



HNC GOVERNING BOARD
Katherine Harrington, *North Rep.*
Jorge Quezada, *West Rep.*
Leonel Aguilar, *East Rep.*
D. Davis Fowlkes, *Educational Rep*
Lee Turner, *Charitable, Civic or Faith Based Rep.*
Danielle Suarez, **TREASURER** *Quality of Life Rep.*
Nicole Mihalka, **CHAIR** *Cultural Rep.*
Jessica Jimenez, *Youth Rep.*
Cheryl Hansen, **VICE CHAIR**, *Community Interest Rep.*

www.HermonNC.org email: info@hermonnc.org
P.O. Box 42250, Los Angeles, CA 90042

**Special Joint Board and
Special Joint Board and Special Ad Hoc Event
Committee Meeting Agenda**
Tuesday, November 26th, 2019 — 6-7:00 PM
5718 Monterey Road

The City's Neighborhood Council system enables 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, comprised of volunteer stakeholders who are devoted to the mission of improving our communities and bringing government closer to us. All agenda items are actionable unless otherwise noted.

- I. WELCOMING REMARKS:
 1. Call to order
 2. Introduction of Committee Members
- II. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS:
Public comments on non-agenda items within the Committee's jurisdiction
- III. Holiday Block Party and Tree Lighting: Friday December 6th from 4:30-7:30 p.m.
 1. Review and discussion of Timeline for event including presentation of large check to NPG recipient(s)
 2. Review and discussion of Event layout/plan
 3. Potential addition of craft table by El Rio school
 4. Review of Budget and Outstanding Action Items/Assignment of Tasks
 - a) Event Approval – Status: Confirmed
 - b) Council Office contributions –
 - (1) Postcard mailing (timing)
 - (2) Timeline for tree lighting and testing
 - (3) Block closing timeline and notification
 - (4) Lighting, tents, tables, and chairs (order to be finalized)
 - (5) LAPD and LAPD Cadet coordination
 - (6) Gifts for children (distribution and timing)
 - c) 300 Glow necklaces up to \$100 – Status: Ordered/Received by Danielle Suarez
 - d) Candy Canes up to \$125 – Status: Ordered/Received by Danielle Suarez
 - e) Water – up to \$100 from Fresco Market or other. Status: Needs to be requested/ordered following Event Approval (Danielle/Katherine)
 - f) Cookies – up to \$700 to be ordered from Bovary and Butterfly. Status: Ordered Expected Arrival by Thursday December 5th (Nicole)

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

- g) Decorations for Event– up to \$350 of additional lighting and decorations to be approved depending on existing inventory and committee discussion of layout/needs (Lee/Danielle)
- h) Banner and flyer design and printing. Status: Designed and ordered (Cheryl). Need to hang (Lee/Nicole/Katherine). Locations: 5939 Monterey (Nicole), Fresco (Lee or Katherine), Bushnell Way (Lee or Katherine)
- i) Postcard design, printing and mailing – Status: Complete (Cheryl)
- j) Promotional items (200 mugs and totes). Status: Ordered (Nicole). Expected Arrival by Wednesday December 4th.
- k) Entertainment:
 - (1) DJ – AJ Mora. Invoice received. Payment pending (Danielle)
 - (2) Pure Imagination Entertainment providing – contract complete. Payment pending. (Danielle). Insurance information (pending)
 - (a) Santa Clause
 - (b) Elf/Balloon Artist
 - (c) Face Painter
 - (d) Photobooth
 - (e) Carolers

IV. ADJOURNMENT

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the Chair.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” 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 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

PUBLIC POSTING OF AGENDAS - Agendas will be posted for public review at www.HermonNC.org and as follows:

- **Hermon Fellowship Center 5800 Monterey Road, Los Angeles, CA 90042**
- **Hermon Dog Park in Hermon Park**
- **Fresco Market 5914 Monterey Road, Los Angeles, CA 90042**
- **You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at:**

<https://www.lacity.org/your-government/government-information/subscribe-other-meetings-agendas-and-documents/neighborhood-councils>

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, assistive listening devices and 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 you wish to attend by contacting N. Mihalka, HNC Chair, at nicole.hermonnc@gmail.com.

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 200 N. Spring Street, L.A., CA, at our website: HermonNC.org, www.empowerla.org/hnc/ or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, contact Nicole Mihalka, Board Chair, at nicole.hermonnc@gmail.com.

RECONSIDERATION AND GRIEVANCE PROCESS For information on the HNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the HNC Bylaws. The Bylaws are available at our Board meetings and our website www.empowerla.org/hnc/

SERVICIOS DE TRADUCCION Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a J. Quezada, al (818) 425-9976 o por correo electrónico jorgequezada76@gmail.com para avisar al Concejo Vecinal