

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

CITY OF LOS ANGELES
CALIFORNIA



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

OFFICERS

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First Vice President Dante Marquez
Second Vice President Ruby Perez
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Youth Director: Emma Lee Del Hierro

HISTORIC HIGHLAND PARK NEIGHBORHOOD COUNCIL

REGULAR BOARD MEETING AGENDA

February 5, 2026, 6:00 PM

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

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.

IN CONFORMITY WITH THE JANUARY 1, 2025 ENACTMENT OF CALIFORNIA SENATE BILL 707 (PORTANTINO) AND LA CITY COUNCIL FILE 23-1114, THE HISTORIC HIGHLAND PARK NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED IN PERSON AND VIRTUALLY.

Every person wishing to address the Board must dial **+16694449171**, and enter **896 1152 7950** and then press # to join the meeting. 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 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 ____ minutes per speaker, unless adjusted by the presiding officer of the Board.

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. **California Government Code Section 54953.8(b)(3).**

The 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. **California Government Code Section 54953.8(b)(4).**

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. **California Government Code Section 54953.8(b)(5),**

A 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 paragraph (5), to provide public comment until that timed public comment period has elapsed.

California Government Code Section 54953.8(b)(6)(A),

A 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 paragraph (5), or otherwise be recognized for the purpose of providing public comment.

California Government Code Section 54953.8(b)(6)(B).

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>.

1. CALL TO ORDER / *Llamada al Orden*

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 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*) (15 Min)

- a. LAFD
- b. LAPD
- c. LA Public Library
- d. Parks and Recreation/Senior Center
- 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 12 minutos, máximo 2 minuto por orador) (8 Min)

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. (10 Min)

- 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. Charter Reform Ad Hoc
- x. 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
 - v. Budget Advocates-Adan Martinez
- c. [CIS Tracker](#) (Click here to see a list of CIS and Request for Action letters submitted by HHPNC)

7. Consent Calendar (1 min)

- a. Approve 1.8.26 [Meeting Minutes](#)
- b. Appoint At-Large Board Member Caitlin Gallogly to the Budget and Finance Committee
- c. Arts and Culture Directory on Website

8. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (BF)*: Motion to approve [November 2025 MER](#) (1 min)

9. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*: Motion to approve a [newly revised admin packet](#) to meet the inflating operational costs and balance the budget ([currently approved admin packet here](#) for reference). (15 Min)

10. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción(BF)*: Motion to approve up to \$25 for DBA Mailroom for website domain renewal troubleshooting fees. (4 Min)

11. DISCUSSION/POSSIBLE MOTION / *Discusión/Posible Acción (BF)*: Motion to approve updated General Budget Expenditures in alignment to the revised admin packet related to: (5 Min)

- a. Updated rentals fees and lease agreements:
 - i. up to \$3,550 for storage unit rental fees
 - ii. up to \$250 for PO Box rental fees
- b. Updated website maintenance and fees, social media and listserve services, and Google Workspace fees:
 - i. up to \$3,333 for website maintenance, social media services, and Constant Contact fees
 - ii. up to \$65 for website domain registration
 - iii. up to \$4,600 for Google Workspace fees for board access to Gmail, Google Drive, and the Google Suite
- c. License renewals for Zoom and Canva
 - i. Up to \$200 for Zoom license
 - ii. Up to \$115 for Canva license

12. DISCUSSION/POSSIBLE MOTION / *Discusión-Posible Acción (BF)*: Motion to approve an [NPG from Victory Resources for up to \\$500](#) for the 5th Annual Hood Olympics / Code Red Event, used to shed light on human trafficking, substance abuse, mental health, and prevention of gang / gun violence. (This item limited to 12 Min)

13. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*: Motion to approve distribution of ICE Whistles through HHPNC.

- 14. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (LU)*:** Motion to approve a [Request for Action](#) to CD14 renewing concerts around development at Poppy Peak.
- 15. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (LU)*:** Motion to approve a [CIS](#) in support of a CUB at 5930 ½ York Boulevard with added conditions for the recommendation of approval.
- 16. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (DG)*:** Motion to approve a [CIS](#) directed at the Charter Reform Commission asking that the Charter be updated to allow Neighborhood Councils to directly contact County, State, and Federal officials. [Council File 26-0028](#)
- 17. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*:** Motion to approve [CIS](#) in support of naming the Sparkletts Plant a [Historic Cultural Monument](#). Council Files [CHC-2026-332-HCM](#) / ENV-2026-333-CE
- 18. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (HRH)*:** Motion to approve a [Request for Action](#) to CD14 asking for collaboration and transparency regarding various issues in and around the Arroyo Seco Tiny Homes.
- 19. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (HRH)*:** Motion to approve a [Request for Action](#) to CD14 and CD1 asking for District Budget Town Halls Before City Budget Submission.
- 20. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (HRH)*:** Motion to approve a [Request For Action](#) to CD14 and CD1 asking for an Eviction Moratorium for neighbors affected by ongoing Immigration and Customs Enforcement actions.
- 21. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (OR)*:** Motion to approve that agendas be posted directly to web files linked to Calendar by the Committee Chair (all chairs were given access to the web files) and the files will be titled with the following format for consistency and clarity for the public to easily access the correct file: *mm-dd-yy [Committee Name] Committee Meeting Agenda*, folder shall be titled *mm-dd-yy [Committee Name] Committee Meeting Agenda and Supporting Documents*.
- 22. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (OR)*** Motion to approve social media-related items:
- HHPNC create a new Nextdoor account that is discoverable (and request that DONE remove the Empower LA HHPNC account they have under our email that prevents us from establishing a presence on Nextdoor).
 - change social media passwords to improve security
- 23. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción (OR)*** Motion to approve an updated agenda letterhead template to include HHPNC logo and Committees on agenda template for outreach purposes and general board awareness of committee membership. [Sample HHPNC 2026 Meeting Agenda Template IN PERSON \(with Committees\)](#)
- 24. DISCUSSION-POSSIBLE ACTION / *Discusión-Posible Acción*:** Motion to approve video promos for HHPNC website [proposal](#).
- 25. NEW BUSINESS / *Nuevo Negocio***
- 26. 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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