

HISTORIC HIGHLAND PARK NEIGHBORHOOD COUNCIL

Post Office Box 50791 Los Angeles, CA 90050

<http://www.highlandparknc.com>

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CITY OF LOS ANGELES

CALIFORNIA



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 Ruby Perez

Treasurer Kevin Guico

Secretary Richard "RJ" Petrey

COMMITTEES (Chair Bold)

Budget & Finance Kevin Guico, Phillip Marzouk, Adan Martinez, Ruby Perez, Dante Marquez

Executive Darren Gold, Dante Marquez, Ruby Perez, Kevin Guico, RJ Petrey

Land Use Steve Crouch, RJ Petrey, Darren Gold

Outreach Rhianon Irilli, Dante Marquez, Connie Martinez, Ruby Perez, Catherine Round

Rules Dante Marquez, Jens Jonason, Connie Martinez, Kevin Guico, Clara Solis, Gemma Marquez

Public Safety Caroline Aguirre, Steve Crouch, RJ Petrey, Clara Solis, Adan Martinez

Environmental Mark Forbes, Nazanin Naraghi, Steve Crouch, Clara Solis, John Vangelisti, Lyanne Tran

Arts and Culture Committee Rhianon Irilli, Catherine Round, Nazanin Naraghi, John Collinson

Housing, Renters & Homelessness Ad Hoc Steve Crouch, Caroline Aguirre, Adan Martinez

Charter Reform Ad Hoc Connie Martinez, Clara Solis, Darren Gold

NELA Community Plan Ad Hoc Clara Solis, Darren Gold, Steve Crouch, John Vangelisti, Rick Marquez, Roy Payan

YOUTH DIRECTOR

Emma

DIRECTORS AT-LARGE

Jens Jonason, Caroline Aguirre, Connie Martinez,, Lea

Klein, Phillip Marzouk, Caitlin Gallogly, Mark Forbes,

Nazanin Naraghi, Steve Crouch, Catherine Round,

Rhianon Irilli, Clara Solis, Adan Martinez

HISTORIC HIGHLAND PARK NEIGHBORHOOD COUNCIL

Outreach Committee Special Meeting

Agenda

Tuesday, December 16, 2025

6:00pm PST

Meeting Location

Highland Park Old LA Certified Farmer's Market (Marmion Way & Ave 58), 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 por correo electrónico connie.martinez@highlandparknc.com para avisar al Concejo Vecinal.*

GENERAL PUBLIC COMMENT – 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 public is invited to send comments via email to be read aloud by the Chair at the meeting as Public Comment. To do so, please email connie.martinez@highlandparknc.com with the subject "Outreach & Environmental Public Comment - [Meeting Date]" and in the body indicate general public comment on non-agenda items or which specific agenda item, followed by your brief comment (2 mins or less, per above stated policy).

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, 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

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

1. **CALL TO ORDER / *Llamada al Orden***
2. **ROLL CALL / *Pasar Lista***
 - a. Call of the roll and certification of a quorum
3. **DISCUSSION/ACTION / *Discusión/Posible Acción***: Motion to approve agenda / *Acción para aprobar la agenda*
4. **DISCUSSION/ACTION / *Discusión/Posible Acción***: Motion to approve meeting minutes / *Acción para aprobar las actas de la reunión*
 - a. [November minutes](#)
5. **GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS** —Comments from the public on non agenda items within the Board’s jurisdiction (Limited to 6 min, max 2 min per speaker) / ***Comentarios del público en general sobre temas que no pertenecen a la agenda***: comentarios del público sobre temas que no pertenecen a la agenda dentro de la jurisdicción de la Junta (Limitado a 6 minutos, máximo 2 minutos por orador)
6. **DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción***: Outreach Reports (1 min ea):
 - a. Social media posters
 - i. IG/FB Committee Flyers- Catherine
 - ii. IG/FB/website Community events/programs - Ruby
 - iii. IG/FB/website Community engagement, PSAs, NC education/recruitment - Connie
 - b. Goodwill coordinators - Rhianon, Ruby
 - c. Board bios - Rhianon
 - d. website updates - Connie
7. **DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción***: (Connie) Recommend Outreach expenditure up to \$200 to [print tablecloth](#) with updated logo
 - a. [table cloth mockups](#)
8. **DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción***: (Connie) Recommend General budget expenditure for Oliver Netburn be given an email for Committee work.

- 9. DISCUSSION/ *Discusión*:** (Connie) Printing brochure coordination; will print between 300-600 copies of 3 variations (Metro, Wall that Talks mural, florist shop mural)
- Help Kevin purchase paper - Dante?
 - Find information on mural on florist shop
 - update brochure interior and send image to Wendy- Connie
 - pick up prints
 - folding brochures
- 10. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** (Connie) Outreach online platforms coordination discussion and next steps
- 5 different Outreach online platforms:
 - [Wix](#) (website)
 - FB, IG, Nextdoor (Social Media)
 - [Constant Contact](#) (email)
 - Streamlining options:
 - Meta = FB+IG
 - Wix plans
 - current: connect 1 social acct; 10 monthly posts
 - Plus (\$13.50 monthly)= 7 social accounts, unlimited monthly posts, scheduling, stories
 - Posting agendas directly to web files
 - eblast approved cadence: Sundays - Committee meetings, Wednesdays - community announcements
 - recommendations
- 11. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** (Connie) HHPNC upcoming events and tabling
- Breakfast with Santa, Rec Center, Sat, Dec 20th 10-2pm
- 12. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción*:** End of year HHPNC highlight reel
- 13. NEW BUSINESS / Nuevos Asuntos**
- Neighborhood video promos for HHPNC website (Catherine)
 - Holiday Parade debrief and suggestions for next year
 - Potential Outreach event(s) for summer to coincide with the World Cup (Oliver)
 - HHPNC 25th Anniversary
 - Committees listed on agenda template

14. ADJOURNMENT / Levantar la session

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 receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

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 our website: www.highlandparknc.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 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 <https://www.highlandparknc.com>