



Virtual Special Budget & Finance Committee Meeting

Meeting Date: July 7, 2021 Meeting Time: 6:00 PM

Contact: richard.nordin@dlanc.com for more information

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 Downtown LA Neighborhood Council meeting will be conducted entirely telephonically. Every person wishing to address the Neighborhood Council must dial (669) 900-6833 or enter Zoom at <https://zoom.us/j/92714209110> then enter MEETING ID: 927 1420 9110 and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

Link to join Webinar

<https://us02web.zoom.us/j/92714209110> or by phone at (669) 900-6833.

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1. Call to Order / Roll Call

Tony Hoover - Chair	
Claudia Oliveira	
Reeyan Raynes	
Richard Nordin	

2. General Public Comment

The public is requested dial *6, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Press *9 to unmute. 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 comments are limited to two minutes per speaker with a total time of ten minutes. (The chair, depending on number of speakers and time considerations, may change these parameters.) Press 9 to unmute.

3. **Chair's Welcome**
4. **Approval of Prior Minutes**
5. **Old Business**

- a. Discuss status of lease / license agreement and new information from the Clerk: "Per our policies, our office provides a 60 day timeline upon receiving all documents. Please allow 60 days upon receipt in order for the lease to be completed."

6. New Business:

- a. Discuss possible motions for July board meeting. These motions carry forward the budget in the new fiscal year and are required to submit to the Clerk along with the requesting for payment toward that expense item.

MOTION: The Board shall approve a monthly expenditure not to exceed \$1400 for the license agreement with Industrious at 444 S Flower for the DLANC office and meeting space. Monies to come from the Office Budget.

MOTION: The Board shall approve a monthly expenditure not to exceed \$1100 for rent at 529 S Broadway until the license agreement with Industrious becomes effective. Monies to come from the Office Budget.

MOTION: The Board shall approve an expenditure not to exceed \$2800 (at a rate of \$95/hour) for after-hours HVAC for the DLANC meeting space in the conference center at 444 S Flower. Monies to come from the Office Budget.

MOTION: The Board shall approve an expenditure not to exceed \$2000 for artwork and printing. Expenditure to include business cards, brochures and signage. Monies to come from the Outreach Budget.

MOTION: The Board shall approve an expenditure not to exceed \$4000 for advertising both digital and print. Monies to come from the Outreach Budget.

MOTION: The Board shall approve an expenditure not to exceed \$4000 to build a new DLANC website. Cost to also include email hosting and website maintenance. Monies to come from the Office Budget.

MOTION: The Board shall approve an expenditure not to exceed \$4000 for Promotional Items. Monies to come from the Outreach Budget.

MOTION: The Board shall approve an expenditure not to exceed \$5000 for Tabling and Events. Monies to come from the Outreach Budget.

MOTION: The Board shall approve an expenditure not to exceed \$2100 for a Notetaker. Monies to come from the Office Budget.

MOTION: The Board shall approve an expenditure not to exceed \$100 for website domain renewal. Monies to come from the Outreach Budget.

MOTION: The Board shall approve an annual expenditure of an amount not to exceed \$200 for email hosting. Monies to come from the Office Budget. Vendor is 1and1 Ionos.

MOTION: The Board shall approve an annual expenditure of an amount not to exceed \$725 for Website hosting. Monies to come from the Office Budget. Vendor is Linode.

MOTION: The Board shall approve the June 2021 Monthly Expenditure Report.

7. General Public Comment

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8. Other Committee Comments and Announcements

9. Next Meeting August 4, 2021

10. Adjourn

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS: *The public is requested to fill out a "Speaker Card" to address the [committee] on any agenda item before the committee takes an action on an item. 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 committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the committee 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 committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer.*

POSTING: *In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board members in advance of a meeting may be viewed on our website by clicking on the following link: www.dlanc.com, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please download from our website. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at: <http://www.lacity.org/government/subscriptions/neighborhoodcouncils/index.htm>.*

RECONSIDERATION AND GRIEVANCE PROCESS: *For information on the DLANC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the DLANC Bylaws. The Bylaws are available at our Board meetings and our website www.dlanc.com.*

DISABILITY POLICY: *The Downtown 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 Venice 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 availability of services, please make your request at least 3 business days prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at (213) 978-1551 or email NCsupport@lacity.org.*