



NORTH HILLS WEST NEIGHBORHOOD COUNCIL
General Board Meeting Minutes Thursday, July 20, 2017
New Horizons, 15725 Parthenia St., North Hills CA 91343

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

1. Welcome and Pledge of Allegiance.

President Dan Gibson called the Meeting to order at 7:53 p.m. The Pledge of Allegiance was said. Copies were distributed of "Standing Rules."

2. Roll Call and announcement of Quorum and Voting Eligibility.

Roll Call was taken by the Secretary. Seven of the 13 Board Members were present at the Roll Call: Dan Gibson (President), Dave Brown (Secretary), Madlena Minasian (Treasurer), Garry Fordyce, Punam Gohel, Carol Hart and Kreshell Ramey. Six Board Members were absent: Jay Beeber (Vice-President), Armando Diaz, Maggie Elliott, David Hyman, Sam Kwasman and Antonino Lovato (all excused except Diaz). The NHWNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see <https://lacity.quickbase.com/db/bj3apxsp3?a=q&qid=32&qskip=0&qrppg=1000&dlt=su46~>), so the Board could take such votes. Quorum was announced. All Board Members were eligible to vote. All 13 of the 13 Board Seats were filled (by election or appointment). No Board Seat was vacant. Also attended: 14 Stakeholders and guests.

3. Announcements and Comments – President.

Mr. Gibson thanked Stakeholder Helen Donovan for providing document copies and Mr. Brown for providing the sound system. Stakeholder Anita Goldbaum brought a Friends of the Library Newsletter that thanks the NHWNC for funding. Fake emails using Board Members' names are being sent; if you receive one, contact Gibson Nyambura, Neighborhood Council Advocate, L.A. Dept. of Neighborhood Empowerment (DONE) (213-978-1551; Gibson.Nyambura@LACity.org; www.EmpowerLA.org).

4. Discussion and possible action to approve the May 18, 2017 General Board Meeting Minutes.

[This Agenda Item was addressed after Item #11.]

MOTION (by Mr. Gibson, seconded by Ms. Hart): The North Hills West Neighborhood Council approves the Minutes of its May 18, 2017 General Board Meeting as written.

MOTION PASSED; zero opposed; zero abstained.

5. **Discussion and possible action** to approve the May 31, 2017 Special Board Meeting Minutes.

MOTION (by Mr. Gibson, seconded by Mr. Gohel): The North Hills West Neighborhood Council approves the Minutes of its May 31, 2017 Special Board Meeting as written.

MOTION PASSED; zero opposed; zero abstained.

6. **Discussion and possible action** to approve the June 7, 2017 Special Board Meeting Minutes.

MOTION (by Mr. Gibson, seconded by Mr. Gohel): The North Hills West Neighborhood Council approves the Minutes of its June 7, 2017 Special Board Meeting as written.

MOTION PASSED; zero opposed; zero abstained.

7. **Discussion and possible action** to approve the June 15, 2017 General Board Meeting Minutes.

The following correction was requested: page two, Item #8: delete "Member appointments and changes to Standing and Ad Hoc committees."

MOTION (by Mr. Gibson, seconded by Ms. Hart): The North Hills West Neighborhood Council approves the Minutes of its June 15, 2017 General Board Meeting as corrected.

MOTION PASSED; zero opposed; zero abstained.

8. **Public agency speakers and announcements.**

Steffi Siebert, Literacy Coordinator, and Brian, both of the Panorama City Literacy Center of the L.A. Public Library (213-228-7037, ext. 39; PanoramaLiteracy@lapl.org; <http://www.lapl.org/adult-literacy>), said the Center provides literacy services and free classes for adults 18 and over, both illiterate and having English as a second language (ESL). The Center also offers high school courses "alternative to getting a GED." Volunteers are needed. The local contact is Lynne at Mid-Valley Regional Library (818-895-3650; <http://www.lapl.org/user/82/> contact; <http://www.lapl.org/branches/mid-valley>).

Mr. Gibson reported for Erich King, Public Safety Deputy for L.A. City District 12 Councilman Mitch Englander (818-882-1212; Erich.King@LACity.org; <http://CD12.LACity.org>), that National Night Out will be Tuesday, August 1st at Northridge Park.

9. General Public Comment

Aqueduct Ave. resident Jeff Bengston said “we need to get our street parking back.”

10. Discussion and possible action to ratify the President’s recommended Chair and Member appointments and changes to Standing and Ad Hoc committees.

[This Agenda Item was addressed after Item #25.] There were no appointments or changes at this time.

11. Committee Chair Reports

[This Agenda Item was addressed after Item #14.]

a. Executive Dan Gibson

Mr. Gibson reported that the Committee did not meet.

b. Outreach Sam Kwasman

Mr. Gibson reported that the Committee did not meet.

c. Beautification Carol Hart

Ms. Hart reported that the Committee awaits City information. She encouraged submitting street repair needs information.

d. Emergency Prep/PS Dave Brown

Mr. Brown encouraged attending National Night Out on Tuesday, August 1st, 5:00-8:00 p.m. at Northridge Park on LeMarsh St.; booth set-up help is needed after 4:30. The Neighborhood Councils Emergency Preparedness Alliance soon will make recommendations. Recently, “fireworks were . . . off the charts.” The LAPD Devonshire Division Volunteer Surveillance Team (VST) needs volunteers to report fireworks and other criminal activities; safety training is provided. He reported that “on Nextdoor [Nextdoor.com] there’s hundreds of people” wanting to help prevent and report fireworks shooters.

e. Planning and Land Use Jay Beeber

Mr. Gibson reported that the Committee will meet next month.

f. Rules & Elections Punam Gohel

Mr. Gohel reported that revised Bylaws were passed, including regarding staggered elections and that the NHWNC will count abstentions as non-votes.

g. Education Garry Fordyce

Mr. Fordyce reported that schools are closed for the summer.

h. Budget & Finance Madlena Minasian

Ms. Minasian reported that she and Mr. Gibson attended the City Clerk’s funding training; financial information is available for the public to see on their website [<https://cityclerk.lacity.org/NCFundPortal/Dashboard.html>]; select “North Hills West” and the “Fiscal Year” you want to see].

12. Homelessness Liaison Report – Kreshell Ramey

Ms. Ramey reported that “the minimum wage increased” as of July 1st for all employees in the City.

- 13. Report from Budget Advocates** – Monthly report from recently elected Region 2 Budget Advocates - Brian Allen from Granada Hills South, Glenn Bailey and Diedra Greenaway from Northridge East.

Budget Advocates [<http://ncbala.com>] Ms. Greenaway and Adrian Nicole Edwards introduced themselves, and Mr. Allen (of the Granada Hills North, not “South,” Neighborhood Council) and Mr. Bailey encouraged ideas. Mr. Allen noted that the Advocates have a 30% success rate of the City adapting their recommendations. Mr. Bailey reported that people are calling 9-1-1 (emergency number) after business hours instead of 3-1-1 for City services.

- 14. Website Report** – Dave Brown

Mr. Brown reported that the website is viewable, though somewhat under construction.

- 15. Discussion and possible action** to approve the NHWNC June 2017 Monthly Expenditure Report.

Documents were available for anyone to see on a laptop computer set up in the Meeting room. Copies were distributed of the “Monthly Expenditure Report” for June 2017, and receipts and statements. Ms. Minasian reviewed the Report.

FUNDING MOTION (by Mr. Gibson, seconded by Ms. Hart): The North Hills West Neighborhood Council approves its Monthly Expenditure Report for June 2017.

DISCUSSION: Mr. Fordyce believed that “nothing’s tracking” month-to-month.

MOTION to CALL FOR THE QUESTION (by Mr. Gibson); no opposition.

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

- 16. Discussion and possible action** to ratify the \$2,000 Neighborhood Purposes Grant 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.

This Item was not addressed.

- 17. Discussion and possible action** to ratify the \$500 Neighborhood Purposes Grant that NHWNC awarded on April 20, 2017 to the Granada Hills Community Foundation in support their annual Street Faire. (The vote was 9 in favor, one opposed, zero abstained, and one recused). 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.

FUNDING MOTION (by Mr. Gibson, seconded by Ms. Ramey): The North Hills West Neighborhood Council ratifies the \$500 Neighborhood Purposes Grant that NHWNC awarded on April 20, 2017 to the Granada Hills Community Foundation in support of their annual Street Faire. (The vote was nine in favor, one opposed, zero abstained, and one recused). This action would be to provide funding in the current Fiscal Year as DONE declined funding in the 2016-17 Fiscal Year since the project start date is in the 2017-18 Fiscal Year.

MOTION to CALL FOR THE QUESTION (by Mr. Gibson); no opposition.

FUNDING MOTION PASSED by a roll call vote of the seven eligible voters present with six in favor ("Yes" or "Aye") (Brown, Fordyce, Gibson, Gohel, Hart and Minasian); one opposed ("No" or "Nay") (Ramey); zero abstained.

18. **Discussion and possible action** to ratify for the current fiscal year the \$1,000 donation that NHWNC awarded June 7, 2017 to the LA Congress of Neighborhoods event. (The vote was 7 in favor, zero opposed, and zero abstained).

FUNDING MOTION (by Mr. Gibson, seconded by Ms. Minasian): The North Hills West Neighborhood Council ratifies for the current Fiscal Year the \$1,000 donation that NHWNC awarded June 7, 2017 to the LA Congress of Neighborhoods event. (The vote was seven in favor, zero opposed, and zero abstained).

DISCUSSION: Mr. Bailey explained the allocation use and said "your money will be well spent; you will be given credit."

MOTION to CALL FOR THE QUESTION (by Mr. Gibson); no opposition.

FUNDING MOTION PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor ("Yes" or "Aye") (Brown, Fordyce, Gibson, Gohel, Hart, Minasian and Ramey); zero opposed; zero abstained.

19. **Discussion and possible action** to ratify for the current fiscal year the \$500 donation that NHWNC awarded June 7, 2017 to the EmpowerLA Awards event. (The vote was 7 in favor, zero opposed, and zero abstained).

FUNDING MOTION (by Mr. Gibson, seconded by Ms. Minasian): The North Hills West Neighborhood Council ratifies for the current Fiscal Year the \$500 donation that NHWNC awarded June 7, 2017 to the EmpowerLA Awards event. (The vote was seven in favor, zero opposed, and zero abstained).

DISCUSSION: Mr. Gibson explained the need to ratify this. There was discussion of how the need developed.

MOTION to CALL FOR THE QUESTION (by Mr. Fordyce); no opposition.

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

20. **Discussion and possible action** to approve the expenditure of “up to” \$5,000 for targeted alley and pothole repairs via engagement of the Bureau of Street Services. The pavement of many NHWNC alleys have degraded since first being constructed; however, there is no City program or budgeted funding for alley repaving or pothole repairs. These funds would pay for a City Program of up to 3 Small Asphalt Repair Trucks (2 - 3 ton, and 1 - 5 ton) and their crews at a rate of \$2400 (\$1200x2x1day) + \$600x1x1day = \$3000. (verbal estimate provided by Larry Hreza, BSS Field Supervisor).

FUNDING MOTION (by Mr. Gibson, seconded by Ms. Hart): The North Hills West Neighborhood Council approves the expenditure of “up to” \$5,000 for targeted alley and pothole repairs via engagement of the Bureau of Street Services. The pavement of many NHWNC alleys have degraded since first being constructed; however, there is no City program or budgeted funding for alley repaving or pothole repairs. These funds would pay for a City Program of up to three Small Asphalt Repair Trucks (two three-ton, and one five-ton) and their crews at a rate of \$2,400 (\$1,200x2x1day) + \$600x1x1day = \$3,000.

DISCUSSION: Ms. Hart did “due diligence” and submitted addresses that need repairs. She and Mr. Brown explained the need. Mr. Brown suggested asking City Council District 12 for matching funds. Mr. Fordyce stated that “we should be doing a diligent survey of every alley.”

AMENDMENT to the FUNDING MOTION (by Mr. Gibson, seconded by Ms. Minasian): The North Hills West Neighborhood Council adds the following to the end of the Motion: “pending matching funds from City Council District 12 along with a plan on how the alleys are identified.”

DISCUSSION: Ms. Hart “talked with no less than six different people” with the City. She explained that she submits more streets and alleys than will be fixed to ensure that all materials are used. Mr. Fordyce asked “why are we not dogging these departments?”

AMENDMENT to the FUNDING MOTION PASSED by a roll call vote of the seven eligible voters present with six in favor (“Yes” or “Aye”) (Brown, Gibson, Gohel, Hart, Minasian and Ramey); one opposed (“No” or “Nay”) (Fordyce); zero abstained.

MOTION to CALL FOR THE QUESTION (by Mr. Gibson); no opposition.

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

- 21. Discussion and possible action** to approve a Neighborhood Purposes Grant (in an amount to be determined by the board) to C.E.M.P (California Emergency Mobile Patrol) Search & Rescue. Presentation 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 for more information.

Mr. Gibson TABLED this Item to the next General Board Meeting.

- 22. Discussion and possible action** to approve up to \$600 (\$135 hr.+ 10% fuel surcharge) payable to Russ Baker Towing to move the 40 ft. NHWNC storage container from Sepulveda VA to Los Angeles World Airport property located at Gothic Ave. and Schoenborn St.

FUNDING MOTION (by Mr. Gibson, seconded by Ms. Hart): The North Hills West Neighborhood Council approves up to \$600 (\$135 hr.+ 10% fuel surcharge) payable to Russ Baker Towing to move the 40-foot NHWNC storage container from the Sepulveda Veterans Administration to Los Angeles World Airport property located at Gothic Ave. and Schoenborn St.

DISCUSSION: Mr. Gibson explained the need and challenges to find a willing towing company to remove the container from its current location. He said that “keys will be assigned to certain Board Members.” Ms. Hart had done research and said “this is a real good price.” Mr. Fordyce questioned how it was known which container was the NHWNC’s.

MOTION to CALL FOR THE QUESTION (by Ms. Hart); no opposition.

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

- 23. Discussion and possible action** to approve the NHWNC Self-Assessment Survey for Fiscal Year 2016-2017.

Mr. Gibson TABLED this Item to the next General Board Meeting.

- 24. Discussion and possible action** to approve the NHWNC Outreach Survey for Fiscal Year 2017-18.

Mr. Gibson TABLED this Item to the next General Board Meeting.

- 25. Discussion and possible action** to approve the NHWNC Strategic Plan for Fiscal Year 2017-18

Mr. Gibson TABLED this Item to the next General Board Meeting.

- 26. Board Member Comments**

Ms. Minasian “was asked to bring up” Board Member attendance; some Board Members have been absent a number of times. Ms. Hart announced that Medicare’s 52nd anniversary will be celebrated Sunday, July 30th, 2:00-4:00 p.m.; contact her.

27. Requests For Future Agenda Items

There were no requests at this time.

28. Adjournment

MOTION to ADJOURN (by Mr. Gibson).

MOTION to ADJOURN PASSED; zero opposed; zero abstained.

The Meeting was **ADJOURNED** at 9:47 p.m.

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