



HERMON NEIGHBORHOOD COUNCIL

www.HermonNC.org email: info@hermonnc.org

HNC GOVERNING BOARD MEMBERS

Linda Licitra *North Rep.*
Jorge Quezada **VICE CHAIR** *West Rep.*
Leo Aguilar **TREASURER** *East Rep.*
Sandra Ryan *Educational Rep.*
Sandra Mora *Charitable, Faith-Based Rep.*
Kerry Ayazi *Quality of Life Rep.*
Nicole Mihalka *Cultural Rep.*
Jessica Jimenez *Youth Rep.*
Daniel Garcia **CHAIR** *Community Interest*

(Special) Board Meeting Minutes Thursday, February 8th, 2018 – 7:00PM

Sandra Mora
Jessica Jimenez
Jorge Quezada
Leo Aguilar
Linda Licitra
Nicole Mihalka

I. WELCOMING REMARKS

a. Call to Order

i. Jorge Quezada called the meeting to order at 7:07PM and informed attendees that the Hermon Neighborhood Council (HNC) was formed in October 2017, and works with the city on different issues affecting the community.

1. HNC set a precedent by splitting with another neighborhood council. The HNC has items it has been working on, one big item is outreach, and they now have more members. Community input is very important.

II. Board use of city approved vendor for minutes

a. Leo Aguilar moved to approve the city approved vendor and Sandra Mora seconded the motion. The motion carried unanimously, 6-0-0.

i. Jorge Quezada stated that minute taking is important so that the board can look back and see what it has discussed.

ii. The HNC website is www.HermonNC.org. Community members can sign up at the website for email updates and the newsletter. Official meetings are every other month, but since HNC just started it is meeting every month to get a strong foundation.

III. COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS

IV. LA City Council District Representative - Suzanne Lopez was present from Councilman Jose Huizar's office.

i. She gave an update on the Via Madison repair. Her office submitted an emergency motion a few months ago for improvements. The city has deemed it an emergency and Huizar's office is waiting for the Bureau of Engineering to contact them. She encouraged stakeholders to continue to mention the issue to City Council and contact the mayor via phone or email.

1. When contacting the city, stakeholders should mention that it is dangerous, has been like this for two years, and they want to know when it will get done.

2. Suzanne went on a site visit and the entire street will need repair, but they need funding for the repair.

3. Suzanne will email Linda Licitra the contact information.

ii. Suzanne made a site visit to Bushnell and Wheeling Way. She labeled the site as a high level repair and filed an emergency motion, which is being reviewed. She is waiting to hear back from the Bureau of Engineering. Repairs will include the street and the sidewalk.

iii. Suzanne spoke with the contractor and is trying to get ahold of the owner of the shopping center at Fresco.

1. The contractor is no longer working with the owner and the permit to demolish the location was expedited. The businesses that were at the location are scheduled to come back, but there is no timeline because the owner is unresponsive.
2. Neighbors can help by keeping the property clean and free of debris and graffiti.
3. Wendy Riser suggested contacting a few of the business owners who are on good terms with the owner, because they may know what is happening with the property.
4. Linda Licitra asked if he would have to reapply when the permits expire.
5. Wendy Riser asked how long they can keep a wooden fence before it becomes weather worn. Suzanne said that she reached out to building and safety about the issue.

iv. A resident asked about the slippage of the hill on Monterey Road across from the trailer park. Sandra Mora stated that the street below had to be cleared at one point from the hill erosion. Suzanne said that she would look into the issue.

v. *Item VII on the Agenda* - Request for community input on Via Marisol repair needs for submission of letter to City Council and appropriate city commissions and vote to support Council File 17-0942

1. Sandra Mora moved to address Agenda Item VII out of place. Linda Licitra seconded this motion and it carried unanimously, 6-0-0.
2. Dale Tornstenbo lives across the street. He called eight people in the prior week in the city of Los Angeles and could not find one person who knew about the project. They did three major street renovations in the neighborhood in the last year, and Via Marisol has been sitting for two years, waiting for repairs. He appreciates the steps taken to expedite the repair.
3. Jorge Quezada stated that a tool that HNC can use is the Community Impact Statement (CIS) which allows Neighborhood Councils to comment on Case Files. There is a case file for the emergency motion to find funding to repair Via Marisol. HNC is receiving community input to attach to the CIS. If any stakeholders have input to include as part of the official CIS document, please fill out the community input form and send it to HNC. It can also be scanned and emailed to info@hermonnc.org. The submission deadline is March 1, 2018.
4. A resident suggested having an official from the Department of Public Works come personally to the HNC meeting and explain why they are not getting anything done.
5. Jorge Quezada suggested inviting the Mayor's Office, the Bureau of Sanitation, and the Department of Public Works to come talk to HNC about Via Marisol. Suzanne stated that the Bureau of Engineering, Street Services, and Public Works are all working on the project together.
6. Jorge Quezada stated that for the next HNC meeting, the board will need to have the CIS completed and have many people attending the meeting.
7. Joe moved to approve Council File 17-0942. Sandra Mora seconded this motion and it carried unanimously, 6-0-0.

b. Department of Neighborhood Empowerment - John Darnell

i. John congratulated the HNC on six months of existence.

ii. He said that the board can keep calling special meetings or it can change the bylaws to make the meetings every month. Bylaws close April 15.

a. LAPD Senior Leads

i. Officer Fernald updated the HNC about the homicide that took place at a homeless encampment on Avenue 52 at the Arroyo Seco wash. He said that the suspect has been apprehended and the gun in custody matches the ballistics of the weapon used in the homicide. He thanked the community for providing information used to apprehend the suspect. The suspect and victim were gang members, but no motive has been determined.

1. **-Trigger Warning, description of the homicide-** On the bank by the 110 freeway, there were several individuals living in tents. They have since moved to different locations. At 4:00AM, two males were in a tent and heard a knock on the door. They invited the person inside and saw the outline of two bodies, turned a flashlight on and saw that one person had a gun. The witness panicked because the visitors asked him where he was from, which is how gang members ask what gang a person is in. He told them he was from out of the country. His companion answered that he was from Pasadena and was immediately shot in the head. The witness was shot in the neck and played dead, heard a car drive away and ran for help. Thanks to information provided from the community, the police were able to apprehend a suspect on the following Friday. The gun in custody matches the ballistics of the 9mm. They were gang members and the victim was a documented gang member as well, but there is still no known motive.

2. A resident asked if gang members are usually living in tents. Officer Fernald replied that some have prior gang life and have moved on, and some have been kicked out of home.
3. The police have a schedule for cleaning out homeless structures. Park Ranger Captain Albert Torres was able to expedite cleaning out the Arroyo from Avenue 52 to Via Marisol, but the homeless from the encampment moved out into the community.
- ii. Officer Fernald stated that there was a woman killed in Pasadena and taken to the Arroyo Home Depot, and that homicide is being investigated by the Pasadena Police Department and is not related to the Avenue 52 homicide, which has been solved.
- iii. Officer Fernald will invite the City Attorney to the next HNC meeting in order to talk about the Marijuana Clause and how the guidelines operate.
- iv. A resident asked about a murder on Monterey Road a few months back. Officer Fernald replied that the investigation is open and the homicide is believed to have been narcotics-related. Since then, the house has been very quiet, but it is known to have gang members.
- v. A resident stated that there are always cars doing donuts on the corner, and there was a man on Via Marisol with a gun about a month ago. Officer Fernald replied that cars speeding is always an issue on Via Marisol. He said that there was an individual killed after walking in the middle of the street at 4:00AM. The car stopped briefly and drove away. The driver would have been interviewed and let go, because the victim was in the middle of the street and difficult to see. However, since they fled the scene, now they are a suspect in a vehicular homicide.
- b. Other Government Departments/Agencies
 - i. None present
- c. Community Organizations
 - i. None present
- d. Homeless Update
 - i. No update

II. GENERAL PUBLIC COMMENT ON NON-AGENDA

- a. Ursula Brown, President of the Friends of the Hermon Dog Park
 - i. Friends of the Hermon Dog Park is a support group and non-profit that helps with any issues pertaining to the dog park. The group provide supplies to the park such as poop scoopers, and interfaces with Recs and Park and Huizar's office regarding repairs and issues that come up.
 - ii. The group is currently working to get more trees planted so there will be shade in the summer. Ursula requested that residents inform her of anyone who needs anything with the dog park.
 - iii. The group is also working with Animal Services to make sure that all the dogs attending the park are licensed and spayed or neutered.
- iv. Contact the group via its facebook page, or its website, www.FriendsofHermonDogPark.org
- v. If anyone is interested, the group is looking for more board members

III. Update on the Harmon banner replacement

- a. The replacement process began in October 2017
- b. The HNC has been working with Bushnell Elementary, and took photos of the kids from the school to create a graphic for the banner.
- c. Wendy Riser stated that she has been working with community graphic designers and their take was that HNC needs to take a step back and work with other entities so that there is some coordination and cohesion with other Hermon graphics. Developing a clear message would involve the banner project and the Neighborhood Community Board.
- d. They know the locations of the banners and are looking for more input, wondering if the banners would change every couple of years or if there would be a broader picture.

IV. Update on HNC website www.HermonNC.org

a. The website will have all agendas and minutes. HNC is using a vendor charging \$820 to put together the website, and \$100 to manage it on an ongoing basis. The vendor works with fifteen other neighborhood councils and she is familiar with the basic required structure and content.

b. Nicole Mihalka moved to approve the invoice for the website. Sandra Mora seconded this motion. The motion carried, 5-0-1, with Jessica Jimenez abstaining.

V. Vote to submit letter and/or CIS to appropriate city commissions on the issue of illegal dumping

a. Two weeks ago, at the community outreach committee meeting, a couple of residents had an issue of illegal dumping in the neighborhood. The HNC will do research to see if there is a motion on illegal dumping in Hermon so that the board can attach the CIS to that motion.

b. Jorge Quezada asked if everyone was familiar with 311. The Department of Sanitation works on trash days which are Mondays, so if something is dumped on Tuesday it sits for a week. So the council works with a nonprofit to take care of those items.

c. The item was tabled until the board has more information.

VI. Community bulletin boards

a. Jorge Quezada stated that at the January meeting, the board discussed a bulletin board with a glass encasement like the one at the dog park. The bulletin board would be used to display neighborhood flyers. The HNC would have a key and allow local residents, schools, and businesses to post flyers. Several locations were discussed. A design was submitted at the last meeting and now they are working on cost.

b. Nicole Mihalka stated that her committee was working on a community sign with letters that you change out like you see outside of a church. She was trying to find a vendor for that and wondered if they should have both boards.

c. John Darnell stated that part of the process is getting permits and approvals for the bulletin board.

d. Linda Licitra said they were trying to figure out who is in charge of the median.

e. Wendy Riser said that the median is considered an unsafe place to be. They were also thinking about the park, but it would be too isolated and unsafe for people to visit at night. City properties require a permitting process. Regarding the church, having it outside the church wall is a consideration but HNC would have to propose it to the church board. The Fresco area would be ideal but the property owner is unresponsive.

f. Jorge Quezada tabled the discussion for a committee meeting and will follow up with funding.

VII. Request for community input on Via Marisol repair needs for submission of letter to City Council and appropriate city commissions and vote to support Council File 17-0942

a. Item moved to IV and addressed by Suzanne Lopez

VIII. Request for public input on use of NC funds for events, improvement projects and neighborhood grants

a. Jorge Quezada requested community input on what type of things would the community like to see funded with NC funds. He said that the HNC has a significant amount of money that it has to spend and need to have items approved and submitted by June 1, 2018.

b. Nicole Mihalka asked if there was a way to help fund sidewalk repairs through council funds. John Darnell replied that those repairs are very expensive and the HNC may spend all the funds for one sidewalk.

c. Nicole Mihalka asked if money could be given to schools. John Darnell said that money could be given to schools, but anyone with a conflict of interest could not be involved and must recuse themselves from the discussion.

d. Cheryl stated that she has lived in Hermon for 35 years and one thing she really loved was an Art in the Park program. She said that Hermon has a lot of artists who could contribute. It would be fantastic to have something with children and art.

i. Wendy Riser said the art in the park was done in partnership with Barnsdall Art Park, which set up the program and provided Hermon with a director for the program. After a few years, there was a parting of ways. She suggested contacting Barnsdall Art Park and trying to rejuvenate the program.

- ii. Jorge Quezada requested that the community email info@hermonnc.org with suggestions and they could agendaize future board items or address them on committees, which work with non-board members. Community members can be on the committees. The next Outreach Committee meeting is in two weeks.
 - e. A resident asked if HNC could do something with the median which is the center of the community but could be more attractive. Wendy Riser said that she spoke with city officials that said that they could not have the bulletin board on the median, but they could put a walkway and boulders. Installing DG requires a permit.
 - i. John Darnell suggested writing a request to the Department of Public Works to provide a full status report on the median, ask the department for an estimate on what a median rejuvenation would cost, and have someone from the department go to the location and walk a board member through the median. That way HNC would know what it would require and how much it would cost.
- IX. Update on the construction progress at Monterey Plaza
- a. Previously addressed by Suzanne Lopez
- X. Review and approval of any outreach materials for the community
- a. Item same as Item XVI on the agenda
 - b. The total cost for outreach materials is \$1,205.
 - i. \$600 for 220 letter openers. \$211 for 50 flash drives. \$315 for 2500 business card magnets. \$79 for 150 tote bags.
 - ii. John Darnell stated that since the dollar amount was not listed on the agenda, the board cannot approve funding for this item.
 - c. These items would be used at community events and festivals where the HNC would be attending. All items would have branding and contact information. The idea is for the community to feel the NC presence.
 - d. Nicole Mihalka suggested including T shirts as outreach materials.
 - e. Wendy Riser asked if mailing postcards was considered in the budget. Jorge Quezada replied that the first set of postcards was distributed by hand, but the next group will be delivered by the post office using their EDDM program which is more economical. The next mailing has already been approved and funded by the board.
 - f. Jessica Jimenez suggested including pins as outreach materials.
- XI. Request for vote to form ad-hoc HNC Event Committee and call for members
- a. Jorge Quezada stated that this would be a committee to discuss events such as a potential festival. The committees are open to board members and non-board members. As long as you are present at the meeting, you are allowed a vote, the only requirement is that the chair needs to be a board member. There is not yet a committee chair.
 - b. Nicole Mihalka and Leo Aguilar volunteered to be on the Event committee.
 - c. Nicole Mihalka moved to form an ad-hoc HNC Event Committee. Leo Aguilar seconded this motion and the motion carried unanimously, 6-0-0.
 - d. Jorge Quezada volunteered to be on the Event Committee as well. Nicole Mihalka was appointed Chair. Several community members also volunteered to be on the committee.
- XII. Vote if an ad-hoc Bylaw Committee should be formed to review HNC Bylaws for any recommended changes before upcoming deadline
- a. Leo Aguilar stated that he likes the every other month meetings with the option to have an additional meeting.
 - b. Linda Licitra said HNC started having every month to get caught up.
 - c. Jorge Quezada said that he thinks they should meet every month because for the outreach it is easy to say they meet regularly. He thinks monthly meetings are necessary.
 - d. Nicole Mihalka said she likes the flexibility and having the option to have every other month meetings.
 - e. Sandra Mora agreed with Nicole Mihalka.
 - f. Jorge Quezada asked John Darnell if there were any other neighborhood councils that meet every other month. John Darnell replied that it is hard to meet every other month because most neighborhood councils get busy. Once a month is standard.

- g. Leo Aguilar agreed with meeting every month if that is what is standard.
- h. Jorge Quezada suggested forming an ad-hoc Bylaw Committee so it could be discussed in committee.
- i. Leo Aguilar moved to approve the formation of and ad-hoc Bylaw Com. Jessica Jimenez seconded this motion and it carried unanimously, 6-0-0.
- j. Linda Licitra suggested that someone who understands legal lingo should chair the committee.

XIII. Set or announce date(s) for any NC board and committee meetings

- a. The next HNC meeting will be March 8, 2018 at 7:00PM with a meet and greet at 6:30PM with snacks and refreshments provided.
- b. The next Outreach meeting is February 22, 2018 at 6:00PM at Fresco. At that meeting, HNC will talk about the website and the postcards. The outreach is 6pm at fresco. March 8 is 7pm. Next time there will be a 6:30 meet and greet with snacks and refreshments.
- c. Nicole Mihalka will get in touch about the event committee.

XIV. Funding Request for Outreach Committee items
Items addressed previously

- a. Funding of pop up banner promoting HNC
- b. Selection and funding of an HNC Outreach give away item
- i. Letter opener
- ii. Flash drive
- iii. Magnet
- iv. Other

XV. ADMINISTRATIVE ITEMS

- a. Review and adoption of minutes
- i. Tabled by Jorge Quezada because the HNC did not have a copy of the minutes
- b. Review and adoption of the Monthly Expenditure Report (MER)
- i. All MERs are available on the www.empowerLA.org website. The MERs tell how much money is left and what the neighborhood council spends money on. HNC has about \$37k remaining.
- ii. Leo Aguilar said that once the start up costs are taken care of they can focus more on NPG's and other items.
- iii. Leo Aguilar and Jessica Jimenez completed the CivicU 2.0, where they learned how to work with all of the city departments to represent Hermon and advocate for the community.
- iv. Linda Licitra moved to approve the MER. Sandra Mora seconded the motion and it carried unanimously, 6-0-0.
- c. Discussion and possible action to update the NC Board Roster to submit to the Dept of Neighborhood Empowerment
- i. There were no updates to the roster.
- d. Discussion and possible action to update the NC inventory list to submit to the Dept of Neighborhood empowerment
- i. iPad and microphone were added to the inventory
- ii. Nicole Mihalka moved to approve the inventory list updates. Linda Licitra seconded the motion, and it carried unanimously, 6-0-0.
- e. Discussion and possible action of council submissions for city attorney liaison
- i. Not present
- f. Discussion and possible action on submission of any CIS by HNC filers
- i. Jorge Quezada announced that he would like to be included as a CIS filer.
- ii. Leo Aguilar moved to amend the HNC filers to include an additional filer. Nicole Mihalka seconded this motion, and it carried unanimously, 6-0-0.
- iii. Jorge Quezada requested to be added as a filer.
- iv. Sandra Mora moved to accept Jorge Quezada as a HNC CIS filer. Jessica Jimenez seconded this motion, and it carried unanimously, 6-0-0.

XVI. BOARD MEMBER COMMENTS/ANNOUNCEMENTS

- a. Nicole Mihalka announced that she wants to get the Hermon clean team back out monthly or bi-monthly.
- i. The last time they came out was a year ago. Used to be monthly and it is a great way to get the community together. She said that the clean team was able to get dumpsters free from the city.
 - 1. Dumpsters are also available the last Saturday of every month at Council member Huizar's office.
 - 2. The Salvation Army station on Arroyo and Del Mar is open every day and takes everything, including electronic waste
- ii. Nicole suggested kicking off the program by having a bulky items collection
 - b. Jorge Quezada thanked everyone for attending the meeting and encouraged everyone to add their emails to the email list to receive HNC updates.
 - c. Jessica Jimenez introduced herself as the Youth Representative.

XVII. REQUESTS/MOTIONS FOR FUTURE AGENDA ITEMS

- a. No requests

XVIII. ADJOURNMENT

- a. Linda Licitra moved to adjourn at 8:56PM, Sandra Mora seconded this motion and the meeting adjourned at 8:56PM.