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HISTORIC HIGHLAND PARK NEIGHBORHOOD COUNCIL

Regular Board Meeting Agenda

Thursday, November 6, 2025, 6pm

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

OR

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.*

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 para avisar al Concejo Vecinal.

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. ROLL CALL / *Pasar Lista*

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

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

4. 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

5. 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 8 minutos, máximo 2 minuto por orador)*

6. MESSAGES AND REPORTS/ *Mensajes e Informes* - 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 relevant information to the outreach team for inclusion in public communications. Any extended updates are to be requested from the President before the general board meeting.

a. **Committee Reports / Informes del comité**

- i. Executive Committee
- ii. Rules
- iii. Budget & Finance
- iv. Outreach
- v. Public Safety
- vi. Land Use
- vii. Environmental
- viii. Arts & Culture
- ix. Governance Reform Ad Hoc
- x. Charter Reform Ad Hoc
- xi. Housing and Homelessness Ad Hoc

b. **Liaison & Alliance Reports**

- i. LA Neighborhood Council Sustainability Alliance (LANCSA)-Mark Forbes
- ii. Emergency Preparedness Liaison-Jens Jonasen
- iii. Plan CheckNC-Steve Crouch
- iv. Congress-Adan Martinez

c. **[CIS Tracker](#)** (Click here to see a list of CIS and Request for Action letters submitted by HHPNC)

7. CONSENT CALENDAR APPROVAL:

The following items will be voted on without discussion. Any Board members may request that item(s) be removed and voted on separately.

- a. Approve the following meeting minutes:
 - i. [September 18, 2025 Special Board Meeting Minutes](#)
 - ii. [October 2025 Regular Board Meeting Minutes](#)
- b. Approve [September 2025 MER](#)
- c. Special Meeting for NPG's 11/17

8. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*/BUDGET ITEM: Motion to approve up to **\$500** for a CD1 Candidates Forum with ASNC, LHNC, and CPNC in advance of the March Primary. [Budget Snapshot](#).

9. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*/BUDGET ITEM: Motion to approve up to **\$400** for translation services. [Budget Snapshot](#).

10. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*/BUDGET ITEM: Motion to approve Outreach expenditures

- a. up to **\$500** to update [HHPNC brochures](#)
- b. up to **\$600** to purchase [3 freestanding HHPNC banners](#), retractable with stands and storage bag, to advertise meeting location on site to the public
- c. [Budget Snapshot](#).

11. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*/BUDGET ITEM: Motion to approve participation in the HPCOC 80th annual Christmas Parade on December 7, 2025 with an Outreach expenditure up to **\$350**.

- a. \$175 for [1/2 page ad](#) in parade brochure
- b. Up to \$175 for supplies for table and parade
- c. [Budget Snapshot](#).

12. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción* /BUDGET ITEM: Motion to approve participation in the NELA Annual Christmas Tree Lighting and Toy Giveaway on December 13th at the Senior Center Parking lot with an

Outreach expenditure up to **\$250** for Pan Dulce and Hot Chocolate. [Budget Snapshot](#).

13. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (LU)*:

- a. Presentation: **Daisy Zhong, Architect and Applicant**
 - i. Information Packet [HERE](#)
- b. Motion to support the transfer by sale of a 4,200-square-foot City-owned property located north of Nordyke Street at the end of Avenue 56 (A.P.N. 5480-031-090), which the City of Los Angeles plans to sell to private ownership AND to inform CD14 of this decision in writing.

14. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (LU)*: Motion to approve and submit [a letter](#) to Council District 14 and Council District 1 with stipulations and recommendations in anticipation of the development of the Sparkletts property at 4500 Lincoln Avenue and 4500 York Boulevard.

15. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (LU)*: Motion to approve a [CIS](#) on the impacts of SB79, [Council File #25-1083](#)

16. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (LU)*: Motion to approve [a letter in support](#) of a [CUB](#) for Zero Fox at 4607 and 4609 York Boulevard [ZA-2025-1338-CUB](#)

17. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*: Motion to Approve [Official Public Comment](#) regarding the proposed **Garvanza Pump Station** to be sent to CD14 and LADWP

18. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (OR)*: Motion to approve cadence and procedures for HHPNC social media and eblasts.

- a. biweekly eblast: Sundays- Committee meetings scheduled for the week coordinated through Catherine; Wednesdays- Community announcements for Friday through Thursday.
- b. Nextdoor posts will follow all eblasts, and be posted a minimum of 48 hrs in advance of events/meetings and a minimum of 48 hrs in advance of any application/submission/registration deadline announcement.
- c. IG/FB Committee flyers will be created and posted by Catherine, Chairs must confirm meeting with Catherine prior to Sunday to schedule flyer (and eblasts)
- d. IG/FB community announcement flyers will be posted by Ruby, must be sent to Ruby prior to Wednesday for inclusion in email blast sent on Thursdays.
- e. Connie and Darren will continue to serve as alternate/backup

19. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (OR)*: Motion to approve Social Media Posters (Catherine, Connie, Ruby) be given log in information and administrator permissions for Wix (to edit copy), Constant Contact, and Nextdoor to ensure timeliness with Outreach announcements and facilitate the transition to a new web master and increased demands from the board.

20. NEW BUSINESS / *Nuevo Negocio*

21. 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

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

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