



**NORTH HILLS WEST NEIGHBORHOOD COUNCIL**  
**Regular Board Meeting Minutes, Thursday, November 17, 2022**  
**Minutes Approved 12/15/2022**

In conformity with the Governor's Executive Order N-29-20 (March 17, 2020) and due to concerns over COVID-19, this duly noticed meeting was held entirely online and telephonically.

NHWNC (and all other) Meeting Minutes are a summary; Minutes were not, are not and are never meant to be an exact, verbatim, word-for-word transcript or comprehensive record of what was said at a Meeting. Exceptions: Motion(s) (included as stated at the Meeting, or, if not stated, as written on the Agenda); quotes (words that have quotation marks ("")) at the beginning and ending of a word or words); and Agenda wording copied into the Minutes.

**1. Welcome, Call to Order and Flag Salute.**

President Madlena Minasian called the Meeting to order at 6:06 p.m. The Pledge of Allegiance was said.

**2. Roll Call, Determination of Quorum, Voting Eligibility Report and call for agenda item(s) recusals.**

Roll Call was taken by the Secretary Dave Brown. Seven of the 11 Board Members were present online at the Roll Call: Dave Brown (Secretary), Pat Crone (Treasurer), Maggie Elliott, Linda Erdman, Garry Fordyce, Carol Hart (Vice-President) and Madlena Minasian (President). Punam Gohel arrived later. Angel Collins, David Hyman and Kreshell Ramey were absent. The NHWNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see the Bylaws link at [www.empowerla.org/nhwnc](http://www.empowerla.org/nhwnc)), so the Board could take such votes. Quorum was announced. Mr. Brown confirmed that all Board Members' trainings were compliant and they were eligible to vote. Eleven of the 13 Board Seats were filled (by election or appointment). Two Board Seats were vacant (one General and one Residential); to apply, email [Secretary@nhwnc.net](mailto:Secretary@nhwnc.net). Also attended: at least 19 Stakeholders and guests.

**3. President's Comments, Announcements and Meeting Logistics – Madlena**

Minasian, President. Note: we're currently seeking applicants for 2 Vacant Board Seats: 1 Residential & 1 General (see below) <https://www.nhwnc.net/board-vacancies-seeking-new-board-member-nominees/>

Ms. Minasian noted the above. The NHWNC will have an election in mid-June. She announced that former Board Member Mary Armenteros passed away; a moment of silence was observed. Attendees offered tributes to Ms. Armenteros' long and extensive community service. Ms. Minasian noted that Board Members are receiving emails from [DONE's] John Darnell regarding legislative reports. If any Board Member would like the NHWNC to file a CIS [Community Impact Statement] on any of those Council Files, she said to go ahead and prepare and email it to her and request for it to be Agendized. She reviewed comment procedures.

**4. Discussion and possible action to approve October 2022 Monthly Expense**

**Report:** Treasurer – Pat Crone. <https://www.nhwnc.net/reports/october-2022-monthly-expense-report/>

Ms. Crone reviewed the Report.

**FUNDING MOTION** (by Ms. Crone, seconded by Ms. Erdman): The North Hills West Neighborhood Council approves the October Monthly Expenditure Report.

**DISCUSSION:** Mr. Fordyce claimed that “it is unacceptable to be approved at this time . . . things are not being put in the proper place . . .” Ms. Crone noted that “MERs are generated automatically by Funding and we take what we get.” Guest Brian Allen said that “NC Funding needs to be informed of what you’re doing here because you are not providing the information to the public and to the Board . . . you are all responsible for approving the MER.” Ms. Minasian requested and it was agreed to TABLE this Item. No vote was taken.

**5. Discussion and possible action to approve the October 20, 2022 General Board**

**Meeting Draft Minutes.** <https://www.nhwnc.net/minutes/october-20-2022-general-board-meeting-dras-minutes/>

Ms. Minasian requested and it was agreed to TABLE the above Item.

**6. Elected Officials, Public Agency Speakers, Field Representatives and Public Service Announcements.**

a. Assembly District 46/ Field Representative - Lilly Sarafian.

[lilly.sarafian@asm.ca.gov](mailto:lilly.sarafian@asm.ca.gov)

Lilly Sarafian, a Field Representative for State 46th District Assemblymember Adrin Nazarian [818-376-4246; <http://asmdc.org/members/a46>], reported that, due to the Assemblymember being termed out of office, their last day will be November 30<sup>th</sup>. There will be a farewell event in December.

b. Council District 12 / Field Representative – Lorena Espinal.

[Lorena.Espinal@lacity.org](mailto:Lorena.Espinal@lacity.org)

Lorena Espinal, a Field Deputy for L.A. City District 12 Councilmember John Lee [818-882-1212; <https://CouncilDistrict12.LACity.gov>], was not present and there was no report.

c. LAPD Devonshire Division Senior Lead Officer (SLO) - Jerome Knopp.

[37244@lapd.online](mailto:37244@lapd.online)

Neither Efren Corral, an LAPD Devonshire Division (east of CSUN) Senior Lead Officer [Desk: (818) 832-0746; Cell: 424-339-4079; [http://www.LAPDOnline.org/devonshire\\_community\\_police\\_station](http://www.LAPDOnline.org/devonshire_community_police_station)], or his soon-to-be replacement, Jerome Knopp [[37244@LAPD.online](mailto:37244@LAPD.online)] were present and there was no report.

d. Department of Neighborhood Empowerment / NEA - John Darnell.

[john.darnell@lacity.org](mailto:john.darnell@lacity.org)

John Darnell, a Neighborhood Empowerment Advocate of the L.A. Dept. of Neighborhood Empowerment (DONE) [213-978-1551; [www.EmpowerLA.org](http://www.EmpowerLA.org)],

reported that NC elections information is at Clerk.LACity.org/NCElections. He encouraged Board Members to check their monthly Profile emails. Ms. Minasian said that during the Civic U. on October 27, she asked DONE General Manager Raquel Beltran if a list of all the email addresses of all City Commissioners can be provided to all NCs; Ms. Beltran indicated that it was being worked on. Ms. Minasian asked Mr. Darnell when NCs can expect that the list will be provided; he said “we can do that” and indicated that he will follow up on that. Ms. Minasian reminded that the NHWNC offered to be a hybrid meeting pilot participant. She asked when rollover funds will be available; Mr. Darnell said “we’re still waiting for the City Controller’s Office . . . to finish the work on their end . . .” Ms. Erdman reported that she still was not getting DONE emails and asked “when will my email get fixed? . . . I work on Community Impact Statements; I need to know things.” Mr. Darnell replied that “we’ll get that fixed for you.” Ms. Minasian mentioned that, in October, she had emailed Mr. Darnell and Freddie Cupen-Ames [another DONE NEA] to look into a request from BlueSky Timer regarding the NHWNC Zoom account for the account administrator to approve the interface between the Timer and the Zoom account dashboard; Mr. Darnell said “I still don’t have an answer, but let me ask the tech team again”; he indicated that he’ll look into it. Ms. Minasian asked when NCs can meet in person; Mr. Darnell said “there’s no word [about] when . . . you can’t meet in person right now.” Guest Glenn Bailey communicated that the “NC Hybrid Pilot Program . . . is expected to last at least six months.”

- e. To find your Elected Representatives, City Agencies, Departments and more, click here: <https://neighborhoodinfo.lacity.org>

**7. General Public Comment**

Mr. Allen and Mr. Bailey offered to work with Ms. Crone on preparing MERs, which Ms. Crone accepted. Ms. Minasian asked Mr. Bailey why he brings up items that’re already on the Agenda that he knows she is going to address.

**8. Report from Region 2 Budget Advocate or Budget Representative. <https://www.budgetadvocates.org/>**

Mr. Fordyce reported that Budget Advocates are meeting with City representatives. Ms. Erdman encouraged Mr. Fordyce to email a website link to a financial report.

**9. Guest Speakers and Informational Presentations.**

- a) California Department of Insurance – presentation by Armine Sargsyan.  
[Armine.Sargysyan@insurance.ca.gov](mailto:Armine.Sargysyan@insurance.ca.gov)

Ms. Sargsyan showed slides and presented the Low-Cost Auto Insurance Program (866-602-8861; <http://www.insurance.ca.gov/01-consumers/105-type/95-guides/01-auto/lca>). She described program eligibility qualifications and the sign-up process.

**10. Discussion and possible action to approve up to \$500 for NHWNC website organization.**

**FUNDING MOTION** (by Ms. Minasian, seconded by Ms. Erdman): The North Hills West Neighborhood Council approves up to \$500 for NHWNC website organization.

**DISCUSSION:** Ms. Minasian explained that the irregular and specific work would be to make website pages “more user friendly . . . better organized,” especially for Agendas and Minutes. Mr. Fordyce stated that “we have the most exorbitant and high-priced webmaster . . . this is absurd . . . we don’t have that great of a website.” Mr. Brown noted that other NCs spend “comparable amounts” on their websites unless they have a volunteer.

*Board Member Punam Gohel arrived online by 7:15, making eight Board Members present online (the NHWNC quorum is seven).*

Ms. Erdman said “this cost is completely justified . . . we are trying to provide as much information to our Stakeholders as we can.”

**FUNDING MOTION PASSED** by a roll call vote of the eight eligible voters present with seven in favor (“Yes” or “Aye”) (Brown, Crone, Elliott, Erdman, Gohel, Hart and Minasian); one opposed (“No” or “Nay”) (Fordyce); zero abstained.

- 11. Discussion and possible action** on Case #ZA-2022-3143-CUP, a Conditional Use Permit for 24-hour operation of proposed development of 15701 Roscoe Blvd., North Hills West. Former furniture store, prior Coco’s. Request is for a CUP, Conditional Use Permit, to allow deviations from Mini-Shopping Center/ Commercial Corner operation standard hours of operation. Owner representative Mr. Ariel Gutierrez. (Agenda item #11 will be heard only if there is a recommendation from PLUM Committee).

Mr. Gohel asked that his Committee Co-Chair Anita Goldbaum report on this. Ms. Goldbaum reported that she presented about this at the Committee meeting. She described the by right project that would include an eight-pump station and convenience store at Haskell and Roscoe. The Committee was concerned about traffic and safety and that there are two other stations within 500 feet of the project. A Motel 6 would use the same driveway. City Planning said there will be another Hearing. The City says the store can be open from 7:00 a.m. -11:00 p.m.; the applicant is requesting 24-7 hours of operation. The Department of Transportation said the applicant would need a Site Review Plan. The Committee opposed the project until the City holds the next Hearing, at which the NHWNC recommendation will be presented and the owner will present. The ingress would be on Haskell the egress would be on Roscoe; Ms. Erdman opposed that. Resident Debra Francisco believed “it is a disaster waiting to happen” and that the owner has not been “forthcoming with any information . . . you’re going to need an armed guard” if beer and wine can be sold 24 hours every day. Mr. Fordyce said “. . . this use of the property is not that offensive . . .” He encouraged that, if the City approves the use, that the developer use the existing driveway. Ms. Erdman noted that “yes, we can say [to have] an armed guard.” Guest Michelle Hales reported seeing “unhoused” people stealing water from a public storage facility across the street. Andre van der Valk, who owns a close by Valero gas station, believed that gas station refueling trucks would have to “stick out” onto Roscoe Blvd.

**MOTION** (by the Planning and Land Use Management Committee): The North Hills West Neighborhood Council opposes a Conditional Use Permit for 24-hour operation of a proposed development of a convenience store at 15701 Roscoe Blvd. in North Hills West, California.

**MOTION PASSED** by a roll call vote of seven of the eight eligible voters present with all seven in favor (“Yes” or “Aye”) (Brown, Crone, Elliott, Erdman, Gohel, Hart and Minasian); zero opposed; zero abstained. Mr. Fordyce declined to vote.

12. **Discussion and possible action** on Council File (CF) 22-097/CHC-2022-3645-HCM designation of the historic house at 15526 Plummer St as a Historic Cultural Monument (HCM). The North Hills Preservation Consortium proposal for the Plummer Street Project to restore the historic house in 1914 on the property at 15526 Plummer Street, create a small museum depicting early California history, and create new open space for the community. The Plummer Street Project would be located at 15526 and 15544 Plummer Street. Regarding CMs. Crone-2022-5865-CU-SPR Brightstar School proposes to build a new charter school at the site of 15526 and 15544 Plummer Street. Consortium Representative Mr. Ervin Arevalo. (Agenda item #12 will be heard only if there is a recommendation from Planning & Land Use (PLUM) Committee).

Ms. Minasian noted that the Council File number is 22-0975, not “22-097.” She also noted that this was presented to the Committee by HCM Project Coordinator Debora Masterson. Ms. Goldbaum believed there was no need for another local school. Ms. Masterson supported the designation.

**MOTION** (by the Planning and Land Use Management Committee): The North Hills West Neighborhood Council supports the North Hills Preservation Consortium in declaring the property located at 15526 Plummer St. as a Historic Cultural Monument.

**DISCUSSION:** Ms. Erdman read aloud a proposed Community Impact Statement. Developer representative Elijah Sugaya believed that Brightstar was not given an opportunity to present to the NHWNC. Ms. Minasian replied that the NHWNC did not receive a request to present from the developer. She added that the Agenda was posted by 72 hours before this Meeting. Ms. Goldbaum reported that Valor Academy previously presented and the NHWNC believed that the school would be in “a very poor location” near the freeway. Mr. Fordyce said “to deny somebody because they attempted a different location is not the American way. It’s going to look very bad to go in front of the Planning Commission and they state that they were denied any due process in our Neighborhood Council.” He claimed that “there’s no information” regarding the home and asked “what are we doing to the owner? Are we just eminent domain, we’re taking your home?” Ms. Goldbaum explained the situation for Mr. Fordyce, who said, “so are you saying that, essentially, it is [an] eminent domain?” Ms. Goldbaum further explained that “they were going to purchase it from him at a fair price . . . the point is preserving this home.” Ms. Minasian noted that the Committee had “a lengthy conversation on the 14<sup>th</sup>” about this at their Meeting.

**MOTION PASSED** by a roll call vote of the eight eligible voters present with five in favor (“Yes” or “Aye”) (Brown, Erdman, Gohel, Hart and Minasian); one opposed (“No” or “Nay”) (Fordyce); two abstained (the NHWNC does not count abstentions as votes) (Crone and Elliott).

- 13. Discussion and possible action** to submit a Community Impact Statement (CIS) OPPOSING Council File (CF) 22-1154 IKE Smart City LLC / Installation and Maintenance / Interactive Kiosks. LA City's attempts at fast-tracking the installation of 300-500 interactive digital advertising Kiosks, 8-feet in height (described by some as giant smartphones) along our public rights-of-way under the “IKE” (Interactive Kiosk Experience) Program. This is without notice or having sought any input from the public or Neighborhood Councils. <https://cityclerk.lacity.org/lacityclerkconnect/>

Ms. Erdman read aloud and explained a proposed Community Impact Statement.

**MOTION** (by Ms. Minasian, seconded by Ms. Erdman): The North Hills West Neighborhood Council will submit a Community Impact Statement (CIS) OPPOSING Council File (CF) 22-1154 IKE Smart City LLC / Installation and Maintenance / Interactive Kiosks.

**MOTION PASSED** unanimously by a roll call vote of the eight eligible voters present with all eight in favor (“Yes” or “Aye”) (Brown, Crone, Elliott, Erdman, Fordyce, Gohel, Hart and Minasian); zero opposed; zero abstained.

- 14. Discussion and possible action** to submit a Community Impact Statement (CIS) SUPPORTING Council File (CF) 22-1125 Van Nuys Airport / Scheduled Charter Flight Operations Increase / Part 380 Regulations. <https://cityclerk.lacity.org/lacityclerkconnect/>

**MOTION** (by Ms. Minasian, seconded by Ms. Hart): The North Hills West Neighborhood Council will submit a Community Impact Statement (CIS) SUPPORTING Council File (CF) 22-1125 Van Nuys Airport / Scheduled Charter Flight Operations Increase / Part 380 Regulations.

**DISCUSSION:** Ms. Erdman explained the Motion. Mr. Fordyce claimed that the Council File “was not accessible.” Ms. Minasian noted that the Agenda contains a link to the Council File. Ms. Erdman read aloud the proposed Community Impact Statement.

**MOTION PASSED** unanimously by a roll call vote of the eight eligible voters present with all eight in favor (“Yes” or “Aye”) (Brown, Crone, Elliott, Erdman, Fordyce, Gohel, Hart and Minasian); zero opposed; zero abstained.

- 15. Discussion and possible action** to submit a Community Impact Statement (CIS) SUPPORTING Council File (CF) 22-1127 Van Nuys Airport Specific Plan / Zoning Ordinance 177.327 / Community Impact Mitigation. <https://cityclerk.lacity.org/lacityclerkconnect/>

**MOTION** (by Ms. Minasian, seconded by Mr. Gohel): The North Hills West Neighborhood Council will submit a Community Impact Statement (CIS) as

amended SUPPORTING Council File (CF) 22-1127 Van Nuys Airport Specific Plan / Zoning Ordinance 177.327 / Community Impact Mitigation.

**DISCUSSION:** Ms. Erdman read aloud a proposed Community Impact Statement. Mr. Fordyce indicated that he didn't understand what the Motion would do. Ms. Erdman again explained it. Mr. Fordyce replied that Ms. Erdman "needs to back off." He claimed that he didn't have access to relevant information. Ms. Minasian explained how the information was available to everyone. Mr. Brown confirmed that "all the links work fine and as they're supposed to."

**MOTION PASSED** unanimously by a roll call vote of the eight eligible voters present with all eight in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Erdman, Fordyce, Gohel, Hart and Minasian); zero opposed; zero abstained.

- 16. Discussion and possible action** to submit a Community Impact Statement (CIS) OPPOSEING Council File (CF) 21-0002-S13 Whitman Airport Closure / Pacoima Community / November 12, 2020, Single-Engine Plane Crash / Public Safety / Air Pollution / Toxic Emissions. Re-envisioning Whiteman Airport Open House: Los Angeles County is currently developing a community-informed re-envisioning process for the airport, and next week, they're hosting two open houses as an opportunity for the public to learn about the process and share their thoughts. For more information, please visit <https://www.reenvisionwhitemanairport.com> <https://cityclerk.lacity.org/lacityclerkconnect/>

Ms. Minasian noted that "OPPOSEING" should be "OPPOSING."

**MOTION** (by Ms. Minasian, seconded by Ms. Minasian): The North Hills West Neighborhood Council will submit a Community Impact Statement (CIS) OPPOSING Council File (CF) 21-0002-S13 Whitman Airport Closure / Pacoima Community / November 12, 2020, Single-Engine Plane Crash / Public Safety / Air Pollution / Toxic Emissions.

**DISCUSSION:** Ms. Erdman read aloud a proposed Community Impact Statement. Board Members commented in favor of the Motion. Mr. Fordyce replied, regarding comment supporting the Motion, "that is a pretty lame rationale . . . let's make an LAX out of Van Nuys or an LAX out of Whitman."

**MOTION PASSED** unanimously by a roll call vote of the eight eligible voters present with all eight in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Erdman, Fordyce, Gohel, Hart and Minasian); zero opposed; zero abstained.

- 17. Discussion and possible action** to submit a Community Impact Statement (CIS) SUPPORTING Council File (CF) 22-1232 Charter Reform Ethics Commission / Powers and Responsibilities / Ballot Measure. <https://cityclerk.lacity.org/lacityclerkconnect/>

**MOTION** (by Ms. Minasian, seconded by Ms. Minasian): The North Hills West Neighborhood Council will submit a Community Impact Statement (CIS) SUPPORTING Council File (CF) 22-1232 Charter Reform Ethics Commission / Powers and Responsibilities / Ballot Measure.

**DISCUSSION:** Ms. Erdman read aloud and explained a proposed Community Impact Statement.

*Board Member Punam Gohel left at this time (8:48), making seven Board Members present online (the NHWNC quorum is seven).*

**MOTION PASSED** by a roll call vote of the seven eligible voters present with six in favor (“Yes” or “Aye”) (Brown, Crone, Elliott, Erdman, Hart and Minasian); one opposed (“No” or “Nay”) (Fordyce); zero abstained.

- 18. Discussion and possible action** to submit a Community Impact Statement (CIS) OPPOSEING IN PART Council File (CF) 22-1196 Charter Reform Ballot Initiative / 2021 / Redistricting Process / Los Angeles City Council Seats / Representation Fixed to Population Growth (Update.) <https://cityclerk.lacity.org/lacityclerkconnect/>.

**MOTION** (by Ms. Minasian, seconded by Ms. Elliott): The North Hills West Neighborhood Council will submit a Community Impact Statement (CIS) OPPOSING IN PART Council File (CF) 22-1196 Charter Reform Ballot Initiative / 2021 / Redistricting Process / Los Angeles City Council Seats / Representation Fixed to Population Growth (Update.)

**DISCUSSION:** Ms. Erdman read aloud a proposed Community Impact Statement. Ms. York opposed the Motion, believing Angelenos to be underrepresented on the City Council. Mr. Darnell confirmed that NCs can later, after submitting it, revise a Community Impact Statement. Ms. Erdman requested, Ms. Minasian agreed and no one opposed to TABLE this Item.

- 19. Discussion and possible action** on NHWNC/Committee/Liaison/CIS filers Appointments to add/remove.

Ms. Minasian reported that she received a letter from Mr. Fordyce asking to be a Budget & Finance Committee Member.

**MOTION** (by Ms. Minasian, seconded by Ms. Erdman): The North Hills West Neighborhood Council appoints Garry Fordyce to the Budget & Finance Committee.

**DISCUSSION:** Mr. Brown was concerned about the appointment.

**MOTION PASSED** a roll call vote of the seven eligible voters present with five in favor (“Yes” or “Aye”) (Crone, Elliott, Fordyce, Hart and Minasian); one opposed (“No” or “Nay”) (Brown); one abstained (the NHWNC does not count abstentions as votes) (Erdman).

*Board Member Carol Hart left at this time (9:10), making six Board Members present online, one short of the NHWNC quorum of seven. Ms. Minasian twice asked Mr. Darnell if the meeting could continue, saying “there’s not going to be any discussion, strictly only report outs.” Mr. Darnell replied, “if you don’t have a quorum, then you don’t have a meeting. You cannot discuss anything.”*



## **20. Committee, Liaison and CIS filer Reports.**

### Committees

- Beautification & Infrastructure
- Budget & Finance
- Emergency Preparedness & Public Safety
- Outreach/Events/Marketing
- Planning & Land Use Management
- Rules & Elections
- Ad hoc Board Retreat Committee
- Ad hoc Executive Committee
- Ad hoc Homeless Liaison
- Ad hoc Legislative Committee
- Ad hoc Parking Committee

### Liaisons

- DWP Advocacy and MOU Oversight Committee  
<https://empowerla.org/DWPMOU/>
- Board of Neighborhood Commissioners (BONC)  
<https://empowerla.org/commission/policies-and-meetings/>
- Los Angeles Neighborhood Council Coalition (LANCC)  
<https://empowerla.org/lancc/>
- Neighborhood Council Emergency Preparedness Alliance (NCEPA)  
<http://www.lancc.org/4>
- Neighborhood Council Sustainability Alliance  
<https://www.ncsa.la>
- Plan Check Neighborhood Councils  
<https://empowerla.org/planchecknc/>
- Valley Alliance of Neighborhood Councils (VANC)  
<https://vanc34.org/>
- West Valley Neighborhood Alliance on Homelessness (WVNAH)  
<https://wvnah.org/>
- 2022 Congress of Neighborhood Councils Videos  
<https://www.neighborhoodcongress.la/>

The above were not addressed

## **21. Board member comments**

The above was not addressed

- 22. Requests for Future Agenda Items.** Send to: President@nhwnc.net minimum 10 days before desired meeting date, with AGENDA REQUEST in the subject line. Please attach documents, along with sufficient information, and links to support adequate description for discussion.

The above was not addressed

[There was no Item #23.]

## **24. Adjournment.**

Ms. Minasian **ADJOURNED** the Meeting with no opposition at 9:13 p.m.

*The first paragraph of some Items, Motions/Resolutions and other wording may have been copied from the Agenda.* Minutes written by DL, possibly edited by the NHWNC. The NHWNC Board Meeting Minutes page is <http://www.nhwnc.net/agendas-minutes/minutes-and-agendas>.