**

**Robert Morrison motions. Chad Manuel seconds the motion.**

**Ms. D'Amore** reminded everyone that board should be following a consistent procedure throughout. Ad hoc committees are typically run through the Executive Committee before going to the greater board. She discussed several issues with this including that although this is not in the bylaws, deviating from standard operating procedure is an issue. **Jim Van Dusen** asks what problem this would cause. **Brandi D'Amore** shares her concerns including board members having the opportunity to decide whether they want to be in the committee and favoritism based on what a president wants to do versus what we normally do. Additionally, not vetting through committee adds more time to full board.

**Tom Meredith** says that the president thought there was a sense of urgency around the issue and moved forward with it. He suggests if someone did want to be on the committee, they could talk to Robert Morrison.

**Motion passed.**

**Motion Made: Motion to create Ad Hoc Rules Committee to be established January 1, 2023 through April 15, 2023 with the mission to study and propose standing rules and other strategies to improve board operations with a special focus on reducing meeting time with following committee membership: Robert Morrison (Chair); Jim Van Dusen; Asher Landau**

**Motion:** Robert Morrison      **Second:** Chad Manuel      **Vote:** Yes-10, No-1, Abstain-0, Recused-0, Ineligible-0

**Yes**

|                  |                 |              |              |               |                    |
|------------------|-----------------|--------------|--------------|---------------|--------------------|
| Annika Guterman  | Asher Landau    | Chad Manuel  | Jack Zweig   | Jim Van Dusen | Margaret Marmolejo |
| Michael Connolly | Robert Morrison | Sheila Irani | Tom Meredith |               |                    |

**No**

Brandi D'Amore

1. Committee Chair - Robert Morrison

2. Committee Member - Jim Van Dusen

3. Committee Member - Asher Landau

## 15. Reports by Committee Chairs

### A. **Jim Van Dusen - PLUM (Planning and Land Use Management)**

**Jim Van Dusen** discussed a conversation regarding the in-person versus zoom meetings for Neighborhood Council and Committee meetings going forward. He discussed that committee meetings have had higher attendance on zoom and potentially doing a hybrid version. The City as a whole is testing out a hybrid model.

### B. **Brandi D'Amore - Transportation and Works**

**Brandi D'Amore** shared that the Transportation and Works committee is meeting quarterly now due to its size. If anyone would like to join the Committee, please advise. Goals will be fundamentally affected if there are not more members.

**The Committee** had a productive November meeting with the planning committee for the Fall 2023 Fun Run planned in the community. **There** also was a presentation on AI ride sharing and driverless cars.

**The next meeting** will take place in February.

### C. **Sheila Irani - CCVS**

**Sheila Irani** thanked everyone for attending the Fall movie night. There were 45 participants. Tom Meredith managed to get some coloring books and extras for future events. **This** was a good opportunity to talk to businesses and people about what they needed and were interested in from the Neighborhood Council.

### D. **Tom Meredith - Outreach**

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**Tom Meredith shared that the Outreach Committee has pretty thin numbers as well and needs support, especially when rolling into a demanding period. 99% of this will be election related. He asked for board members to consider joining the Outreach Committee.**

16. Board Member announcements of items not on the Agenda

**None**

17. Old/Ongoing Business

**Brandi D'Amore asked for an update on what happened at Civic University. Michael Connolly shared that he did not go.**

**Tom Meredith asked when the board will hear the status of work done and next steps from the Ad-hoc sign committee. Sheila Irani said this will be shared in January's Board meeting.**

18. New/Future Business

**None**

19. Motion to extend meeting by 30 minutes to one hour

Adjournment at 9:22 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.