



### **NoHo Neighborhood Council**

Jillian Burgos	Danielle Mudge
James Askew	Jen Montzingo
Sommerly Simser	Nathaniel Roe
Kenneth Dorfman	James O'Connell
Jorge Aparicio	Jerry Yang
Fareid El Gafy	Vicky Papa
Hunter Gibson	Zachary Bilsky
Matt Haviland	Maricela Mendez
Letisha Hines, D.D.	Selene Gonzalez
Wendy Kheel	Charlotte Gerry

This is an in person Meeting Version



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## **NoHo Neighborhood Council Special Meeting Agenda**

11480 Tiara St, North Hollywood, CA 91601

Wednesday, July 16, 2025 6:30pm

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento.  
Por favor contacte por correo electrónico [info@nohonc.org](mailto:info@nohonc.org) para avisar al Concejo Vecinal.

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.

### **1. CALL TO ORDER / INTRODUCTION**

### **2. WELCOME REMARKS**

#### **a. Roll Call**

### **3. Recognition of outgoing board members**

### **4. Appointment of Letisha Hines, D.D. to Non-Profit Seat**

### **5. Appointment of Jerry Yang to Youth Empowerment Seat**

### **6. Swearing-in of newly elected board members**

#### **a. Neighborhood Council Board Oath:**

*i. I pledge to represent my neighborhood with dignity, integrity, and pride. I will encourage other points of view, even when they differ from my own. I will respect, value, and consider everyone's opinion. I will find the good in my neighborhood, and praise it and promote it. I will act at all times in accordance with our bylaws and will conform fully, both in spirit and intent. To my neighbors, and to neighborhoods throughout the City of Los Angeles, I pledge to do this to the best of my ability.*

**7. Selection of Officers to serve on NoHo Neighborhood Council.** Nominations will be taken, and candidates will have up to 3 minutes to address the board.

- a. President
- b. Vice President
- c. Secretary
- d. Treasurer
- e. Sgt. At Arms

**8. GENERAL PUBLIC COMMENT - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. Each speaker will be allowed 1 minute.**

**9. Selection of funding officers.** For information on the Neighborhood Council Funding Program, please visit: <https://clerk.lacity.gov/clerk-services/nc-funding>

- a. Discussion and possible action to appoint 2nd Signer
  - i. Verifies Funding Program documents have been correctly and completely filled out before submitted for processing.
  - ii. Acts as the second signer as required on Funding Program documents.
- b. Discussion and possible action to appoint Alternate signer
  - i. In the absence or unavailability of the Treasurer or 2<sup>nd</sup> Signer, the Alternate Signer can sign board-approved funding documents to be submitted to the NC Funding Program.
- c. Discussion and possible action to appoint Bank cardholder
  - i. Maintains secure custody of the NC's bank card.
  - ii. Ensures the card is used for payment transactions as approved by the board only.
  - iii. Obtains itemized receipts or itemized paid invoices for every card transaction.
  - iv. Submits (uploads) itemized receipts or itemized paid invoices for card no later than 10 days after the date the transaction posts.
  - v. Must not accept cash refund. All refunds must be made as a credit return.
  - vi. Notifies the Funding Program immediately of lost or stolen cards.
    - 1. Bank must be notified immediately by the NC bank cardholder to block any further usage of the card.
    - 2. A new card can be ordered upon notification.
    - 3. The Neighborhood Council will be limited from accessing its available funds through the bank card while a new card is being requested from the bank.
  - vii. Notifies NC Funding Program upon resignation or removal as the NC bank cardholder.
    - 1. The NC will be limited from accessing its available funds through the bank card when a cardholder has resigned or has been removed and a new card is being requested from the bank for a newly-appointed cardholder.
  - viii. Can only serve as a cardholder for one NC at a time.
  - ix. Is the only board member authorized to pick up the NC bank card, issued to his/her name, from the NC Funding Program Office.
- d. Discussion and possible action to appoint 2<sup>nd</sup> bank cardholder
  - i. In the absence or unavailability of the Bank Cardholder, the 2<sup>nd</sup> Bank Cardholder can use the bank card for board-approved funding purchases.

**10. Selection of board members and stakeholders to committees.** The committees of the NoHo NC are listed below. In order to provide continuity and preserve institutional knowledge, returning committee members will have the option to continue service if they desire before new members are selected.

- a. Executive Committee (no selection needed since they are automatically chosen as officers of the board)
- b. Public Safety Committee
- c. Planning, Land Use, and Transportation Committee
- d. Housing and Services Committee
- e. Outreach Committee
- f. Arts, Parks, and Beautification Committee
- g. Aging, Disability and Accessibility Committee

**11. Discussion and possible action to appoint up to 3 Community Impact Statement (CIS) filers.** The filers must be board members. The filers are responsible for filing the CIS's 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. For more information, please click here:

<https://empowerla.org/wp-content/uploads/2017/08/How-to-Submit-CIS-FINAL-COMBO.pdf>

**12. Discussion and possible action to appoint members to serve as representatives to various Neighborhood Council alliances and coalitions.** For the list, please see below and click here for more information:

(<https://empowerla.org/alliances/>)

- a. Budget Representative
- b. LADWP Advocacy and Oversight
- c. LGBTQ+ Alliance
- d. Los Angeles Neighborhood Council Coalition (LANCC)
- e. Neighborhood Council Emergency Preparedness Alliance (NCEPA)
- f. Neighborhood Council Sustainability Alliance (NCSA)
- g. Plan Check
- h. Valley Alliance of Neighborhood Councils

**13. Board discussion and appointment by Chair for members to serve as liaisons to certain city departments and programs.** City of Los Angeles elected officials, departments, and even other Neighborhood Councils (NC) are frequently looking for a contact person to work with on a particular subject matter. During the year, agencies will ask the Department of Neighborhood Empowerment (DONE) for liaison contact information for the purpose of sending invitations to meetings or events of interest, to receive feedback, or simply to request help in sharing information with NCs and stakeholders. Your willingness to be that contact person will help your NC improve government responsiveness to your community's needs. Thank you again for doing your part to EmpowerLA! The official list of liaison positions are the following:

- a. Aging Liaison
- b. Animal Services Liaison
- c. Emergency Preparedness Liaison
- d. Film
- e. Homelessness Liaison
- f. LADWP
- g. Public Works
- h. Resilience Liaison

#### **14. GOVERNMENT REPORTS**

- a. Office of L.A. Mayor Karen Bass
- b. Office of City Councilmember Adrin Nazarian, 2nd District
- c. Office of LAUSD Board Member Kelly Gonez, 6th District
- d. Office of LA County Supervisor Kathryn Barger, 5th District
- e. Office of CA State Assembly member Nick Schultz, 44th District
- f. Office of CA State Senator Henry Stern, 27th District
- g. Office of CA State Senator Caroline Menjivar, 20th District
- h. Office of Congressmember Luz Rivas, 27th District
- i. LAPD Senior Lead Officer Officer Kurtis Delbar/ Peter Ojeda
- j. North Hollywood Library
- k. City Department of Neighborhood Empowerment (DONE)

**15. COMMITTEE REPORTS:** a. Announcement of next scheduled meeting

#### **16. NEW BUSINESS**

- a. Discussion and possible action to approve previous meeting minutes
- b. Discussion and possible action to approve the May and June 2025 Monthly Expenditure Reports (MERS).
- c. Discussion and possible action to approve the 2025-2026 Canva License
- d. Discussion and possible action to approve payment of remaining balance of \$1369.60 to TYS Creative
- e. Discussion and possible action to affirm the attached Declaration of Commitment to Representative Government dated June 17th.  
[https://docs.google.com/document/d/1LN3zN2LjobLS8-5\\_c9J6eNUzOlt8SFgX-rgPu322Jwc/edit?usp=sharing](https://docs.google.com/document/d/1LN3zN2LjobLS8-5_c9J6eNUzOlt8SFgX-rgPu322Jwc/edit?usp=sharing)
- f. Discussion and possible action to approve writing a CIS in support of CF 25-0692, CF 23-0243-S1, CF 25-0756, and CF 25-0747 - each dealing with the ongoing immigration raids and police response to protests in

Los Angeles.

CF 25-0692 Instructs LAPD to provide daily memos to Council on its use of force against protestors and how certain instructions to implement policy changes have been implemented.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=25-0692>

CF 23-0243-S1 Requests the City Attorney report back within 15 days outlining a protocol for which interactions with federal agencies are permitted under LA's sanctuary city ordinance and directs LAPD to account for actions taken during immigration raids in Feb 2025.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=23-0243-S1>

CF 25-075 Requests the City Attorney to report back on 1) amending the city code to maximize fines and penalties against anybody who impersonates a law enforcement agent and 2) report on the ability of a city resident to request verifiable identification and legal authority during a detainment action, especially involving non-uniformed officers.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=25-0756>

CF 25-0747 Requests that the City Attorney and LAPD work on a draft ordinance requiring LAPD Officers to verify the identity of any individual claiming to be law enforcement when requested by a person who is the subject of an enforcement action by masked or otherwise unidentifiable agents and to report back on the city's jurisdiction to make other law enforcement agencies operating in Los Angeles comply with such an ordinance.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=25-0747>

#### **17. Board Member Announcements/comments**

#### **18. ADJOURNMENT** a. Please stay after the meeting for a group photo of the new board!

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, 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](mailto:NCsupport@lacity.org)

#### **Public Posting of Agendas -**

Neighborhood Council agendas are posted for public review as follows:

- [nohnc.org](http://nohnc.org)
- North Hollywood Amelia Earhart Library, 5211 Tujunga Ave, North Hollywood, CA 91601
- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

#### **Notice to Paid Representatives -**

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@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 our website: [www.nohnc.org](http://www.nohnc.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 contact the council by email at: [info@nohnc.org](mailto:info@nohnc.org)

#### **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 [nohnc.org](http://nohnc.org)