

CITY OF LOS ANGELES

HOLLYWOOD STUDIO DISTRICT NEIGHBORHOOD COUNCIL CALIFORNIA

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Jennifer Barbosa
Vice Chair
Paul Dougherty
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Jose Torres	Homer Alba
Don Durkee	John Coluccio
Luke Vincent	Vacant 1
John Girodo	Vacant 2
Jennifer Barbosa	Vacant 3

5500 Hollywood Blvd. #406
Los Angeles, CA 90028
admin@hsdnc.org
www.hsdnc.org

HOLLYWOOD STUDIO DISTRICT NEIGHBORHOOD COUNCIL (HSDNC) Monday, February 9th, 2015, 6:30 p.m.

Mayer Building – Gallery Space on 1st Floor
5500 Hollywood Blvd, Los Angeles, CA 90028

HSDNC BOARD MEETING AGENDA

Items are listed for reference only and may be discussed out of order

1. **Meeting called to order**, welcome remarks by Chair **6:30**
 - Introduction of stakeholders/visitors (voluntary)
2. **Roll Call**
3. **Approval of Minutes** for January 12th HSDNC Board Meeting
4. **Public Comments** on Non-Agenda items (2 min. per)
 - a. City & Government Entities (CD 13 etc.)
 - b. LAPD (SLO Paul Jordan)
 - c. General Public
5. **Discussion and Possible Vote to Support the HSDNC's involvement in the 'revamped' Hollywood Coalition of Neighborhood Councils to work together with the other Hollywood NCs on issues of mutual concern that affect multiple councils including issues like the "Great Streets" initiative for Hollywood Boulevard – Erik Sanjurjo, HUNC**
 - a. This will involve designating 2 (two) or 3 (three) representatives from the HSDNC (possibly Chair, Vice-Chair and an Outreach Co-Chair) to attend 6 (since there are 6 NCs) meetings a year (Possible Vote to designate representatives)
 - b. And the HSDNC hosting one meeting a year (Possible Vote to Support this)
6. **Discussion and Possible Vote to Support the proposed 'Hollywood Gateway' Project – Erik Sanjurjo, HUNC**

This would involve creating a 'Marker' at Hollywood Boulevard and Western Avenue Delineating Western Avenue and the 101 Freeway as the separation between East Hollywood and the entrance to 'Downtown Hollywood'. This may involve:

 - a. A possible vote to initially contribute \$250 (matching HUNC's committed funds) to supporting the design of such a 'gateway marker'.
 - b. Coordinating with CD-13 and the Department of Cultural Affairs to facilitate the creation of this marker.

7. **Budget and Finance – Paul & Bill** **7:00**
- a. **Status and Update**
 - b. **Discussion and Vote to Approve HSDNC Monthly Expenditure Reports to be submitted to DONE for:**
 - i/ July 2014
 - ii/ August 2014
 - iii/ September 2014
 - iv/ October 2014
 - v/ November 2014
 - vi/ December 2014

8. **BYLAWS & ELECTIONS Committee – Orletha** **7:15**
- a. **Update on last meeting**
 - b. **Discussion and possible action to amend the previously approved language for bylaws Article V Section 7 Absences as recommended by Bylaws and Election Committee to read as follows:**

Paragraph 3 of Section 7 only, amended to read

"In the event a Board Member meets the requirements for removal, the Chair or their designee, shall send a letter, by certified mail, to the Board Member notifying them that their seat has been vacated, and announce at the next meeting that this action has been taken. No Board action is required to authorize/approve this step, and funds for the mailing shall come from the approved budget for operations."

Prior Approved language reads:

"In the event a Board Member meets the requirements for removal, the Chair or their designee, shall send a letter, by certified mail, to the Board Member notifying them that their seat has been vacated. No Board action is required to authorize/approve this step, and funds for the mailing shall come from the approved budget for operations."

- c. **Discussion and possible action to amend Bylaws Article V Section 1 Composition and revise the current board composition as follows:**

A. *Four (4) Property Owner Seats: These seats shall be open to any stakeholders 18 years of age or older who own real property within the boundaries of the HSDNC. Responsibilities shall include, but not be limited to, acting as a liaison, reporting on issues, assisting with outreach, distributing periodic announcements, exchanging information, and encouraging participation of the broadest array of all real property owners as possible within the Neighborhood Council boundary area. Other duties may be prescribed as needed by the Board.*

B. *Five (5) Business Seats: These seats shall be open to any stakeholders 16 years of age or older who are owners or employees, of any business, service organization, educational entity, faith-based organization, environmental organization, or other similar type of entity whether for profit or not-for-profit primarily operating within the boundaries of the HSDNC. Responsibilities shall include, but not be limited to, acting as a liaison, reporting on issues, assisting with outreach, distributing periodic announcements, exchanging information, and encouraging participation of the broadest array of all Business Seat stakeholders as possible within the Neighborhood Council boundary area. Other duties may be prescribed as needed by the Board.*

C. *Four (4) At-Large Seats: These seats shall be open to any stakeholder 16 years of age or older. Responsibilities shall include, but not be limited to, acting as a liaison, reporting on issues, assisting with outreach, distributing periodic announcements, exchanging information, and encouraging participation of the broadest array of all stakeholders as possible within the Neighborhood Council boundary area. Other duties may be prescribed as needed by the Board.*

D. *Seven (7) Residential Neighborhood Seats: There shall be one seat for each of the seven neighborhood districts open to any stakeholder over 16 years of age who lives within that neighborhood*

district. Responsibilities shall include, but not be limited to, acting as a liaison, reporting on issues, assisting with outreach, distributing periodic announcements, exchanging information, and encouraging participation of the broadest array as possible of all stakeholders within the district they represent within the Neighborhood Council boundary area. Other duties may be prescribed as needed by the Board.

- d. **Discussion and possible action to amend Bylaws Attachment B in the following ways:**
- *To change the 7 stakeholder representative seats from appointed to elected*
 - *Change the eligibility to run language to “any stakeholder 16 years of age or older who lives in that district”*
 - *Change eligibility to vote language to “any stakeholder 16 years of age or older who lives in that district.”*
 - *Change the eligibility to vote on attachment B for all categories except at large and stakeholder representative to “any stakeholders 16 years of age or older who live, work, or own property within the boundaries of the neighborhood council*
 - *To adopt the Board Position title as Board Position and description approved Item 5 as eligibility for all positions on Attachment B.*

Any changes approved by the Board must be submitted to DONE/EmpowerLA for approval and incorporation into the HSDNC bylaws

9. **PLUM Committee** **7:45**

Update & Introduction – Ed & Doug

a. **RECONSIDERATION of Action to Appoint Doug Haines as co-Chair of HSDNC PLUM Committee**

i. **Motion for reconsider of above Action taken at HSDNC’s January 12th, 2015 Board Meeting per Article VIII, Section 4 of the HSDNC Bylaws**

MEMORANDUM – A request has been made by Jirair Tossounian for a reconsideration of the above action taken by the HSDNC Board meeting on 1/12/15. Since, Jirair was on the prevailing side of the motion at that meeting, he may ask for reconsideration at this 2/9/15 meeting

ii. **If the Motion is approved, Discussion and Possible Action/Vote to reconfirm Doug Haines or put forth another candidate as co-Chair or the HSDNC PLUM Committee**

- b. **Presentation, Discussion and Possible Action to Approve HSDNC PLUM Committee Guidelines for Committee functions and with regard to consideration of Projects before the Committee on behalf of the HSDNC**
- c. **Discussion and Possible Action regarding Approval/Reconfirmation process for new and Current PLUM Committee members per Article VII, Section 3 Parts A-F of the HSDNC Bylaws**
- d. **Discussion and Vote to approve giving Ed Hunt a copy of the HSDNC Office key to allow him use of HSDNC resources (copy machine, data base, computers etc.) to help facilitate PLUM Committee meetings, outreach and processes on behalf of the HSDNC**
- e. **Discussion and Vote to Approve of \$300 for purchase of Volume 1 of LA Municipal Planning Code and subscription for quarterly supplements**

10. **OUTREACH Committee - Don & Aaron** **8:15**

- a. **Discussion and Update regarding last committee meeting**
- b. **Motion (Discussion and Possible Action) to use our current email host (if any) or the basic, no frills email hosting Nationbuilder provides (subject to any required DONE and City Attorney approvals and restrictions)**

- c. **Motion (Discussion and Possible Action) to approve purchase of Veracity Wordpress importer application for \$200, either through the HSDNC funds (this SHOULD import all the archived blogs/events/articles from the old site to NationBuilder. The third option would to manually copy each blog 1 by 1, which will require volunteers to complete.**
 - d. **Request for documents from other Board Members, if available: a) Mission Statement b) History of HSDNC and/or our district c) Rules of Order* c) List of all our official private business supporters d) List of contact information for Police, Safety, elected officials, community services and government directory.**
 - e. **Request for pictures and video: a) photos of each board member b) recent photos from each committee c) Custom titles and graphic elements, to be done by someone with Photoshop experience (Alex Alferov possibly)**
 - f. **Need to consolidate all stakeholder contacts to allow upload to our site CMS. This will allow us to easily stay in contact and automatically inform neighbors of upcoming elections and meetings**
 - g. **Discussion and Vote to approve spending \$300 towards design and production of 'Doggie Bag' Dispensers with the HSDNC logo as SWAG for HSDNC outreach events.**
11. **Presentation, Discussion and Possible Action to Approve \$450 for the design and production of official HSDNC Identification Badges with LA City insignia for all Board Members.** These Badges are allowed by DONE and the proposed contractor (Anderson Trophy) is approved by the City to manufacture them (and have done so for Atwater Village NC among others). HSDNC Members may use them at official events and to help with access to City locations as well as a possible outreach tool - Bill
12. ***AdHoc Holliday Party Committee*** – Ziggy & Christina **8:45**
 a. **Debrief of Holiday Party**
 b. **Any Outstanding Issues to be addressed**
13. **Presentation, Discussion and Possible Action regarding writing a letter from HSDNC to CD-13 Councilman Mitch O'Farrell, the City Council PLUM Committee, the City Clerk and others requesting action on motion 11-1735 and supporting an East Hollywood over-height fence district - Jose**
14. **Discussion and Possible Action regarding a code of conduct and cordiality to be observed by all Board Members, Stakeholders and Participants at HSDNC Board and Committee meetings - Bill**
15. **Discussion and Possible Action regarding having the HSDNC no longer take transcription 9:15 of meetings. It is proposed that the Secretary shall account for the motion, the person who made it, the "seconder" and the vote count. All meetings would be recorded via voice or video and the Bylaws Committee would need to propose changes to the HSDNC bylaws to codify this which the full Board would have to approve – Jirair**
16. **Discussion and Vote to approve giving access to other Committee Chairs and Co-Chairs to the HSDNC Office for the purpose of facilitating the functioning and processes of their committees, and also requiring all non-Board members who are Committee Chairs or co-Chairs to take ethics training through DONE.**
17. **Discussion and Possible Action to approve \$500, \$300 or \$200 for a digital time-keeper with display for HSDNC Board Meetings and Retreats – Jirair**

18. **Discussion and Possible Action to send a letter of Support for the proposed Hollywood Route 66 BID (Business Improvement District) which is along Santa Monica Blvd. and runs through the HSD**– The HSDNC voted previously over 2 years ago to support this, but they say a letter apparently was never received.
19. **New Business**
20. **Announcement of next regularly scheduled Board Meeting – Monday, March 9th, 2015 @ 6:30PM - and open request for agenda items and calendar events**
21. **Adjournment** **9:30**

The public is requested to fill out a "**Speaker Card**" to address the Board on any agenda item before the Board takes an action. Public comment is limited to two (2) minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker. The public may comment on a specific item listed on this agenda when the Board considers that item. When the board considers the agenda item entitled "Public Comments," the public has the right to comment on any matter that is within the Board's jurisdiction.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting may be viewed at the scheduled meeting or by prior arrangement by contacting the HSDNC at admin@hsdnc.org . In addition, anyone who would like a copy of any record related to an item on the agenda; please contact the HSDNC at email address above. The Hollywood Studio District Neighborhood Council will announce the location, day and time for its regular meetings and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. The agenda for the regular and special meetings is posted for public review online and at the following community location: Lemon Grove Park, 4959 Lemon Grove

Community Impact Statements: any action taken by the board may result in the filing of a related Community Impact Statement.

The Hollywood Studio District Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability. Upon request, the Hollywood Studio District Neighborhood Council will provide reasonable accommodations to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure the availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting HSDNC by an e-mail that states the accommodations that you are requesting to chair@hsdnc.org

HOLLYWOOD STUDIO DISTRICT NEIGHBORHOOD COUNCIL

Contact info: www.hsdnc.org

5500 Hollywood Boulevard #406, Los Angeles, CA 90028 – Email: admin@hsdnc.org

Department of Neighborhood Empowerment

200 N. Main Street, Rm. 2005, Los Angeles, CA 90012

Tel: 213.978.1551 - TOLL-FREE: 3-1-1 - FAX: 213.978.1751

E-MAIL: NCsupport@lacity.org - www.EmpowerLA.org

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