



LEGALLY REQUIRED OFFICIAL POSTING
PLEASE DO NOT REMOVE THIS POSTING UNTIL January 17, 2024

North Hills West Neighborhood Council Regular Board Meeting Agenda

New Horizons
15725 Parthenia Street, North Hills, CA 91343
Thursday, January 16, 2024 6:00 P.M.

Executive Officers: Garry Fordyce – President, Jane Lopez – Vice President, Maria Carrillo – Secretary, Pat Crone – Treasurer. **Board Members:** Linda Erdman, Leticia Martinucci, Kreshell Ramey, Martha Ugarte.
Vacant Seats: Resident Stakeholder 2025 (2 seats), General Stakeholder 2027 (2 seats), Community Interest Stakeholder 2027 (1 seat)

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 one (1) minute per speaker unless adjusted by the presiding officer of the Board.

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

Supporting documents are either available on our website at www.nhwnc.net, and/or in-person during the NHWNC board meetings.

- 1. Call to order, Welcome, Pledge of Allegiance**
- 2. Roll Call**
- 3. Presentation to David Hyman with a Certificate of Appreciation for checking the mail for NHWNC for 21 years.**
- 4. Announcements from the President of the board**
- 5. Information about upcoming North Hills West Neighborhood Council elections, including candidate filing dates and voter registration dates.**
 - A. Candidate Filing Begins January 17, 2025, and Ends March 3, 2025**
 - B. Region 2 Election is May 20, 2025**
 - C. Vote-by-mail registration begins March 21, 2025 and end May 11, 2025**

- 6. Discussion and possible action to approve the December 2024 NHWNC Monthly Expenditure Report (MER)**
- 7. Discussion and possible action to approve the Minutes from the NHWNC Board Meeting on December 19, 2024.**
- 8. General Public Comments on Non-Agenda items within the jurisdiction of the NHWNC. Each speaker may speak one time for up to one (1) minute unless changed by the presiding officer. PLEASE ADVISE US IF YOU ARE A PAID LOBBYIST.**
- 9. Elected Officials, Public Agency Speakers, Field Representatives, and Public Service Announcements. Up to three (3) minutes per speaker.** Stakeholders are allotted one minute each for a question for each Agendized public official who visits. Questions do not count against public comment time totals. Public Officials who do not give advance notice of their participation in the NHW Neighborhood Council meeting are limited to one minute of announcements, which must include their contact information as part of their announcement.
- a. Presentation by the City of Los Angeles Bureau of Sanitation
 - b. Mayor Karen Bass - [Mayor LACity](#) / West Valley Area Representative
 - c. City Council District 12 John Lee - [CD12](#) / Field Representative – Lorena Espinal - [Email](#)
 - d. L.A. County Supervisor [District 3: Lindsey Horvath](#)
 - e. State Senate [District 20: Caroline Menjivar](#)
 - f. State Assembly District 40 [a40](#) – Pilar Schiavo / Field Representative - Gaby Gurrola - [Email](#)
 - g. U.S. Congress [District 32: Brad Sherman](#)
 - h. LAUSD School Board [District 3: Scott Schmerelson](#)
 - i. LAPD Devonshire Division [LAPD](#) - Senior Lead Officer (SLO) - Jerome Knopp [Email](#)
 - j. Mid Valley Regional Library - [Mid Valley Library](#)
 - k. [L.A. Department of Neighborhood Empowerment](#) / NEA - John Darnell - [Email](#)
 - i. Includes presentation about funding officer training.
 - l. To find your elected representatives, City agencies, departments, etc.: [NeighborhoodInfo](#)
Additional neighborhood information: [KnowYourCommunity](#)
- 10. Discussion and possible action to appoint NHWNC board members to standing committees.**
- a. Budget and Finance Committee**
 - b. Events, Marketing and Outreach Committee**
 - c. Planning and Land Use Management Committee**
 - d. Beautification & Infrastructure Committee**
 - e. Public Safety and Emergency Preparedness Committee**
 - f. Rules & Elections Committee**
- 11. Presentation of mailer to be mailed to all residents in the NHWNC area.**

12. Discussion and possible action to pay New Horizons for meeting space for board meeting every month not to exceed \$550.00 per month. The cost per month includes payment for use of the meeting space and security. The City Clerk will be contacted after this vote to enter into a service agreement for the remainder of the fiscal year which ends June 30, 2025.

13. Update on NHWNC storage items

14. Board member announcements/comments

15. New business/Future agenda items

16. Adjournment.

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 the 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

Public Posting of Agendas -

Neighborhood Council agendas are posted for public review as follows:

Posted for public review at Uncle Joe's Donuts – 8704 Woodley – North Hills CA 91343 and posted on the NHWNC website www.nhwnc.net

- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#) Other Neighborhood Council agendas, City Dept, and Agencies agendas can also be subscribed to.

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

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 <https://www.nhwnc.net>
If you would like a copy of any record related to an item on the agenda, please contact john.darnell@lacity.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 on our website <https://www.nhwnc.net/agendas-minutes/minutes-and-agendas/bylaws/>

For more information about the NHWNC, please call – 818-369-1708 – or mail P.O. Box 2091 – North Hills, CA 91393-2091 or email: john.darnell@lacity.org. We look forward to hearing from you!

Download  [Android App](#) [App Store](#) and use it for your LA City service needs.

Monthly Expenditure Report



Reporting Month: December 2024 Budget Fiscal Year: 2024-2025

NC Name: North Hills West
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$28447.80	\$2712.50	\$25735.30	\$137.36	\$0.00	\$25597.94

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$29500.00	\$924.50	\$23235.30	\$137.36	\$23097.94
Outreach		\$1788.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$2500.00	\$0.00	\$2500.00	\$0.00	\$2500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$3552.20	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Insite Street Media	12/04/2024	Payment for bus benches for services rendered. Past due invoices.	General Operations Expenditure	Outreach	\$1192.00
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/04/2024	Services rendered to the NC from Moore Business Results. Past due invoices.	General Operations Expenditure	Office	\$924.50
3	Insite Street Media	12/10/2024	Payment for bus benches for services rendered. NC is currently under Exhaustive Efforts.	General Operations Expenditure	Outreach	\$596.00
	Subtotal:					\$2712.50

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	WENDY L. MOORE / MOORE BUSINESS RESULTS	01/07/2025	Moore Business Results invoice due. The NC is currently in EE and the services have been rendered to the NC.	General Operations Expenditure	Office	\$137.36
	Subtotal: Outstanding					\$137.36



Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For North Hills West Neighborhood Council

Date: 12/4/2024

Motion/Action: _____

Payment for bus benches for services rendered. Past due invoices.

If the proxy authorization is for a payment request, please complete the following:

Vendor Name	Invoice Number	Date of Invoice	Amount
Insite Street Media	1462516	Oct. 15, 2024	\$596.00
Insite Street Media	1473785	Nov. 15, 2024	\$596.00
Total			\$1192.00

Reason for Proxy Authorization: _____

Payment for bus benches for services rendered. Past due invoices.

Department Authorizing Payment:



Office of the City Clerk



Department of Neighborhood Empowerment

Staff Name: Mariel Camilo

Title: NC Funding Representative

Signature: Mariel Camilo Date: 12/4/2024

Authorization: Janet A. Hernandez

Title: NC Funding Supervisor

Signature: Janet Hernandez Date: 12/4/2024

Signed with ClerkSign



Dec 04, 2024 10:32AM

NCFP FORM 102 (Rev 09-05-18)



InSite Street Media

Dept. 106065, PO BOX 150489
Hartford, CT, USA - 06115-0489

Attn. Samantha: 1.800.661.6088 Ext. 739

Phone : (800) 661-6088 FAX : (866) 426-2237

INVOICE

CLIENT :

North Hills West Neighborhood Council
200 N Main Street #224
Los Angeles, City of, CA, CA 90012

Phone : 0000000000

FAX : 0000000000

ACCOUNT # :

66424124

Invoice # :

1462516

Batch # :

320215

Date :

15-Sep-2024

Payment Due No Later Than: 15-Oct-2024
If Paid in Advance, Please Ignore...

Date : 15-Sep-2024

PO # :

This is covering - Oct 15 to Nov 14, 2024 Outdoor Advertising

Quantity	Description	Unit Price	Extended
----------	-------------	------------	----------

This period is a total of \$596.00 + Tax, for 4 location(s)

Below is an itemized breakdown by location showing the split between advertising, printing, posting and design as each may be treated differently for tax purposes.

1	664028380: On NB Woodley Ave At NS Plummer St SEC, W/F City Stop Code: Barcode: 0	\$99.00	\$99.00
1	Design Fee: 664028380	\$20.00	\$20.00
1	Printing Fee: 664028380	\$15.00	\$15.00
1	Posting fee: 664028380	\$15.00	\$15.00
1	664042600: On SB Woodley Ave At NS Nordhoff St NWC, E/F City Stop Code: Barcode: 155300	\$99.00	\$99.00
1	Design Fee: 664042600	\$20.00	\$20.00
1	Printing Fee: 664042600	\$15.00	\$15.00
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1	664042610: On SB Woodley Ave At NS Parthenia St NWC, E/F City Stop Code: Barcode: 0	\$99.00	\$99.00
1	Design Fee: 664042610	\$20.00	\$20.00
1	Printing Fee: 664042610	\$15.00	\$15.00
1	Posting fee: 664042610	\$15.00	\$15.00
1	664049240: On WB Nordhoff St At FS Haskell Ave NWC, S/F City Stop Code: Barcode: 151747	\$99.00	\$99.00
1	Design Fee: 664049240	\$20.00	\$20.00
1	Printing Fee: 664049240	\$15.00	\$15.00
1	Posting fee: 664049240	\$15.00	\$15.00

THANK YOU FOR YOUR BUSINESS.



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Sub Total \$596.00

Tax \$0.00

Total \$596.00

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Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For North Hills West Neighborhood Council

Date: 12/4/2024

Motion/Action: _____

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Total			\$1192.00

Reason for Proxy Authorization: _____

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Department Authorizing Payment:



Office of the City Clerk



Department of Neighborhood Empowerment

Staff Name: Mariel Camilo

Title: NC Funding Representative

Signature: Mariel Camilo Date: 12/4/2024

Authorization: Janet A. Hernandez

Title: NC Funding Supervisor

Signature: Janet Hernandez Date: 12/4/2024

Signed with ClerkSign

Dec 04, 2024 10:32AM





InSite Street Media

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Hartford, CT, USA - 06115-0489

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Sub Total \$596.00

Tax \$0.00

Total \$596.00

THANK YOU FOR YOUR BUSINESS.



Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For North Hills West Neighborhood Council

Date: December 4, 2024

Motion/Action: _____

Services rendered to the NC from Moore Business Results. Past due invoices.

If the proxy authorization is for a payment request, please complete the following:

Vendor Name	Invoice Number	Date of Invoice	Amount
Moore Business Results	NHWNC 2024 1001		\$489.60
Moore Business Results	NHWNC 2024 1101		\$216.24
Moore Business Results	NHWNC 2024 1201		\$218.66
Total			\$924.50

Reason for Proxy Authorization: _____

Services rendered to the NC from Moore Business Results. Past due invoices.

Department Authorizing Payment:



Office of the City Clerk



Department of Neighborhood Empowerment

Staff Name: Mariel Camilo

Title: NC Funding Representative

Signature: Mariel Camilo Date: 12/4/2024

Authorization: Janet A. Hernandez

Title: Program Supervisor

Signature: Janet Hernandez Date: 12/4/2024

Signed with ClerkSign

Dec 04, 2024 9:38AM





Invoice #NHWNC 2024 1001
Number

Date October 1, 2024

North Hills West NC
PO Box 2091
North Hills, CA 91393

Please remit to:

Wendy L. Moore
Moore Business Results
19300 Rinaldi, #7524
Northridge, CA 91327

818 252-9399
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communications Services	489.60
Amount Now Due	\$489.60

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of \$25. We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the invoice date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Task	Hours
9/4/2024	Police Academy	0.17
9/5/2024	Calendar: Congress. Archive old news. Eblast	0.50
9/7/2024	Pool opening on news. Business summit postponed on calendar	0.17
9/13/2024	Update board page, email forwarding	0.25
9/16/2024	Agenda. Fb/Ig/Nd Eblast	0.67
9/17/2024	Meeting documents	0.17
9/19/2024	North Valley Summit on calendar, Fb/Ig/Nd	0.25
9/20/2024	Coffee with a cop on calendar, Fb/Ig/Nd. Update board page, email template, email forwarding. Summit eblast	0.58
9/24/2024	Minutes, Mers, request for LAPD help on news, update board page	0.50
	Total	3.60



Invoice #NHWNC 2024 1101
Number

Date November 1, 2024

North Hills West NC
PO Box 2091
North Hills, CA 91393

Please remit to:

Wendy L. Moore
Moore Business Results
19300 Rinaldi, #7524
Northridge, CA 91327

818 252-9399
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communications Services	216.24
Amount Now Due	\$216.24

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of \$25. We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the invoice date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Task	Hours
10/11/2024	Agenda. Update SLO map on resources. Calendar: LAPD events. Eblast and social posts.	1.25
10/16/2024	Meeting documents	0.17
11/1/2024	Food Pantry on resources from Kreshell	0.17
	Total	1.59



Invoice #NHWNC 2024 1201
Number

Date December 1, 2024

North Hills West NC
PO Box 2091
North Hills, CA 91393

Please remit to:

Wendy L. Moore
Moore Business Results
19300 Rinaldi, #7524
Northridge, CA 91327

818 252-9399
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communications Services	171.36
Developer Services	47.50
Amount Now Due	\$218.86

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of \$25. We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the invoice date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Task	Hours
11/18/2024	Board agenda	0.25
11/19/2024	Eblast. Fb/Ig	0.42
11/21/2024	Meeting documents	0.17
11/25/2024	Update officers on board page, email forwarding. Remove images from board and home slider. Update eblast template with officers.	0.42
	Communications Services	1.26
11/29/2024	Developer update WordPress, theme, plugins. Addresses critical security notice	0.50



Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For North Hills West Neighborhood Council

Date: December 4, 2024

Motion/Action: _____

Services rendered to the NC from Moore Business Results. Past due invoices.

If the proxy authorization is for a payment request, please complete the following:

Vendor Name	Invoice Number	Date of Invoice	Amount
Moore Business Results	NHWNC 2024 1001		\$489.60
Moore Business Results	NHWNC 2024 1101		\$216.24
Moore Business Results	NHWNC 2024 1201		\$218.66
Total			\$924.50

Reason for Proxy Authorization: _____

Services rendered to the NC from Moore Business Results. Past due invoices.

Department Authorizing Payment:



Office of the City Clerk



Department of Neighborhood Empowerment

Staff Name: Mariel Camilo

Title: NC Funding Representative

Signature: Mariel Camilo Date: 12/4/2024

Authorization: Janet A. Hernandez

Title: Program Supervisor

Signature: Janet Hernandez Date: 12/4/2024

Signed with ClerkSign

Dec 04, 2024 9:38AM





Invoice #NHWNC 2024 1001
Number

Date October 1, 2024

North Hills West NC
PO Box 2091
North Hills, CA 91393

Please remit to:

Wendy L. Moore
Moore Business Results
19300 Rinaldi, #7524
Northridge, CA 91327

818 252-9399
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communications Services	489.60
Amount Now Due	\$489.60

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of \$25. We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the invoice date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Task	Hours
9/4/2024	Police Academy	0.17
9/5/2024	Calendar: Congress. Archive old news. Eblast	0.50
9/7/2024	Pool opening on news. Business summit postponed on calendar	0.17
9/13/2024	Update board page, email forwarding	0.25
9/16/2024	Agenda. Fb/Ig/Nd Eblast	0.67
9/17/2024	Meeting documents	0.17
9/19/2024	North Valley Summit on calendar, Fb/Ig/Nd	0.25
9/20/2024	Coffee with a cop on calendar, Fb/Ig/Nd. Update board page, email template, email forwarding. Summit eblast	0.58
9/24/2024	Minutes, Mers, request for LAPD help on news, update board page	0.50
	Total	3.60



Invoice #NHWNC 2024 1101
Number

Date November 1, 2024

North Hills West NC
PO Box 2091
North Hills, CA 91393

Please remit to:

Wendy L. Moore
Moore Business Results
19300 Rinaldi, #7524
Northridge, CA 91327

818 252-9399
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communications Services	216.24
Amount Now Due	\$216.24

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11/21/2024	Meeting documents	0.17
11/25/2024	Update officers on board page, email forwarding. Remove images from board and home slider. Update eblast template with officers.	0.42
	Communications Services	1.26
11/29/2024	Developer update WordPress, theme, plugins. Addresses critical security notice	0.50



Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For North Hills West Neighborhood Council

Date: 12/10/2024

Motion/Action: _____

Payment for bus benches ads for services rendered. NC is currently in Exhaustive Efforts.

If the proxy authorization is for a payment request, please complete the following:

Vendor Name	Invoice Number	Date of Invoice	Amount
Insite Street Media	1484628	Dec. 15, 2024	\$596.00
Total			

Reason for Proxy Authorization: _____

Payment for bus benches ads for services rendered. NC is currently in Exhaustive Efforts.

Department Authorizing Payment:



Office of the City Clerk



Department of Neighborhood Empowerment

Staff Name: Mariel Camilo

Title: NC Funding Representative

Signature: Mariel Camilo Date: 12/10/2024

Authorization: Janet A. Hernandez

Title: NC Funding Supervisor

Signature: _____ Date: 12/10/2024

Janet Hernandez

Dec 10, 2024 10:33AM





InSite Street Media

Dept. 106065, PO BOX 150489
Hartford, CT, USA - 06115-0489

Attn. Samantha: 1.800.661.6088 Ext. 739

Phone : (800) 661-6088 FAX : (866) 426-2237

INVOICE

CLIENT :

North Hills West Neighborhood Council
200 N Main Street #224
Los Angeles, City of, CA, CA 90012

Phone : 0000000000

FAX : 0000000000

ACCOUNT # :

66424124

Invoice # :

1484628

Batch # :

326134

Date :

15-Nov-2024

Payment Due No Later Than: 15-Dec-2024
If Paid in Advance, Please Ignore...

Date : 15-Nov-2024

PO # :

This is covering - Dec 15, 2024 to Jan 14, 2025 Outdoor Advertising

Quantity	Description	Unit Price	Extended
----------	-------------	------------	----------

This period is a total of \$596.00 + Tax, for 4 location(s)

Below is an itemized breakdown by location showing the split between advertising, printing, posting and design as each may be treated differently for tax purposes.

1	664028380: On NB Woodley Ave At NS Plummer St SEC, W/F City Stop Code: Barcode: 0	\$99.00	\$99.00
1	Design Fee: 664028380	\$20.00	\$20.00
1	Printing Fee: 664028380	\$15.00	\$15.00
1	Posting fee: 664028380	\$15.00	\$15.00
1	664042600: On SB Woodley Ave At NS Nordhoff St NWC, E/F City Stop Code: Barcode: 155300	\$99.00	\$99.00
1	Design Fee: 664042600	\$20.00	\$20.00
1	Printing Fee: 664042600	\$15.00	\$15.00
1	Posting fee: 664042600	\$15.00	\$15.00
1	664042610: On SB Woodley Ave At NS Parthenia St NWC, E/F City Stop Code: Barcode: 0	\$99.00	\$99.00
1	Design Fee: 664042610	\$20.00	\$20.00
1	Printing Fee: 664042610	\$15.00	\$15.00
1	Posting fee: 664042610	\$15.00	\$15.00
1	664049240: On WB Nordhoff St At FS Haskell Ave NWC, S/F City Stop Code: Barcode: 151747	\$99.00	\$99.00
1	Design Fee: 664049240	\$20.00	\$20.00
1	Printing Fee: 664049240	\$15.00	\$15.00
1	Posting fee: 664049240	\$15.00	\$15.00

THANK YOU FOR YOUR BUSINESS.



InSite Street Media

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Hartford, CT, USA - 06115-0489

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Sub Total \$596.00

Tax \$0.00

Total \$596.00

THANK YOU FOR YOUR BUSINESS.



Office of the City Clerk – Administrative Services Division
Neighborhood Council Funding Program
Proxy Authorization Form

For North Hills West Neighborhood Council

Date: 12/10/2024

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Staff Name: Mariel Camilo

Title: NC Funding Representative

Signature: Mariel Camilo Date: 12/10/2024

Authorization: Janet A. Hernandez

Title: NC Funding Supervisor

Signature: _____ Date: 12/10/2024

Janet Hernandez

Dec 10, 2024 10:33AM





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THANK YOU FOR YOUR BUSINESS.



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Quantity	Description	Unit Price	Extended
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Sub Total \$596.00

Tax \$0.00

Total \$596.00

THANK YOU FOR YOUR BUSINESS.



North Hills West Neighborhood Council

P.O. Box 2091
North Hills, CA 91393
818-369-1708
Website: <https://www.nhwnc.net>
Email:

Board Meeting Minutes December 19, 2024 6:11PM-9:06PM (DRAFT)

Regular Meeting Location:
New Horizons
15725 Parthenia Street
North Hills, CA 91343
(MAIL NOT ACCEPTED AT THIS ADDRESS)

Boardmember	Roll Call	Funding Vote Eligible*	Category
Maria Carillo	Present	YES	Residential 2025
Pat Crone	Present	YES	Residential 2025
Linda Erdman	Absent	YES	Residential 2027
Garry Fordyce	Present	YES	Residential 2025
Jane Lopez	Present	YES	Residential2027
Leticia Martinucci	Absent/ Joined at 6:18PM	NO	General Stakeholder 2027
Kreshell Ramey	Absent	YES	General Stakeholder 2025
Martha Ugarte	Present	YES	Residential 2027
Vacant	Vacant		Residential 2025
Vacant	Vacant		General Stakeholder 2025
Vacant	Vacant		General Stakeholder 2027
Vacant	Vacant		General Stakeholder 2025
Vacant	Vacant		General Stakeholder 2027
Board Members -08	Present 05 Absent 03 at Roll Call		

*Funding vote eligibility key: **A**=age less than 18 yrs.; **E**=Ethics training; **F**=Funding training; **N**=not taken; **X**=expired
** Advance notice given for absence ***At Large Appointed (VOTE KEY: Yes, No, Abstain, Ineligible, Recuse, Absent)

1. Call to order, Welcome, Pledge of Allegiance-**The meeting was called to order by President Garry Fordyce at 6:11PM.**
2. Roll Call -**Roll was called by Minute Taker Grant, quorum of 3 was reached.**

NHWNC ITEM 2. Roll Call		
Present -05	Absent-03	Excused-00
Carillo, Crone, Fordyce, Lopez, Ugarte	Erdman, Martinucci, Ramey	None

3. Update from the Department of Neighborhood Empowerment regarding Exhaustive Efforts. **John Darnell, DONE Representative-The Board is currently in Exhaustive Efforts. The Board does not have enough Boardmembers yet. The Department can see that the Board members are working hard to get things going and it is appreciated.**

4. Presentation to David Hyman with a Certificate of Appreciation for checking the mail for NHWNC for 21 years.-**Item Postponed**

Leticia Martinucci joined the meeting at 6:18PM

5. Discussion and possible action to amend or approve the Ballot Voting Model (BVM) for North Hills West Neighborhood Council as described by the Office of the City Clerk. Confirmation of Seats is required. It should match the Bylaws.

Public Comment: No comment

Motion: Passed

NHWNC ITEM 5. Motion to approve the Ballot Voting Model (BVM) for North Hills West Neighborhood Council as listed in the By Laws. Moved: Fordyce Seconded: Crone				
Yes-06-	00-No	Abstain-00	Ineligible-00	Absent-02
Carillo, Fordyce, Lopez, Martinucci, Ugarte	None	None	None	Erdman, Ramey

6. Discussion about upcoming North Hills West Neighborhood Council elections, including candidate filing dates and voter registration dates.-**Reviewed**
- Region 2 NC Election Information Session Monday, January 13, 2025 6:00 P.M. – 8:00 P.M. on Zoom. Registration by January 12, 2025.
 - Candidate Filing Begins January 17, 2025 and Ends March 3, 2025
 - Region 2 Election is May 20, 2025
7. Discussion about current vacancies on the NHWNC board. The current vacancies are listed below:
Reviewed, John Darnell will verify
- Residential Stakeholder Board Member – term ending 2025
 - Residential Stakeholder Board Member – term ending 2025
 - General Stakeholder Board Member – term ending 2025
 - General Stakeholder Board Member – term ending 2027
 - Community Interest Stakeholder Board Member – term ending 2027-
8. Discussion and possible action to approve the November 2024 NHWNC Monthly Expenditure Report (MER)

Public Comment: No comment

Motion: Passed

NHWNC ITEM 8. Motion to approve the November 2024 NHWNC Monthly Expenditure Report (MER) Moved: Lopez Seconded: Carillo				
Yes-05-	00-No	Abstain-00	Ineligible-01	Absent-02
Carillo, Crone, Fordyce, Lopez, Ugarte	None	None	Martinucci	Erdman, Ramey

9. Discussion and possible action to approve the Minutes from the NHWNC Board Meeting on November 21, 2024.

Public Comment: No comment

Motion: Passed

WNC ITEM 9. Motion to approve the Minutes from the NHWNC Board Meeting on November 21, 2024. Moved: Carillo Seconded: Crone				
Yes-06-	00-No	Abstain-00	Ineligible-00	Absent-02
Carillo, Crone, Fordyce, Lopez, Martinucci, Ugarte	None	None	None	Erdman, Ramey

10. General Public Comments on Non-Agenda items within the jurisdiction of the NHWNC. Each speaker may speak one time for up to one (1) minute unless changed by the presiding officer. **PLEASE ADVISE US IF YOU ARE A PAID LOBBYIST.**
- Wendy Moore-spoke about the website and the postings which are in limbo.**
 - Glenn Bailey- would like the agenda to include the alliance reports. Lindsey Horvath was scheduled to attend the VANC Meeting, but will need to be rescheduled.**
11. Elected Officials, Public Agency Speakers, Field Representatives, and Public Service Announcements. Up to three (3) minutes per speaker. Stakeholders are allotted one minute each for a question for each Agendized public official who visits. Questions do not count against public comment time totals. Public Officials who do not give advance notice of their participation in the NHW Neighborhood Council meeting are limited to one minute of announcements, which must include their contact information as part of their announcement.
- Presentation by the City of Los Angeles Bureau of Sanitation- **No Report**
 - Mayor Karen Bass - [Mayor LACity](#) / West Valley Area Representative **No Report**
 - City Council District 12 John Lee - [CD12](#) / Field Representative – Lorena Espinal - [Email lorena.espinal@lacity.org](#) **Ms. Espinal-thanked the people that attended the Holiday Breakfast. She did receive phone calls in regards to Napa and the RV's on Chase in front of the nursery.**
 - L.A. County Supervisor [District 3: Lindsey Horvath](#)- **No Report**
 - State Senate [District 20: Caroline Menjivar](#)- **No Report**
 - State Assembly District 40 [a40](#) – Pilar Schiavo / Field Representative - Gaby Gurrola - [Email](#) -**No Report**
 - U.S. Congress [District 32: Brad Sherman](#) -**No Report**
 - LAUSD School Board [District 3: Scott Schmerelson](#) -**No Report**
 - LAPD Devonshire Division [LAPD](#) - Senior Lead Officer (SLO) - Jerome Knopp [Email- Devonshire SLO's- Devonshireslo@LAPD.online](#) **Mikkie Loi 46 License Plate Reading Cameras have been installed in Council District 12.LAPD will be doing overtime during the holidays near businesses and the mall. You can download the LAPD Devonshire app.**
 - Mid Valley Regional Library - [Mid Valley Library](#)- **No Report**
 - [L.A. Department of Neighborhood Empowerment](#) / NEA - John Darnell –[John.darnell@lacity.org](#) **Mr. Darnell- Last Friday was the 25th Anniversary of the Neighborhood Council System. Mayor Bass attended. Many Board members came from across the city. Cities across the country call to ask about our Neighborhood Council System. The NC Homelessness Liaisons meet every three months. Please review the Digital Media Policy.**
 - To find your elected representatives, City agencies, departments, etc.: [NeighborhoodInfo](#) Additional neighborhood information: [KnowYourCommunity](#)

12. Discussion and possible action to appoint a Bank Cardholder-**Gary Fordyce nominated Pat Crone**

Public Comment: No comment

Motion: Passed

NHWNC ITEM 12. Motion to approve Pat Crone as the Bank Card Holder				
Moved: Carillo Seconded: Lopez				
Yes-05-	00-No	Abstain-00	Ineligible-01	Absent-02
Carillo, Crone, Fordyce, Lopez, Ugarte	None	None	Martinucci	Erdman, Ramey

13. Discussion and possible action to appoint a 2nd Bank Cardholder.- **Martha Ugarte nominated herself.**

Public Comment: No comment

Motion: Passed

NHWNC ITEM 13. Motion to approve Martha Ugarte as the 2nd Card Holder				
Moved: Crone Seconded: Carillo				
Yes-05-	00-No	Abstain-00	Ineligible-01	Absent-02
Carillo, Crone, Fordyce, Lopez, Ugarte	None	None	Martinucci	Erdman, Ramey

14. Discussion and possible action to appoint a 2nd Signer.- **Gary Fordyce nominated himself**

Public Comment: No comment

Motion: Passed

NHWNC ITEM 14. Motion to approve Gary Fordyce as the Second Signer				
Moved: Carillo Seconded: Lopez				
Yes-05-	00-No	Abstain-00	Ineligible-01	Absent-02
Carillo, Crone, Fordyce, Lopez, Ugarte	None	None	Martinucci	Erdman Ramey

15. Discussion and possible action to appoint an Alternate Signer.

Public Comment: No comment

Motion: Passed

NHWNC ITEM 15. Motion to appoint Pat Crone as the Alternate Signer				
Moved: Fordyce Seconded: Crone				
Yes-05-	00-No	Abstain-00	Ineligible-01	Absent-02
Carillo, Crone, Fordyce, Lopez, Ugarte	None	None	Martinucci	Erdman, Ramey

16. Discussion and possible action to appoint NHWNC board members to standing committees.

- a. Budget and Finance Committee
- b. Events, Marketing and Outreach Committee

Public Comment: No comment

Motion: Passed

NHWNC ITEM 16ab. Motion to approve Pat Crone as the Chair of Budget and Finance with Gary Fordyce as a committee member also, to approve Leticia Martinucci as the Chair of the Outreach and Events with Jane Lopez and Martha Ugarte as committee members. Moved: Fordyce Seconded: Crone				
Yes-06-	00-No	Abstain-00	Ineligible-00	Absent-02
Carillo, Crone, Fordyce, Lopez, Martinucci, Ugarte	None	None	None	Erdman, Ramey

- c. Planning and Land Use Management Committee-**No Action Taken**
- d. Beautification & Infrastructure Committee- **No Action Taken**
- e. Public Safety and Emergency Preparedness Committee- **No Action Taken**
- f. Rules & Elections Committee- **No Action Taken**

17. Discussion and possible action to approve a letter written to the Mayor, City Council, and Fire Commissioner to oppose the elimination of the Community Emergency Response Team (CERT) program.

Public Comment: Glenn Bailey asked for the LA to be spelled out as Los Angeles.

Motion: Passed

NHWNC ITEM 17. Motion to approve letter in regards to the Community Emergency Response Team (CERT) Program as amended Moved: Ugarte Seconded: Carillo				
Yes-06-	00-No	Abstain-00	Ineligible-00	Absent-02
Carillo, Crone, Fordyce, Lopez, Martinucci, Ugarte	None	None	None	Erdman, Ramey

18. Discussion Regarding Failed NHWNC Street Pole Banners. **Presentation by Gary Fordyce- No Action Taken**

- a. Approved 6-2-0 on March 21, 2024 (Item #15 on board agenda)
- b. Invoice Dates 5/8/2024
- c. May MER Approved 5/14/2024 with a cost of \$5,632.56
- d. Date of Installation Unknown
- e. Poor Design and Installation with several damaged or gone.

19. Discussion about the possibility of the reduction of lanes on Parthenia Street.- **Item Postponed**

20. Board member announcements/comments- **No Comments**

21. New business/Future agenda items.

- a. **The Community Garden at Gothic and Chase has its lease ending.**

22. Adjournment.- **The meeting was adjourned at 9:06PM**