



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

UNNC Governing Board Meeting Agenda

Thursday, September 4, 2025
Meeting begins at 7:00 p.m.



In Person and on Zoom

NOTE: In conformity with the October 6, 2023 enactment of California Senate Bill 411 and Los Angeles City Council approval on November 1, 2023, UNNC will be conducting this meeting both **in-person and also virtually utilizing the Zoom platform**. Please see expanded information on page 5 of this agenda. You have the option of attending in person, via the internet, or by telephone. Questions? Email President@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

Agenda Packet link with meeting presentation materials here:

https://drive.google.com/drive/folders/1hMdeZ_FmqHLuNCscEC3zLo7AUaQbU2Pf?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 attending virtually 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 starting **page 3** of this agenda.

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

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 AND 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 the end of this agenda.

Agenda items begin next page.

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AGENDA

- 1). **Call to Order**/Roll Call/Board members' voting status, review the Agenda
- 2). **Public Comments and Announcements, on items not on the agenda** (1 minute per person)
- 3). **Government Agencies Reports and Comments:**
 - A. **CD 10 Report** - Field Deputy, Danielle Mero/Jeff Camp
 - B. **DONE Report** - Neighborhood Empowerment Advocate, Alfonso Manzo
 - C. **Other Government/Agency Officials**
- 4). **Appoint Candidate for Vacant UNNC Governing Board Seats:** Recommend one-year (temporary) appointment Region 6 Area Representative (Seat 1, Group A). – **DISCUSSION AND ACTION**
- 5). **Funding Requests – DISCUSSION AND ACTION, all items**
 - A. **L.A. Korean Festival Foundation Requests an NPG, up to \$3,000:**

For the 52nd Annual Los Angeles Korean Festival October 16-19, 2025, festival organizers are requesting funds to help fund marketing materials such as posters and flyers in English, Korean, Spanish and Bengali, to help ensure the festival's success as a cultural celebration and community gathering. The 4-day event provides the community with a festival that advocates cultural diversity awareness (not only Korean cultural heritage but also the numerous ethnic groups residing in Los Angeles). One of the largest Korean cultural festivals in the U.S., it attracts over 350,000 attendees annually. This year's theme, "Beyond Boundaries," highlights the spirit of global unity through culture, arts, and heritage. The festival is free to the public and features high-quality musical and dance performances. UNNC will have a timed slot for our outreach at the event. **Executive Committee recommends an NPG for \$1,500.00**
 - B. **UNNC Outreach Materials, including Table/Booth Support:** The Executive Committee recommends approval of combined **expenditures up to \$1,500** for printed materials (including flyers), promotional giveaway items and items needed to better present our booth at events (such as lighting).
- 6). **Planning & Zoning Land Use Items – DISCUSSION AND ACTION, all items**
 - A. **Case No. EAR-2025-3866-AH-VHCA, 1638-1640 S. Bronson Ave.:** Proposed 5-story (42 feet height), 36-unit affordable housing project located within the Arlington Heights Character Residential District CPIO, including demolition of four existing RSO units (not eligible for ED1). Requesting Density Bonus – Off Menu Incentives under AB 2334 requested incentives include height, number of units, 44% increase in FAR, plus “waivers” of CPIO requirements for setbacks and a courtyard. (However, it appears waivers not allowed under AB 2334, must be treated as incentives.) Under AB 2097 the project has a parking requirement of 0 spaces since it is located within a half-mile of a major transit stop.

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B. Letter in Support of Traffic-Calming Solutions for Jefferson Boulevard: on August 14, 2025, the first day of the new school year, a severe crash occurred near ISANA Nascent Academy leaving people from the car injured while children were walking nearby. This portion of Jefferson Boulevard lacks basic protections such as crosswalks, stoplights, or traffic calming features, creating unnecessary risk. Review draft letter (in agenda packet) addressing requests to CD10 Councilmember Heather Hutt.

C. DIR-2025-3370-CCMP; ENV-2025-3371-CE, 2037 West Jefferson Blvd.: Construction of an approximately 11,998 sq. ft. three-story office building on a vacant commercial lot within the Jefferson Park HPOZ. The design of the Project will be required to conform with the HPOZ's historic preservation guidelines to ensure there will be no substantial adverse change in significance of the Historic District. Demolition of fire-damaged Contributing Structures previously approved; approval noted that the CEQA clearance is not complete if a larger discretionary project were to be applied for.

D. Follow-up to Previous P&Z Cases, ENS, and Old Business

7). Proposed Community Impact Statement (CIS) RE Council File 25-0974 – ShadeLA: UNNC SUPPORTS this motion, with the caveat that we want to focus more on trees and growing our shade canopy, and perhaps less on new shade structures. **DISCUSSION AND POSSIBLE ACTION**

8). Proposed Resolution or Community Impact Statement (CIS) RE Charter Reform Commission, various meetings and actions: The City of Los Angeles Charter Reform Commission is engaging in a series of public meetings to discuss potential changes to the City Charter. Among the categories is City Infrastructure, which includes trees; however, the Urban Forestry Division is always a part of a larger bureau, which tends to give it less impact (and budget). Request that the Governing Board authorize UNNC representatives to address this and other issues at the Commission, via a Letter of Resolution and/or CIS, as appropriate. – **DISCUSSION AND POSSIBLE ACTION**

9). UPDATE ~ Possible Parks/Green Space Conversion and Usage for City-owned Parcels within UNNC, Possible Master Plan for Creating Green and Recreation Spaces within UNNC and CD10: UNNC's neighborhoods are park-poor compared to other parts of Los Angeles, and southwest Jefferson Park near the Crenshaw and Exposition light rail stations particularly so. The City owns several vacant or underutilized parcels within the UNNC footprint, such as 3330 W. 36th Street, which is also within Metro's "First Mile/Last Mile" initiative radius of the Crenshaw and Exposition light rail stations. UNNC has begun to advocate regarding this situation, and is exploring partnerships with other agencies and organizations. -- **DISCUSSION AND POSSIBLE ACTION**

10). Executive Committee – DISCUSSION AND POSSIBLE ACTION, ALL ITEMS

A. President's Report – Laura Meyers

- i. Designate individual to receive NC election records from the City Clerk
- ii. Appoint representatives to Neighborhood Council Alliances and Budget Reps



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B. Treasurer's Report - Candice Jackson

- i. Review and Approve Monthly Expenditure Report (MER) for August 2025, if available
- ii. Budget Adjustments, if/as required
- iii. Board Member Reimbursements, if/as required

C. Vice President's Report – Michael Soderstrom

- i. Review Board member training (many returning board members need to update their training)

D. Secretary's Report

- i. Approve Past Fiscal Year Minutes: December 5, 2024; and January 9, March 6, April 3, May 20, and June 5, 2025

E. Possible Board Retreat: Check dates; would October 25 work?

11). Committee Reports, including Chair appointments-- DISCUSSION AND POSSIBLE ACTION

A. Public Safety/Emergency Preparedness Committee

B. Environmental Committee

C. Tree Committee

D. Communications Committee

E. Other

12). Old Business – DISCUSSION AND POSSIBLE ACTION

Calendar of Upcoming UNNC outreach engagements (Board members needed for tables):

Saturday, October 18 ~ 6th Ave Elementary School Tree Planting and Community Block Party

Saturday, October 18 ~ Taste of Soul

October 16-19, specific date/time slot TBA ~ Los Angeles Korean Festival

13). Adjourn

Future Meetings: The next scheduled UNNC Governing Board meeting is **Thursday, Oct. 2, 2025** (*Standing Governing Board meetings are usually 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 jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board or a 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 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 who are attending virtually will be requested to dial *9 or use the Raise Hand option on the computer to address any agenda item before the Board takes action on an item.



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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.

Further SB 411 Updates: If a Neighborhood Council has a quorum of board members in a physical location, board members who wish to join the meeting via teleconferencing must adhere to AB 2449 rules and regulations. If a Neighborhood Council does not have a quorum of board members in a physical location, they must adhere to SB 411 rules and regulations.

In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(C) The eligible legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time.

(D) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(E) (i) An eligible legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (D), to provide public comment until that timed public comment period has elapsed.

(ii) An eligible legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.

(iii) An eligible legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.

The agendas for the UNNC meetings are 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 <https://www.lacity.org/government/subscribe-agendasnotifications/subscribe-other-meetings-agendas-and-documents>, to receive notices for UNNC meetings (and other government entities).



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For more information, you may also contact the President of UNNC, at 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 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.

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



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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. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org.

Public Access of Records: 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.

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