

**OFFICERS:**

PRESIDENT Jim Van Dusen  
VICE-PRESIDENT Georgette Darby  
TREASURER Sheila Irani  
SECRETARY Chad McMurray



**BOARD MEMBERS:**

Mark Millner Noelle North Norris  
Oliver Alvarez Paul Barbosa  
Randy Howell Shane Kalminski  
Sydney Russell

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, July 08, 2024, 6:30 PM**  
**Fire Station 82 Annex**  
**1800 N. BRONSON AVENUE, L.A., CA 90028**  
**Second Floor Conference Room**

Meeting Exhibits: [https://hollywoodunitednc.org/wp-content/uploads/2024/07/Exhibits\\_Board\\_7-24.pdf](https://hollywoodunitednc.org/wp-content/uploads/2024/07/Exhibits_Board_7-24.pdf)

Welcome

**6:40 PM start**

1. Roll Call

**Attending**

Jim Van Dusen Georgette Darby Paul Barbosa Shane Kalminski Mark Millner Noelle North Norris  
Randy Howell Sydney Russell

**Absent**

Sheila Irani Chad McMurray Oliver Alvarez

2. Consent Calendar

Every item on the Consent Calendar will be considered bundled and will be voted on as a single item. If a Board Member has an objection to an item being on the Consent Calendar, they need to raise that objection to an item and ask to have that item or items considered separately. There will be no discussion or comment on the substance of any item unless it is removed from the Consent Calendar. Removed items will be moved to the end of the agenda for consideration, or earlier within the discretion of the Chair. The Consent Calendar includes:

A) Approval of Minutes - May

**Correction: Item 3.c should say remove july same as item 3.B**

**Add attendance.**

**Item 5 to remind the board that stakeholder request must be put on the agenda.**

**Motion Made: Motion to approve Minutes - May**

**Motion:** Jim Van Dusen      **Second:** Paul Barbosa      **Result:** Yes-8, No-0, Abstain-0, Recused-0, Ineligible-0

**Yes**

Georgette Darby Jim Van Dusen Mark Millner Noelle North Norris Paul Barbosa Randy Howell  
Shane Kalminski Sydney Russell

B) Approval of Monthly Expense Report – May

**Motion Made: Motion to approve Monthly Expense Report – May**

**Motion:** Jim Van Dusen      **Second:** Georgette Darby      **Result:** Yes-7, No-0, Abstain-0, Recused-0, Ineligible-1

**Yes**

Georgette Darby Jim Van Dusen Mark Millner Noelle North Norris Paul Barbosa Randy Howell  
Shane Kalminski

**Ineligible**

Sydney Russell

C) Approval of Monthly Expense Report – June

**Motion Made: Motion to approve Monthly Expense Report – June**

**Motion:** Jim Van Dusen      **Second:** Georgette Darby      **Result:** Yes-7, No-0, Abstain-0, Recused-0, Ineligible-1

**Yes**

Georgette Darby      Jim Van Dusen      Mark Millner      Noelle North Norris      Paul Barbosa      Randy Howell  
Shane Kalminski

**Ineligible**

Sydney Russell

3. Discussion and possible action to approve Zoom invoice for \$387.48

**Motion Made: Motion to approve Zoom invoice for \$387.48**

**Motion:** Jim Van Dusen      **Second:** Paul Barbosa      **Result:** Yes-7, No-0, Abstain-0, Recused-0, Ineligible-1

**Yes**

Georgette Darby      Jim Van Dusen      Mark Millner      Noelle North Norris      Paul Barbosa      Randy Howell  
Shane Kalminski

**Ineligible**

Sydney Russell

4. Discussion and possible action to approve June Media Arts International Invoice for \$600.00

**Motion Made: Motion to approve June Media Arts International Invoice for \$600.00**

**Motion:** Jim Van Dusen      **Second:** Noelle North Norris      **Result:** Yes-7, No-0, Abstain-0, Recused-0, Ineligible-1

**Yes**

Georgette Darby      Jim Van Dusen      Mark Millner      Noelle North Norris      Paul Barbosa      Randy Howell  
Shane Kalminski

**Ineligible**

Sydney Russell

5. Discussion and possible action to approve Media Arts International 5 month contract for 2024

**Motion Made: Motion to approve Media Arts International 5 month contract for 2024**

**Motion:** Jim Van Dusen      **Second:** Georgette Darby      **Result:** Yes-7, No-0, Abstain-0, Recused-0, Ineligible-1

**Yes**

Georgette Darby      Jim Van Dusen      Mark Millner      Noelle North Norris      Paul Barbosa      Randy Howell  
Shane Kalminski

**Ineligible**

Sydney Russell

6. Reconsideration Motion

A) Motion for reconsideration of prior board motion that approved \$3,000.00 for the 2024 Congress of Neighborhood event

**Motion:** Jim Van Dusen      **Second:** Randy Howell      **Result:** Yes-7, No-0, Abstain-0, Recused-0, Ineligible-1

**Yes**

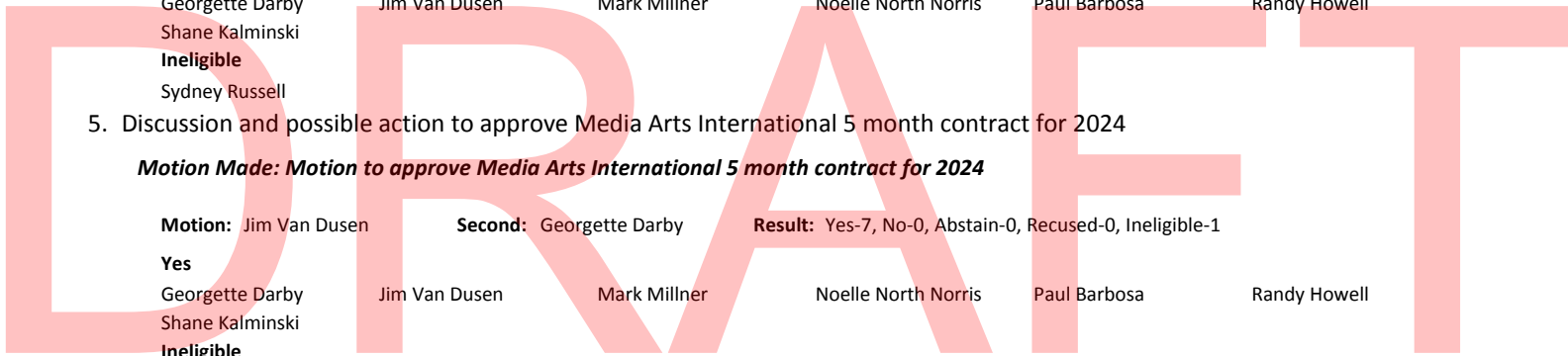
Georgette Darby      Jim Van Dusen      Mark Millner      Noelle North Norris      Paul Barbosa      Randy Howell  
Shane Kalminski

**Ineligible**

Sydney Russell

B) Discussion and possible action to approve \$1,000.00 for the 2024 Congress of Neighborhood event." To be clear, the prior approved contribution was not approved by the City Clerk's Office, because the contribution form was never submitted by HUNC.

**Motion Made: Motion to approve \$1,000 for the 2024 Congress of Neighborhood event**



**Motion:** Jim Van Dusen

**Second:** Georgette Darby

**Result:** Yes-7, No-0, Abstain-0, Recused-0, Ineligible-1

**Yes**

Georgette Darby  
Shane Kalminski

Jim Van Dusen

Mark Millner

Noelle North Norris

Paul Barbosa

Randy Howell

**Ineligible**

Sydney Russell

7. Comments from any City, County, State or Federal representatives in attendance (5 minutes each)
8. Public Comment and Community Updates on items not on the Agenda (2 minutes each)
9. HUNC Committee & Liaison announcements on items not on the Agenda
10. Executive Committee

A) President Report

1. Discussion and review of the treasurer position as it affects board activities and methods of filing the position
2. Discussion and review of potential backup positions to executive committee positions
3. Discussion and review of upcoming officer elections process in August
4. Discussion and review of Homelessness Liaisons position
5. Discussion, review and possible motion to establish new board committee(s) to comply with HUNC bylaws
11. Presentation of the final design of the Hollywood Safety and Mobility Project by Max Podemski

12. Presentation by World Harvest Food Bank

***Presenters cancelled their presentation***

13. Outreach Committee

A) Report by Chair

14. PLUM Committee

A) Report by Chair

15. Updates on the Hollywood Sign & Western Griffith Park Action Plan Working Group
16. Discussion and possible recommendation to file a Community Impact Statement (CIS) on Council File 23-0706 Parking Meter Zone / Canyon Lake Drive / Arrowhead Drive / Mulholland Highway / Innsdale Drive / Lake Hollywood Park / Innsdale Trail. (Stakeholder request to add to agenda - At the recommendation of LADOT sent in earlier correspondence in June)
17. Old/Ongoing Business
18. New/Future Business

Adjournment at 8:42 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.

DRAFT

# Monthly Expenditure Report



Reporting Month: July 2024

Budget Fiscal Year: 2024-2025

NC Name: Hollywood United  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$32000.00	\$393.54	\$31606.46	\$987.48	\$0.00	\$30618.98

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$19050.00	\$393.54	\$18656.46	\$987.48	\$17668.98
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$2950.00	\$0.00	\$2950.00	\$0.00	\$2950.00
Neighborhood Purpose Grants	\$10000.00	\$0.00	\$10000.00	\$0.00	\$10000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$0.00	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE LLC GSUITE_MYHU	07/02/2024	For emails for all of HUNC Board	General Operations Expenditure	Office	\$93.60
2	MAILCHIMP	07/07/2024	Email software for newsletter	General Operations Expenditure	Office	\$39.00
3	WWW.FRESHB FRESH BROT	07/07/2024	Dinner for July 8, 2024 Board Meeting, ordered online, picked up by Jim V Dusen	General Operations Expenditure	Office	\$88.66
4	TMOBILE AUTO PAY	07/19/2024	Hotspot expense through TMOBILE for wifi in Annex where HUNC meets	General Operations Expenditure	Office	\$16.40
5	ADOBE ADOBE	07/20/2024	Adobe software annual license	General Operations Expenditure	Office	\$155.88
<b>Subtotal:</b>						<b>\$393.54</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Department of Neighborhood Empowerment	07/24/2024	Zoom license (2) for HUNC	General Operations Expenditure	Office	\$387.48

2	Media Arts International	07/24/2024	Web master, newsletter, agenda on ACCESS	General Operations Expenditure	Office	\$600.00
<b>Subtotal: Outstanding</b>						<b>\$987.48</b>



# Invoice

Invoice number: 5006780764

**Google LLC**

1600 Amphitheatre Pkwy

Mountain View, CA 94043

United States

Federal Tax ID: 77-0493581

**Bill to**

Treasurer, Leslee Jones  
myhunc.org  
Hollywood United NC  
200 N Spring Street, Suite 2005  
Los Angeles, CA 90028  
United States

**Details**

Invoice number .....5006780764  
Invoice date .....Jun 30, 2024  
Billing ID .....3288-8062-9811  
Domain name .....myhunc.org

**Google Workspace**

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Total in USD **\$93.60**

**Summary for Jun 1, 2024 - Jun 30, 2024**

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Subtotal in USD	\$93.60
Tax (0%)	\$0.00
Total in USD	\$93.60

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Jun 1 - Jun 30	13	93.60
			Subtotal in USD	\$93.60
			Tax (0%)	\$0.00
			<b>Total in USD</b>	<b>\$93.60</b>

Need help understanding the charges on your invoice? [Click here for detailed explanations](#)

<https://support.google.com/a?p=gsuite-bills-and-charges>



Office of the City Clerk  
 Administrative Services Division  
 Neighborhood Council (NC) Funding Program  
 Board Action Certification Form



**NC Name:** Hollywood United      **Meeting Date:** 5/13/2024, Fire Station 82 Annex

**Budget Fiscal Year:** 2023/2024      **Agenda Item:** 9B

**Board Motion and/or Public Benefit Statement (CIP and NPG):**  
 Motion to approve Administrative Packet for 2024-2025 so as to be ready for the new Fiscal Year  
 Motion: Jim Van Dusen  
 Second: Georgette Darby

**Method of Payment: (Select One)**     Check                       Credit Card                       Board Member Reimbursement

**Vote Count**  
 Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	*Recused	
Sheila Irani	Residential Area 1					•		
Jim Van Dusen	Residential Area 2	•						
Georgette Darby	Business/Org Area 2	•						
Chad McMurray	Residential Area 4	•						
Paul Barbosa	Business/Org Area 3				•			
Shane Kalinski	Area 4 At-Large	•						
Mark Millner	Area 2 At-Large	•						
Maria Anna Kochoa	Unclassified Stakeholder Status				•			
Oliver Alvarez	Area 3 At-Large	•						
Noelle North Norris	Business/Org Area 4	•						
Randy Howell	Residential Area 3	•						
Sydney Russell	Youth Issues					•		
Vacant	Area 1 At-Large							
Vacant	Business/Org Area 1							
<b>Board Quorum:</b>	10	<b>Total:</b>	8	0	0	2	2	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

<b>Authorized Signature</b> <i>Sheila Irani</i>	<b>Authorized Signature</b> <i>Georgette Darby</i>
<b>Print/Type name:</b> Sheila Irani	<b>Print/Type name:</b> Georgette Darby
<b>Date:</b> 5/17/2024	<b>Date:</b> 5/17/2024

---

**Mailchimp Invoice**

1 message

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**No Reply - Mailchimp** <no-reply@mailchimp.com>  
To: treasurer@myhunc.org

Sun, Jul 7, 2024 at 4:08 AM



Your order has been processed.

**Invoice MC09810804**

Processed on July 07, 2024 04:08 AM Los Angeles.

---

<b>Monthly plan</b>	<b>\$39.00</b>
1001 - 1500 subscribers.	

<b>Intuit Assist for Mailchimp*</b>	<b>\$0.00</b>
AI-powered marketing	

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<b>Paid via Mast ending in 2667 which expires 12/2026</b>	<b>\$39.00</b>
on July 07, 2024	

<b>Balance as of July 07, 2024</b>	<b>\$0.00</b>
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\* Intuit Assist functionality (beta) is available to certain users with Premium, Standard and Legacy plans in select countries in English only. Access to Intuit Assist is available at no additional cost at this time. Pricing, terms, conditions, special features and service options are subject to change without notice. Availability of features and functionality varies

by plan type. Features may be broadly available soon but represents no obligation and should not be relied on in making a purchasing decision. For details, please view Mailchimp's various plans and pricing.

***Issued to***

Sheila Irani  
HollywoodUnitedNC  
treasurer@myhunc.org  
Hollywood United NC  
200 N Spring st Los Angeles, CA 90012  
3237937868

***Issued by***

Mailchimp  
c/o The Rocket Science Group, LLC  
405 N. Angier Ave. NE, Atlanta, GA 30312 USA  
www.mailchimp.com  
Tax ID: US EIN 58-2554149

[View In Your Account](#)

Sales Tax was not applied to this purchase.

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Office of the City Clerk  
 Administrative Services Division  
 Neighborhood Council (NC) Funding Program  
 Board Action Certification Form



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<b>Authorized Signature</b> <i>Sheila Irani</i>	<b>Authorized Signature</b> <i>Georgette Darby</i>
<b>Print/Type name:</b> Sheila Irani	<b>Print/Type name:</b> Georgette Darby
<b>Date:</b> 5/17/2024	<b>Date:</b> 5/17/2024

**FW: Your Online Order from Fresh Brothers - Hollywood**

sheila <sheila@myhunc.org>  
To: Jim Van Dusen <jim@myhunc.org>

Sun, Jul 7, 2024 at 10:31 AM

FYI, for pickup Monday

Sent from my T-Mobile 5G Device

----- Original message -----

From: Fresh Brothers - Hollywood <help@opening.net>  
Date: 7/7/24 9:41 AM (GMT-08:00)  
To: pathcom@pacbell.net  
Subject: Your Online Order from Fresh Brothers - Hollywood

# Your Online Order



Thank you for ordering from Fresh Brothers - Hollywood!

Do not reply to this email! Need help with your order? Please contact us by phone at (323) 962-6262.

[Repeat This Order](#)

[Leave Feedback](#)

## Order Information

<b>Order Number</b>	8216
<b>Order Type</b>	Takeout
<b>Estimated Ready Date and Time</b>	7/8/2024 05:45 PM
<b>Payment</b>	Prepaid with Credit Card: MasterCard x2667

**Utensils**

**Yes**

## Customer Information

**Customer Name**

Sheila Irani

**Customer Phone**

(323) 793-7868

**Customer Email**

pathcom@pacbell.net

## Order Details

<b>Item</b>	<b>Qty</b>	<b>Price</b>
X-Large Fresh Mommas Favorite Pizza	1	30.99
X-Large Margherita	1	28.99
X-Large Chicken Sausage, Artichoke & Pesto Pizza	1	30.99
<b>Subtotal</b>		<b>90.97</b>
Coupon: Web Pick Up \$10 Off		-10.00
<b>Tax</b>		<b>7.69</b>
<b>Total</b>		<b>88.66</b>

See you soon!

Fresh Brothers - Hollywood Online Ordering

1923 N Bronson Ave

Los Angeles, CA 90068

(323) 962-6262

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 Administrative Services Division  
 Neighborhood Council (NC) Funding Program  
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Vacant	Business/Org Area 1						
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<b>Authorized Signature</b> <i>Sheila Irani</i>	<b>Authorized Signature</b> <i>Georgette Darby</i>
<b>Print/Type name:</b> Sheila Irani	<b>Print/Type name:</b> Georgette Darby
<b>Date:</b> 5/17/2024	<b>Date:</b> 5/17/2024



Total due

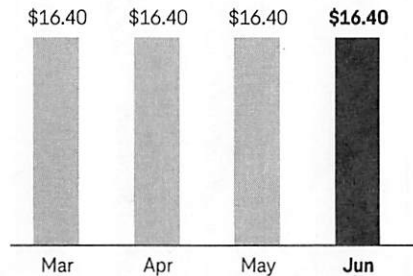
**\$16.40**

This amount will be charged to your card on **Jul 19, 2024**

**Your charges explained**

- Great news, you have no new lines added/suspended/cancelled this month!

**Your recent charges compared**



**Welcome Hollywood United Neighborhood Council,**

**This is your June Bill.**

We hope you are enjoying your T-Mobile services. This is a summary of your charges this month.

**Balance from previous bill** **\$0.00**

Previous total due \$16.40

Payments - Thank you! -\$16.40

**Total charges this bill** **\$16.40**

Plans No changes \$15.00

Taxes and fees No changes \$1.40

**Total due** **\$16.40**

Autopay: Jul 19, 2024





Bill period  
May 30, 2024 - Jun 29, 2024

Account  
996158906

Invoice  
996158906-5

Page  
2 of 7

## BEFORE THIS BILL

Balance from previous bill \$0.00

PREVIOUS TOTAL DUE \$16.40

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PAYMENTS -\$16.40

---

Payment - thank you Jun 19 -\$16.40

**OVERVIEW**

Total no. of subscribers: 1

	No. of subscribers	See page	Plans	Usage charges	Equipment	Services	One-time charges	Taxes & Fees	Total \$
			\$15.00	-	-	-	-	\$1.40	\$16.40

**ACCOUNT BREAKDOWN**

Account charges

**Unassigned subscribers**

1

 (213) 469-9148	Hollywood United Neighborhood Council	p.5	\$15.00	-	-	-	-	\$1.40	\$16.40
---	---------------------------------------	-----	---------	---	---	---	---	--------	---------

## MONTHLY REPORTS

Great news! No lines had usage charges this month!

### HIGHEST PLAN COSTS

*No. of Subscribers*

**Cost \$**

---

**1.** 5G Bus Mobile Int 30GB TE

**1**

**\$15.00**

---

To manage your plans and subscribers, visit [t-mobile.com/business](https://t-mobile.com/business)

## DETAILED CHARGES

**(213) 469-9148** **\$16.40**

Hollywood United Neighborhood Council | Connected Device  
200 N SPRING ST STE 224, Los Angeles CA 90012-3238

**PLANS** **\$15.00**

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**REGULAR CHARGES** May 30 - Jun 29 **\$15.00**

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**Connected device**

---

5G Bus Mobile Int 30GB TE \$15.00

**TAXES & FEES** **\$1.40**

---

**T-Mobile fees & charges**

---

Regulatory Programs & Telco Recovery Fee \$1.40

## WHAT YOU NEED TO KNOW

T-Mobile ONE recurring charges include applicable Government taxes & fees T-Mobile fees & charges as determined by your primary place of use.

### GOVERNMENT TAXES & FEES

Government taxes & fees includes sales, use, excise, public utility & E911 taxes & governmental charges & fees that we are required by law to bill & remit. These may change without notice.

### T-MOBILE FEES & CHARGES

T-Mobile fees and charges include:

- Regulatory Programs & Telco Recovery Fee, collected & retained by us to help cover costs for:
  - Funding & complying with government mandates, programs & obligations, like E911 or local number portability (\$.60 for voice lines; \$0.15 for data only lines)
  - Charges imposed on us by other carriers for delivery of calls from our customers to theirs & by 3rd parties for certain network facilities & services we buy to provide you service (\$2.11 for voice lines; \$0.83 for data only lines)
- State & federal Universal Service Fund charges (recovers charges imposed on us by the government to support universal service).
- Other governmental assessments including, without limitation, gross receipt & excise taxes. These fees & charges are T-Mobile recovery charges, not governmentally imposed taxes. What is included in the fees & charges may vary by locale & rate plan & is subject to change.

### LATE FEES

Late Fees, the greater of \$5 or 1.5% per month, or the greatest amount permitted by law, may apply on unpaid balances. This fee is a liquidated damage & not a penalty.

### PAYMENT BY CHECK

Payment by Check. When you pay by check, you authorize us to either use information your check to make a one-time electronic fund transfer (EFT) from your account or to process the payment as a check transaction. If we process your payment by EFT, the funds may be withdrawn the same day we receive your check, & your canceled check will not be returned. If payment is returned unpaid, you authorize us to collect additional fees as outlined in the Terms & Conditions of Service at [t-mobile.com/terms-conditions](http://t-mobile.com/terms-conditions). Call (800) 375-1126 with any questions.

### EQUIPMENT PROTECT

Equipment Protect by Assurant (in Puerto Rico: CAPIC) is for the equipment repair & replacement you may have selected. See Equipment Protection Terms & Conditions at [t-mobile.com/terms-conditions](http://t-mobile.com/terms-conditions) for details.

### CONTACT US

Contact us with any questions or disputes about your service or bill:

#### PHONE

Call (800) 375-1126 or 611 from your T-Mobile device. TTY Dial 711 to reach a Relay Agent.

#### MAIL

Write to T-Mobile Customer Relations, P.O. Box 37380, Albuquerque, NM 87176-7380.

#### ONLINE

View your bill & usage details online by logging into [account.t-mobile.com](http://account.t-mobile.com).

View Terms & Conditions online at [t-mobile.com/business](http://t-mobile.com/business)  
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The California Public Utilities Commission will make a recorded webcast available beginning July 19, 2024 at <https://www.cpuc.ca.gov/AreaCodes/> The webcast will inform the public about the process to introduce a new area code to the area now served by the 657/714 area code. Please visit [t-mobile.com/customers/area-code-splits-overlays](http://t-mobile.com/customers/area-code-splits-overlays) for more details.

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HOLLYWOOD UNITED  
NEIGHBORHOOD COUNCIL  
Account number: 996158906

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Amount enclosed



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HOLLYWOOD UNITED NEIGHBORHOOD COUNCIL  
HOLLYWOOD UNITED NEIGHBORHOOD COUNCIL  
LOS ANGELES  
200 N SPRING ST STE 224  
LOS ANGELES CA 90012-3238

Office of the City Clerk  
 Administrative Services Division  
 Neighborhood Council (NC) Funding Program  
 Board Action Certification Form



<b>NC Name:</b> Hollywood United	<b>Meeting Date:</b> 5/13/2024, Fire Station 82 Annex
<b>Budget Fiscal Year:</b> 2023/2024	<b>Agenda Item:</b> 9B

<b>Board Motion and/or Public Benefit Statement (CIP and NPG):</b>	Motion to approve Administrative Packet for 2024-2025 so as to be ready for the new Fiscal Year Motion: Jim Van Dusen Second: Georgette Darby
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**Method of Payment:** (Select One)  Check  Credit Card  Board Member Reimbursement

**Vote Count**  
 Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	*Recused
Sheila Irani	Residential Area 1					•	
Jim Van Dusen	Residential Area 2	•					
Georgette Darby	Business/Org Area 2	•					
Chad McMurray	Residential Area 4	•					
Paul Barbosa	Business/Org Area 3				•		
Shane Kalminski	Area 4 At-Large	•					
Mark Millner	Area 2 At-Large	•					
Maria Anna Kochoa	Unclassified Stakeholder Status				•		
Oliver Alvarez	Area 3 At-Large	•					
Noelle North Norris	Business/Org Area 4	•					
Randy Howell	Residential Area 3	•					
Sydney Russell	Youth Issues					•	
Vacant	Area 1 At-Large						
Vacant	Business/Org Area 1						
<b>Board Quorum:</b> 10	<b>Total:</b>	8	0	0	2	2	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

<b>Authorized Signature</b> <i>Sheila Irani</i>	<b>Authorized Signature</b> <i>Georgette Darby</i>
<b>Print/Type name:</b> Sheila Irani	<b>Print/Type name:</b> Georgette Darby
<b>Date:</b> 5/17/2024	<b>Date:</b> 5/17/2024





345 Park Avenue  
 San Jose CA 95110-2704  
 United States  
 Federal Tax ID: 77-0019522

ORIGINAL

invoice information

Invoice Number 2823723877  
 Invoice Date 20-JUL-2024  
 Payment Terms Credit Card  
 Purchase Order AD00160881753CUS  
 Order Number 7049665977  
 Customer Number 1230379649  
 Currency USD

Bill To

Sheila Irani  
 CA 90068

# INVOICE

## Item Details

Service Term: 20-JUL-2024 to 19-JUL-2025

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65230453	Acrobat Standard	1	EA	155.88	155.88	0.00%	0.00	155.88

## Invoice Total

NET AMOUNT (USD) 155.88  
 TAXES (SEE DETAILS FOR RATES) 0.00

GRAND TOTAL (USD) 155.88

Comments:

## Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!





Office of the City Clerk  
Administrative Services Division  
Neighborhood Council Funding Program

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Date: August 7, 2024  
To: Hollywood United Neighborhood Council  
Subject: Fiscal Year 2023 - 2024 Final Expenditure Analysis

Dear Hollywood United NC:

This Office has conducted a reconciliation of your funding account for Fiscal Year 2023 - 2024:

Annual Budget	\$	32,000.00	
Add: Adjustments including rollover	\$	10,000.00	\$ 42,000.00
<hr/>			
Less: Total Expenditures for FY 23 - 24	\$	34,301.29	
Outstanding Checks	\$	-	
Accruals	\$	-	\$ (34,301.29)
Net Cash	\$		\$ 7,698.71
<hr/>			

<b>BALANCE AVAILABLE FOR ROLLOVER</b>	<b>\$</b>	<b>7,698.71</b>
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Should you have any questions or need more information, please contact us at 213-978-1058.



# The Role of Neighborhood Council Homelessness Liaisons

Last Updated April 2024

## Overview

The City of Los Angeles (City) has embraced an unprecedented effort to address the City's growing homelessness crisis. As a response to address this crisis, in 2016 a motion was introduced by Councilmember Harris-Dawson which instructed the Department of Neighborhood Empowerment (Department) to establish a [Homeless Advocate Program](#). Alongside the Department, in leading the effort, Mayor Karen Bass has initiated a [Declaration of Local Housing and Homelessness Emergency](#) due to the existence of a critical shortage of local affordable housing and/or an emergency on homelessness. The Department will continue to create opportunities for individuals engaged in the Neighborhood Council System to actively participate in these ongoing efforts.

## Neighborhood Council System's Homelessness Efforts

The mission of the Department is to make government more responsive to local needs through a Citywide System of Neighborhood Councils. As the City works to address homelessness, Neighborhood Councils are effective advocates and partners in this effort. Past efforts have included communities working together to convene at meetings, discuss important policies, participate in an Annual Resource Fair, and conduct outreach to unhoused populations during Neighborhood Council Elections and candidate voter recruitment. The Department supports Neighborhood Council Homelessness Liaisons by fostering collaboration and information sharing among other City Departments, agencies, and organizations engaged in enhancing government responsiveness to local outreach needs.

## Homelessness Liaisons' Mission

Homeless Liaisons empower communities to work towards providing care, resources, guidance and outreach services in conjunction with local government agencies, community stakeholders and nonprofit, community-based organizations. They will serve as the bridge between Neighborhood Councils and the broader community efforts to serve those experiencing homelessness.

## The Role of Homelessness Liaisons

Homelessness Liaisons have a number of roles and responsibilities, including:

- Attending the "Speaker Series," an informational presentation held every other month from City Departments, elected officials, service providers, and/or community organizations. Homelessness



Liaisons will also participate in the related debriefing to express the issues of concern from their Neighborhood Council and communities and discuss in further detail. Meetings may be scheduled in person or virtually.

- Becoming familiar with unhoused populations' needs, lived experiences, and linkages to resources.
- Partnering with other Homelessness Liaisons in your Neighborhood Council Service Region to ensure collaboration regionally for community events and effective community organizing.
- Taking "action items" back to Neighborhood Councils to share best practices and policy recommendations to further the City's efforts to address homelessness.
- Collaborating with City Departments, elected officials, and organizations working to address homelessness
- Coordinating Neighborhood Council Communications and/or Outreach Chairs and Committees to help with outreach about efforts, services, and information related to homelessness.
- Soliciting input from Neighborhood Councils and constituents on what information or projects that they would like to see on homelessness in the area.
- Promoting opportunities for Homelessness Liaisons to share information at Neighborhood Council general board meetings.
- Encouraging other board members and stakeholder committee members to pursue a Homelessness Liaison appointment or be involved in grassroots efforts to combat homelessness in the community.
- Participating in and facilitating Neighborhood Council events related to homelessness such as the Annual Homelessness Resource Fair and encourage board members, stakeholder committee members, and constituents to participate.

## Selecting Homelessness Liaisons

Unless the Bylaws or Standing Rules state otherwise, Homelessness Liaisons are selected with board approval required by the Neighborhood Council. Homelessness Liaisons, like Neighborhood Council Board Members, are subject to all of the same policies of the Neighborhood Council System. A maximum of 3 Homelessness Liaisons, including stakeholders, can be selected to represent the Neighborhood Council. After being selected, the liaisons need to register themselves via [HL Registration Form](#). To inform the Department of changes in liaison, please contact [mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org).

## Contact

Please contact [Prabhjot Chamber](#) or [Mario Hernandez](#), Homelessness Liaison Co-Leads, with questions or to learn more.

**From:** EmpowerLA <empowerla@lacity.org>  
**Sent:** Saturday, August 3, 2024 12:39 PM  
**To:** Jim  
**Subject:** Bylaws Election Update

Dear Neighborhood Council Leaders,

We hope this correspondence finds you well. We are writing to share and address challenges regarding the upcoming 2025 Neighborhood Council vote-by-mail elections that Neighborhood Council leaders across the city have brought to our attention.

Over the past two months, many board members have expressed concerns that the process of receiving and returning a ballot involves too many steps, and may discourage participation. As a reminder, Neighborhood Councils can use one of two stakeholder verification methods: Self-Affirmation or Documentation.

Self Affirmation	Documentation
<ul style="list-style-type: none"><li>• Requires voters to affirm, under penalty of perjury, that they are eligible to vote in the Neighborhood Councils election</li><li>• Does not require documentation to support eligibility</li></ul>	<ul style="list-style-type: none"><li>• Requires voters to submit identification and documentation to support their eligibility</li><li>• Documentation can include, but is not limited to, Consular ID cards, driver's license, passport, utility bill, school ID, proof of membership to a nonprofit, etc.</li><li>• Stakeholder must provide proof of their stakeholder status before receiving a ballot</li></ul>

The definition of your stakeholder verification method can be found in Article X Section 4 of your Neighborhood Council's bylaws.

Stakeholder verification through Documentation has raised concerns for stakeholders who may be uneasy about presenting their identification to a City entity. We understand these concerns and are committed to supporting efforts that enhance engagement and voter participation.

In response, EmpowerLA invites Neighborhood Councils who may wish to change their stakeholder verification method through a **limited amendment to Article X Section 4 of your Neighborhood Council bylaws**. This adjustment may provide a more comfortable process for stakeholders in your community. Because any changes to stakeholder verification methods impact Neighborhood Council election voting ballot models, any changes must be completed **no later than Monday September 30, 2024 per the City Clerk Elections Division**.

If you would like to amend Article X Section 4 of your Neighborhood Council bylaw, please follow the steps below no later than Monday, September 30, 2024:

1. Agendize a motion at an upcoming board meeting to submit a to change your stakeholder verification method.
2. If the motion passes, submit a [bylaws amendment application form](#) to [ncsupport@lacity.org](mailto:ncsupport@lacity.org).



3. Your Neighborhood Empowerment Advocate (NEA) will follow up with the amended bylaws, incorporating the change to Article X Section 4.

It is important to note that we will only be accepting amendments to this specific section of the bylaws. **No other bylaw amendments will be accepted until after the 2025 election.**

While this change is not mandatory, this is a reminder that your board may decide how you would like to define your stakeholder verification with the option to make this bylaw amendment (Article X, Section 4) should your Neighborhood Council choose ahead of the 2025 elections. If you have any questions or need further assistance, please do not hesitate to reach out to your NEA.

Thank you for your time and service to your Neighborhood Council.

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**Department of Neighborhood Empowerment**

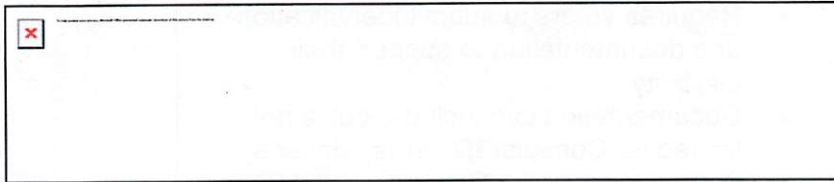
200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

Downtown Office: (213) 978-1551

Downtown Fax: (213) 978-1751

[EmpowerLA.org](http://EmpowerLA.org)



***Empower Yourself. Empower Your Community. Empower LA.***