

North Hills West Neighborhood Council Regular Board Meeting  
AGENDA

Mid-Valley Regional Library  
16244 Nordhoff Street, North Hills, CA 91343  
Thursday, August 20, 2026 6:00 P.M.

Executive Officers: • Garry Fordyce – President, • Jane Lopez – Vice President,  
• Janayn Martinez – Treasurer, • Bianca Castillo - Secretary

Board Members: • Angelica Aleksanyan, • Maggie Elliott, • Leticia  
Martinucci, •Martha Ugarte

Vacant 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 two (2) minutes 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.org](http://www.nhwnc.org) and/or in-person during the NHWNC board meetings.

**1. Call to Order, Welcome, Pledge of Allegiance.**

**2. Roll Call**

**3. President's Comments**

- A. **CIS Filers (Search Erick Munoz April 9, 2026): Create Angeleno Account**
- B. **Neighborhood Council Funding Training (Search [clerk.electionsnc@lacity.org](mailto:clerk.electionsnc@lacity.org) August 21, 2026): Due Not Later Than August 31, 2026**

**4. GENERAL PUBLIC COMMENT - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. Each speaker may speak, one time, for up to two (2) minutes, unless changed by the presiding officer. PLEASE ADVISE US IF YOU ARE A PAID LOBBYIST.**

**5. Elected Officials, Public Agency Speakers, Field Representatives, and Public Service Announcements. Up to three (3) minutes per speaker. Stakeholders are allotted up to two minutes each for a question, for each Agendized public official who visits. Public Officials who do not give advance notice of their participation in the NHW Neighborhood Council meeting are limited to up to two minutes of announcements, which must include their contact information.**

- A. Mayor Karen Bass - West Valley Area Representative
- B. Office of City Councilmember John Lee - District 12 • Field Representative - Lorena Espinal
- C. L.A. County Supervisor - District 3 - Lindsey Horvath

- D. State Senate - District 20 - Caroline Menjivar • Olivia Hokr
- E. State Assembly - District 40 - Pilar Schiavo • Field Representative - Julia Estrada
- F. U.S. Congress - District 32 - Brad Sherman
- G. LAUSD School Board - District 3 - Scott Schmerelson
- H. LAUSD School Board - District 6 - Kelly Gonez • Deputy Director Community Engagement - Anthony Garcia
- I. LAPD - Devonshire Division - Senior Lead Officer (SLO) - Antonio Villegas
- J. Mid-Valley Regional Library
- K. L.A. Department of Neighborhood Empowerment - NEA - John Darnell
- L. Budget Advocate
- M. LAPD Volunteer - Mikkie Loi

**6. Discussion and possible action to approve Monthly Expenditure Reports (MER):**

**A. July 2026**

**7. Discussion and possible action to approve the Board Meeting Minutes:**

- A. October 16, 2025 ~ Not Received**
- B. December 11, 2025 ~ Incorrect**
- C. May 21, 2026**
- D. July 27, 2026**

**8. Selection of Officers to serve on the North Hills West Neighborhood Council as:**

- A. President
- B. Vice President
- C. Secretary
- D. Treasurer

**9. Discussion and possible action to appoint board members to serve as funding officers. For information on the Neighborhood Council Funding Program, please visit:**

<https://clerk.lacity.gov/clerk-services/nc-funding>

- a. Discussion and possible action to appoint 2nd Signer
  - i. Verifies Funding Program documents have been correctly and completely filled out before submitted for processing.
  - ii. Acts as the second signer as required on Funding Program documents.
- b. Discussion and possible action to appoint Alternate signer
  - i. In the absence or unavailability of the Treasurer or 2nd Signer, the Alternate Signer can sign board-approved funding documents to be submitted to the NC Funding Program.
- c. Discussion and possible action to appoint Bank cardholder
  - i. Maintains secure custody of the NC's bank card.
  - ii. Ensures the card is used for payment transactions as approved by the board only.
  - iii. Obtains itemized receipts or itemized paid invoices for every card transaction.
  - iv. Submits (uploads) itemized receipts or itemized paid invoices for card no later than 10 days after the date the transaction posts.
  - v. Must not accept cash refund. All refunds must be made as a credit return.
  - vi. Notifies the Funding Program immediately of lost or stolen cards.
    - 1. Bank must be notified immediately by the NC bank cardholder to block any further usage of the card.
    - 2. A new card can be ordered upon notification.
    - 3. The Neighborhood Council will be limited from accessing its available funds through the bank card while a new card is being requested from the bank.
  - vii. Notifies NC Funding Program upon resignation or removal as the NC bank cardholder.
    - 1. The NC will be limited from accessing its available funds through the bank

- card when a cardholder has resigned or has been removed and a new card is being requested from the bank for a newly-appointed cardholder.
- viii. Can only serve as a cardholder for one NC at a time.
- ix. Is the only board member authorized to pick up the NC bank card, issued to his/her name, from the NC Funding Program Office.
- d. Discussion and possible action to appoint 2nd bank cardholder
  - i. In the absence or unavailability of the Bank Cardholder, the 2nd Bank Cardholder can use the bank card for board-approved funding purchases.
- 10. Committee Member Reduction Per Approved (July 27, 2026) NHWNC New Bylaw Requirements
  - A. Motion, Discussion, Possible Action: To Ratify One Resignation or One Removal From the Outreach Committee.
    - 1. Either: Martha Ugarte, Jane Lopez or Janayn Martinez
- 11. 2027 City Clerk Neighborhood Council Election Worksheet Due Not Later Than August 31, 2026.
  - A. Motion, Discussion, Possible Action to Approve:
    - 1. Election Polling Location
    - 2. Election Start and End Time
    - 3. Election Committee Chair and Member
    - 4. Outreach Chair
- 12. Granada Hills Centennial Year Street Fair ~ October 17, 2026 ~ 10:00 AM to 6:00 PM
  - A. Motion, Discussion, Possible Action To:
    - 1. Appoint Board Members to: Work The Booth (Two Per Shift).
    - 2. Approve Up to \$500.00 for Granada Hills Community Foundation NPG.
- 13. North Hills West Neighborhood Council to Inventory Storage Container
  - A. Per: Policies & Guidelines Neighborhood Council Funding Program (July 16, 2026)
    - 1. Specifically: NC Funding Program Policy 2.0 ~ Expenditures #10 (Inventory) ~ Page 11
  - B. Motion, Discussion and Possible Action to:
    - 1. Appoint Janayn Martinez as Lead In Charge of Inventory, to include Board Member Recruitment and Inventory Scheduling Coordination.
- 14. 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](mailto: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](http://www.nhwnc.net). You can also receive our agendas via email by subscribing to L.A. City's Early Notification System (ENS) and 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](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto: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 <http://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](mailto: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 [www.nhwnc.org](http://www.nhwnc.org).

For information about the NHWNC, please mail P.O. Box 2091 - North Hills, CA 91393-2091 or email: [John.darnell@lacity.org](mailto:John.darnell@lacity.org). We look forward to hearing from you!

**LEGALLY REQUIRED OFFICIAL POSTING**  
**PLEASE DO NOT REMOVE THIS POSTING**  
**UNTIL August 21, 2026**