



**NORTH HILLS WEST  
NEIGHBORHOOD COUNCIL  
GENERAL BOARD MEETING AGENDA**

Posted 72 hours prior to meeting - All Meetings are open to the Public



**Thursday, September 21, 2017 from 7:00 - 9:30 pm**

**NEW HORIZONS - SAM'S CAFÉ @ 15725 PARTHENIA STREET NORTH HILLS, CA 91343**

**Refreshments and Meet & Greet @ 6:30 PM**

**EXECUTIVE OFFICERS**

Dan Gibson - President, Jay Beeber- Vice President, Madlena Minasian - Treasurer, Dave Brown - Secretary

**BOARD MEMBERS**

Armando Diaz, Maggie Elliott, Garry Fordyce, Punam Gohel, Carol Hart, David Hyman,  
Sam Kwasman, Antonino Lovato, Kreshell Ramey  
Michael J. Kabo - Parliamentarian

**ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE BOARD.  
PLEASE NOTE THE PRESIDING OFFICER OF THE BOARD MAY TAKE ITEMS OUT OF ORDER.  
ALL SPEAKER CARDS MUST BE SUBMITTED TO THE SECRETARY BEFORE THE MEETING BEGINS.**

The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. Public comment is limited to 2 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker.

**Supporting documents available on our website at  
[www.nhwnc.net](http://www.nhwnc.net)**

1. Welcome and Pledge of Allegiance.
2. Roll Call and announcement of Quorum and Voting Eligibility.
3. Announcements and Comments - President.
4. Discussion and possible action to approve the July 20, 2017 General Board Meeting Minutes.
5. Discussion and possible action to approve the August 17, 2017 General Board Meeting Minutes.
6. Public Agency Speakers and Announcements.
7. General Public Comments - 2 minutes per Speaker

The public may provide comments to the Board on non-agenda items within the Board's subject matter jurisdiction. However, please note that under the Brown Act, the Board is prevented from acting on the issue you bring to its attention until the matter is agendaized for discussion at a future public meeting.

8. Discussion and possible action to accept the resignation of residential board member Armando Diaz.
9. Discussion and possible action to ratify the President's recommended Chair and Member appointments and changes to Standing and Ad Hoc committees.
10. Homelessness Liaison Report - Kreshell Ramey
11. Report from Budget Advocates
12. Discussion and possible action to approve the NHWNC August 2017 Monthly Expense Report.
13. Discussion and possible action to approve a Neighborhood Purpose Grant (in an amount to be determined by the board - up to the requested amount of \$1,500) to C.E.M.P (California Emergency Mobile Patrol) Search & Rescue. Presentation was made at the August 17, 2017 board meeting by Mike Panman. C.E.M.P primarily serves the LAPD Valley Bureau volunteering to look for Critical Missing individuals and is requesting funding assistance with their new mission manager online software. Please see [www.cemp.org](http://www.cemp.org) for more information.
14. Discussion and possible action to approve sponsorship for up to \$1,000 (including outreach booth) for New Horizon's 10<sup>th</sup> Annual WALK ON THE HORIZON fundraiser supporting New Horizons' programs and services benefiting individuals with intellectual and developmental disabilities. Please see supporting document and <https://newhorizons-sfv.org/new-horizons-10th-annual-walk-horizon/> for more information. Presentation was made by Daryl Rubin, Associate Director of Development at the August 17, 2017 board meeting.
15. Discussion and possible action to ratify the \$2,000 NPG that NHWNC awarded to Mayall Academy of Arts and Technology on May 31, 2017 for their mural project. (The vote was 9 in favor, zero opposed, zero abstained). This action would be to provide funding in the current fiscal year as DONE declined funding in the 2016-17 FY since the project start date is in the 2017-18 FY.
16. Discussion and possible motion to authorize the expenditure of up to \$500 in support of the Valley Alliance of Neighborhood Councils (VANC) Planning and Transportation Forum to be held on 11/9/17 and 15th Anniversary Mixer to be held on 3/8/18 in the amount of up to \$250 each. Vendor: JCS Catering Company.

**17.Update regarding funding request from Mayall Elementary - Dave Brown.**

- 18. Discussion and possible action regarding the board's position on the proposed construction of a 5,077 S.F., 15-Bed Congregate Living Health Facility with 6 Parking Stalls located at 16052 W. Chase St. (Case# ENV- 2016-3373-EAF & CPC-2016-3372-CU).** Applicant is requesting a conditional use permit for a 15-Bed Congregate Living Health Facility with 6 Parking Stalls. Applicant is entitled to construct a 6-bed facility by right. Applicant is requesting an increase from 6 beds to 15 beds. The PLUM Committee voted to oppose the construction of a Congregate Living Health Facility with greater than 6 beds. **Supporting documents available on our website at [www.nhwnc.net](http://www.nhwnc.net).**
- 19. Discussion and possible action regarding the board's position on a proposal by City officials to increase appeal fees for planning and land use appeals (Council File Number: 09-0969).** City officials have proposed increasing the fees in Los Angeles Municipal Code (LAMC) Sections 19.01 through 19.10 (excluding 19.01 F) to full cost recovery. This would have the effect of increasing the fee for non-applicants to appeal land use decisions from the current \$89.00 to \$13,538.00. The PLUM Committee passed the following Motion: To authorize the Committee Chair to draft a letter to be transmitted to the NHWNC Board for approval and transmission to officials of the City of Los Angeles and any other appropriate parties objecting to the proposal by City officials to increase the fee for non-applicants to appeal land use decisions from the current \$89.00 to \$13,538.00.
- 20. Discussion and possible action regarding the board's position on Council File 15-1449, Parking Reform / Technology to Reduce Street Sweeping Tickets.** City Council has adopted a pilot program to create a notification system to inform residents of when they can park on a street after it has been swept. This should reduce the number of tickets issued for street sweeping and reduce inconvenience for those who live on streets with street sweeping restrictions. The pilot program will be implemented in Woodland Hills and West LA, and if successful, will be rolled out to the entire city. The original proposal was generated by the Los Angeles Working Group on Parking Reform.

**21.Website Report - Dave Brown**

**22.Committee Chair Reports**

- |                          |                  |
|--------------------------|------------------|
| a. Executive             | Dan Gibson       |
| b. Outreach              | Sam Kwasman      |
| c. Beautification        | Carol Hart       |
| d. Emergency Prep/PS     | Dave Brown       |
| e. Planning and Land Use | Jay Beeber       |
| f. Rules & Elections     | Punam Gohel      |
| g. Education             | Garry Fordyce    |
| h. Budget & Finance      | Madlena Minasian |

**23. Board Member Comments (1- 2 minutes each)**

**24.Requests For Future Agenda Items**

**25.Motion to Adjourn**

**The North Hills West Neighborhood Council Agenda is posted for public review at the following North Hills West locations: Uncle Joe's Donuts - 8704 Woodley Avenue and on our website at [www.nhwnc.net](http://www.nhwnc.net)**

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “Speaker Card” to address the Board on any item on the Agenda PRIOR to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments on other matters, not appearing on the Agenda that are within the Board’s subject matter jurisdiction, will be heard during the Public Comment on Non-Agendized Items period.

**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 Dan Gibson, Board President, via email at [dgibson.nhwnc@gmail.com](mailto:dgibson.nhwnc@gmail.com) or by phone 818-903-2259.

**RECONSIDERATION PROCESS** - Reconsideration of a vote by the Board may be called as a Motion by the Board members that voted on the prevailing side of the decision.

**GRIEVANCE PROCESS** - A stakeholder or group of stakeholders may present a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board and the decisions may be appealed to the Department of Neighborhood Empowerment.

**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 the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda please contact Dan Gibson, Board President, via email at [dgibson.nhwnc@gmail.com](mailto:dgibson.nhwnc@gmail.com), by phone 818-903-2259 or mail to NHWNC – PO Box 2091 – North Hills – CA – 91393.

**NHWNC BYLAWS** - Please be advised that the Bylaws of the North Hills West Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the Bylaws are available during every meeting.

***SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR AL CONCEJO VECINAL 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR CONTACTE A DAN GIBSON, PRESIDENTE DE LA MESA, POR EMAIL A [dgibson.nhwnc@gmail.com](mailto:dgibson.nhwnc@gmail.com) O POR TELEFONO 818-903-2259.***

**Please Do Not Remove Before September 22, 2017**

Neighborhood Council Funding Program  
APPLICATION for Neighborhood Purposes Grant (NPG)

EMPOWER LA  
Department of  
NEIGHBORHOOD EMPOWERMENT



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. The Neighborhood Council (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: North Hills West Neighborhood Council

SECTION I - APPLICANT INFORMATION

- 1a) CEMP Search Rescue 952493692 California  
**Organization Name** **Federal I.D. # (EIN#)** **State of Incorporation** **Date of 501(c)(3) Status (if applicable)**
- 1b) PO BOX 924 Reseda CA 91337  
**Organization Mailing Address** **City** **State** **Zip Code**
- 1c)      
**Business Address (if different)** **City** **State** **Zip Code**
- 1d) **PRIMARY CONTACT INFORMATION:**  
Michael Panman (818) 324-5363 sr50@comp.org  
**Name** **Phone** **Email**
- 2) **Type of Organization- Please select one:**  
☐ **Public School** (not to include private schools) **or** ☒ **501(c)(3) Non-Profit** (other than religious institutions)  
**Attach Grant Request on School Letterhead** **Attach IRS Determination Letter**
- 3)      
**Name / Address of Affiliated Organization** **City** **State** **Zip Code**  
(if applicable)

SECTION II - PROJECT DESCRIPTION

4) **Please describe the purpose and intent of the grant.**

C.E.M.P. recently purchased an annual subscription to Mission Manager online software. With this software we can more effectively activate our team and manage our call outs. We are combining three different online services previously utilized into one simple to use service. This is key to the quick and successful deployment of the team and will expedite our response times. We are reaching out to you with the hope that you could assist us financially in offsetting our annual Mission Manager cost of \$1500.00.

5) **How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)**

C.E.M.P. is an all-volunteer emergency team established in 1962. We are very proud to celebrate over 50 years of consistent service, an impeccable track record and a respected heritage. As the only urban search & rescue team in the entire city of Los Angeles, we are recognized and utilized by the LAPD, Park Rangers, LAFD.

C.E.M.P.'s primary function is Search & Rescue. We aid the Los Angeles Police Dept. in "Critical Missing" cases, which involve a missing person who is a juvenile (determined not to be a runaway), an elderly person or a patient with a diminished mental capacity.

Once on the scene, C.E.M.P.'s trained man-trackers, K9s, and search specialists go into action. Our team is trained specifically for the unique environment that is the San Fernando Valley. This suburban area is covered not only in densely-populated residential areas, but wilderness areas as well. One search might take us to the streets of high-incident Pacoima, while the next may take us the beautiful mountainous areas of O'Melvaney Park.

### SECTION III - PROJECT BUDGET OUTLINE

|                                |                 |                      |
|--------------------------------|-----------------|----------------------|
| 6a) Personnel Related Expenses | Requested of NC | Total Projected Cost |
|                                |                 |                      |
|                                |                 |                      |
|                                |                 |                      |

|                                       |                 |                      |
|---------------------------------------|-----------------|----------------------|
| 6b) Non-Personnel Related Expenses    | Requested of NC | Total Projected Cost |
| Mission Manager Software Subscription | \$ 1,400.00     | \$ 1,400.00          |
|                                       |                 |                      |
|                                       |                 |                      |

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
☒ No ☐ Yes, please list names of NCs: \_\_\_\_\_

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs) ☒ No ☐ Yes, please describe:

| Source of Funding | Amount | Total Projected Cost |
|-------------------|--------|----------------------|
|                   |        |                      |
|                   |        |                      |
|                   |        |                      |

9) What is the TOTAL amount of the grant funding requested with this application: \$ 1,400.00

10a) Start date: 03/01/17 10b) Date Funds Required: 05/31/17

10c) Expected completion date: 03/31/18 (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

### SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?  
☒ No ☐ Yes - Please describe below:

| Name of NC Board Member | Relationship to Applicant |
|-------------------------|---------------------------|
|                         |                           |
|                         |                           |
|                         |                           |

11b) If yes, did you request that the board member consult the Office of the City Attorney before filling this application? ☐ Yes ☒ No \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department will deny the payment of this grant in its entirety.)

### SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read Appendix A, "What is a Public Benefit," and Appendix B "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED\*

MIKE PAUMAN PRESIDENT [Signature] 7-19-17  
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*

RANDALL C BAARSTAD SECRETARY [Signature] 7-19-17  
 PRINT Name Title Signature Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form



**IRS** Department of the Treasury  
Internal Revenue Service

P.O. Box 2508, Room 4010  
Cincinnati OH 45201

In reply refer to: 4077589886  
May 21, 2015 LTR 4168C 0  
95-2493692 000000 00  
00031348  
BODC: TE

CALIFORNIA EMERGENCY MOBILE PATROL  
INC  
% RANDALL C BAARSTAD  
PO BOX 924  
RESEDA CA 91337

794

Employer Identification Number: 95-2493692  
Person to Contact: M SCHATZ  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Nov. 03, 2014, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in September 1977.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

# Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name (as shown on your income tax return)

**California Emergency Mobile Patrol**

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:

☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☐ Other (see instructions) ▶

Exemptions (see instructions):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting  
code (if any) \_\_\_\_\_

Address (number, street, and apt. or suite no.)

**PO Box 924**

City, state, and ZIP code

**Reseda, CA 91337**

List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

Employer identification number

9 5 - 2 4 9 3 6 9 2

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below), and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign  
Here

Signature of  
U.S. person ▶

Date ▶

1/16/15

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** The IRS has created a page on [www.irs.gov/w9](http://www.irs.gov/w9) for information about Form W-9, at [www.irs.gov/w9](http://www.irs.gov/w9). Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

## Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and

- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

**Note.** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.



CITY OF LOS ANGELES  
Office of Finance  
P.O. Box 53200  
Los Angeles CA 90053-0200

CALIFORNIA EMERGENCY MOBILE PATROL  
CEMP SEARCH AND RESCUE

19838 HOLLY DRIVE  
SANTA CLARITA, CA 91350-3694

19838 HOLLY DRIVE  
SANTA CLARITA, CA 91350-3694

THIS CERTIFICATE MUST BE POSTED AT PLACE OF BUSINESS  
**CITY OF LOS ANGELES TAX REGISTRATION CERTIFICATE**  
THIS CERTIFICATE IS GOOD UNTIL SUSPENDED OR CANCELLED  
**BUSINESS TAX**

ISSUED: 07/01/2014

| ACCOUNT NO.       | FUND/CLASS | DESCRIPTION             | STARTED    | STATUS |
|-------------------|------------|-------------------------|------------|--------|
| 0002759889-0001-9 | L049       | Professions/Occupations | 07/01/2014 | Active |

CALIFORNIA EMERGENCY MOBILE PATROL  
CEMP SEARCH AND RESCUE

19838 HOLLY DRIVE  
SANTA CLARITA, CA 91350-3694

19838 HOLLY DRIVE  
SANTA CLARITA, CA 91350-3694



ISSUED BY:

*Christine D. Christensen*

DIRECTOR OF FINANCE

ISSUED FOR TAX COMPLIANCE PURPOSES ONLY  
NOT A LICENSE, PERMIT, OR LAND USE AUTHORIZATION