

CITY OF LOS ANGELES

CALIFORNIA

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

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OFFICERS

Chris Smith PRESIDENT
Rick Marquez SECOND VICE PRESIDENT
Joan Potter TREASURER

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David Baird, Teri Bonsell, Steve Crouch,
Ruben Del Portillo, Janet Dodson, Erik Duarte,
Miriam Escobar, Mauro Garcia, Trish Gossett,
Hector Huezo, David Kekone, Cathi Milligan,
Stanley Moore, Ofelia Zuniga

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Joan Potter BUDGET and FINANCE
Cathi Milligan ECONOMIC DEVELOPMENT
Stanley Moore EDUCATION
Chris Smith EXECUTIVE
David Baird LAND USE
Teri Bonsell OUTREACH

Historic Highland Park Neighborhood Council

Notice of Regular Meeting and Agenda

Thursday September 20, 2012

Highland Park Senior Center 6152 N. Figueroa St.

Los Angeles, CA 90042

7:00 p.m. – 9:00 p.m.

The public is requested to fill out a "Speaker Card" to address the Board on any agenda item prior to the Board taking action. Public comment is limited to 2 minutes per speaker but the Board has the discretion to modify the amount of time for any speaker.

When the Board considers the agenda item entitled "Public Comments," the public has the right to comment on any matter that is within the Board's jurisdiction. The public may also comment on a specific item listed on this agenda when the Board considers that item. In addition, the members of the public may request and receive copies without undue delay of any documents that are distributed to the Board, unless there is a specific exemption under the Public Records Act that prevents the disclosure of the record. (Govt. Code § 54957.5)

The Highland Park Neighborhood Council holds its regular meetings on the first and third Thursday of every month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. The agenda for the regular and special meetings is posted for public review at: (1) Café de Leche located at 5000 York Boulevard, (2) Ramona Hall Community Center located at 4580 North Figueroa Street, (3) Police Historical Museum located at 6045 York Boulevard, (4) Fire Station #12 located at 5921 North Figueroa Street, (5) Highland Market located at Figueroa at Burwood, and (6) when possible, Arroyo Seco Library, 6145 North Figueroa Street

The Highland Park Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability. Upon request, the Highland Park Neighborhood Council will provide reasonable accommodations 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 the availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Department of Neighborhood Councils at (213) 485-1360 or e-mail to NCsupport@lacity.org. In compliance with Government Code Section 54957.5, nonexempt writings that are distributed to a majority of all board members in advance of a meeting may be viewed at www.HistoricHighlandPark.org by clicking the Board agenda link or at the scheduled meeting. If you would like a copy of any record related to an item on the agenda, please contact Chris Smith at (323) 256-8921.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 DIAS DE TRABAJO (72 horas) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 485-1360

AGENDA

- A. Call to Order
- B. Roll Call
- C. Guest Speaker: Luther Burbank Middle School Principal Valdez will report on the latest developments at the school
- D. Council District 1 Report
- E. Council District 14 Report
- F. Mayor's Office Report
- G. Announcements
- H. Public Comments (Limited to 10 minutes, maximum 2 minutes per speaker)

- I. Treasurer’s Report with up-to-date totals– *Potter*
- J. Outreach Committee Report –*Bonsell*
- K. Election Committee Report, including the opportunity for candidates for HHPNC elections held on October 13 to introduce themselves-*Moore*
- L. Ad-hoc No 710 Committee Report - *Gossett*

ACTION ITEMS

1. Motion: Adoption of Agenda
2. Discussion and Motion: Approve Minutes for, July 19, and September 6, 2012
3. **Continued from September 6** - Discussion and Motion: Consider the merits of a Neighborhood Purposes Grant for the Friends of the Southwest Museum, and the allocation of funds in an amount up to but not to exceed \$1000. Grant to be used for office supplies and promotional material. Budget and Finance certifies the paperwork is complete, which allows for Council action at this time. –*Moore*
4. Discussion and Motion: Limit future Neighborhood Purposes Grants to no more than \$1500 –*Moore*
5. Discussion and Motion: Consider the merits of a Neighborhood Purposes Grant for the Franklin High School Cheer Squad, and an allocation of funds in an amount up to but not to exceed \$1500. Grant to be used to partly fund 22 members of the Cheer Squad to attend “Nationals” in Las Vegas, Nevada on February 8, 2013 or April 20, 2013. Budget and Finance certifies the paperwork is complete, which allows for Council action at this time. - *Bonsell*
6. Discussion and Motion: Consider the merits of allocating \$180 to subscribe to the email server Constant Contact for 6 months. Version selected can bulk email up to a maximum of 2500 addresses. Budget and Finance certifies the paperwork is complete, which allows for Council action at this time. -*Dodson*
7. Discussion and Motion: Consider the merits of a Neighborhood Purposes Grant for the Haggus Society, and the allocation of funds in an amount up to but not to exceed \$1500. Their fiscal sponsor is Fractured Atlas. Grant to be used to fund a print campaign to promote local monthly art exhibitions and programming in Highland Park. Budget and Finance certifies the paperwork is complete, which allows for Council action at this time. *Bonsell*
8. Discussion and Motion: Consider the merits of a Neighborhood Purposes Grant requested by Yorkdale Elementary School PTA, and the allocation of funds in an amount up to but not to exceed \$3800. The Grant to be used to partially fund the salary of an itinerant music teacher who will be at Yorkdale two days a week. Budget and Finance certifies the paperwork is complete, which allows for Council action at this time. -*Zuniga*
9. Discussion and Motion: Consider the merits of purchasing 200 Forever USPS stamps for \$90 as requested by Outreach Committee. Teri Bonsell will keep a log of stamps used. Budget and Finance certifies the paperwork is complete, which allows for Council action at this time. -*Bonsell*
10. Discussion and Motion: Approve purchase of new business cards for Ruben Del Portillo at a cost of \$20.05. Budget and Finance certifies paperwork is complete, which allows for Council action at this time. –*Dodson*

11. Discussion and Motion: Approve reimbursement to Stan Moore of \$98.91 for Election Outreach: \$91.34 for toner purchased at Staples, and \$7.57 for cutting of flyers by FedEx Budget and Finance certifies that original receipts are in hand, which allows for Council action at this time. *-Bonsell*
12. Discussion and Motion: Approve reimbursement to Stan Moore of \$1481.18 for backpacks purchased at How Fashions on Aug. 9, 2012. Budget and Finance certifies that original receipts are in hand which allows for Council action at this time. *-Bonsell*
13. Discussion and Motion: Consider the merits of making a donation of \$200 to the Sept. 22, 2012 Neighborhood Councils' Congress. Cindy Cleghorn, Chair of the Congress, says money is needed for food (continental breakfast and lunch) or for filming. Budget and Finance certifies paperwork is complete, which allows for Council action at this time. *- Moore*
14. Discussion and Motion: Consider the merits of a Neighborhood Purposes Grant for Hathaway-Sycamores Children and Family Services, and the allocation of funds up to but not to exceed \$1500. \$1500 would pay for 43% of their anticipated \$3485 in expenses to put on their 12th annual Harvest Festival on Oct. 26, 2012. Budget and Finance certifies that the paperwork is complete, which allows for Council action at this time. *-Bonsell*
15. Discussion and Motion: Consider the merits of funding Outreach for up to \$300 for candy, stickers, colored pencils and goodie bags to be given away at four events: Oct 19 Avenue 52 & Monte Vista, Oct. 20 NELAPD Open House, Oct 25 Farmers Market, Oct 26 Hathaway-Sycamores Harvest Festival. Budget and Finance certifies that the paperwork is complete, which allows for Council action at this time. *-Bonsell*
16. Discussion and Motion: Consider the merits of funding up to \$200 from the Advertising Budget (\$1000 allocation) for a 5' by 8' full color banner, and 100 11" by 17" posters announcing HHPNC monthly meetings. Budget and Finance certifies that paperwork is complete, which allows for Council action at this time. *-Bonsell*
17. Discussion and Motion: Consider the merits of funding up to \$500 for 2 refills of the helium tank (\$52 each) and 1000 balloons with the HHPNC name (no logo) for \$350, plus approximately \$40 tax to be used by Outreach Committee. Balloons to be inflated and given away over a two-year period. Budget and Finance certifies that the paperwork is complete, which allows for Council action at this time. *-Bonsell*
18. Discussion and Motion: Consider the merits of funding up to \$700 from the Operations Printing and Copying Budget (allocation of \$800) for 6 toner cartridges for \$371.96 and 8 cases of paper 251.94 plus approximately \$55 tax. These supplies would enable in-house printing of agendas, minutes, flyers, by-laws, and other necessary printed materials. Budget and Finance certifies that all paperwork is complete, which allows for Council action at this time. *-Bonsell*
19. Discussion and Motion: Choose two Board members to have access to HHPNC email server, and establish that no email may be sent to the email list without express Board approval
-Dodson
20. Discussion and Motion: Approve initial introductory letter to be sent to HHPNC emails, and approve sending all future HHPNC Agendas to the email list upon public posting *-Dodson*
21. Discussion and Motion: Request an HHPNC Board member volunteer to record, either video or audio, and archive all future meetings, *-Gossett*
22. Adjournment

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