

**North Westwood Neighborhood Council
Special Board Meeting
May 12th, 2021 from 6:30pm to 10:00pm
Zoom Meeting Online or By Telephone
Zoom link: <https://us02web.zoom.us/j/83980828018>
Dial (833) 548-0276 to Join the Meeting
Then Enter This Webinar ID: 839 8082 8018 and Press #**

AGENDA

(Parenthetical Times Are Just Estimates: Items May be Taken out-of-order without objection)

VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC

PARTICIPATION

In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the North Westwood Neighborhood Council meeting will be conducted entirely telephonically. Every person wishing to address the Neighborhood Council may dial toll-free, (833) 548-0276, and enter 839 8082 8018 and then press # to join the meeting. Instructions on how to give public comment will be given to listeners at the start of the meeting.

Public Speakers

The public is requested to dial *9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. The Council shall provide an opportunity for the public to address the Council on each agenda item before or during the Council's consideration of the item. A member of the public wishing to speak on only one agenda item that is eligible for public comment shall be given an opportunity to speak for up to 2 minutes when that item is considered by Council, or, at the discretion of the Presiding Officer, before consideration of the item.

Members of the public wishing to speak on more than one agenda item at a single meeting shall combine and present their comments addressing the agenda items at or near the beginning of the meeting during a segment called "Multiple Agenda Item Comment." A member of the public speaking on more than one agenda item shall be allowed to speak for up to a total of three minutes per meeting. This will be the only opportunity to speak, other than during General Public Comment, for those members of the public who have submitted speaker cards on more than one agenda item. Comments from the public on other matters, not appearing on the agenda but within the Board's subject matter jurisdiction, will be heard during the General Public Comment period and shall be limited to 2 minutes.

Americans with Disabilities Act

As covered 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, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request 3 business days prior to the meeting you wish to attend by contacting Michael Skiles at northwestwoodcouncil@gmail.com.

Public Access of Records

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 1424 Westwood Blvd, at our website, <http://northwestwoodneighborhoodcouncil.org> or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact northwestwoodcouncil@gmail.com

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AGENDA

1. Call-to-order and roll call (2 minutes)
2. Comments by Public Officials or their representatives including but not limited to: (30 minutes)
 - a. Los Angeles Police Department
 - b. Councilmember Paul Koretz
 - c. Supervisor Sheila Kuehl
 - d. Mayor Eric Garcetti
 - e. Assembly Member Sydney Kamlager-Dove
 - f. Congressman Ted Lieu
 - g. Westwood Village Improvement Association (BID)
 - h. UCLA Government Relations
3. Announcements (10 minutes)
4. Multiple Agenda Item Comment Period. (Up to 3 minutes per speaker)
5. General Public Comment (Up to 2 minutes per speaker)
6. Discussion and possible approval of minutes from April board meeting. (4 minutes)
7. Discussion and possible approval of the April 2021 Monthly Expenditure Reports. (5 minutes)
8. Discussion and possible approval of a NEIGHBORHOOD PURPOSE GRANT (NPG) of up to \$5000 to World Harvest Food Bank to fund the purchase of pallet jacks to assist their operations in providing food to those in need in the Los Angeles area. (15 minutes)
9. Discussion and possible approval of an NPG of up to \$5000 to the Westwood Village Improvement Association to provide hygiene kits and restaurant gift cards from participating Westwood vendor(s) to serve unhoused community members. (15 minutes)
10. Discussion of the current status of P.O. box acquisition, and possible re-approval of the acquisition of a yearly P.O. box rental of up to \$250 in cost. (5 minutes)
11. Discussion of the current status of remaining funds for the year, and in particular encumbered funds which were unable to be spent due to the continuation of the COVID-19 pandemic longer than originally foreseen. (8 minutes)
12. Discussion and possible resolution with respect to planning appeals in the Westwood area and possible policies that could increase the share of costs borne by individuals filing multiple appeals. (20 minutes)
13. Discussion and possible resolution and Community Impact Statement authorization with respect to Council File 21-0002-S106 (Koretz), a resolution that the City of Los Angeles should oppose CA Assembly Bill 1401 (Friedman) which would prohibit Minimum Parking Requirements within 0.5 miles of a transit hub. (15 minutes)
14. Discussion and possible approval for the board to inform the incoming board of several pending issues and issues related to board turnover, including Facebook social issues and elections authorization requiring a website/domain-based email address, account and website access and maintenance turnover, the need for the incoming board to quickly

appoint and train new financial officers, the currently pending P.O. box status, pending MailChimp status, and the need for the incoming board to quickly consider a budget and monthly expenditure reports. (10 minutes)

15. Discussion and possible action to adopt the Board of Neighborhood Commissioner's approved 2021 Board Seating Policy, and to modify North Westwood Neighborhood Council bylaws Article V, Section 4, in accordance therewith.

Neighborhood Council Board Seating Policy 4/1/21:

"A. Board Members shall assume the duties and responsibilities:

1. after all official election challenges for the Neighborhood Council have been resolved;
2. after the City Clerk has issued certified election results for the Neighborhood Council, and;
3. after, if applicable, the City Clerk has certified the list of candidates and determined that the seats are uncontested such that no election shall be held. If a Neighborhood Council fails to register enough candidates to have a competitive race, the election will be cancelled, and the candidates seated by affirmation. The Neighborhood Council shall contact EmpowerLA to receive guidance in the seating of the certified candidates. EmpowerLA shall contact the certified candidates to provide guidance on when they begin to assume their duties and responsibilities pursuant to this policy and the corresponding Neighborhood Council's bylaws.

B. The terms of office for elected or selected Board Members shall commence on July 1 of the Board seat's election year. The terms of office shall end on the last day in June of the Board seat's election term (e.g., end of two-year term). Commencing newly elected or re-elected Board Members on July 1st allows the terms to be consistent with the City of Los Angeles fiscal year which commences on July 1st and ends on June 30th. No additional meeting or oath of office shall be required to begin assuming duties and responsibilities. On July 1st, all powers shall immediately be transferred over to the newly elected or selected Board.

C. Members of the Board whose terms have expired or were not re-elected shall continue to discharge the duties of the office until their successor has assumed the associated duties and responsibilities on July 1st.

D. The new Board Members shall assume their duties and responsibilities as a single unit on July 1st. No partial and/or interim seating is allowed. Where a single challenge to a single seat has not been resolved, the rest of the Board cannot be seated. It is assumed the incumbent Board will set the agenda for the July meetings, pursuant to the Neighborhood Councils' bylaws.

E. The Board shall have an organization meeting in the month of July (if applicable). The organization meeting is for the purpose of electing Board Officers, as one example of possible action Neighborhood Councils may take at organization meetings.

F. Should a Board seat become vacant after the election; the Board shall fill the vacancy pursuant to the Neighborhood Council's bylaw.

G. The administration of the oath is conducted in a manner determined by the Board. This process is ceremonial and has no effect on when the term of office officially begins,

unless indicated in the bylaws.

H. Where a regularly scheduled meeting is not scheduled to commence the newly elected Board in July, EmpowerLA may choose to call a regular or special meeting, pursuant to the aforementioned criteria for the certification of the election and in accordance with applicable meeting laws, policies, procedures, and rules. In these circumstances, EmpowerLA may choose to preside over the meeting where the first order of business may be to hold an organization meeting, if applicable. EmpowerLA has the discretion to identify an independent third party to administer and preside over the meeting. Any leftover business from the outgoing Board will be acted upon by the newly elected Board Members.

K. Newly elected or re-elected Board Members shall be aware that once elected, their participation in the Board matters shall be subject to the State's open meetings laws (Brown Act) commencing from the time the election is certified by the Office of the City Clerk even if it precedes the date they assume their duties and responsibilities (please refer back to section A for detailed information).

EmpowerLA staff can work with the outgoing Board to craft the agenda for the regular or special meeting to ensure a smooth transition between the outgoing and incoming Board Members. Any leftover business from the outgoing Board will be acted upon by the newly-elected Board Members. The outgoing Board is encouraged to consult with EmpowerLA to prepare the agenda for the regular or special meeting to ensure a smooth transition between the outgoing and incoming Board Members. Boards anticipating quorum issues for any reason may request EmpowerLA manage the Board meetings using available tools in order to allow the Board to conduct business.

Additionally, as a best practice for the transition of Board Members, incumbent Board Members are encouraged to establish a mentoring relationship with newly elected Board Members and consult with them on items to be discussed before the Board. As a reminder, the Brown Act applies once the certification of elections is completed as described. Although the oath of office is not required, EmpowerLA encourages Neighborhood Councils to welcome the newly elected or re-elected leaders in a celebratory manner.” (15 minutes)

16. Discussion and Recognition of Board members not seeking re-election or re-selection. (5 minutes)

17. Adjournment