



LEGALLY REQUIRED OFFICIAL POSTING
PLEASE DO NOT REMOVE UNTIL AFTER BELOW DATE AND TIME

North Hills West Neighborhood Council

FINAL Regular Board Meeting Agenda

Thursday, April 21st, 2022 7:00 PM

FINAL Agenda shall be Posted 24 Hours Prior to Meeting – All Meetings are open to the Public

Zoom Meeting online or by telephone. Dial Toll Free (877) 853-5257 or (833) 548-0282 to join the meeting then enter this webinar ID #: 979 3677 6899 and press #

Please click this link to join the webinar by computer: <https://zoom.us/j/97936776899>

Every person wishing to address the Board must dial (669) 900-6833 (San Jose) or for Toll-Free dial: (833) 548-0282, 877-853-5257, 888-475-4499, or 833-548-0276 then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

NHWNC Executive Officers:

Carol N. Hart – President, Pat Crone – Vice President, Dave Brown – Secretary, Treasurer – VACANT

Board Members:

Angel Collins, Maggie Elliott, Garry Fordyce, Punam Gohel, David Hyman, Madlena Minasian, Kreshell Ramey

Note: we're currently seeking applicants for 3 Vacant Board Seats: 2 Residential & 1 General (see below)

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE NORTH HILLS WEST NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Board must dial **(877) 853-5257** (or any of the other Toll-Free Numbers listed above) and enter the webinar ID and then press # to join the meeting.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS - When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the "Raise Hand" option, 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 - *which 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.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

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. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

The Neighborhood Council system enables meaningful 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 stakeholder volunteers who are devoted to the mission of improving our communities.

Supporting documents available on our website at: www.nhwnc.net

ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE BOARD

1. Welcome & Call Meeting to Order (7:00 pm)

2. Roll Call, Determination of Quorum, and Voting Eligibility Report

3. Announcements and Opening Comments – Carol N. Hart, President

Call for New Board Member Nominations Three Board Seats are vacant (2 Residential & 1 General.) We will accept applications for new Board Members until all three seats are filled by appointment. This is accomplished as follows: application, nominee statement of qualifications, board discussion, and ultimately - selection by a majority vote. Please submit completed applications to: secretary@nhwnc.net Details on all candidate requirements and board member duties are provided on the application form. Please go to:

[https://clerk.lacity.org/sites/g/files/wph1491/files/2021-04/ENG_2021_NC_Candidate_Filing_Application_with_Board_Affirmation%20\(1\).pdf](https://clerk.lacity.org/sites/g/files/wph1491/files/2021-04/ENG_2021_NC_Candidate_Filing_Application_with_Board_Affirmation%20(1).pdf)

4. Public Agency Speakers and Announcements (5 minutes per speaker, or more, as necessary and if time allows)

- A. Elected Officials' Field Representatives
- B. City Agencies including the City of Los Angeles' Department of Neighborhood Empowerment

5. Guest Speaker Public Service Announcement & Informational Presentations

- A. **Dark Streets are a Public Safety Issue** – we invite public testimony reporting specific locations of street light outages throughout our community due to the virtual flood of vandalism and copper wire theft.
 - 1) Bureau of Street Lighting, CD12, LAPD, and other city agencies are invited to address this topic

6. Report from Budget Advocates – Glenn Bailey and/or NHWNC Budget Representative

7. General Public Comment: Comments from the public on *non-agenda items* - within the Board's jurisdiction. Our scope is limited to City & occasionally County Issues. Each speaker will be allowed two (2) minutes *as time permits*.

8. Previous Meeting Minutes & Monthly Expenditure Reports (MERs) - Discussion and possible action

- A. Motion to approve the March 17th, 2022 Minutes
- B. Motion to approve the February 2022 Monthly Expenditure Report
- C. Motion to approve the March 2022 Monthly Expenditure Report
- D. Motion to approve the 5/20/21 Regular Board Meeting Minutes (tabled.)
- E. Motion to approve the 5/25/21 Special Board Meeting Minutes (tabled.)

9. Volunteers Cleaning Communities - Presentation and Submittal of Neighborhood Purpose Grant for tools and supplies to be used by a North Hills Affiliate Member for community clean ups in and around North Hills West - Discussion and possible action to approve the granting of up to \$1,500 out of the total projected cost of \$2,756.68. (Subject to debate and decision to set this or a lesser amount, to be determined during the course of the meeting.)

Motion: North Hills West Neighborhood council approves funding of the VCC NPG not to exceed \$1,500.

10. S.O.L.I.D. - Presentation and Submittal of Neighborhood Purpose Grant for remodeling of the SLO Trailer and the purchase of new flooring and furniture - Discussion and possible action to approve the granting of up to \$5000 out of the total projected cost of \$72,012.00. (Subject to debate and decision to set this or a lesser amount, TBD)

Motion: North Hills West Neighborhood council approves funding of the SOLID NPG not to exceed \$5,000.

11. **NHWNC Zoom Account** - Discussion and possible action to approve the annual expenditure of \$200 for an individually billed Zoom Account which will be set up based on current City of LA Zoom account parameters.
12. Discussion and possible action to approve the expenditure of up to \$1100 for a new 5G phone with a two-year telephone service contract paid in advance to Mint Mobile. We'll transfer our existing board telephone number.
13. **Outreach Expenditure** – Discussion and possible motion approving a budget of up to \$5000 for the purchase of various logo imprinted promotional items such as reusable bags, pot holders, note pads, local emergency #s & EP info on refrigerator magnets, and bottle openers from Quality Logo Products to be included in Outreach grab bags.
14. Discussion and possible action to appoint a board member to serve as our **new Treasurer**.
15. Discussion and possible action to appoint a board member to serve as our **new President**.
16. **Committee & Board Liaison Reports**
17. **Board Member Announcements and Requests for Future Agenda Items**
18. **Motion to adjourn**

North Hills West Neighborhood Council & Committee Agendas are posted for public review at Uncle Joe's Donuts – 8704 Woodley – North Hills CA 91343 and posted on the NHWNC website 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 period. During the current situation requiring that we conduct meetings online, please send your request to make a public comment to Secretary@nhwnc.net. Please include the item number along with an indication that you support, oppose, or support conditionally - naming your conditions.

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 or services, may be provided upon request. If you require language services translation services and to ensure availability of services, please make your requests at least three (3) business days (72 hours) prior to the meeting you wish to attend by contacting us via email at Secretary@nhwnc.net.

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 its meetings, may be viewed at the board meeting.

Documents may also be reviewed by going to the Board's website www.http://nhwnc.net.

In addition, if you would like a copy of any record related to an item on the agenda please contact Board Secretary Dave Brown at secretary@nhwnc.net 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 which were approved on 11-12-2020 are available during every meeting and online at: www.http://nhwnc.net.

In compliance with ‘government code section 5497.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting are available on our website: www.http://nhwnc.net

For more information about the NHWNC please call – 818-903-2259 – or send mail to P.O. Box 2091 – North Hills CA 91393-2091. We look forward to hearing from you!

Please Do Not Remove Before April 24th, 2022

Neighborhood Council Funding Program

APPLICATION for Neighborhood Purposes Grant (NPG)



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. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

North Hills West Neighborhood Council

Name of NC from which you are seeking this grant:

SECTION I - APPLICANT INFORMATION

Volunteers Cleaning Communities	86-1326189	California	4/26/2021
1a) <u>Organization Name</u>	<u>Federal I.D. # (EIN#)</u>	<u>State of Incorporation</u>	<u>Date of 501(c)(3) Status (if applicable)</u>
1b) 9838 Nevada Avenue	Chatsworth	CA	91311
<u>Organization Mailing Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>
1c) <u>Business Address (if different)</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>
1d) PRIMARY CONTACT INFORMATION: Jill Mather	818-519-7567	jillmather@earthlink.net	
<u>Name</u>	<u>Phone</u>	<u>Email</u>	
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 Signed letter on School Letterhead Attach IRS Determination Letter			
3) <u>Name / Address of Affiliated Organization (if applicable)</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>

SECTION II - PROJECT DESCRIPTION

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

This grant money will be used to expand VCC abilities to do beautification in North Hills - weed whacking, raking, leaf collection, etc. on the many Beautificaion events. It will also be used to create a VCC Leader in North Hills who will need tools (bags regularly, vests, grabbers, gloves, signage, etc.) in order to lead their own groups and clean the streets, train station area, dump sites, etc. in North Hills and develop volunteers. Also funding of the Adopt-1-Street program in North Hills with grabbers and bags.

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)

This group will be devoting itself, as a affiliate of VCC, with cleaning the streets, parks, highway and approved abandoned homeless sites within your community. They will be promoting the adopt1street program and providing the grabbers and bags needed to start their adoption of streets/blocks within your community and reporting illegal dumping of bulk items and graffiti. VCC will continue to work on beautification within the North Hills West borders in cleaning streets of leaves, storm drains cleared and weed whacked on streets at least once a month. CNC will be placed on the website and used in publicity that is pertinent to VCC and North Hills projects.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
	Business cards and gasoline	\$	\$ 500.00
		\$	\$
		\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Tools and Equipment / Landfill expenses	\$1,500.00	\$ 1756.68
	Recruitment and promotion	\$	\$ 500.00
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☒ No

☐ Yes

If Yes, please list names of NCs: _____

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

Source of Funding	Amount	Total Projected Cost
Self-funding	\$ 1256.68	\$ 2756.68
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 1,500.00

10a) Start date: 5 / 1 / 22 10b) Date Funds Required: 5 / 1 / 22 10c) Expected Completion Date: 12 / 30 / 22
(After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

☒ No ☐ Yes

If 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 filing 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 NC Funding Program will deny the payment of this grant in its entirety.)

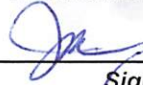
SECTION V - DECLARATION AND SIGNATURE

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 the documents "What is a Public Benefit," and "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 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*

Jill Mather

President



3/23/22

PRINT Name

Title

Signature

Date

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

Jeffery D Snell

Secretary



3/23/22

PRINT Name

Title

Signature

Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

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



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. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: _____

SECTION I - APPLICANT INFORMATION

1a) _____
Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) _____
Organization Mailing Address City State Zip Code

1c) _____
Business Address (If different) City State Zip Code

1d) PRIMARY CONTACT INFORMATION:

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 Signed letter on School Letterhead Attach IRS Determination Letter

3) _____
Name / Address of Affiliated Organization (if applicable) City State Zip Code

SECTION II - PROJECT DESCRIPTION

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

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)

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☐ No ☐ Yes If Yes, please list names of NCs: _____

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

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

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

10a) Start date: ____/____/____ 10b) Date Funds Required: ____/____/____ 10c) Expected Completion Date: ____/____/____
(After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

☐ No ☐ Yes If 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 filing 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 NC Funding Program 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 the documents "What is a Public Benefit," and "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 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*

_____	_____	_____	_____
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>	<i>Date</i>

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

_____	_____	_____	_____
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>	<i>Date</i>

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248167147
June 05, 2015 LTR 4168C 0
95-4418512 000000 00

00018446

BODC: TE

DEVONSHIRE IS S O L I D
PO BOX 7181
NORTHRIDGE CA 91327



003343

Employer Identification Number: 95-4418512
Person to Contact: Ms Wittwer
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your May 27, 2015, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in March 1994.

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 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.

0248167147

June 05, 2015 LTR 4168C 0

95-4418512 000000 00

00018447

DEVONSHIRE IS S O L I D
PO BOX 7181
NORTHRIDGE CA 91327

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Doris P. Kenwright

Doris Kenwright, Operation Mgr.
Accounts Management Operations 1



**28th S.O.L.I.D.
All-You-Can-Eat
Pancake Breakfast
Saturday April 30, 2022
8-11am**



**L.A.P.D. Devonshire Division's Annual Open House
9am - 1pm**

10250 Etiwanda Ave., Northridge

\$10 per person for the pancake breakfast (kids 3 and under eat free)

All other activities are free!

Tickets will be available at the event.

LAPD Displays! Games For Kids!

Tickets available Online: www.soliddevonshire.org

Visit us on Facebook!



S.O.L.I.D.

For any questions, inquire@soliddevonshire.org or visit www.soliddevonshire.org