



## HNC GOVERNING BOARD

Sara Vasquez, **VICE CHAIR** East Rep.

Sandra Ryan, *Educational Rep.*

Lee Turner, **TREASURER**, *Cultural Rep.*

Nicole Mihalka, **CHAIR**, *Charitable, Civic & Faith Based Rep.*

Danielle Suarez, *Quality of Life Rep.*

Joseph Riser, *Hermon North Rep.*

Carmellia Munguia, *At Large Rep.*

## Hermon Neighborhood Council General Board Meeting Agenda

Thursday, July 18, 2024 | 7 pm

5800 Monterey Road, Los Angeles, CA 90042

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Sara Vasquez, Vice Chair of the Board al (626) 399-6132 o por correo electrónico [sara@hermonnc.org](mailto:sara@hermonnc.org) para avisar al Concejo Vecinal.

IN CONFORMITY WITH THE OCTOBER 6, 2023 ENACTMENT OF CALIFORNIA SENATE BILL 411 (PORTANTINO) AND LA CITY COUNCIL APPROVAL ON NOVEMBER 1, 2023, THE HERMON NEIGHBORHOOD COUNCIL MEETING WILL ALSO BE CONDUCTED VIRTUALLY.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** 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 comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

*The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.*

### I. WELCOMING REMARKS:

- A. Call to Order
- B. Roll Call

### II. SPECIAL ORDERS

- A. Installation of Newly Elected NC Board (Oath of Office)
- B. Election of 2024-2025 Executive Board Officers
  1. Chairperson
  2. Vice-Chairperson
  3. Treasurer
- B. Appointment of Financial Officers of the Board
  1. Neighborhood Council Bank Card Holder
  2. Second Card Holder
  3. Second Signer
  4. Alternate Signer

C. Appointment of Standing Committee Chairs and Members

1. Finance
2. Outreach
3. Land Use Committee

III. PUBLIC COMMENTS

- A. Comments from the public on non-agenda items within the Board's jurisdiction (up to 2 min/speaker)

IV. COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS:

(Representatives from government offices and community-based organizations. Reports and brief presentations only. Any questions, please up with the presenter independently so meeting may proceed as scheduled. Up to 30 minutes total)

- A. LA City Council District Representative
- B. LAPD
- C. LAFD
- D. Hermon Area Schools
- E. Local Community Organizations
- F. Department of Neighborhood Empowerment

V. Discussion and possible action regarding the HNC's support for the median tree

- A. "Save the Cedar" letter

VI. Discussion and possible action regarding creation of Loading Zones at the vacated Metro 256 bus stops near the Recycling Center

VII. OUTREACH DISCUSSION

- A. Bus Bench PSA
- B. Vacant Board Seats
  1. Outreach Ideas
  2. Candidate Targets
- C. ICE Cream Social
  1. Date and location
  2. Outreach Plan
- D. Meeting Outreach
  1. Timeline
  2. Posting requirements
  3. Flyers – delivery to stakeholders
  4. Online marketing
  5. Third-party Service Provider

2. MEETING LOCATION

- A. Discussion and possible action to confirm HNC Board and Committee Meeting Location for FY 2024-2025
  1. 5800 Monterey Road (until it is no longer available)
  2. Hermon Church

3.

VIII. CANDIDATE FORUM – Discussion and Planning

IX. ADMINISTRATIVE ITEMS

A. Review and adoption of minutes for June 2024 Special Board meeting

X. TREASURER/FINANCIAL UPDATE

A. Approval of Administrative Packet for FY 2024-2025

B. Funding dashboard ([link here](#))

C. Detail on outstanding funding commitments

D. Financial/budget items for discussion and possible action

1. Approval of May and June 2024 MERs

2. Approval of the following allocations of the total \$32,000 budget for FY 24/25:

a) General Operations allocation of up to \$7,350 including:

1. Office: \$3,000

2. Outreach / Elections: \$4,350

b) Community Improvement Project: \$0

c) NPG: \$24,650

E. of funds for the following items for the fiscal year 2023/2024:

1. Up to \$450 for website maintenance services

2. Up to \$550 for P.O. Box renewal

3. Up to \$2,000 for rental of space to host NC Board meetings

4. Up to \$3,000 for general outreach including postage, flyers, brochures, and postcards for promotion of HNC meetings and events

5. Up to \$650 for food for stakeholders attending HNC events

6. Up to \$200 for text and email software

7. Up to \$500 for the fiscal year for promotional items including mugs, bags or other giveaway items

XI. OTHER COMMITTEE UPDATES

A. Neighborhood Purpose Grant Committee

B. Outreach Committee

C. Land Use Committee

XII. UPCOMING COMMITTEE MEETINGS AND OTHER ANNOUNCEMENTS

XIII. NEXT BOARD MEETING

XIV. REQUESTS/MOTIONS FOR FUTURE AGENDA ITEMS

XV. ADJOURNMENT

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

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that 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. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

**PUBLIC POSTING OF AGENDAS** - Agendas will be posted for public review at [www.HermonNC.org](http://www.HermonNC.org) and as follows:

- **Hermon Fellowship Center 5800 Monterey Road, Los Angeles, CA 90042**
- **Hermon Dog Park in Hermon Park**
- **Fresco Market 5914 Monterey Road, Los Angeles, CA 90042**

• You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at: <https://www.lacity.org/your-government/government-information/subscribe-meetings-agendas-and-documents/neighborhood>

**THE AMERICAN WITH DISABILITIES ACT** - 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 contacting L. Turner, HNC Chair, at [lee@hermonnc.org](mailto:lee@hermonnc.org).

**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](http://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)

**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 200 N. Spring Street, L.A., CA, at our website: [HermonNC.org](http://HermonNC.org), [www.empowerla.org/hnc/](http://www.empowerla.org/hnc/) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, contact Sara Vasquez, Board Vice-Chair, at [sara@hermonnc.org](mailto:sara@hermonnc.org).

**RECONSIDERATION AND GRIEVANCE PROCESS** For information on the HNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the HNC Bylaws. The Bylaws are available at our Board meetings and our website [www.empowerla.org/hnc/](http://www.empowerla.org/hnc/)