



UNITED NEIGHBORHOODS OF THE HISTORIC ARLINGTON HEIGHTS, WEST ADAMS AND JEFFERSON PARK COMMUNITIES NEIGHBORHOOD COUNCIL

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UNNC Governing Board Meeting

Thursday, August 5, 2021

6:45 p.m. Reception/join the meeting

7:00 p.m. Board Meeting / Call to Order

NOTE: Due to the state of emergency caused by the COVID-19 outbreak, and in conformity with the Governor's Executive Order N-29 -20 (March 17, 2020), UNNC will be conducting this meeting virtually utilizing the Zoom platform. You have the option of attending via the internet or by telephone. We request your patience if the meeting does not go as smoothly as we anticipate. Questions? President@unnc.org.

ZOOM MEETING ACCESS INFORMATION

Join the Zoom Meeting via Internet:

<https://us02web.zoom.us/j/81398493362?pwd=VTF2MjJQeWVSc1F3QTV6bHB4enlVUT09>

Meeting ID: 813 9849 3362

Zoom Meeting Code (internet): 413531

Telephone Dial In: 1 (669) 900-6833

Meeting ID: 813 9849 3362

Zoom Meeting Code (phone): 413531

For help joining the zoom meeting, please visit

<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

Agenda packet link (with digital materials/presentations) here:

<https://drive.google.com/drive/folders/1iRJoSldLaVnEHPLSAw8DsJzGef8nL7yy?usp=sharing>

Agenda items begin on page 2 of this agenda

PUBLIC COMMENTS: *As is usual for UNNC meetings, Stakeholders are invited to participate. Please do “mute” yourself throughout the meeting, whether you are joining the meeting by internet or telephone. When an individual wishes to address the Governing Board, the Chair or the Moderator will unmute the line, whether it is during the public comment section on the agenda, or prior to the Governing Board taking action on any agenda items. All other rules to public comments still apply. See expanded information regarding public comments and virtual meeting protocols at the end of agenda.*

NOTICE TO THE PUBLIC: *The City of Los Angeles Code of Conduct will be enforced to ensure that UNNC meetings are collaborative, supportive, and respectful of divergent opinions.*

AMERICANS WITH DISABILITIES ACT (ADA): *As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 72 hours prior to the meeting you wish to attend by emailing president@UNNC.org AND by contacting the Department of Neighborhood Empowerment by email: NCsupport@lacity.org or phone: (213) 978-1551. Note: Please see further information about TTY/TDD services and translation services at end of agenda.*



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MEETING AGENDA

All times are approximate/estimates, and are at the discretion of the Chair

- (1) 7:00 p.m. **Call to order/approval of agenda** **L. Meyers**
- (2) 7:05-7:10 **Meeting Protocols, Role of Parliamentarian – BRIEF DISCUSSION**
(Note: BONC’s Resolution on Civility is posted in the advance agenda packet)
- (3) 7:10-7:15 **Public Comments and Announcements**, 1 minute per person
- (4) 7:15-7:20 **Welcome from UNNC Past Presidents**
- (5) 7:20-7:25 **Council District 10 Report**
- (6) 7:25-7:35 **Other Govt. Officials, and City Agencies’ Reports, including:**
Jennifer Perkins, Mayor’s Office Southwest Los Angeles Area Representative
Daniel Park, Deputy for Constituent Engagement for Supervisor Holly J. Mitchell
- (7) 7:35 – 7:40 **DONE Report**
- (8) 7:40 – 7:45 **Board Member Training Report**
- (9) 7:45 – 7:55 **President’s Report:**
 - A. Discussion and possible action regarding revisions / proposed amendments to the **Board of Neighborhood Commissioners’ Code of Conduct Policy**, and incorporation of the **City’s Workplace Equity Policy** into the regulations; the new Policy is proposed to apply to NC board members, Committee Chairs and appointed Committee members. *(Proposal is in agenda packet)* – **DISCUSSION AND POSSIBLE ACTION**
 - B. **Annual Budget Day is Saturday, August 21**, 9:30 a.m. – 12:30 p.m. Each NC is asked to appoint and send two representatives *(see below)*.
 - C. **Reminder regarding placing items on an agenda** (deadline is the Thursday before any board or committee meeting).
 - D. Gramercy Place Apartments (Senior Housing) Welcome/Opening is August 30.
- (10) 7:55 – 8:00 **2021-2022 Administrative Packet - UPDATE**
Update to reflect budget rollover; appoint “Second Signer” and “First Bank Cardholder” (replacing previous officer). – **ACTION**



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- (11) 8:00-8:05 **Appoint UNNC board members to attend the 2021 Civic University:**
UNNC may appoint up to 6 Board Members to attend the 2021 Civic University for Neighborhood Councils scheduled on September 9, 23 and 30, 2021. –
DISCUSSION AND ACTION
- (12) 8:05 - 8:10 **Executive Committee:**
A. **Contract Renewal, Website Maintenance Services:** For Fiscal Year 2021-2022, renew annual contract with Ann Zumwinkle dba Zumwinkle.com with the same terms, rate, hours, and scope of work as specified for Fiscal Year 2020-2021. – **DISCUSSION AND ACTION**
- (13) 8:10 – 8:15 **Updated Support Letter for Permanent Slow Streets in Jefferson Park:**
Ratify UNNC’s previous support for Permanent Slow Streets in Jefferson Park; endorse the proposed permanent infrastructure for the Jefferson Park Phase 2 Slow Streets improvements proposed by LADOT, including signage, painted medians, traffic circles and other elements as per the attached map; and approve the draft letter of support (*in agenda packet*). – **DISCUSSION AND ACTION**
- (14) 8:15 – 8:40 **Planning and Zoning:**
A. **Case No. ZA-2020-2060-F, 4000 West Adams Blvd.:** Applicants request to retain an over-height 6-foot wooden fence within the required front yard setback (building line established by ordinance) of an R3-zoned lot. Fence was built without permit, and is subject to a current code enforcement action. Property is located within the city-designated Adams Boulevard Scenic Highway. Motion from Planning & Zoning Committee: The Committee does not support the application. “*Recommend to the UNNC board that the fence comes down and be replaced by a fence that complies with LAMC ordinance(s).*” – **DISCUSSION AND ACTION** [15 minutes]

B. **Follow-up: Case No. ZA-2018-4478-CUB, 4073 West Washington Blvd.:** Follow-up to previously-approved case. Applicant Truffle Brothers, Inc./Spaccio Salumeria has been approved by the City Planning Department (Jan. 10, 2019) in its request to serve beer and wine in conjunction with a restaurant and also to sell beer and wine in conjunction with the associated deli/market for off-site consumption. UNNC voted for a Resolution in favor of this action in November, 2018. The temporary ABC license has been in effect since July, 2020. Now the California Department of Alcohol Beverage Control (ABC) will be holding a hearing and Applicant Truffle Brothers is requesting an updated letter of support from UNNC. Motion from Planning & Zoning Committee: “*Recommend that the UNNC Governing Board write an updated Letter of Support for Truffle Brothers / Spaccio Salumeria for the restaurant’s hearing at ABC. The restaurant operations support our community and are not a nuisance.*” (Original letter of support, and draft updated letter of support are in the agenda packet.) – **DISCUSSION AND ACTION**



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- C. **Council File 21-0065: Ghost Kitchens, Co-Living Residences (Citywide):**
Possible motion/resolution regarding a proposed ordinance to define these new land uses within the Los Angeles Municipal Code, including defining corresponding zones where such use may be permitted, and possible regulations. – **DISCUSSION AND POSSIBLE ACTION**
- D. **Follow-up to Previous Cases, ENS, and Old Business -- DISCUSSION AND POSSIBLE ACTION**
- (15) 8:40 – 8:50 **Jefferson Park Community Safety Committee**
A. Request to appoint a permanent SLO for Jefferson Park – **ACTION**
B. **“Justice for Nabor” project:** Regarding the murder of Nabor Galvez and the investigation/search for the killers, the Jefferson Park Community Safety Committee voted to recommend that: UNNC write letters to Councilmember Mark Ridley-Thomas and his deputy Mary Jones, plus a letter to County Supervisor Holly Mitchell, plus letters to our community's Sacramento legislative delegation, requesting that our elected officials, led by Mr. Ridley-Thomas, hold a press conference with the Southwest LAPD Captain to further publicize the situation; that they increase the reward fund (currently set at \$50,000), possibly starting a fundraiser for additional reward funds; and request financial support for outreach and flyers. – **DISCUSSION AND ACTION**
- (16) 8:50 – 9:00 **Treasurer’s Report - Greg Jackson, Treasurer**
A. **Approval of Monthly Expenditure Report(s) – ACTION**
B. **Status Updates RE Previously Approved Funding Items/Projects, Fiscal Year 2020-2021**
C. **Budget Updates / Reimbursements / Budget Adjustments for Fiscal Year 2020-2021;** include updates on budget authorizations and any related issues – **DISCUSSION AND POSSIBLE ACTION**
- (17) 9:00 - 9:15 **Appoint Committee Chairs/Co-Chairs, NC Alliance(s) reps, and Budget Reps:** Appoint chairs/co-chairs for current standing committees; plus a review of other potential standing committees (such as Public Safety). Appoint representatives to several citywide neighborhood council alliances. These positions may be held by Board members or stakeholders. – **DISCUSSION AND ACTION**
- (18) 9:15 - 9:30 **Committee Updates (1-2 minutes apiece)**
A. **Outreach Committee: Approve Mission Statement (Final) -- ACTION**
- (19) 9:30 p.m. **Adjourn**



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Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 1 minute per speaker, unless waived by the presiding officer of the Board.

The agendas for the UNNC meetings are normally posted for public review at some locations that are currently closed due to the COVID-19 crisis. However, this agenda is posted at the following location: South Seas House, 2301 West 24th Street, Los Angeles 90018. The agenda is also posted as usual at the UNNC's official website at www.UNNC.org, where you can also sign up to be notified of future meetings and events. Stakeholders may also subscribe to the City of Los Angeles Early Notification System (ENS), through the City's website at www.lacity.org, to receive notices for UNNC meetings. For more information, you may also contact the President of UNNC, at president@UNNC.org or at 323-731-8686.

Telecommunication Relay Services

Telephone communication is one of the most important forms of communication in society today. Due to advancements in technology, telephone devices have evolved with new services and capabilities. Individuals who are deaf and hard of hearing, and individuals with a speech disability are following these trends and are rapidly migrating to more advanced telecommunications methods, both for peer-to-peer and third-party telecommunications relay service (TRS) communications.

Telecommunications Relay Service is a telephone service that allows persons with hearing or speech disabilities to place and receive telephone calls. TRS is available in all 50 states, the District of Columbia, Puerto Rico and the U.S. territories for local and/or long distance calls. TRS providers - generally telephone companies - are compensated for the costs of providing TRS from either a state or a federal fund. There is no cost to the TRS user. What forms of TRS are available? There are several forms of TRS, depending on the particular needs of the user and the equipment available: TRS includes: Text to Voice TIY-Based TRS; Speech-to-Speech Relay Service; Shared Non-English Language Relay Service; Captioned Telephone Relay Service; Internet Protocol Relay Service; and Video Relay Service.

Please visit this site for detail descriptions:

<https://www.fcc.gov/consumers/guides/telecommunications-relay-service-trs>

Don't hang up! Some people hang up on TRS calls because they think the CA is a telemarketer. If you hear, "Hello. This is the relay service . . ." when you pick up the phone, please don't hang up! You are about to talk, through a TRS provider, to a person who is deaf, hard-of-hearing, or has a speech disability.

Telecommunications Relay Service is a telephone service that allows persons with hearing or speech disabilities to place and receive telephone calls. If you have limitations hearing or speaking a specially-trained Communications Assistant (CA) can relay telephone conversations for all of your calls. In California, dial 711 to reach the California Relay Service (CRS). If you prefer having your calls immediately answered in your mode of communication, dial one of the toll-free modality- and language-specific numbers below. The call will be routed to the CRS provider.

TTY/VCO/HCO to Voice
1-800-735-29291/English
800-855-3000/Spanish

Voice to TTY/VCO/HCO
1-800-735-2922/English
1-800-855-3000/Spanish

From or to Speech-to-Speech
1-800-854-7784/ English & Spanish



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Federal regulations specify very strict confidentiality requirements for CAs of all Relay services. No part of the conversation that takes place between callers is revealed or recorded in written, verbal, or any other form. CRS CAs do not participate in the conversation and acquire no benefit from information relayed.

For referrals to state provided services please visit <https://ddtp.cpuc.ca.gov/homepage.aspx>

For more information about FCC programs to promote access to telecommunications services for people with disabilities, visit the FCC's Disability Rights Office website, <https://www.fcc.gov/accessibility>

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all members of the Board in advance of a meeting, may be viewed at the Neighborhood Council meeting, OR in the online agenda packet: <https://drive.google.com/drive/folders/1INZRPVtA6Nr4xgzHRGgzFWAIT5oOxjea>

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR AL CONCEJO VECINAL 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR CONTACTE EL PRESIDENTE AT 323-731-8686.

RECONSIDERATION AND GRIEVANCE: For information on the Process for Reconsideration, stakeholder grievance policy, or any other procedural matter related to this Council, please consult the UNNC Bylaws by visiting www.UNNC.org.