

HISTORIC HIGHLAND PARK NEIGHBORHOOD COUNCIL
Post Office Box 50791 Los Angeles, CA 90050
<http://www.highlandparknc.com>
Certified as NC #33 May 28, 2002

DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT
200 N. Spring St. Ste. 2005 Los Angeles, CA 90012
Telephone: (213) 978-1551

OFFICERS

President Darren Gold
First Vice President Dante Marquez
Second Vice President Connie Martinez
Treasurer Kevin Guico
Secretary Lea Klein

COMMITTEE CHAIRS

Budget & Finance Kevin Guico
Executive Darren Gold
Land Use James Marcotte & Steve Crouch
Outreach Connie Martinez
Rules Dante Marquez & Jens Jonason
Public Safety Caroline Aguirre & Jens Jonason
Environmental John Vangelisti & Lyannie Tran
Youth and Education Ad Hoc Dante Marquez
Housing, Renters & Homelessness Ad Hoc Steve Crouch

Governance Reform Ad Hoc Connie Martinez, Clara Solis, Steve Crouch
HHPNC NELA Community Plan Ad Hoc Clara Solis, Darren Gold, John Vangelisti, Rick Marquez

CITY OF LOS ANGELES
CALIFORNIA



DIRECTORS AT-LARGE
Dante Marquez, Jens Jonason, Darren Gold, Angela
Gonzales-Torres, Connie Martinez, James Marcotte,
Yvonne Chavez, Lyannie Tran, Kevin Guico, Lea Klein,
Phillip Marzouk, Don Daniels

PUBLIC SAFETY DIRECTORS

Caroline Aguirre, Vacant

BUSINESS DIRECTORS

John Vangelisti, Vacant

HOUSING DIRECTOR

Vacant

ARTS DIRECTOR

Vacant

HOMELESSNESS DIRECTOR

Vacant

ENVIRONMENTAL DIRECTOR

Vacant

SENIOR DIRECTORS

Clara Solis, Vacant

YOUTH DIRECTOR

Ainsley Drake

HISTORIC HIGHLAND PARK NEIGHBORHOOD COUNCIL

Regular Board Meeting Agenda

Thursday, July 10, 2025, 6pm

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

Join Zoom Webinar Meeting

<https://us02web.zoom.us/j/89611527950>

Meeting ID: 896 1152 7950

One tap mobile

+16694449171,,896 1152 7950# US

+16699006833,,896 1152 7950# US (San Jose)

Supporting documents linked within each item

Every person wishing to address the EC virtually may join by clicking on the link <https://us02web.zoom.us/j/89611527950> or by dialing (669)444-9171 or (669)900-6833 and entering Web ID **896 1152 7950#** and then pressing #. When prompted by the presiding officer to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the Raise Hand option to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Public comment on any agenda item will be limited to 1 minute per person and a total of 30 minutes unless adjusted by the presiding officer. Comments from the public on 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.

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 para avisar al Concejo Vecinal.

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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*

2. SWEARING-IN OF NEWLY ELECTED BOARD MEMBERS

a. Neighborhood Council Board Oath:

I pledge to represent my neighborhood with dignity, integrity, and pride. I will encourage other points of view, even when they differ from my own. I will respect, value, and consider everyone's opinion. I will find the good in my neighborhood, and praise it and promote it. I will act at all times in accordance with our bylaws and will conform fully, both in spirit and intent. To my neighbors, and to neighborhoods throughout the City of Los Angeles, I pledge to do this to the best of my ability.

3. ROLL CALL / *Pasar Lista*

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

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

5. GOVERNMENT REPORTS and ANNOUNCEMENTS / *Informes y Anuncios Del Gobierno*- 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)/ (*máximo 2 minutos por orador*)

- a. LAFD
- b. LAPD
- c. LA Public Library
- d. Parks and Recreation
- e. LA City Council District Representatives (CD1 and CD14)
- f. Mayor's Office
- g. DONE
- h. LA County
- i. State Senate/Assembly
- j. Federal

6. APPOINTMENT OF VACANT SECRETARY SEAT AS PER ARTICLE V | SECTION 6 OF HHPNC BYLAWS

Candidates Will Have Up To 3 Minutes To Address The Board. Nominee with most votes wins

The Secretary shall keep minutes of all Board meetings and Executive Committee Meetings. An Alternate Secretary may be appointed by the Executive Committee to serve in the absence of the Secretary, as needed. Unless the person serving as Alternate Secretary is already a Board member, he or she shall not have any of the rights of a Board member, including the right to vote on matters before the Council.

- a. Nominees
 - i. Terrell Green
 - ii. RJ Petrey
- b. Motion to appointment one nominee to the Secretary Seat

7. APPOINTMENT OF VACANT AT LARGE SEAT AS PER ARTICLE V | SECTION 6 OF HHPNC BYLAWS: Motion to appoint a stakeholder to vacant seat on HHPNC Board (Nominees status as a stakeholder must be verified per [DONE Documentation Guide](#))

8. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*: Motion to approve initial [FY25-26 HHPNC admin packet](#) to start the budgeting process and begin the city's process to access our funds. The budget will be reviewed and updated by the Budget & Finance Committee and revisited at a future meeting.

9. SELECTION OF FUNDING OFFICERS

For information on the Neighborhood Council Funding Program, please visit:

<https://clerk.lacity.gov/clerk-services/nc-funding>

1. Discussion and possible action to appoint Second signer
 - a. Verifies Funding Program documents have been correctly and completely filled out before submitted for processing.
 - b. Acts as the second signer as required on Funding Program documents.
2. Discussion and possible action to appoint Bank cardholder
 - a. Maintains secure custody of the NC's bank card.
 - b. Ensures card is used for payment transactions as approved by the board only.
 - c. Obtains itemized receipts or itemized paid invoices for every card transaction.
 - d. Submits (uploads) itemized receipts or itemized paid invoices for card no later than 10 days after the

date the transaction posts.

- e. Must not accept cash refund. All refunds must be made as a credit return.
- f. Notifies the Funding Program immediately of lost or stolen cards.
- g. Bank must be notified immediately by the NC bank cardholder to block any further usage of the card; A new card can be ordered upon notification; The Neighborhood Council will be limited from accessing its available funds through the bank card while a new card is being requested from the bank.
- h. Notifies NC Funding Program upon resignation or removal as the NC bank cardholder.
- i. The NC will be limited from accessing its available funds through the bank card when a cardholder has resigned or has been removed and a new card is being requested from the bank for a newly-appointed cardholder.
- j. Can only serve as cardholder for one NC at a time. Is the only board member authorized to pick up the NC bank card, issued to his/her name, from the NC Funding Program Office.

3. Discussion and possible action to appoint 2nd bank cardholder

- a. In the absence or unavailability of the Bank Cardholder, the 2 nd Bank Cardholder can use the bank card for board-approved funding purchases.

10. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*: Motion to Create a permanent Arts and Culture Committee

11. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*: Motion to Create an Ad-Hoc Housing and Homelessness Committee to report back to Board by January 2026

12. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*: Motion to Adjourn the Ad-Hoc Governmental Reform Committee and Create an n Ad-Hoc Charter Reform Committee to report back to Board by January 2026 in its place

13. SELECTION OF BOARD MEMBERS AND STAKEHOLDERS TO COMMITTEES: Nominations will be accepted from the floor. If the number of nominees is equal to or fewer than the available committee seats, a motion may be made to appoint all nominees. If the number of nominees exceeds the available seats, board members will be asked to submit their top five choices, and appointments will be made based on the tabulated results. Board members may nominate themselves

The Current HHPNC Committees Are As Follows:

- a. Budget & Finance
- b. Land Use
- c. Outreach
- d. Public Safety
- e. Rules
- f. Ad Hoc Northeast Community Plan
- g. *Arts and Culture*
- h. *Ad Hoc Housing and Homelessness*
- i. *Ad Hoc Charter Reform*

14. DISCUSSION AND POSSIBLE ACTION TO APPOINT UP TO FIVE (5) COMMUNITY IMPACT STATEMENT (CIS) FILERS

The filers must be members of the Board. The filers are responsible for filing the CIS's into the City Clerk's CIS portal. Any CIS is a position by the board and may be sent to any city commission and/or can be put in the City Council's file management system. For more information, please click here:

<https://empowerla.org/wp-content/uploads/2017/08/How-to-Submit-CIS-FINAL->

15. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*: Motion to designate an individual to request and pick up HHPNC election records from the City Clerk before August 8, 2025 Per section 7.3 in the [2025 Neighborhood Council](#)

[Election Handbook](#), NCs can retain vital records — 1) Stakeholder name, stakeholder type and email address; 2) Candidate name, stakeholder type and email address; and 3) Ballots — prior to the Clerk destroying the records after Aug 26, 2025

- a. Jens Jonason

16. CONSENT CALENDAR APPROVAL:

- a. MERS
 - i. [May 2025 MER](#)

17. Updates from President

- a. Ave 53 & York
- b. Lincoln between Aves 45 and 46
- c. NC Elections
- d. Netflix Filming on Figueroa
- e. Other NC Business

18. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción:* *Motion to hold a Special Meeting to discuss how the HHPNC can help our immigrant and other community members who are being targeted by the federal government*

- a. Monday, July 14
- b. Wednesday, July 16
- c. Monday, July 21
- d. Other

19. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción:* Motion to approve a [Resolution](#) addressing the actions of U.S. Immigration and Customs Enforcement (ICE) and Customs and Border Protection (CBP) within the Highland Park community and requesting that the City of Los Angeles take immediate legal and protective action to safeguard our community members

20. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción:* Motion to direct Budget and Finance Committee to determine a feasible budget to print materials including signs and know your rights materials for community members

21. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción:* Motion to approve online [HHPNC multiple park and center survey](#) which focuses on RAP parks and facilities within HHPNC boundaries to supplement the RAP Park Needs Assessment.

22. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción:* Motion to approve proposal that HHPNC become part of the Rapid Response Network with an expenditure of up to \$500 to distribute important information in a timely manner to our community. ([See Proposal](#))

- a. HHPNC becomes a part of LARRN
- b. \$500 Expenditure from Outreach Budget Allocation

23. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS / *Comentarios del público en general sobre temas que no pertenecen a la agenda:* - [submit here](#) (*enviar aquí*) or email (*o correo electrónico*) info@highlandparknc.com
Comments from the public on non agenda items within the Board's jurisdiction (Limited to 12 min total, max 2 min per speaker) / *comentarios del público sobre temas que no pertenecen a la agenda dentro de la jurisdicción de la Junta (Limitado a 12 minutos, máximo 2 minuto por orador)*

24. NEW BUSINESS / *Nuevo Negocio*

25. 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. For assistance, please contact the Ethics Commission at (213) 978-1960 or 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

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 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

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

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