

**HISTORIC HIGHLAND PARK NEIGHBORHOOD COUNCIL**

Post Office Box 50791 Los Angeles, CA 90050

<http://www.highlandparknc.com>

Certified as NC #33 May 28, 2002

**OFFICERS**

**President** Angela Gonzales-Torres  
**First Vice President** Darren Gold  
**Second Vice President** John Vangelisti  
**Treasurer** Connie Martinez  
**Secretary** Karen Daniel

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**Budget & Finance** Connie Martinez  
**Executive** Angela Gonzales-Torres  
**Land Use** Steve Crouch  
**Outreach** John Vangelisti  
**Rules** Darren Gold  
**Public Safety** Caroline Aguirre  
**Environmental** Emily Spokes  
**Youth and Education Ad Hoc** Dante Marquez  
**Housing, Renters & Homelessness Ad Hoc** Stuart Kennedy

**Governance Reform Ad Hoc** Connie Martinez, Clara Solis, Steve Crouch

**HHPNC NELA Community Plan Ad Hoc** Clara Solis, Darren Gold, Steve Crouch, John, Vangelisti, Karen Daniel, Stuart Kennedy, Rick Marquez

**CITY OF LOS ANGELES**

CALIFORNIA



**DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT**

200 N. Spring St. Ste.2005 Los Angeles, CA 90012

Telephone: (213) 978-1551

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# HISTORIC HIGHLAND PARK NEIGHBORHOOD COUNCIL

## Historic Highland Park General Board Meeting Agenda

*Thursday, June 6, 2024 - 6:00pm*

**Highland Park Adult Senior Citizen Center**  
6152 N Figueroa St, Los Angeles, CA 90042

**Join Zoom Meeting**

<https://us02web.zoom.us/j/88123307330>

Meeting ID: 881 2330 7330

One tap mobile

+16694449171,,88123307330# US

**For supporting documents visit:**

[https://drive.google.com/drive/folders/1xsZOIRnXKzE-qzNFyW7FeURAbNqxn7vz?usp=drive\\_link](https://drive.google.com/drive/folders/1xsZOIRnXKzE-qzNFyW7FeURAbNqxn7vz?usp=drive_link)

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*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, composed of stakeholder volunteers who are devoted to the mission of improving our communities.*

*Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte por correo electrónico [info@highlandparknc.com](mailto:info@highlandparknc.com) para avisar al Concejo Vecinal.*

*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 two minutes per speaker, unless adjusted by the presiding officer of the Board.*

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** 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 comment is limited to 1 minute per speaker, unless adjusted by the presiding officer of the Board.

**PUBLIC POSTING OF AGENDAS** – Neighborhood Council agendas are posted for public review as follows:

- Fire Station #12 located at 5921 North Figueroa Street, Los Angeles CA 90042
- <https://www.highlandparknc.com>
- You can also view our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>.

**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.

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.

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.

(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 , 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.

**1. CALL TO ORDER / *Llamada al Orden***

- a. Meeting Called to Order by Chair

**2. ROLL CALL / *Pasar Lista***

- a. Call of the roll and certification of a quorum by Chair

**3. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*: Motion to approve agenda**

**4. GOVERNMENT REPORTS/ANNOUNCEMENTS** - Strong plea to only report if information cannot be emailed to the community. If the public has questions that were not answered, please follow up with the presenter via email so that the meeting may proceed as scheduled, if not all offices are in attendance, extend time (up to 2 min each) / *Informes y Anuncios Del Gobierno*

- a. LAFD
- b. LAPD
- c. LA Public Library
- d. LA City Council District Representatives (CD1 and CD14)
- e. Mayor's Office

- f. DONE
- g. HPOZ
- h. LA Recs and Parks
- i. State
- j. Federal

**5. MESSAGES AND REPORTS** - If your update regards an agenda item, please consider leaving your update for the allotted time for the agenda item. All individuals providing reports are also highly encouraged to submit dates and information relevant to the public to the outreach team for inclusion in public communications. Any extended updates are to be requested before the general board meeting to the President/ *Mensajes e Informes*

- a. Committee Reports (up to 1 min each) / *Informes del comité*
  - i. Rules
  - ii. Finance
  - iii. Outreach
  - iv. Public Safety
  - v. Land Use
  - vi. Environmental
  - vii. Executive
  - viii. Governance Reform
  - ix. North East Community Plan Ad Hoc
  - x. Housing, Renters, Homelessness Ad Hoc
- b. Liaison & Alliance Reports
  - i. LANCC representative
  - ii. ARC representative
  - iii. Emergency Preparedness

**6. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS** - [submit here](#) (*enviar aquí*) or email (*o correo electrónico*) [info@highlandparknc.com](mailto:info@highlandparknc.com) (up to 1 min each) / *Comentarios del público en general sobre temas que no están a la agenda*

**7. TREASURER REPORT:**

Current Available Funds: \$8509.24 (approximately; to rollover to next FY)

- a. General - \$4816.54 (\$800 earmarked for hotspot)
- b. Outreach - \$543 (\$100 earmarked for banner)
- c. NPG - \$3150 (plus pending NPGs checks)
- d. Outstanding expenditures will have to be reauthorized after June 20th
- e. Annual budget \$32K + rollover funds
- e. \$333 available next FY until Administrative Packet is approved

**8. CONSENT CALENDAR APPROVAL:**

- a. May General Board Meeting Minutes - *pending*
- b. [April MER](#)

**9. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción***: Motion to approve 2024-2025 FY Budget [Proposed 2024-2025 Administrative Packet](#)

- a. Office/Operational (\$18500)
  - i. Meeting facilities-\$2500
  - ii. Public storage- \$3528
  - iii. Google Workspace - \$3810
  - iv. Website Services - \$3480
  - v. Web Hosting - \$200

- vi. Domain registration - \$40
- vii. Hotspot service - \$240
- viii. Zoom account - \$200
- ix. PO Box - \$230
- x. Translation Services - \$3960
- xi. Snacks and Miscellaneous - \$312
- b. Outreach - \$4000
- c. Elections
  - i. Print and digital ads - \$1500
- d. Neighborhood Purposes Grants - \$18,000
- e. Community Improvement Projects - \$0

**10. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** Motion to add Second Cardholder to administrative packet to act as Events Chair for HHPNC. The Second Cardholder will complete all required financial officer training, required documents, and file all HHPNC Board approved events with the NC Funding Program. The Second Cardholder/Events Chair will also be responsible for event related purchases.

**11. Administrative Motions to appoint Financial Officers:**

- a. First signer (*currently Connie Martinez*)
- b. Second signer (*currently Darren Gold*)
- c. Alternate signer (*currently Karen Daniel*)
- d. Cardholder (*currently Connie Martinez*)
- e. 2nd cardholder

**12. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** Motion to approve 2024-2025 FY Administrative Packet including leases and agreements.

- a. office space - N/A
- b. meeting location - Highland Park Senior Center
- c. storage facility - Public Storage
- d. PO Box
- e. website Services - Kristina Smith

**13. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** Motion to approve translation services policy: translation via Zoom unless approved in advance by board

**14. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** Motion to approve updates to [NPG Policies and Procedures](#):

- a. Oct 15 and March 15 Deadlines
- b. Updates to [Follow-Up Form](#)
- c. with automatic renewal each FY (instead of creating forms each year)

**15. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** Motion to approve [Request for Action](#) re: Councilmember De Leon and Hernandez's assistance in expediting District Attorney Gason's Conviction Integrity Unit review of CASE BA141155, Antonio Chavez and Jose Beltran

**16. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** Motion to approve creation of [Social Justice Ad Hoc](#)

**17. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** Motion to approve [Request for Action](#) in support of an LA City Council Ceasefire Resolution

**18. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** Motion to [appoint](#):

- a. Land Use Committee Chair(s) - Steve Crouch
- b. Environmental Committee Chair(s) - Lyannie Tran
- c. Public Safety Committee Chair(s) - Jens Jonason
- d. Youth & Education Chair(s) - Yvonne Chavez
- e. Housing, Renters, Homelessness member - Lea Kline

**19. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** Motion to approve [Letter of Support](#) for El Super [ZA-2024-39-CUB](#) re: renewal of a full line of alcoholic beverages for off-site consumption in conjunction with an existing market and expanded operation from 7:00am to 11:00pm, daily at 5610 York Blvd (representative Maria Impala and applicant Richard N. Phegley)

- a. Land Use Committee Voted 4 to 0 Letter of Support

**20. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** Motion to approve [Request for Action](#) re: Councilmember Hernandez's assistance in hearing community input into the future of the Highland Theater

**21. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** Motion to approve Public Safety Committee event (late September or early October 2024 for Earthquake preparedness with organizations to be invited to provide presentations are LADWP, SoCal Gas Company, CERT, LAFD, LAPD, Red Cross, CD1, CD14 and the Mayor's office)

**22. NEW BUSINESS / *Nuevo Negocio***

**23. ADJOURNMENT / *Aplazamiento***

**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](https://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)

**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, assisted 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 (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@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 Neighborhood Council Office Space Address (if applicable), at our website: [www.NeighborhoodCouncilWebsite.org](http://www.NeighborhoodCouncilWebsite.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 email at: [info@highlandparknc.com](mailto:info@highlandparknc.com)

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

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, 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 (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

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