

**HERMON NEIGHBORHOOD COUNCIL
Special Board Meeting
Meeting Agenda**

Thursday February 7, 2019 – 7:00-9:00 PM

Hermon Church (Galilean Chapel)

5718 Monterey Road

Los Angeles, CA 90042

Board Members Present: Jorge Quezada, Leo Aguilar, Sandra Ryan, Lee Turner, Danielle Suarez, Nicole Mihalka, Jessica Jimenez, Cheryl Hansen,

I WELCOMING REMARKS

A. Call to order at 6:07 PM

**II DISCUSSION AND POSSIBLE ACTION TO APPROVE ADDITIONAL MEETING
LOCATION OF THE GALILEAN CHAPEL ROOM AT 5718 MONTEREY ROAD**

Motion by Cheryl to approve additional meeting location. Danielle seconds.
Motion approved unanimously.

John Darnell makes comments.

Chris Dodridge makes comments.

**III COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS: (Representatives from
government offices, Police Department and community-based organizations.)**

A. LA City Council District Representative

B. LAPD Senior Leads

C. Other Government Departments/Agencies

Chris Dodridge notes that on March 7, the Hermon Church is having a job fair from
10:00 a.m. – 1:30 p.m.

D. Community Organizations

IV GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS:

Nicole: No public comment cards.

V UPDATE ON TIMELINE FOR APRIL, 2019, HERMON NC BOARD ELECTION

A. March 14, 2019 – HNC Candidate Forum (before HNC Meeting)

Nicole: March 14 before our council meeting, we'll have our Candidate Forum. We'll have one candidate for every board seat and each candidate is running unopposed. So now is the time to meet your candidates. Sandra will be taking a break this coming year. We have two new candidates who have been very active since the election period.

B. April 13, 2019 – Election Day. July 1, 2019 – New term begins.

Nicole: May 9 is when the new term begins. Not July 1. That was a typo in the agenda.

C. Outreach efforts for election dates and process

Nicole: We'll have a separate mailer for the election flyers, but a notice of dates can go out with the mailing that will already be happening.

VI UPDATES FROM FINANCE COMMITTEE

A. Report on funds available until end of Fiscal Year

Danielle: I want to thank all of the people who made it to the Finance Committee Meeting. We have a place on our website called the Neighborhood Council Portal. You can use this to view the MER's I'm passing out now, as well as our ballots. You can view the two total amounts. We're waiting for schools to process checks, so we're waiting for certain expenses to go through. We have a total amount of \$1,518.50.

Jorge comments that may be for the jackets.

Nicole comments that makes sense since the jackets were returned for a typo.

Danielle: Everything's been allocated. But because we've allocated it, we've been left with small amounts here and there. What we truly have left is \$1,936.66. But then there are other smaller amounts allocated to certain groups. Extras that were allocated that we can still spend on T-shirts and other items like that. For example, Clean Team has \$2,650 left. And if it's something that was used as Community project, but originally purchased as Outreach, it'll be in Outreach category.

Lee: Any discussion or recommendation within the committee meeting about how we can re-allocate those funds?

Nicole: I think we should wait a month or two to see. Cause we'll want to have a safety net.

Danielle: We do have a safety net, because we have all these little extras in each category.

George: I wanted to ask you about the estimate for the signs, because I'd like to order an additional three. It was a Community Outreach thing.

Danielle: It was \$249.90 We do have the money left over. You can see everything right here, even though it's very messy. You can see the amount promised in the agenda item, what we spent, and how much was left over.

B. Discussion and possible action of re-allocation of funds in various sub-categories

Danielle: This'll be pushed till next meeting.

C. Approval of \$200 fee to the Mailroom for hosting the website and renewing the domain name

Danielle: Mailroom charges us \$150 each month, but once a year they charge us the fee for hosting the website. And this is the amount they charge us.

Nicole: She makes continual changes to the website, so she's kind of on call in that capacity.

Motion by Danielle to approve \$200 fee. Nicole seconds.
Motion approved unanimously

D. Approval of January MER and any outstanding MERs

Motion by Sandra to approve the January 2019 MER. Danielle seconds.
Motion approved unanimously.

E. Approval of Leonel Aguilar as Second Signer for HNC

Motion by Sandra to approve Leonel Aguilar. Danielle seconds.
Motion approved unanimously.

F. Approval of refund for \$310.32 to Leonel Aguilar for an Amazon.com purchase on a personal credit card made on November 20, 2018, which included the following items for the December Holiday Block Party event:

4 Laser Light Projectors; 12 Extension Cords; 8 packs of Candy Canes (48 count each); 1 snowflake projector light

Motion by Danielle to approve refund. Cheryl seconds.
Motion approved unanimously.

G. Discussion of adding cost for an executive assistant to next fiscal year budget

Nicole: Hiring a part-time assistant through AppleOne to help with processing minutes, getting minutes corrected, election materials. Approximate cost. Market cost for a mid-level temp is \$30.36 - \$33.00, respecting the 32% markup already in place with the city.

(Discussion about what city markup means.)

Nicole: I'll ask what that means.

Sandra: there's usually a four-hour minimum.

Nicole: There's no hour minimum. We'd probably only need them about four hours a month. I think if we budget for it at the beginning of the year – and I think we all understand the value of it – it could be really helpful. Because sometimes we get buried in paperwork while we're trying to do good for the community, so it would be helpful to be supported in that way.

VII UPDATE ON UPCOMING CLEAN TEAM EVENTS

- A. Next Clean Team – Saturday, April 27th, meet at Fresco at 9 a.m.

Nicole: We got some great participation at our last event. We had 25 or more high school students.

Sandra: Our next one is going to be our big one, around Earth Day. I need to call an ad hoc meeting to connect with Susan and involve Wendy and anyone else who would be interested. The Councilman's office supplies the bags and everything. We'll also be getting a shredder, so people can bring their confidential documents and shred them. We're going to talk to the city about having trees donated... this will be our biggest Clean Team event.

- B. Update on Event Details (shredder, large bins, etc.)
- C. Outreach (including order of cooler bags) and outstanding paperwork (event form to be filed with City, etc.)
- D. Review and update of Clean Team Budget

Nicole: Separate agenda item that approved a budget of \$2,650. Probably at one of our first meetings – August or September – this budget was approved. So here's my idea to amend. We don't have much left in the budget for food, or for flyers, like we printed for the high schools and other schools. We spent money for the beverage cooler, and the money for shredding. That only leaves about \$275 extra to get money for food/water and flyers. We could do it, but... Sometimes Fresco has donated the food or water.

Sandra: They donated the first one.

Nicole: So if we can keep our flyer and food budget within \$275, that would be good. Actually I'm doing the math wrong. So we have more. We'll be fine. But we might want to consider ordering more T-shirts.

Danielle: We have \$124 left in the T-shirt budget

Nicole: We've learned that you can categorize within the budget. At least for events. People in the community have specifically requested hats and mugs. So we'll have this discussion next month, but if there's extra funds left over, we should order more hats and mugs.

- E. Approval of up to \$500 additional funds for Clean Team budget (if needed)

VIII STREET BANNER DESIGN AND INSTALLATION UPDATE

- A. Production and installation update
- B. Review and approval of proofs and locations for each banner design theme
- C. Identification of additional banner locations

Nicole: We are so close. I have the artwork proofs. We've already approved this artwork. This is what will be going up. One side has our new logo and the other side has the Dog Park, Bushnell Way Elementary, and a Peacock. This'll be going up middle of March. I keep going back and forth with the banner company. I've giving

them 27 locations. For Bushnell Way, we're focused on the West side of Monterey Road. I want to make sure everyone's on board and okay with that.

Sandra: Can we get one for the school?
(Discussion about it)

Nicole: Is there a bracket at the school? I like that idea, so I'll have to go through the locations again with them. There are two locations in front of Fresco that are covered by trees. You won't see them. So maybe instead of there, we can put them up in front of the school. We've already approved the artwork. Do we need an official approval to allocate certain quantities to Bushnell and the others?

John: It's not up to the Board to decide where they go.

Nicole: We'll try to get the two extra. And, if we do get them, we'll try to put them in front of the school.

IX LAND USE COMMITTEE UPDATE

A. Update on presentation on 625 Coleman and community input

Nicole: We've had a couple of active meetings that were very well attended, probably more than our actual board meetings. We had probably 40-50 folks here for MAKE Architecture's presentation on this project. They have offered to dedicate up to an acre of the land to the community, if the community supports increased density on site. The project is in the preliminary planning phase: they are just trying to see what they community would respond to. There's also a covenant on the site which only allows the land to be used for (Christian) educational purposes. We had a follow-up meeting and folks discussed that what they'd really like to see (on the site). There is interest in something like the housing development by the Suicide Bridge (in Pasadena). A portion of the site is zoned RD-1.5 which allows for approximately 40 apartments or homes to be built ("by right") in that area. The rest of the site is zoned RS, which only allows for a handful of homes to be built by right, and that is the area for which the developer is seeking a variance.

B. Potential re-zoning of certain portions of the Monterey Road (see attached exhibit)

Nicole: there are a number of properties on the east side of Monterey Road between Wheeling Way and Via Marisol that are built as commercial buildings and currently zoned RD1.5 (low density residential). We are looking into returning the zoning of this area, along with the land across the street associated with the old service center, back to C (commercial) zoning.

Sandra: The Recycling Center – are they renting that land from Monterey Plaza?

Nicole: Yes.

Chris: In regards to Fellowship Hall, we're exploring possibilities of doing things like the coffee shop. We're considering partnering with our sister church in Pasadena, which has opportunities for transitional housing, etc.

Nicole: Church use tends to fall into multi-family categories. (In order to operate a coffee shop under the current zoning) you could ask the Council Office.

C. Scheduling of March meeting

Nicole: March meeting. Thursday, March 7th at 6:00 PM.

X UPDATE FROM COMMUNITY IMPROVEMENT PROJECT COMMITTEE

A. Sidewalk Repair Report – status on progress with Council Office

Nicole: No update. We really need the Council Office to help us repair our sidewalks. Our ongoing mission is just to keep stumping for better sidewalks.

B. Issues with Recycling Center (update)

George: It's on the same lot as Fresco. There's been three neighbors that complained about the traffic and about them blocking off the sidewalks, causing pedestrians to go into the street. I talked to a guy at the Department of Oversight and Maintenance. He told me it's one of the cleanest sites, so people don't really have any complaints. Possible solutions are: 1) for them to move 2) for them to move inside the Fresco center 3) to create restricted parking for two spaces on Ebay, so people could park there while they're using it. I talked to the owner and he doesn't mind moving, if people want him to move. I think it's best to add this as an agenda item for the Land Use Committee and see how they feel about them moving inside the Fresco lot.

Nicole: We've talked about it. I actually think you'd be impacting more of the community by moving it into the lot because not everyone is affected by where they are now, in the back.

George: I think this sort of thing should be voted on.

Sandra: You'll have to let the people on this street know. Because if you're imposing a 15-minute parking limit, that would really affect them.

George: I'm the point of contact and I'm getting two different points of view. Some people support them moving and some people don't.

Lee: The owner said he would move, but there were issues with getting permits for that. And the owner of the shopping center is kind of MIA and he's the one who would have to approve that.

George: So I think the conversation is, if the owner approves the move and if the permit allows that, do we want that?

Nicole: I think that would impact more people in the community. Because most people don't even know it's there.

George: So then you have to balance the dangers that are involved with it. The big trucks and kids walking to school. So if it stays there, the owner says he'll be cognizant of the trucks. And a solution is to put up signs saying that you can't block traffic. Or to create restricted parking.

Lee: The owner also said he'd be in favor of restricted parking (loading zones), but the residents there would be impacted.

Nicole: My sense is that it's impacting a smaller amount of residents than it would if you change things.

George: I think it's feasible to move, so I think the right question is do we want it to move.

Nicole: I just don't know if it's our decision to make.

George: If we do want it, then we address it with both owners.

Resident (Joseph): The owner of the plaza moved it to the back so he could have more parking spaces. So he'll say he can't move it. And if he moved it to Monterey, new regulations would kick in that would disallow that. But if he put it on the parking lot side where no one parks, that would be of minimal effect to him and anyone who lives around there. And then there would be plenty of room to have the trucks coming in. So it's possible, but he won't do it. The first step is to see if he's willing, but my guess is he's not. He's very antagonistic towards the community and non-responsive about simple things.

Nicole: I think we need to table it.

George: Let's talk about it at the Land Use Committee, but in the meantime put up Children Crossing signs on that street.

Sandra: I don't think we have any business telling a business where they can be, but I think we should put up signs to try to keep children safe, and attack it from that angle.

George: (Regarding trucks impeding traffic) That would be a police issue, citing trucks that are impeding traffic. And we've been working with Officer Whitehead.

Nicole: I just got a text from Suzie saying that Gus Camacho is going to be our next SLO. Let's table it. It's a big topic to put our support behind and I think we need to just keep listening to the community and seeing what they need. What's the next step on the DOT signs?

George: I'll talk to Suzie and see how we can start that process.

Resident: Is it possible to get the city to change the speed limit on the street?

George: They actually just increased it.

Nicole: At next Land Use Committee, March 7, I think we need to get a commitment from our DOT person that they'll put signs up.

Lee: Before our next land use meeting, can we get someone to go out there and take pictures of the area and how it's blocking traffic?

XI UPDATE ON NEIGHBORHOOD PURPOSE GRANTS

Danielle: They've all been approved and sent in the mail. Not cashed yet.

XII OUTREACH STRATEGY

- A. Hermon NC Facebook Page, Instagram, E-mail campaign (Mail Chimp). More promotion/exposure to direct traffic to Facebook, Instagram, website.

Nicole: Cheryl has come on board for the Mail Chimp campaign and has been helping us out with e-mails.

George: What would help is for you all to send pictures to Cheryl or me and we'll put them up on Instagram and Facebook

- B. Follow-up to meetings to be posted on various sites (Nextdoor), Facebook, E-mails.
- C. Upcoming mailings: Postcard for March/April meetings, April Clean Team, and April election
Nicole: We'll be sending out a postcard for the March/April meeting and the Clean Team and April election.
- D. Additional Outreach for April Clean Team.

XIII COMMUNITY IMPACT STATEMENT UPDATE

- A. CIS for Fireworks
Nicole: We talked about doing a Community Impact Statement for fireworks. In order for us to approve it we need to have specific language – are we against fireworks or suggesting ways to mitigate fireworks?

(Jessica reads statement.)

Nicole: It's recommended that a CIS is attached to a motion from the city council.
Jessica: It's motion #CF17-1421

- B. Other upcoming CIS statements

Lee: There's actually a template for signs about preventing firework use. If we had extra money in the sign budget, we could make signs and pass them out middle of June. People might see them and think that people might call the cops if they see them using fireworks.

Nicole: If we have extra money in the election budget, we could use it for that. And we could put the location of firework shows on the Hermon NC website. We could also invite people to share their thoughts at the next community meeting about how we could all work together to squelch this sort of thing.

Lee: We could talk about what we want the message to be: "Our dogs are sensitive..."
Something simple and direct.

George: There will also be another CIS coming next meeting.
Nicole: Okay, so we'll put that on the agenda.

XIV SET OR ANNOUNCE DATE(S) FOR UPCOMING NC BOARD AND COMMITTEE MEETINGS

Nicole: March 7, 6:00PM for Land Use
March 14 General Board Meeting
February 13 at 5:00PM at Fresco – Community Outreach

Danielle: March 9, 1:00PM at Fresco – Finance Meeting

Nicole: If you want anything to be on the agenda, you should meet at least three days before and send it in then. The agenda has to be posted 24 hours in advance.

George: We'll talk about fireworks and child care and community outreach at the Feb. 13 meeting.

Cheryl: I'd say instead of just telling people to stop doing things, give them an alternative. Like bubbles instead of fireworks. There are a lot of things that are fun to do instead of fireworks.

Nicole: I don't think the guys shooting up fireworks will go for that.

George: The posters came out of Outreach. And the branding campaign.

Nicole: And our holiday event comes out of the Outreach budget

Sandra: We'll be scheduling a Clean Team committee meeting but it's not scheduled yet.

XV ADMINISTRATIVE ITEMS

A. Status of City contract for rental of Fellowship Hall

Nicole: Would the Board prefer to have meetings here, or at the Fellowship Hall? (Discussion.) Everyone says they'd prefer it here. I don't think we need to vote, we can just keep scheduling it here.

Chris: It's actually easier for us. I warn you that in the summer it can get a little warm and the AC can get a little loud.

B. Review and Adoption of Minutes for September, October, November, and January meetings

Motion by Danielle to adopt minutes for September – January. Lee seconds.
Motion approved unanimously.

C. Review and Adoption of the Monthly Expenditure Reports (MERs)

D. Updated Neighborhood Council Board Roster has been submitted to DONE

E. Confirmation on jacket sizes for HNC board jackets

Nicole: Fixing mistake "NeighBROhood" to corrected spelling and need to update sizing.

F. Discussion and possible action to update the Neighborhood Council Inventory list for DONE

Nicole: We need to add the holiday bow.

XVI BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Nicole: None

XVII REQUESTS/MOTIONS FOR FUTURE AGENDA ITEM

- 1) Cheryl: I don't know whether to request a CIS, or if it would be part of Clean Team, but we as a neighborhood don't have doggie bags. And there are a lot of dogs here. But I've been in neighborhoods where they have these on the corner.

Danielle: Can we add trash cans with this? Because then we'll have doggie bags scattered all throughout the neighborhood.

Nicole: I can e-mail Ursula and see how to get started on that.

Lee: Wasn't there talk about getting additional garbage cans at some point at Monterey Plaza? There's a corner down by Wheeling Way that was always getting dirty, or the garbage can was always overflowing.

- 2) Danielle: I'd like to make a recommendation of \$400-\$600 retroactively for the month of November through the month of April for refreshments for meetings.
- 3) Resident: At corner of Wheeling Road on the outside, does anyone know what that stuff is coming down from the wall? I don't know what it is, so I don't like stepping through it. Is it sewage or water? It's been there for months and months.

Lee: Again it points to issues with that property owner and not being responsible for cleaning things up.

Cheryl: It's wet like mud, with leaves and stuff coming out from the wall.

- 4) Nicole: What's our P.O. Box number? We should be putting that on our agenda.
George: 42250

XVIII ADJOURNMENT at 8:51PM

Motion by Danielle to adjourn. Jessica seconds.
Motion approved unanimously.