

Harbor City Neighborhood Council Governing Board Meeting
 Kaiser Conference Center
 Wednesday, 8-25-10
 6:00pm

Official Minutes

Board Members	Roll Call/Attendance
Esther Cepeda	Present
Jennifer Corral	Excused
Greg Donnan	Present
Joyce Fredericks	Present
Tom Houston	Present
Janet Mercer	Present
Raymond R. Moser	Present
Anto Nakkashian	Excused
Wu-Ping Own	Present
Grant Reed	Excused
Olive Reed	Present
Craig S. Rutherford	Present
Christopher Sapien	Excused

Call to Order:

Tom Houston called the meeting to order at 6:10pm.

Roll Call: See Above. There was a quorum. Two stakeholders were in attendance.

Approval of Minutes: **Greg Donnan made a motion to approve the July 28, 2010 Governing Board Meeting Minutes, seconded by Wu Ping Own. There were 6 yes votes, 1 no vote and 1 abstention. The motion passed.**

Tom Houston explained that DONE (Department of Neighborhood Empowerment) was requesting the approved minutes from the August 18, 2010 Stakeholder meeting which contain Board approval of the 2010 budget. The minutes of that meeting were provided to the Board members for review. Steven Rutherford and Raymond Moser asked that their questions directed to Celina Luna of the Councilwoman's office during her report be added to the minutes. **A motion was made by Raymond Moser and seconded by Olive Reed, to approve the August 18, 2010 Minutes as corrected. The motion passed with 8 yes votes and 0 no votes.**

Follow Up Planning: At the August 18 meeting Olive Reed requested that there be some follow up with the company contracted to clean the median strip on Western Avenue which is littered with pine needles. She was hoping to get a schedule showing the dates that they do the work. Tom Houston commented that there is not yet any follow up information to report on this.

Proposed Agenda: Olive Reed reported that the USS IOWA presentation is lined up for our September Stakeholder Meeting. Robert Kent has asked if it is possible for him to be first on the agenda for that evening. There was also a comment that GAP (Gang Alternatives Program) has

requested to come to a future meeting, as well as the Harbor Animal Care Center. Olive will follow up on these. There has been no response from LAUSD to reschedule their presentation.

Banner/Signs Update: Board members commented that they were very happy with the new banners. Ping stated that he has talked to the banner vendor about getting a decal to put on the old signs to show the change in our meeting location. We have also approved several other signs that have yet to be completed. These include signs to be used during events showing that the HCNC is a sponsor and signs announcing that HCNC is sponsoring the cleanup of the median. In addition, Olive has received phone calls from people wanting us to follow through on “Welcome to Harbor City” signs. There was a short discussion on where such should be placed. We may need to contact Cal Trans. We have put \$14,000 in the budget to take care of this issue.

Translation Services: There was a discussion on how to control the requests for a translator for our public meetings. Esther Cepeda offered to find out additional information and will also ask if we can utilize a different contact phone number in the mandatory paragraph utilized on all meeting notices. Ping asked to be on record that he may want to utilize a Chinese translator in the future.

Outreach/Stakeholder Notification Update:

- Leonard Duncan, Outreach Committee Member, reviewed the procedures for utilizing the publishing services within the General Services Department of the City of Los Angeles and bulk mailing to all 7800 addresses within Harbor City. The total cost for a tri-fold brochure with all the fees is \$2,869.00. It would be approximately \$350 less for mailing a postcard.
- Tom Houston provided information on placing a full page within the Pennysaver which is also delivered to all 7800 addresses. Our council can have a full page ad for \$236.00 at any time or \$208 for the back page in the September 8 issues if it is still available. He suggested we do this to advertise the USS Iowa presentation scheduled for our next meeting. **Olive Reed made a motion that we place an ad for our September 15, 2010 stakeholder meeting in the local Pennysaver at a cost not to exceed \$300, utilizing the first available space with the back page as a preference. The motion was seconded by Greg Donnan. The motion passed by unanimous vote.**

Orifice/Hall Holiday Event: Tom Houston gave background information on this event which has been held annually for approximately 12 years, (usually held a week or two before Christmas.) This is a community event held primarily by the Orifice and Hall families but also involves other residents on the same block (behind President Avenue School on Censor Street). Last year over 2,000 gifts were passed out to children. The HCNC provides funds to purchase gifts as community outreach. Tom referred the new board members to the website: www.harborcitysanta.com. **Raymond Moser made a motion that the HCNC donate \$2,000 to the Orifice/Hall Holiday Event this year. The motion was seconded by Ping Own and passed with 7 yes votes and 1 no votes.**

Business Cards: Kristina Smith provided samples of business cards at the last meeting. Some board members requested corrections. The HCNC logo will be added to cards and board members can contact Kristina when they need additional cards.

PCAC:

- Tom Houston gave a quick update on the upcoming PCAC election run-off. **Greg Donnan made a motion that the Harbor City Neighborhood Council support Ken Melendez as the new PCAC President, the motion was seconded by Janet Mercer and passed by unanimous vote of the Board.**
- Tom explained the current procedure that our PCAC Representative follows in order to vote on PCAC motions. There sometimes isn't enough time between the PCAC meetings and our Harbor City Council meetings to get authorization. If our PCAC Rep doesn't have time to get Board approval, then our input into these motions is affected. **Janet Mercer made a motion that we allow our elected PCAC representative to have the authority to vote without bringing the motion back to the HCNC Board. The motion was seconded by Joyce Fredericks and passed by unanimous vote.**

Harbor City Grand Prix:

- Tom Houston gave background information on the event which is usually held annually but due to budget problems it was cancelled this year. Last year the event was expanded to include more booths and food. The first year there were about 500 in attendance and last year it increased to approximately 1,500. Last year \$12,000 was spent putting on the event. Tom asked the Board members if they wanted to commit to planning this event for 2011. He commented that past Board member Chris Huis has offered to assist with the children's area. Ping would like to coordinate the Highway One Block Party at the same time as the event and suggests we also put the flags up.
- **Janet Mercer made a motion to approve \$12,000 funding for the Harbor City Grand Prix (or Neighborhood Block Party if the name is changed) with the stipulation that any additional expenditures over \$12,000 be brought back to the Board for approval. The motion was seconded by Ping Own and passed with 5 yes votes, 0 no votes and 1 abstention.**
- The following Committee was formed: Joyce Fredericks, Greg Donnan, Ping Own, Tom Houston and Chris Huie.
- Greg Donnan made comments regarding the Councilwoman's Office support of the event. He has concerns about how much assistance her office will provide and wants the Board to be aware that we may not get assistance with permit fees, etc., as we have in the past.

Harbor City Recreation Park: Janet Mercer reported on the Quimby meeting. Cost estimates for the upgrades will be coming back in 30 days. This involves upgrades of the restrooms first, the ball park second and then the walking path. She talked briefly about her experience with fundraising. She brought up the possibility of funding a changeable marquee at the park that would be better than just a sign on a fence and suggested we look into the cost comparisons of various types of marquees. Tom Houston commented that he would like to see what the Quimby funds cover before we put any of our money into a project.

MISCELLANEOUS BUSINESS:

Discussion on old HCNC Magnets from 2008-09. Tom Houston showed the Board members one of the old magnets used as a giveaway for outreach in 2008-2009 and mentioned that we had a lot of them left and asked for ideas on how we can reuse them. It was suggested that we ask

the sign vendor whether he can make a sticker to put over the old calendar so that they can be utilized. Joyce will check into the cost and design of such a sticker.

Harbor Pines Name Change: Tom Houston talked briefly about the Harbor City Pines area and the residents who are trying to get that area named “Harbor Pines.” They no longer want to be part of Harbor City. Tom read a letter from Celina Luna regarding the application and public hearing process that will need to take place if the residents in that area continue to pursue the issue.

Committee Reports:

BONC: No report..

Budget/Finance:

- Joyce Fredericks asked about having a walking people service to hand out flyers. She was inquiring as to how we would pay them. She also talked about the upcoming “Heal the Bay” event and what vendor we should choose for food provided for the volunteers. Subway is usually used for this event but there might be other possibilities.
- **Janet Mercer made a motion that we utilize the Harbor City Subway at a cost of up to \$300 for sandwiches for the Heal the Bay event volunteers. The motion was seconded by Ping Own and passed unanimously by the Board.**
- There was a short discussion on ordering giveaway items to promote the HCNC. **Joyce Fredericks made a motion that the HCNC allocate up to \$1,000 for miscellaneous giveaways and supplies for outreach purposes. The motion was seconded by Janet Mercer and passed unanimously.**
- Steven Rutherford brought up the issue of South Bay Storage charging a late fee on recent invoices. Ping Own has dealt with them in the past and offered to speak with the manager.

City Services:

- Raymond Moser brought up an issue with businesses in the PCH area around 259th, Frampton, Belle Porte and Senator not maintaining the area around their building where fruit bearing trees are leaving a mess. Kristina Smith suggested he contact Liz Greenwood from the City Attorney’s office who oversees neighborhood issues.
- Raymond also brought up parking problems on PCH where the 1 hour limit needs enforcing. He would like to look into recommending no stopping any time between Western to Normandie. Tom Houston and Ping Own responded that the businesses on PCH fought hard to get limited parking in that area.

Public Safety: No report.

Emergency Preparedness: No report.

Friends of the Library: Tom Houston commented on the possibility of changing our Stakeholder meeting to start at 6:00pm so that meetings could be returned to the Library and held from 6pm-8pm.

Education: Raymond Moser reminded the Board that school starts next month.

HANC: Tom commented that he will be chairing the next meeting. At that meeting Metro will be giving an update.

Harbor City Recreational Park: Janet Mercer commented that the park director has decided that there will be no PAB (Park Advisory Board) at Harbor City Recreational Park. Janet stated that since there will be no PAB Board, then she would like to resign as the HCNC Representative.

Harbor Regional Park: No report.

Outreach: Joyce showed the Board the Heal the Bay advertising postcard.

Planning and Land Use: No report.

Program Planning: No report.

PCAC: No report.

American Flags: Ping Own asked if the Board is going to put up the American flags this year. There was a response that DONE has not yet paid the demand warrant from last year that was submitted. Greg Donnan mentioned that he likes Ping Own's suggestion of having the flags at the same time as the Highway Block Party and the Grand Prix.

Banners: **Joyce Fredericks made a motion that we order two more 4' x 10' HCNC Meeting Announcement Banners at a cost not to exceed \$500. The motion was seconded by Ping Own and passed with 6 yes votes and 0 no votes.** Tom Houston suggested we pick out the site where the banner is going to be placed so we know exactly what to order before we order them.

Adjournment: The meeting was adjourned at 8:49pm.

Respectfully submitted,

Kristina Smith
Admin Asst to HCNC