

OFFICERS:

PRESIDENT Sheila Irani
VICE-PRESIDENT Tom Meredith
TREASURER Robert Morrison
SECRETARY Brandi D'Amore



BOARD MEMBERS:

Annika Guterman Asher Landau
Bianca Cockrell Jim Van Dusen
Joseph Hill Margaret Marmolejo
Michael Connolly Robert Sexton
Shauna Frente Thomas Daniels Valls
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, March 14, 2022, 6:30 PM
Webinar ID: 828 3698 1526
<https://us02web.zoom.us/j/82836981526>

Welcome

6:32 PM start

1. Roll Call

Attending

Tom Meredith	Sheila Irani	Jim Van Dusen	Margaret Marmolejo	Brandi D'Amore	Michael Connolly
Robert Morrison	Tony Zimbardi	Bianca Cockrell	Shauna Frente	Thomas Daniels Valls	Joseph Hill
Robert Sexton	Asher Landau				

2. Approval of Minutes

Tom Meredith: page 11, PLUM, 5th paragraph: "Vice President Meredith...." clarification was "onsite consumption of alcohol from the new café is restricted."Change Tom's vote to no, and change count.

Asher Landau: Old Ongoing Business Correct to Robert Morrison

Motion Made: Motion to approve minutes of February '22 Minutes with edits as discussed in minutes.

Motion: Sheila Irani **Second:** Brandi D'Amore **Vote:** Yes-9, No-0, Abstain-4, Recused-0, Ineligible-0

Yes

Asher Landau	Brandi D'Amore	Jim Van Dusen	Michael Connolly	Robert Morrison	Shauna Frente
Sheila Irani	Thomas Daniels Valls	Tom Meredith			

Abstain

Bianca Cockrell	Joseph Hill	Robert Sexton	Tony Zimbardi		
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3. Public Comment on items not on the Agenda

Stakeholder Jack Zweig introduced himself and said he would submit himself for the Youth Rep seat, he is 15 years old and goes to Oakwood School. Living in Hollywood, he sees everyday the issues facing their city, and it is an opportunity to address the issues facing his generation and the city at large.

4. Comments from any City, County, State or Federal representatives in attendance (3 minutes each)

Assemblymember Richard Bloom gave legislative reports and detailed the bills that were signed by the governor, including an animal blood bank bill, a bill forming the State of Hate committee, additional housing legislation for land adjacent to schools, and Pedestrian Head Start. This will be his last year in the legislature.

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Jason Maruca, field deputy for Supervisor Kathryn Barger said that LA County is now aligned with the state's COVID protocols, but each school district is allowed to set their own protocols. The supervisor is asking the county to waive all penalties and fees for renters affected by the rent moratorium. He also gave updates about the supervisor's CARE court policy.

Xanthe Scheps from Nithya Raman's Council District 4's 4 office reported on CD4's success with finding supportive housing for

stakeholders and removing graffiti.

LAPD Senior Lead Officer (SLO) Mata reported that vehicle burglaries at trailheads have spiked and cautioned stakeholders not to leave valuables in their cars. Officer Mika Gonzalez will be part of the SLO team in the next few weeks. They have been doing cleanups seeing progress with problematic homeless encampments. They now have a Coordinated Outreach Resource Enforcement (CORE) unit in action modified from its pre-pandemic composition. The LA Marathon will be this Sunday, and next will be the Academy Awards which will both cause road closure. Her email is 40988@lapd.online. LAPD SLO Rubalcava added that thanks to CD13 and Cleaning and Rapid Engagement (CARE/CARE+) their crime stats are lowered but they still have work to do.

A) Comments from EMPOWER LA (4 minutes)

Marilu Guevara from Department of Neighborhood Empowerment (DONE) clarified that if a board member has a conflict of interest, the board should motion to table the item or need to recuse and leave the meeting.

She gave updates on the candidate forum workshop, saying the slides and recording from it will be sent after the board meeting tonight. DONE will have a virtual town hall about CIS's on March 31 and NC elections in 2023 are around the corner. There's also the beginnings of a conversation happening at Board of Neighborhood Commissioners (BONC) about meetings taking place in-person again.

Tom Meredith asked if it was the recommendation of DONE to fold the election process into the Outreach Committee, noting there could be outreach members who are up for reelection. Ms. Guevara said in order to be inclusive, if not all NC's have an election committee, they want to include them as part of the Outreach Committee.

B) Nathan Tellers of The Greek Theater to give recap of '21-'22 Fiscal Year, '22 Season and other updates (3 minutes)

Nathan Tellers introduced himself as the community liaison for the Greek Theater, and after 500 days of closure they hosted 41 concerts, drive-in movies, and private rentals. He gave updates about their new retail systems and the number of patrons and dramatic number of parked cars with almost non-existent rideshare. 49 concerts are announced for the 2022 season so far. COVID protocols are by artist request. Bianca Cockrell thanked the staff at The Greek for everything they've done.

Brandi D'Amore asked about The Greek's philanthropic effort, and Mr. Tellers explained about The Greek Gives Back, which will give tickets to a student in a council district to a concert to give them an idea of how they can make their way in the world in different industries.

5. Community Updates

A) Presentation by Family Way Adult Home Agency - 3 minutes

Filoi Ah Siu introduced herself as a social work student through Dominguez Hills, and explained that the Family Way Adult Home Agency places adults 18-64 with cognitive delays in homes while providing comprehensive mental and physical health services. HUNC falls in their service areas. The program trainer is CIHSSInc123@gmail.com. Stakeholders who are interested can email her or Celiah from the agency. Celiah added that they also have a program for parents who have developmentally delayed children.

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

Brandi D'Amore attended a meeting of the Dell HOA meeting last week; they had Mark Glasscock, and he presented the updated Ford Trail project and the Dell residents have concerns about the fire safety, parking, and P22 local mountain lion.

A) Business Reps report on creating a database of businesses within Areas B and C

Sheila Irani explained that she requested the Business Reps to create a database of businesses in their areas. Bianca Cockrell has not had a chance with how busy she's been lately; Robert Sexton requested info about businesses from Tom Meredith and Brandi D'Amore. Ms. D'Amore said she sent him the info in November as well as provided an introductory email to him and the owners of businesses in the area, and the database that currently exists though it may be out of date.

Ms. Irani said that it is HUNC's 20th anniversary this year and challenged each of the Business Reps to connect with 30 businesses by the end of April. Mr. Sexton asked what they are offering besides the general help of the NC, and Ms. Irani said that they offer them a forum. Mr. Sexton asked if there was a written mission statement for HUNC regarding businesses, and Ms. D'Amore clarified that this agenda item is just about the database and building up that base.

B) Report from the January 25, 2022, meeting of The Mayor's Office Business Presentation Series: Opportunities from the

State of CA

Neither Business Representative attended this event. . Brandi D’Amore asked going forward that if board members have been asked to attend an event and then are unable to attend said event to which they were committed to attend to let the Executive Committee know.

7. Executive Committee

A) Report by the President

1. Discussion and motion to create an AD HOC HOLLYWOOD SIGN ADVISORY COMMITTEE.

Mission Statement:

Noting the growing impact from tourism and special events related to the Hollywood sign on our stakeholders, the AD HOC HOLLYWOOD SIGN ADVISORY COMMITTEE will develop a list of stakeholder concerns as well as recommended policies, procedures and potential funding sources for services for the Hollywood Sign to share with the Hollywood Sign Trust, Hollywood Chamber, CD4 and relevant City Departments by October 31, 2022. Committee nominations to be presented to board at a future meeting for vote. Will actively and openly solicit members for voting stakeholder seats.

Sheila Irani explained the agenda item.

Stakeholder Steven Alper said that his property is on Mulholland, and his nearby streets are the most impacted by the sign. He is glad that HUNC will be examining the issue, and hiking to the sign appears to be an amenity for Angelenos, and he hopes HUNC can reflect that in their mission statement. He also thinks they should add the Griffith Park Advisory Board to their list of entities.

Ms. Irani said they will look at all of the activity happening around the sign and are not looking to curtail people enjoying the sign.

Jim Van Dusen asked who is selecting the committee, and Ms. Irani said she will be asking the board if there’s interest to join the committee, then she will send it to the board for the vote. Mr. Van Dusen volunteered to be part of the committee. There will be voting stakeholders on the committee.

Motion passed.

Motion Made: Motion to create an AD HOC HOLLYWOOD SIGN ADVISORY COMMITTEE. Mission Statement: Noting the growing impact from tourism and special events related to the Hollywood sign on our stakeholders, the AD HOC HOLLYWOOD SIGN ADVISORY COMMITTEE will develop a list of stakeholder concerns as well as recommended policies, procedures and potential funding sources for services for the Hollywood Sign to share with the Hollywood Sign Trust, Hollywood Chamber, CD4 and relevant City Departments by October 31, 2022. Committee nominations to be presented to board at a future meeting for vote. Will actively and openly solicit members for voting stakeholder seats.

Motion: Sheila Irani Second: Jim Van Dusen Vote: Yes-14, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Asher Landau	Bianca Cockrell	Brandi D’Amore	Jim Van Dusen	Joseph Hill	Margaret Marmolejo
Michael Connolly	Robert Morrison	Robert Sexton	Shauna Frente	Sheila Irani	Thomas Daniels Valls
Tom Meredith	Tony Zimbardi				

2. Discussion and possible motion to create a Standing Rule specifying board participation requirements for Outreach events of twelve (12) hours a year beginning at start of fiscal year. Should someone be appointed within the year, then participation is pro-rated within the fiscal year.

Sheila Irani thought this rule should be expected when someone joins a board. Jim Van Dusen asked if attending HOA meetings as a HUNC representative counts, and Ms. Irani said it should. Tom Meredith addressed the need for not having same group of members attend all the events.

Motion passed.

Motion Made: Motion to create a Standing Rule specifying board participation requirements for Outreach events of twelve (12) hours a year beginning at start of fiscal year. Should someone be appointed within the year, then participation is pro-rated within the fiscal year.

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

Yes

Asher Landau	Bianca Cockrell	Brandi D'Amore	Jim Van Dusen	Joseph Hill	Margaret Marmolejo
Michael Connolly	Robert Sexton	Shauna Frente	Sheila Irani	Thomas Daniels Valls	Tom Meredith
Tony Zimbardi					

No

Robert Morrison

B) Report by Treasurer

1. Motion to purchase laptop computer, monitor, Wi-Fi repeater for Secretary and printer for President for no more than \$3500.00

Potential estimate for printer \$250 with tax (Brother, wireless monochrome laser)

Potential estimate for Laptop \$1500 with tax, Adobe and Office/Access software and security

Potential estimate for monitor \$230 with tax, connect to laptop for dual screen information management

Potential estimate for Wi-Fi repeater to enhance signal \$250 with tax

Robert Morrison explained that this agenda item was to buy more equipment for the Executive team, and he thinks the Wi-Fi repeater will help with Brandi D'Amore's signal strength, which Sheila Irani said was necessary for the purposes of HUNC. If Ms. D'Amore feels her internet is operational, then they will not buy the repeater.

DONE rep Marilu Guevara reminded the board that these items are City items and will pass to any new HUNC secretary. Mr. Morrison said that the item's total cost came in at under \$3000, allowing it to be voted on as a simple financial item.

Motion passed.

Motion Made: Motion to purchase laptop computer, monitor, Wi-Fi repeater for Secretary for up to \$3500.00

Potential estimate for Laptop \$1500 with tax, Adobe and Office/Access software and security

Potential estimate for monitor \$230 with tax, connect to laptop for dual screen information management

Potential estimate for Wi-Fi repeater to enhance signal \$250 with tax

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

Yes

Asher Landau	Bianca Cockrell	Brandi D'Amore	Jim Van Dusen	Joseph Hill	Margaret Marmolejo
Michael Connolly	Robert Morrison	Robert Sexton	Shauna Frente	Sheila Irani	Thomas Daniels Valls
Tom Meredith	Tony Zimbardi				

2. Discussion and vote to approve pending Monthly Expense Report for submission

Robert Morrison explained the MER. Sheila Irani reminded the Board that they still have \$24,000 net available. Brandi D'Amore noted that other neighborhood entities would most likely be requesting NPG funds. Bianca Cockrell said she texted a bunch of people about NPGs, so hopefully the board will hear back. Tom Meredith noted that a previous ally has been back doing CPR courses and encouraged the board to reach out for CPR/First Aid training. Ms. Irani also asked if they could get t-shirts and other board outreach stuff ready for their next outreach event.

Motion passed.

Motion Made: Motion to approve pending February '22 Monthly Expense Report (MER) for submission

Motion: Robert Morrison **Second:** Joseph Hill **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Asher Landau	Bianca Cockrell	Brandi D'Amore	Jim Van Dusen	Joseph Hill	Margaret Marmolejo
Michael Connolly	Robert Morrison	Robert Sexton	Shauna Frente	Sheila Irani	Thomas Daniels Valls
Tom Meredith	Tony Zimbardi				

C) Discussion and possible vote to approve Annika Guterman to Geographic Area 3 seat; seat available again in 2025.

Sheila Irani asked Annika Guterman if she could commit to board member duties, and Annika Guterman said she could. Bianca Cockrell asked what her priorities are for making the neighborhood better, and Ms. Guterman was interested in the unhoused community and climate change.

Brandi D'Amore thanked Ms. Guterman for coming to the meeting last month. She asked Ms. Guterman, based on her enthusiasm for Public Safety and wanting to get the word out for a HUNC event, if she how she had shared the flyer. Ms. Guterman indicated she had shared with a couple of people. Ms. D'Amore also asked her about her ability to communicate in a timely fashion based on previous attempts to reach her.

Tom Meredith asked her how she heard about the position and her involvement in civic engagement, and Ms. Guterman said her aunt in The Oaks connected her through Michael Connolly and she has done a lot of community service in hospitals. Michael Connolly said she has been very responsive to communication and thanked her for volunteering and participating in this process. He also expressed to Ms. Guterman her need to communicate in a timely manner.

Jim Van Dusen asked Ms. Guterman if she has any experience with The Oaks' HOA, and she did not. Mr. Van Dusen recommended getting involved with them and knowing their issues.

Ms. D'Amore asked about her thoughts on renters' engagement that live in her area, and Ms. Guterman said that social media would be the easiest, but is also open to putting out flyers and other physical media in the area. She said she would be open to having a seat on the Outreach Committee.

Motion passed.

Motion Made: Motion to approve Annika Guterman to Geographic Area 3 seat; seat available again in 2023.

Motion: Michael Connolly **Second:** Robert Sexton **Vote:** Yes-12, No-0, Abstain-2, Recused-0, Ineligible-0

Yes

Asher Landau	Bianca Cockrell	Jim Van Dusen	Margaret Marmolejo	Michael Connolly	Robert Morrison
Robert Sexton	Shauna Frente	Sheila Irani	Thomas Daniels Valls	Tom Meredith	Tony Zimbardi

Abstain

Brandi D'Amore	Joseph Hill
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D) Business Area B seat opening as of 3/16/22

Discuss current representative decisions on resignation or maintaining seat for up to sixty (60) days unless a replacement is located in that time

Brandi D'Amore noted that Bylaws indicate business seats have a meeting requirement to maintain their eligibility, and Bianca Cockrell was not able to maintain that. Ms. D'Amore explained that the eligibility requirement had been brought to Ms. Cockrell's attention in Fall '21 to see if Ms. Cockrell could meet it by March '22. To that end, Ms. Cockrell was offered the consideration back then to apply for the seats for which she maintained availability but had opted recently to decline as she advised Ms. D'Amore that she will be moving out of the neighborhood and has multiple jobs. Ms. Cockrell didn't want to commit and then have to move.

Per Bylaws, Ms. D'Amore explained that she has the ability to stay in her seat for 60 days after her eligibility lapse. This makes her technical last day 5/14/22. Ms. Cockrell volunteered to hang around for another full board meeting if necessary, yet did not wish to stay on for the full 60 days nor any other meetings after April '22 Full Board.

Unexpectedly just before Full Board, Joseph Hill contacted Ms. D'Amore to indicate that over the weekend he had to move to a location within Central Hollywood NC area, losing his eligibility for his seat. His biggest concern is being able to participate while

not technically being a stakeholder, and since the Bylaws permit him to participate without an ethical issue, he wished to utilize the 60-day measure, and will support and attend committee meetings.

Sheila Irani said that Ms. Cockrell and Mr. Hill will be off the council, and Mr. Hill's 60 days start today with an end date of 5/12/22. Ms. D'Amore reminded both to submit resignations; if Ms. Cockrell does not then it is assumed she will be seated until her end date.

Noted that Transportation and Works and Renters and Housing will need board members in order to be able to function.

8. Planning and Land Use (PLUM) Committee

A) Report by the Committee Chair

Jim Van Dusen said that the City's public hearing for a previous item about the Gelson's cafe is tomorrow morning. He also indicated that based on the possibility of recusal and the size of the current PLUM committee, it needs a board member as an alternate at the very least.

B) Discussion and motion to recommend a Community Impact Statement (CIS) supporting Council File 22-0151 Residential and Commercial Building Construction / Zero-Carbon Emissions / Climate Equity LA Series / Building Decarbonization: HUNC supports the motion to study decarbonization with additional requests to include the following study points: 1. Study impact that such a policy of zero carbon emissions would have on the carbon emissions of existing buildings and infrastructure including access and pricing; 2. Recommend regulatory language to ensure that the ordinance and/or regulatory framework does not place the economic burden of transitioning to decarbonize construction on all tenants as well as low-income tenants or contribute to housing destabilization or community displacement pressures.

https://clkrep.lacity.org/onlinedocs/2022/22-0151_misc_2-9-22.pdf

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=22-0151>

https://clkrep.lacity.org/onlinedocs/2022/22-0151_misc_2-9-22.pdf

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=22-0151>

Jim Van Dusen explained the agenda item and that PLUM suggested a CIS with points: study about the carbon utilization in existing buildings, and make sure de-carbonization doesn't affect existing tenants or low-income new tenants. He noted the CF was already signed off on by 5 councilmembers. Sheila Irani could not see how the cost of some of the measures described would not be passed on to tenants. Brandi D'Amore noted that the point of the CF was to analyze whether it is even possible. Mr. Van Dusen noted that the result could be that developers could not afford it.

Motion passed.

Motion Made: Motion to recommend a Community Impact Statement (CIS) supporting Council File 22-0151 Residential and Commercial Building Construction / Zero-Carbon Emissions / Climate Equity LA Series / Building Decarbonization HUNC supports the motion to study decarbonization with additional requests to include the following study points: 1. Study impact that such a policy of zero carbon emissions would have on the carbon emissions of existing buildings and infrastructure including access and pricing; 2. Recommend regulatory language to ensure that the ordinance and/or regulatory framework does not place the economic burden of transitioning to decarbonize construction on all tenants as well as low-income tenants or contribute to housing destabilization or community displacement pressures.

Motion: Jim Van Dusen **Second:** Brandi D'Amore **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Asher Landau	Bianca Cockrell	Brandi D'Amore	Jim Van Dusen	Joseph Hill	Margaret Marmolejo
Michael Connolly	Robert Morrison	Robert Sexton	Shauna Frente	Sheila Irani	Thomas Daniels Valls
Tom Meredith	Tony Zimbardi				

C) Discussion and recommendation to create a Standing Rule that all board members obtain Planning training.

In relation to Jim's chair report, the possibility exists that applications may have to go to Full Board without a PLUM review, which requires that board members who want to vote need to have Planning Training. Brandi D'Amore said anyone who will be an alternate for PLUM would need to take the training. Jim Van Dusen motioned to recommend creating the standing rule, amended to include a period of 30 days for existing board members to obtain training, and 60 days for new board members.

Motion passed.

Motion Made: Motion to create a Standing Rule that all board members obtain Planning training. Current board members to obtain training within next thirty (30) days. Newly selected (elected or voted by board) obtain training within sixty (60) of being seated. Standing Rule does not apply to ex-officio Youth Representative

Motion: Jim Van Dusen **Second:** Brandi D'Amore **Vote:** Yes-12, No-1, Abstain-1, Recused-0, Ineligible-0

Yes

Asher Landau	Brandi D'Amore	Jim Van Dusen	Joseph Hill	Margaret Marmolejo	Michael Connolly
Robert Sexton	Shauna Frente	Sheila Irani	Thomas Daniels Valls	Tom Meredith	Tony Zimbardi

No

Robert Morrison

Abstain

Bianca Cockrell

9. Outreach Committee

A) Report by the Committee Chair

Tom Meredith said they are coming up on the 20th anniversary of the certification of HUNC, so they need to do something to commemorate it. They are working through some roadblocks in terms of the tree giveaway. Mr. Meredith briefly discussed the possibility of a forum for Council District 13 as a lower sponsor to Hollywood Hills West, with Los Feliz and Upper Wilshire neighborhood councils possibly participating. Currently there are 8 candidates which makes a forum hard now; waiting until after primary.

B) Request each Board Member send out HUNC Open Seat information to a minimum of two (2) candidate prospects and to provide those individuals' email addresses to Outreach Chair for follow-up.

Tom Meredith was pleased to hear that Annika Guterman heard about the seat from her aunt and Michael Connolly, and said the board members have an opportunity to leverage their knowledge of potential candidates. Sheila Irani suggested that Joseph Hill and Bianca Cockrell have people from their current areas reach out to the board. She suggested Mr. Meredith reach out to candidates to show up for a public comment forum in April or May.

Sheila Irani asked Brandi D'Amore to send everyone on the board the openings available. Margaret Marmolejo thought it was smart to have a diversity of people on the board.

Board agreed. However, internal decision; not a vote.

10. Public Safety & Emergency Preparedness Committee

A) Report by the Committee Chair - Summary of Community Police Advisory Board (CPAB) & Neighborhood Councils Emergency Preparedness Alliance (NCEPA) meetings in February '22

Brandi D'Amore covered topics from CPAB: noted that gun violence and armed robberies are up significantly on Hollywood Boulevard. Smash-and-grabs are also up in Griffith Park. She said that the LAPD's Citizen Academy is starting, where civilians learn police driving techniques and other administrative aspects.

Ms. D'Amore also covered the last NCEPA meeting: meeting discussed the LA Times Response program Unshaken, and the report the Mayor did not respond appropriately to COVID.

B) Ready Your LA Neighborhood (RYLAN) update for event on March 15

Michael Connolly discussed that the RYLAN event will be tomorrow, moderated by Robert Morrison. He asked board members to attend. He explained what RYLAN is in terms of assisting stakeholders in preparing for an emergency.

This prompted Sheila Irani to suggested training HUNC members on walkie talkies, like she has and the Lake Hollywood HOA have been. Mr. Connolly asked if they could get walkie-talkies for all of the board just in case, and Marilu Guevara from DONE said she can follow up with Funding and it can be agendaized for the next meeting. Ms. Irani suggested looking at that measure in the committee, and suggested having a sign stating the number of pets and children in houses for First Responders.

11. Social Services & Homelessness Committee

A) Report by the Committee Chair

B) Discussion for motion to recommend up to \$2000 for a Neighborhood Purposes Grant (NPG) to Cheremoya Elementary School to fund the purchase of Los Angeles Unified School District (LAUSD) approved list of library books for their library.

Postponed to April '22, with an initial value of \$1000, raised to \$2000 so there is a required updated book list needed.

12. Transportation & Works Committee

A) Report by the Committee Chair

Brandi D'Amore said the committee will not have a March meeting. Also the LA Zoo is now pushing a new agenda for the zoo's expansion in contradiction to previous reports and against the plan to which HUNC favored. Additionally, the committee last month was supposed to have a non-profit attend that did not.

B) Update of 1950 Argyle and tree wells

Brandi D'Amore said the Argyle Civic Association thought that tree wells at this location were boarded because there were trees planned for planting. Urban Forestry Division (UFD) did not intend to plant, then said it could. However, UFD wanted to plant non-native and would bring a bunch of insects. Ms. D'Amore was trying to assist ACA in trying to find a native tree, possibly bought by Hollywood Orchard, to plant soon.

13. Non Profit, Education & Arts Committee

A) Report by the Committee Chair

Margaret Marmolejo said that they did have a meeting last month, and thanked Sheila Irani for taking care of the Neighborhood Purposes Grant (NPG) for books for Cheremoya Elementary.

B) Presentation of non-profit/faith-based database

Committee indicated that they did complete their database of nonprofits and arts and education. There's 72 entries, and they can keep adding. Brandi D'Amore asked if the database could be distributed, and Margaret Marmolejo said that Shauna Fren  would handle.

14. Renters and Housing Issues Committee

A) Report by the Committee Chair

B) Discussion and possible motion to file a Community Impact Statement (CIS) in opposition of council file 19-0603 City Building Code Fire District 1 Expansion / California Department of Forestry / Fire Protection Very High Fire Severity Zone / City High Wind Velocity Zone / Ordinance:

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=19-0603>

https://clkrep.lacity.org/onlinedocs/2019/19-0603_mot_06-05-2019.pdf

https://clkrep.lacity.org/onlinedocs/2019/19-0603_CAF_4-6-21.pdf

CIS draft:

Hollywood United Neighborhood Council (HUNC) recommends that the City Council oppose this motion. The measure would increase construction and housing costs, only exacerbating our already significant affordable housing crisis. Furthermore, using concrete to build housing in Los Angeles is a CO2 intensive process that would have a negative impact on our environmental quality.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=19-0603>

https://clkrep.lacity.org/onlinedocs/2019/19-0603_mot_06-05-2019.pdf

https://clkrep.lacity.org/onlinedocs/2019/19-0603_CAF_4-6-21.pdf

Bianca Cockrell had Brandi D'Amore explain the motion. Ms. D'Amore said that the City Planning Department is trying to put out a law to limit the use of wood in construction, but many people including previous board member and CD Field Deputy Angel Izard have indicated why this ordinance does not make sense and will increase the cost of housing.

Sheila Irani said she is completely in support against this motion. It is not to use wood, which is used for framing and covered in drywall and other construction materials.

Asher Landau asked, given what's been said and the groups that oppose it, why they are putting forward this motion. Ms. D'Amore clarified that it is in the motion, and that the Council wants to expand the fire severity zone, and maybe thought they were mitigating fire hazards in a high population area. Ms. D'Amore said that a stakeholder said that there may be some lobbying by

the construction companies.

Motion passed.

Motion Made: Motion to file a Community Impact Statement (CIS) in opposition of council file 19-0603 City Building Code Fire District 1 Expansion / California Department of Forestry / Fire Protection Very High Fire Severity Zone / City High Wind Velocity Zone / Ordinance:

CIS draft: Hollywood United Neighborhood Council (HUNC) recommends that the City Council oppose this motion. The measure would increase construction and housing costs, only exacerbating our already significant affordable housing crisis. Furthermore, using concrete to build housing in Los Angeles is a CO2 intensive process that would have a negative impact on our environmental quality.

Motion: Brandi D'Amore **Second:** Bianca Cockrell **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Asher Landau	Bianca Cockrell	Brandi D'Amore	Jim Van Dusen	Joseph Hill	Margaret Marmolejo
Michael Connolly	Robert Morrison	Robert Sexton	Shauna Frente	Sheila Irani	Thomas Daniels Valls
Tom Meredith	Tony Zimbardi				

15. AD HOC BYLAWS

Discuss, review and provide final edits on Bylaws and motion for Board approval for submission by March 31. BYLAWS emailed to Board on Thursday March 10, 2022 for review before Board meeting.

Current Bylaws:

<https://hollywoodunitednc.org/wp-content/uploads/bsk-pdf-manager/2020/11/HUNC-Final-Bylaws-111020.pdf>

DONE template:

Neighborhood Council Bylaws Template - October 2021.pdf - Google Drive

https://drive.google.com/file/d/1PvUx5V5mDSD2vTOzUs6GmnIS_MQiDUap/view

Current Bylaws:

<https://hollywoodunitednc.org/wp-content/uploads/bsk-pdf-manager/2020/11/HUNC-Final-Bylaws-111020.pdf>

DONE template:

Neighborhood Council Bylaws Template - October 2021.pdf - Google Drive

https://drive.google.com/file/d/1PvUx5V5mDSD2vTOzUs6GmnIS_MQiDUap/view

Tom Meredith explained that as mentioned before their current bylaws were dated November 2020, and they have done a revision based on a DONE Template. They identified language that is required, required with options, and so the Ad Hoc Bylaws Committee's task this time was more complicated, with multiple inputs: 2020 bylaws, the DONE template, and the current revision. Brandi D'Amore sent out prior to the meeting the base document and template so board members can see the base language of the DONE template.

Sheila Irani shared the bylaws and explained the roles of the governing board and the changes they made to the bylaws.

☐

Mr. Meredith clarified that BLUE was mandatory language and that YELLOW highlighting was optional language that they added.

Bianca Cockrell said that under business seats there is no requirement for ten meetings. Ms. D'Amore clarified that the committee was changing the requirement as the experiment to bring in at-home businesses was not proving productive and move it back to a more fundamental eligibility as it used to be. A business like a production company would not qualify under this, and said that they had a stricter template that they decided to make easier. They did not used to have the option to have home-based businesses. What's been advised is that business seats are for people who are working as an employee in the neighborhood, and the committee expanded it to people who provide a service to everyone in the neighborhood.

Robert Sexton said that Ms. D'Amore talked to him and it seems he is not eligible at all to be on the board in that role. Ms. D'Amore clarified if he meant under current bylaws or the proposed amendment, and that he is currently bound by current and had to hold 10 meetings in his home to qualify for the business seat. The bylaws for eligibility indicate that the new eligibility does not affect currently seated under their current term. Mr. Sexton noted that he was nevertheless having constant Zoom meetings that were business related. Ms. D'Amore Ms. D'Amore said that before this bylaw happened, they gave Mr. Sexton a year to fulfill the meeting requirements and provide proof to the City Clerk. If he can do that, he will be able to sit until 2023. She also reminded him that she advised him of this shortly upon his appointment and sent him the email from City Clerk that indicated that Zoom meetings did not qualify as meetings as the property needs to be actually utilized. Zoom is considered to be like a video phone call. Additionally, she reminded him that in his eligibility meeting, Tom Meredith highlighted the meeting requirement.

Robert Morrison noted that in this issue everything is highlighted with yellow, so this is all within their determination as an NC. He noted the template is much simpler than what HUNC has in the revised bylaws.

Joseph Hill asked Ms. D'Amore if they had talked about submitting meeting minutes as proof, and Ms. D'Amore confirmed that they

did and it is through the City Clerk. She noted HUNC gave board members twelve months to be aware of what would need to be submitted October of '22.

Mr. Sexton noted that he is not seeing any specific language prescribed for the business rep. Marilu Guevara from DONE noted that in attachment B, page 22, business area representee is illustrated a little more than halfway in the page. The board can vote on language that formulates the structure of its board; if they make substantial changes, it will go to BONC.

Ms. D'Amore noted that before Ms. Guevara came, DONE rep Lorenzo Briceno said they should look at the non-profit seat to match it in terms of street address terminology.

Ms. Irani asked Mr. Sexton if his business was a DBA. He said it was and that they just produced a commercial via Zoom. Ms. D'Amore said Zoom he is bound by their current bylaws which indicate 10 scheduled meetings for the community as a condition. Ms. Irani asked Mr. Sexton to consider the other open vacancies on the board.

Jim Van Dusen, Ms. D'Amore, and Mr. Meredith argued about the virtue of providing a tangible benefit to the community at large because Mr. Sexton filmed a commercial at his property. Mr. Van Dusen asked if a dog walker was a business, and Ms. D'Amore said it was if they work 40 hours a month. Michael Connolly thought technically if Robert is making commercials he is spending money as a business in HUNC's area.

Mr. Van Dusen said as an example that right now he is running a law firm from his house, sending checks and making contracts. Ms. D'Amore asked if he had been there working for the last 12 months, and whether he has evidence of providing services in business area C. Mr. Van Dusen said that his clients have to be elsewhere. Ms. D'Amore thought the board needs to work harder engaging with Hollywood businesses, especially now that a whole area of Hollywood Boulevard has changed.

Mr. Van Dusen said his first reading of this is that they need to be careful about the language, and he does not see them going back to brick and mortar businesses. Ms. Cockrell thought it was important to make the last sentences concrete and make sure there's no different interpretation.

Ms. Irani emphasized that the bylaws committee has hashed this out, and the reason they have this in front of the board is so people can give comments and hash it out, otherwise she has to call a special meeting. Ms. Cockrell thought they needed to be clearer on this, and Ms. Irani noted that the business seat definition is a major can of worms. Ms. Guevara reminded the board as they were hashing out the bylaws to think about how they will be applied in the future. Ms. Irani did not know they could make it more specific.

Mr. Connolly thought it was specific enough and broad enough and felt that any of the business folks on the board currently fall into this definition. Mr. Sexton added that if someone is a dog walker who takes their dog to a place outside of the area, there should be wiggle room.

Mr. Meredith thought everyone has covered the comments he wanted to make. For the record, regarding Ms. D'Amore saying they need to engage more brick and mortar businesses and Mr. Van Dusen speculating that they will not go back to brick and mortar, Mr. Meredith explained that they specifically changed the language to address the non-brick-and-mortar scenarios. He almost wanted to take out references to brick and mortar.

Ms. Irani said they are going to remove tangible goods.

Mr. Connolly asked as currently written if Mr. Sexton is eligible under the proposed bylaws. Ms. D'Amore said that she did not think he is, and began to say that she, Ms. D'Amore, and Mr. Meredith agreed about production houses, but Mr. Meredith said he did not agree to that. Ms. D'Amore added that gross domestic product helps the community at large and the average person on the street.

Ms. Irani noted that when people from brick and mortar businesses join the council, they frequently have less time than other board members because of running or working at a business. Mr. Connolly noted there are tons of excuses for not participating, including work and taking care of family or kids. Ms. Irani noted that they are all volunteers as well. Ms. D'Amore said the seat was designed for people who do not live in Hollywood to participate but they are not providing the ability for people to come. .

Ms. D'Amore said she is not happy with "community at large" and thinks it should read "within the HUNC community" or boundaries.

Mr. Morrison asked a point of order, whether they are asking for a final approval of the bylaws.

Mr. Hill understands the point of wanting to keep the seat available, and thinks they should edit it to say that. If they keep the wording broad, then when the candidate comes to the board and applies, there's still another layer of being able to say, the community at large or the community at large within HUNC. Ms. Irani added that they did that with Mr. Sexton. She asked how Mr. Hill felt about adding "within HUNC boundaries" and he did not think it was necessary.

Ms. Cockrell suggested that they add "within HUNC boundaries". Mr. Morrison thinks they need a special board meeting about these because it's already 10:00 and the second paragraph is confusing. He would rather revert to what the template says, which is similar.

Internal vote on changing language to “within HUNC boundaries” failed.

*Sheila Irani - No
 Jim Van Dusen - No
 Brandi D’Amore - Yes
 Asher Landau - No
 Robert Morrison - No
 Michael Connolly - No
 Tom Meredith - No
 Shauna Frenté - No
 Thomas Daniel Valls - No
 Tony Zimbardi - No
 Bianca Cockrell - Yes
 Robert Sexton - No
 Joseph Hill - No
 Margaret Marmolejo - No*

Change rejected.

Mr. Van Dusen said that organizations should be defined as engaged in profit and with legal definitions. Mr. Meredith said in the second paragraph they say organizations are engaged in for profit or legal or commercial activity. Additionally membership in local business associations with a storefront address qualifies.

Mr. Meredith wants to remove the word “tangible”. Mr. Connolly asked if they can remove the whole paragraph, and Ms. Irani said no.

Mr. Morrison said, towards the end, right after HOA, it says “shall not” and it should be “Should Not”. Further down, in section two, Quorum, he asked what the bylaws committee was thinking in formulating that. He asked if a board member should be able to question the stakeholder status of another board member, and Ms. D’Amore said that was per DONE language and also that if for example a board member has a concern about a board member in power not allowing this prevented the board member from getting due process. Ms. Irani agreed.

Asher Landau noted that the third sentence in Section 5, Duties and Powers, was a bit confusing. Since it is in yellow, Ms. Irani noted it is probably coming from the template. Mr. Landau said it confused him because it seems like it permits someone to present something before the body that they have not taken a position on. Ms. Irani clarified that if the board meeting is tomorrow, they are going to tell them they have had insufficient time, and persons cannot take it to their committee or body. Mr. Meredith added that the language was from DONE. Ms. Guevara noted that it is in the template but it can be amended. Mr. Meredith said it was not in the version they have. Ms. Guevara added that they have to include Section 5 in their bylaws, but in the DONE template it is not highlighted, so it can be edited. Mr. Landau would like to put a period after the word “alliance” in Section 5.

Mr. Landau said at the beginning of the sentence, referencing a standing HUNC position or a position they’ve had insufficient time to develop, so it seems like it could be a position HUNC has not yet developed. Ms. D’Amore thought he was interpreting that an individual would be allowed to present on HUNC’s behalf without HUNC, which is not what it means. But it needs to be clearer. Ms. D’Amore edited the period after “alliance”. Mr. Landau recommended, “They may present on a standing HUNC position previously adopted by the board.” Ms. Irani added, “Or provide a statement that HUNC...” and the rest would be in the template. Mr. Hill clarified that they do intend for that to mean they could empower someone to speak on something previously adopted or the fact that they have had insufficient time to consider a position but they may speak on our behalf regarding it. Ms. D’Amore clarified that it meant they can give information and questions but they cannot make a statement. Ms. Irani added that the president of HUNC is the official spokesperson, but the board may by official action delegate to any individual the authority to present to any type of body either a previously adopted HUNC position or that they have not had enough time to consider.

Minute-taker had to leave board meeting at 10:30 PM. Remaining notes taken from recording.

Mr. Morrison referred to selection of officers, page 16. Ms. Irani noted a lot of the section they have to do it the way it is. Mr. Morrison referred to article 6 section 3 and commented that it says board members should have 12 continuous months of good standing on HUNC before running for an officer position. He disagrees and thinks it limits the board’s own decision making authority if you had newly elected folks wanting to run for officers. Ms. Irani said they do not have the experience of working on the board. Mr. Morrison suggested they let the board make that decision at the time. He also added that if it had been in place in July he would not currently be the treasurer because he would be excluded by the bylaws.

Mr. Connolly thought it was a good idea and that they would be severely disadvantaged without Mr. Morrison. Mr. Connolly asked if there was a middle ground since there is something to institutional knowledge, since there could be an outlier either way: you could have a great candidate who has just joined or a terrible candidate who has been on the board forever. After several overlapping comments, Ms. Irani reminded the board members to raise their hand.

Mr. Van Dusen asked, regarding the 12 continuous months, if a board member was in good standing for 12 months in a previous term,

left the board for a few years, then came back on, if they could use those previous 12 months to qualify. Ms. Irani said that is why they did 12 continuous months but did not specify it would be after the election.

Mr. Landau suggested a middle ground saying preference will be given to someone with 12 continuous months. Mr. Van Dusen thought it was too ambiguous. Mr. Landau said that it is language frequently used in job qualifications and interviews. In this particular case, Mr. Morrison would not be excluded from applying but if there was a more qualified candidate for the board to give deference to them (but not necessarily be forced to choose them). Mr. Van Dusen thought it was a good idea.

Ms. D'Amore would prefer to have 6 months rather than a preference. The point is in the 6 months she has been Secretary, there is no way for someone who just came on the board for her to have done the Secretary job. Maybe 6 months out they would have enough experience and training and understanding of the Brown Act.

Mr. Morrison thought, once they put it in the bylaws, it becomes a rule they have to follow and he can imagine a situation where there were only 2 or 3 people on the board with 12 months of experience. In that case, they wouldn't be able to have officers. To me it does not make sense. He thinks it limits us in a silly way. Ms. Irani responded that the Bylaws Committee decided it is important to have somebody who has had education as a HUNC board member. She was okay with shortening the period of time but not removing it.

Ms. D'Amore reiterated Mr. Morrison's hypothetical scenario where if they have a totally new board or only have 2 or 3 returning board members, then they would not be able to have a full executive committee. She suggested they have a clause where if they have no candidates that have been there for the period of time, it should be opened up to the rest of the board. And it could be qualified that it goes by order of seniority. Mr. Connolly said that he thought that point was more of a longshot because of the staggered nature of their elections. And he liked the case study of Mr. Morrison, who has excelled in his position on the executive committee. He thinks there should be some standing on the board itself before one is in this position.

Ms. Irani thinks that they should change it to six months. Mr. Van Dusen suggested they use Mr. Landau's language giving preference, but Ms. D'Amore said that it was too ambiguous and slightly meaningless since every board member gets one vote.

Mr. Morrison preferred the preference language with no requirement. There were no other objections, and Ms. Irani changed it to 6 months. She added that in her experience on the board, this is a good rule and necessary.

Mr. Hill said that the word "should" means that they could have that but may not. It does not say "must". Ms. D'Amore thought that they should then move it to "must". Ms. Irani explained that they are trying to have better direction in selecting officers, and she would still recommend just making the change to 6 months. She does not think it pays them to belittle experience. She changed it to "at least 6 months" and left the rest of the wording as is.

Mr. Morrison said similarly on page 17, under Committee Appointment, he had the same arguments for the committee chairs. There were no other objections to being on the board for at least 6 months before being a committee chair. Ms. D'Amore added that committee chairs create agendas and have other duties so they need to know how to do that. Mr. Connolly noted that this section says "must", and he suggested they change it to "should" to give the president nominating them a little leeway. Mr. Meredith said chair has to do a lot more, so they have to more enforce institutional knowledge. Ms. Irani said she would look at that when selecting chairs, but not every president will, and she thinks every future president should.

Margaret Marmolejo wanted to add, speaking from experience as a committee chair, that most people need to have a groove in to work with other people and there's a lot of knowledge to learn in order to do a basic good job. Mr. Van Dusen echoed Ms. Marmolejo's statements. There were no other objections, and the language was left as is.

Mr. Morrison asked to clarify the statement at the end of the same section C which references keeping a written record. Section D after it mentions committee chairs keeping minutes and sending them and giving reports to the board. He asked if the written record was the same as the minutes and asked if it should be one or the other. Ms. D'Amore said that they absolutely have to keep committee minutes and submit. In part of the committee appointment, the part in blue is full DONE. Some of these things were mandatory but you had to choose one of an option. Mr. Morrison added that in one section it says the chair takes the minutes, in another that minutes shall be taken. What's in yellow about the chair keeping the minutes is in their current bylaws. Ms. D'Amore said in getting minutes from people, it can get nebulous so the chair should be in charge of it. Ms. Cockrell asked if it could say that they chair presents the committee minutes to the board, and Ms. D'Amore said they were not presented to the board but to the secretary. She said that the regular reports might be under Mr. Meredith because in the future there will be performance reviews of chairs. So this is also letting chairs keep a background of what they have been doing in the committee. Ms. Cockrell said it just feels funny because they can barely keep committees fully staffed as it is.

Mr. Van Dusen said you could change it to say chairs are responsible for the production of minutes for committee meetings. Ms. Irani suggested changing to "the chair will keep minutes for committee meetings and will give regular reports on the committee" to change the wording to be more consistent. Ms. Irani also added that it says to keep minutes, not take minutes. Ms. D'Amore added that the report is probably an amalgamation of what they have been doing. "The chair shall keep the minutes for committee meetings" is the only change.

Mr. Meredith said this does not imply that the chair takes the minutes; he said if not for the grace of Shauna Fren e being on some of

his committees, they would not get done. But it should be the responsibility of the chair to make sure they get done.

Mr. Van Dusen had two questions: as they went through the bylaws, are there any major significant changes or landmines that they should be aware of? He has been involved in revising bylaws for nonprofits and businesses and sometimes there are landmines they are stuck with. And in addition, are there any problem areas? Ms. Irani said they added some responsibilities to the vice president position to do work with the committees in developing annual goals. They will also schedule so all our committees make quorum. For the treasurer, they wanted to make sure they will be the ones to order and pay for the food for meetings back in person. She said that the most controversial part was the grievance process, but that was all DONE-required.

Ms. D'Amore added that the censure process still no longer has a community component. Some of the options they changed were to be more democratic, such as allowing more input on deciding committee members. Ms. Irani said the other things were for clarification. She is glad they spent time on the business rep seat. They did not have the ability to change the voting age to 16. The youth rep will now go through the executive committee for a nomination. Ms. D'Amore added that they took away the peer review aspect.

Mr. Meredith asked to go to the maps. Ms. D'Amore noted that in the section for attendance shifts had been made. Going back to 2017 or 2018 people would show up late and come in after announcements. We changed the last bylaws so you had to be present for the voting items. There is no excusing absences now, that is a DONE policy, but under the section Absences, we changed it so the youth rep does not have to stay for the whole meeting.

Under Absences, Ms. Irani clarified that they want people to stay for quorum so they can vote and do their jobs. So now people cannot leave if they will impact quorum. Also, members absent for 3 consecutive meetings or 5 meetings out of 12 total will be subject to possible censure. If no action is taken, the member is restored to regular standing. No member will be excused prior to adjournment if quorum is in jeopardy. Further, the youth rep will present for roll call and give their report as well as presenting on agenda items from their perspective. And they will present youth rep items at the start.

Ms. Irani then went to the map. She said they made changes for consistency. They have area 4 and 5 that are comparable to A and B, and they are going to make it so they look identical.

Mr. Sexton noted in the maps, on the right module, you can take the information that is on page 5 that has the A, B, C, D, if that could go in there too that helps and if you could make a PDF that people can read. Ms. Irani asked if they could incorporate that into the map. Mr. Meredith's understanding was based on these descriptions, that is what drives BONC or DONE to create the maps. Mr. Sexton added that the boundaries could be tied to specific addresses. Ms. D'Amore said that it has to be by boundaries and addresses can change, and needs geographic boundaries. They will be stuck with the bylaws for two years.

Ms. Guevara clarified that what they state in the boundary description will be approved by BONC and they will draw it in a map. Ms. Irani asked if they could include it like a key. Mr. Sexton added that you can't blow it up or increase the size because it's so low res and it would be nice to show people where they are on the map. He and Mr. Meredith discussed this previously. Mr. Meredith asked if they could request a higher-res map that can have text added for descriptions of boundaries. Ms. Guevara said that is a different request that she can follow up on, but would imagine that is possible. Ms. Irani noted there was white space in the page for that.

Mr. Sexton said this was months ago when he was invited in with Mr. Meredith and they discussed the low res files. This document was great because he actually knows the boundaries. Ms. D'Amore reminded Mr. Sexton that she had sent him the information on the maps months ago as well.

Ms. Irani noted that worst case, they pay someone to make a more high-res version of the map.

Ms. Irani motioned to approve the bylaws with all previously agreed upon edits that were discussed today as their final bylaws to be submitted to DONE. Mr. Meredith seconded.

Mr. Van Dusen commented that he had suggestions for the map but they may be more detail than they need. But he thought they might want a detailed map and perhaps BONC might give them both sides of Hollywood Blvd. Ms. Irani said that Article 3, section 1c should say the north side of Hollywood Blvd. Ms. D'Amore said that their borders go to the meridian of that street. Ms. Irani noted that they want to be more specific in the boundaries. There should be a space between "side" and "of" in item D. She said the North border is the only one that will not be made more specific listing the borders as extending to the meridians.

Motion passed.

Motion Made: Motion to approve 2022 Bylaws and motion for Board approval for submission by March 31, 2022.

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

Asher Landau

Bianca Cockrell

Brandi D'Amore

Jim Van Dusen

Joseph Hill

Margaret Marmolejo

Michael Connolly

Robert Morrison

Robert Sexton

Shauna Frente

Sheila Irani

Thomas Daniels Valls

Tom Meredith

Tony Zimbardi

- B) Discussion related to creating a Special Board meeting to finalize adoption of newly edited BYLAWS by vote to be held by March 27, 2022.

Not necessary as decision made to do at Full Board.

16. Old/Ongoing Business

None

17. Board Member announcements of items not on the Agenda

None

18. New/Future Business

None

Adjournment at 11:15 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.