



United Neighborhoods of the Historic  
Arlington Heights, West Adams,  
and Jefferson Park Communities  
Neighborhood Council

**UNNC Governing Board  
Meeting Agenda**  
Thursday, August 3, 2023  
7:00 p.m.



**In Person and on Zoom**

**NOTE:** UNNC will be conducting this meeting both *in-person and also virtually utilizing the Zoom platform*. You have the option of attending in person, via the internet, or by telephone. Thank you for your patience – we are all still learning how to use this new technology. Questions? Email [President@unnc.org](mailto:President@unnc.org) or [paula.southern@unnc.org](mailto:paula.southern@unnc.org).

**MEETING LOCATION:**

In person at Gramercy Apartments Community Room  
1856 S. Wilton Place (meeting room entry door on Washington Boulevard), Los Angeles CA 90019

**OR, JOIN THE ZOOM MEETING**

<https://us02web.zoom.us/j/81196330085>

**Meeting ID:** 811 9633 0085

**One tap mobile:** +16699006833,,81196330085# US

**Join via Telephone:** dial 1 (669) 900-6833

**Meeting ID:** 811 9633 0085

For help joining the zoom meeting, please visit

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

Agenda Packet link with meeting presentation materials here:

<https://drive.google.com/drive/folders/1wqsn2apHTUL1KVvdpb5z78zjGeXVpHLG?usp=sharing>

**PUBLIC COMMENTS:** *As is usual for UNNC meetings, Stakeholders are invited to participate. However, for virtual participants, 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 during the general public comment section on the agenda or before the Governing Board takes action on any agenda items. All other rules to public comments still apply. Please see expanded information regarding public comments and other virtual meeting protocols on page 4 of this 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 3 business days (72 hours) prior to the meeting you wish to attend by emailing [president@UNNC.org](mailto:president@UNNC.org) or [paula.southern@unnc.org](mailto:paula.southern@unnc.org) AND contacting the Department of Neighborhood Empowerment by email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org) or phone: (213) 978-1551.*

*Note: Please see further information about TTY/TDD services and translation services at the end of this agenda.*

Agenda items begin next page.



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**AGENDA**

- 1). **Call to order/Roll call** Paula Southern
- 2). **Review and approval of the Agenda** Paula Southern
- 3). **Public Comments and Announcements, on items not on the agenda**  
(1 minute per person)
- 4). **Government Agencies Reports and Comments:**
  - A. CD 10 Report    Field Deputy Danielle Mero
  - B. DONE Report    Neighborhood Empowerment Advocate Alfonso Manzo
  - C. Office of Congresswoman Sydney Kamlager- Dove Naomi Riley, Outreach Director and  
Field Representative
  - D. LA County Supervisor -2<sup>nd</sup> District - Holly Mitchell’s Office Daniel Park
  - E. Office of Assembly-member Isaac Bryan – Herman Jones II, Sr. Field Rep
  - F. Other Government Officials
- 5). **Executive Committee Reports**
  - A. **Treasurer’s Report** Candice Jackson
    - i. Review and Approve Monthly Expenditure Report (MER) for June & July 2023
    - ii. Board Member Reimbursements, as required

DISCUSSION AND ACTION
  - B. **President’s Report** Paula Southern
    - i. Handbook
    - ii. Affirm appointment of Treasurer, Signatory, Alternative Signer, Cardholders;  
Approve Financial Officer’s Letter of Acknowledgement
    - iii. Appoint Delores Spears chair for Outreach Committee

DISCUSSION AND ACTION
  - C. **Secretary’s Report** Sarah Longhenry
    - i. Approve July 6, 2023 Governing Board Meeting Minutes

DISCUSSION AND ACTION
  - D. **Vice President’s Report** Laura Meyers
    - i. Attendance
    - ii. Training

DISCUSSION AND ACTION



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**6). Funding Requests**

**A. Friends of Jefferson Park requests a Non-Profit Grant (NPG) of \$500** to help support a Movie in the Park evening at Leslie Shaw Park, on Friday, September 15. Executive Committee recommends \$500. –

**DISCUSSION AND ACTION**

**B. Administrative Funding request of up to \$500 for printing of Outreach flyers** and other marketing materials to use at upcoming events. – **DISCUSSION AND ACTION**

**7). Committee Reports**

**A. Discussion RE: Committees**

- Requirements/Protocols
- Committee Chair requirements
- Current Standing Committees

**B. Planning & Zoning**

Laura Meyers

- i. Proposed Citywide Adaptive Reuse Ordinance:** As a part of the Citywide Housing Incentive Program, the Planning Department is proposing updating and expanding the Adaptive Reuse program to incentivize the conversion of existing buildings into housing. The ordinance as proposed would streamline the approval process for buildings older than 15 years but limit the streamlining to new housing uses. All other adaptive reuse projects would still remain subject to a Zoning Administrator Conditional Use procedure. UNNC Planning & Zoning Committee recommends support for the proposal. – **DISCUSSION AND ACTION**
- ii. CD 10-Initiated Historic Cultural Monument nomination for 1802 S. Crenshaw, Council File 23-CF 23-0435, Case No. CHC-2023-3988-HCM:** Councilmember Heather Hutt nominated the “Cunningham Mansion,” built in 1915, to be considered for designation as a landmark. UNNC Planning & Zoning Committee recommends support for the nomination, with a Letter of Resolution and/or Community Impact Statement. – **DISCUSSION AND ACTION**
- iii. Case No. DIR-2023-4323-TOC-CCMP-HCA, 3050 West Pico Blvd. (Harvard Heights):** Proposed 5-story, mixed-use building with 28 residential units (inc. 3 affordable ELI units) and 570 square foot of ground floor commercial, 24 parking spaces (2 commercial), located within Harvard Heights HPOZ. Request TOC incentives of increased height (11 feet/2 stories) and reduced side yards plus waiver of required street dedication; along with HPOZ certificate of compatibility/CCMP (not within UNNC purview). – **DISCUSSION AND ACTION**
- iv. Follow-up to Previous Cases, ENS, and Old Business.** – **DISCUSSION AND ACTION**



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**C. Environmental Committee**

**i. CIS regarding Council File No. 23-0453, Requiring Cooling “Apparatus” on all Rental Units:**  
Extreme Heat Events are increasing in number and scope, and these heat emergencies can have a devastating medical impact. According to this new City Council Motion, "At this point in the climate emergency, the ability to cool one's home cannot be considered a luxury and rather must be treated as a necessity." The City Council has directed several City departments to report back regarding possible code amendments that could require landlords to install cooling apparatus, and also possible assistance for tenants toward increased electric bills to utilize air conditioners. UNNC’s Environmental Committee recommends a Community Impact Statement (CIS) supporting the initiative with changes, including requesting a report back on the costs to property owners of electrical upgrades, and also a report regarding the impact of increased electrical usage for AC on the City’s electric grid and on climate change. – **DISCUSSION AND ACTION**

**D. Public Safety/Emergency Preparedness**

- i. Update on ESKY hand-crank emergency radios
- ii. Launch with Listos – emphasize Preparedness, explore the NTP concept, select Committed community members, strive to certify.  
Tentative dates for Listos Sessions – 9/11, 9/18, 9/25

**E. SLAANC – South Los Angeles Alliance of Neighborhood Councils**

- i. Appoint Primary, Secondary, Alternate Delegates – The delegate is responsible for disseminating information to their respective Council regarding SLAANC meetings, issues, and possible recommended joint actions. The official delegate shall have the right to vote on behalf and of his/her respective Neighborhood Council on all SLAANC actions. Meets on the 3rd Thursday of each month.  
-- **DISCUSSION AND ACTION**

**F. Other Committee Reports**

**8). Adjourn**

*Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the Chairperson.*

**Future Meetings:** The next scheduled UNNC Governing Board meeting is **Thursday, September 7, 2023**, at 7 p.m., subject to cancellation if no agenda items. *(Standing Governing Board meetings are held on the 1st Thursday of the month, currently in person and via Zoom.)*

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 or Committee’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board or Committee is prevented from acting on a matter you bring to its attention during the General Public Comment period; however, the issue raised by a public member may become the subject of a future Board or Committee meeting. Public comment is



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### In Person and on Zoom

limited to 1 minute per speaker unless waived by the Board or Committee presiding officer. When prompted by the presiding chair to provide public input at this virtual meeting, public members will be requested to dial \*9 or use the Raise Hand option on the computer to address any agenda item before the Committee takes action on an item.

**Further Brown Act Updates:** Public comments cannot be required to be submitted in advance of the meeting. Only real-time public comment is required. If broadcasting interruptions prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

The agendas for the UNNC meetings are posted at the following location: South Seas House, 2301 West 24<sup>th</sup> Street, Los Angeles 90018. The agenda is also posted as usual at the UNNC's official website at [www.UNNC.org](http://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 <https://www.lacity.org/government/subscribe-agendasnotifications/subscribe-other-meetings-agendas-and-documents>, to receive notices for UNNC meetings (and other government entities). For more information, you may also contact the President of UNNC, at [president@UNNC.org](mailto:president@UNNC.org) or at 323-731-8686.

Stakeholders may also subscribe to the City of Los Angeles Early Notification System (ENS), through the City's website at <https://www.lacity.org/government/subscribe-agendasnotifications/subscribe-other-meetings-agendas-and-documents>, to receive notices for UNNC meetings (and other government entities). For more information, you may also contact the President of UNNC, at [president@UNNC.org](mailto: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 Communications Assistant (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.



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If you have limitations hearing or speaking a specially-trained 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

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>

**Notice to Paid Representatives** - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](https://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).

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 (see page 1 of this agenda). In addition, if you would like a copy of any record related to an item on the agenda, please contact UNNC's President at [president@unnc.org](mailto:president@unnc.org).

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 A 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](http://www.UNNC.org)