

CITY OF LOS ANGELES
CALIFORNIA



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1st Vice President TBD
2nd Vice President TBD
Treasurer TBD
Secretary TBD

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Budget & Finance TBD Outreach Co-Chair TBD
Executive TBD Outreach Co-Chair TBD
Land Use Co-Chair TBD Rules TBD
Land Use Co-Chair TBD Public Safety TBD
Sustainability TBD

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HISTORIC HIGHLAND PARK NEIGHBORHOOD COUNCIL

Historic Highland Park Special Board Meeting Agenda

Thursday, July 8, 2021 - 7:00 pm

Join Zoom Meeting <https://us02web.zoom.us/j/5290918738>

US Toll-free call in number: 877 853 5257

Meeting ID: 529 091 8738

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

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF HISTORIC HIGHLAND PARK NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

Every person wishing to address the Board must dial +1 669-900-6833, and enter 827 044 96411 and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS The public is requested to dial *9, when prompted by the presiding officer, 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. 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>.

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.

1. CALL TO ORDER

- a. Meeting Called to Order by Interim Chair

2. ROLL CALL

- a. Call of the roll and certification of a quorum by Interim Secretary

3. DISCUSSION/ACTION: Motion to approve agenda

4. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS

5. SPECIAL ORDERS

- a. *Appointment of Financial Officers of the Board - (5 min)*
 - i. Neighborhood Council Bank Card Holder
 - ii. Second Card Holder (optional)
 - iii. Second Signer
 - iv. Alternate Signer (optional)
- b. *Appointment to Committees, chairs and members - (15 min)*
 - i. Outreach (one co-chair is 2nd VP)
 - ii. Budget and Finance (chair is Treasurer)
 - iii. Sustainability
 - iv. Public Safety
 - v. Land Use
 - vi. Rules (chair is 1st VP)
- c. *Appointment of Executive Officers of the Board - (10 min)*
 - i. **Treasurer** - The Treasurer shall maintain the records of the Council's finances and books of accounts and perform other duties in accordance with the Council's Financial Management Plan and the Department's policies and procedures.
 - ii. **Secretary** - The Secretary shall keep minutes of all Board meetings and Executive Committee Meetings. An Alternate Secretary may be appointed by the Board 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.
 - iii. **1st Vice President** - The Vice President shall serve in place of the President if the President is unable to serve
 - iv. **2nd Vice President** - The Second Vice President shall serve in place of the President if both the President and First Vice President are unable to serve.
 - v. **President** - The President shall act as the chief executive of the Council and shall preside at all Council meetings

6. ADMINISTRATIVE MOTIONS

- a. *Ad Hoc Committee Creation and Chair/Member Appointment*
 - i. Youth and Education Ad Hoc
 - ii. Housing, Renters, and Homelessness Ad Hoc
 - iii. Public Comment Ad Hoc
 - iv. Arts Ad Hoc Committee

7. DISCUSSION/POSSIBLE ACTION: Appointments of Liaisons, Alliance, and Coalition Representatives

- a. *Appointment of Liaisons*
 - i. Aging
 - ii. Animal Services
 - iii. Data
 - iv. LADWP
 - v. Emergency Preparedness
 - vi. Film
 - vii. Homelessness

- viii. Public Works
- ix. Resilience
- b. *Appointment of Alliance and Coalition Representatives*
 - i. ARC
 - ii. DWP Advocacy
 - iii. DWP Oversight
 - iv. Neighborhood Council Emergency Preparedness Alliance (NCEPA)
 - v. LGBTQ+ Alliance
 - vi. Los Angeles Neighborhood Council Coalition (LANCC)
 - vii. Plan Check
 - viii. Neighborhood Council Sustainability Alliance (NCSA)
 - ix. Budget Advocates (These are currently filled)
 - x. Budget Tribunes
 - xi. Congress of Neighborhoods

8. DISCUSSION/POSSIBLE MOTION: Approve and fund NPG application submitted by Northeast Los Angeles Community Inc. for \$2,661.49 - Robert Diaz and NPG Submitter (10 min)

- a. Backpack Drive for Buchanan Street and Aldama Elementary Schools (300 total students)
- b. 15" backpacks (\$1,154.40), composition notebooks (\$272.16), 3-ring binders with window pencil case (\$345.60), "A+ homework" 3-ring binder (\$453.00), yellow highlighters (\$95.04), "A+ homework" 2 pocket folders (\$78.00), #2 pencils (\$39.99), Crayola Crayons - 24 assorted colors (\$223.30)

9. DISCUSSION/POSSIBLE MOTION: Approve and fund up to \$5,000.00 to co-sponsor an 'environmental festival' in Sycamore Grove on August 22nd with CD1 - Emily Spokes and Bill Cody (10 min)

10. DISCUSSION/POSSIBLE ACTION: Appointment of up to 5 CIS filers

- a. The filers are responsible for filing the CIS's (Community Impact Statements) 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.

11. DISCUSSION/POSSIBLE ACTION: Approve and send CIS letter in support of the Tenant Opportunity to Purchase Act (TOPA) in LA County to Supervisor Hilda L Solis. ([link to letter](#)) - Sasha Rappaport (5 min)

12. DISCUSSION/POSSIBLE ACTION: Approve and send CIS letter in support of updating the Interim Motel Conversion Ordinance to include supportive and transitional housing; including the conversion of vacant commercial space. ([link to letter](#)) - Sasha Rappaport (5 min)

13. DISCUSSION/POSSIBLE ACTION: Approve and send CIS letter against City Building Code Fire District 1 Expansion ([link to letter](#)) - Sasha Rappaport (5 min)

14. DISCUSSION/POSSIBLE ACTION: Approve and send CIS letter in support of giving the City, non-profit affordable housing developers, and tenants the right of first refusal to purchase in Ellis Act proceedings. ([link to letter](#)) - Sasha Rappaport (5 min)

15. DISCUSSION/POSSIBLE ACTION: Appointment for up to 2 people to be USPS mail key holders - (alternate checking mailbox, scanning documents, filing in google drive, and notifying board of relevant mail to committees)

16. NEW BUSINESS

17. ADJOURNMENT

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