



NORTH HILLS WEST NEIGHBORHOOD COUNCIL
Regular Board Meeting Minutes, Thursday, March 21, 2024

New Horizons, 15725 Parthenia St., North Hills, CA 91343

DRAFT Minutes [to be replaced by "Approved _[Month]_ _[date]_, 202_[year]_"]

Document copies were available at <https://www.nhwnc.net/agendas/march-21-regular-board-meeting/>

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. The following Minutes items follow the agenda order and nomenclature.

1. Call to order and Welcome.

President Madlena Minasian called the Meeting to order at 6:13 p.m.

2. Pledge of Allegiance, Roll Call, Determination of Quorum, Voting Eligibility Report and call for agenda item(s) recusals.

The Pledge of Allegiance was said. Roll Call was taken. All 8 of the 8 current Board Members were present at the Roll Call: Dave Brown (Secretary), Pat Crone, Maggie Elliott (Vice-President/Treasurer), Linda Erdman, Garry Fordyce, Punam Gohel, Madlena Minasian (President) and Kreshell Ramey. No Board Member was absent. The NHWNC Board quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see the Bylaws link at www.empowerla.org/nhwnc), so the Board could take such votes. Quorum was announced. Mr. Brown confirmed that all Board Members' trainings were compliant and they were eligible to vote. Board Seats were vacant; to apply, email Secretary@nhwnc.net. Also attended: 14 Stakeholders and guests.

3. President's Comments, Announcements, and Meeting Logistics – Madlena Minasian, President.

The President mentioned submitting a speaker card to speak about an agenda item. To raise a hand to be recognized. Call for new Board Members: NHWNC is currently seeking applicants. For Board members to announce when leaving the meeting before adjournment. The NHWNC website is constantly being updated. Due to time constraints at the last meeting, the President was unable to properly thank those who supported the February NHWNC Anniversary meeting by providing suggestions, organizing, ordering, picking up, setting up, and cleaning up. A big thank you for your support. John Darnell, NEA from DONE, supported the NHWNC at the Saturday, 3/16 morning New Horizons Walk-A-Thon. It was a well-attended and successful event.

4. **Presentation** by the Department of Neighborhood Empowerment (DONE) Neighborhood Empowerment Advocate (NEA) John Darnell to the North Hills West Neighborhood Council on Robert's Rules of Order and the Brown Act with regards to how comments are provided by both the public and the board. A clear explanation of procedure(s) clarified how everybody can provide input equally. During a discussion of an agenda topic, the input should relate to the agenda topic. Public or Board comments are the time for non-agendized input. A helpful link is: empower.org/manual
5. **General Public Comments** on Non-Agenda items within the jurisdiction of the NHWNC. Questions and concerns were expressed about the Sepulveda Miracle Mile project. It was recommended the Board look into Council File (CF) 15-0389-S2.
6. **Elected Officials, Public Agency Speakers, Field Representatives and Public Service Announcements.**
- a. City Council District 12 John Lee - CD12 / Field Representative – Lorena Espinal. Lorena Espinal, a Field Deputy for L.A. City District 12 Councilmember John Lee [818-882-1212; Lorena.Espinal@lacity.org; <https://councildistrict12.lacity.gov>], reported on upcoming events and described service work. The speed hump application program is open in CD 12 and has a few remaining application vacancies. Several questions were presented regarding the Motel 6 area at Roscoe, and 405 were responded to by CD 12 Myrka Martinez. The hope of the Mission will be coordinating efforts there that importantly include “wrap-around services” for residents, similar to the new Trebek Center on Parthenia. Questions were presented regarding who will qualify to reside there. The existing Entry Data Collection system is the initial point of entry to all housing. Please contact CD 12 Josh Yaeger for issues related to RV's. Concern was expressed regarding an increase in the number of “squatters.” People who illegally occupy residential property refuse to leave. What measures are being taken to prevent this kind of issue? More to come on this issue.
- b. State Assembly District 40 – Pilar Schiavo / Field Representative - Gaby Gurrola, a Field Representative for State 40th District Assemblymember Pilar Schiavo [661-286-1565; gaby.gurrola@asm.ca.gov, <https://a40.asmdc.org/>], emailed in a list of the Assemblymember's recent legislative action. She reported on upcoming events and described challenges in providing services to homeless people who don't want them. She will report back regarding funding to provide services to migrants bused here from other states.
- c. L.A. Department of Neighborhood Empowerment / NEA - John Darnell
John Darnell, a Neighborhood Empowerment Advocate of the L.A. Dept. of Neighborhood Empowerment (DONE) [213-978-1551; john.darnell@lacity.org; <https://empowerla.org>], thanked Board Members for their service and will check on fixing the Community Impact Statement filing portal; a number of Board Members reported problems with it. The EmpowerLA Budget Town Hall will be held via Zoom on Saturday, March 23 from 10am.

- d. To find your elected representatives, City agencies, departments, etc.:
Neighborhood Info at: <https://neighborhoodinfo.lacity.gov>
Ms. Minasian noted the above.

7. Guest Speakers and Informational Presentations

No guest speakers or presentations.

8. Discussion and possible action to approve the February 15, 2024 Draft GBM Minutes.

No corrections or amendments were made.

MOTION (by Brown, seconded by Mr. Gohel): The North Hills West Neighborhood Council approves the Minutes of its February 14, 2024 Regular Board Meeting.

MOTION PASSED by a voice vote of the eight eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, Minasian, and Ramey); one opposed ("No" or "Nay") (Fordyce); one abstained (Erdman) (the NHWNC does not count abstentions as votes). (6-1-1)

9. Discussion and possible action to approve the February 2024 Monthly Expenditure Report. Net available balance \$28,055.99.

FUNDING MOTION (by Elliott, seconded by Crone): The North Hills West Neighborhood Council approves the Monthly Expenditure Report for February 2024.

FUNDING MOTION PASSED by a voice vote of the 8 eligible voters present with five in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, and Minasian); one opposed ("No" or "Nay") (Fordyce); two abstained. (the NHWNC does not count abstentions as votes) (Erdman, Ramey). (5-1-2)

10. Discussion and possible action to approve up to \$350 Neighborhood Purpose Grant (NPG) for Canoga Park Senior's Club for support of food & refreshments for the May 3, 2024, annual Salute to Recreation Senior Citizen's event at Northridge Park.

MOTION (by Fordyce, seconded by Ramey): The North Hills West Neighborhood Council approves an expenditure of \$350 NPG for support of food & refreshments for the May 3, 2024, annual Salute to Recreation Senior Citizen's event at Northridge Park.

FUNDING MOTION PASSED by a voice vote of the 8 eligible voters present with eight in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Erdman, Fordyce, Gohel, Minasian) and Ramey); zero opposed; zero abstained. (8-0-0)

10a. Discussion and possible action to nominate an NHWNC Senior Representative to attend the May 3, 2024, annual Salute to Recreation Senior Citizen's event at Northridge Park.

MOTION (by Minasian, seconded by Gohel: The North Hills West Neighborhood Council nominates Dave Brown to represent the NHW as a Senior attendee.

MAIN MOTION PASSED by a voice vote of the 8 eligible voters present with seven in favor (“Yes” or “Aye”) (Crone, Elliott, Erdman, Fordyce, Gohel, Minasian and Ramey); one opposed (“No” or “Nay”) (Brown); zero abstained. (7-1-0)

- 11. Discussion and possible action** to approve a Community Impact Statement (CIS) on Council File CF 23-0623, in support, if amended, the inclusion of the guidelines set by the United Neighbors to the LA City PLUM Committee, with a particular focus on the importance of the following amendments 1 through 6.

DISCUSSION: To support is contingent upon amending the CF to include the guidelines set by the United Neighbors to the LANC Plum Committee, focusing on the importance of amendments 1 through 6. See: https://www.nhwnc.net/wp-content/uploads/2024/03/Draft_CIS_CF-23-0623_Executive-Directive-No.1.pdf Comments included pushback against legislators who are of the mind to destroy communities and create appalling dense building conditions in Los Angeles that people living in communities where they are comfortable economically and socially have had enough of social engineering. Especially onerous are the big deep pocket real estate developers eliminating the small “mom & pop” owned rental stock.

MOTION (by Elliott, seconded by Crone): The North Hills West Neighborhood Council will submit a Community Impact Statement (CIS) supporting Council File CF 23-0623 if amended to include the inclusion of the guidelines set by the United Neighbors to the LA City PLUM Committee, with a particular focus on the importance of the following amendments 1 through 6.

MOTION PASSED unanimously by a voice vote of the eight eligible voters present with seven in favor (“Yes” or “Aye”) (Brown, Crone, Elliott, Erdman, Fordyce, Gohel, and Minasian); zero opposed; one abstained (Ramey). (the NHWNC does not count abstentions as votes).(7-0-1)

- 12. Discussipn and possible action to reallocate \$14,684.49 within the 2023-2024 Fiscal Year Administrative Packet Budget from the Community Improvements Project (CIP) category into the Outreach Expenditure Category.**

FUNDING MOTION (by Brown, seconded by Elliott): The North Hills West Neighborhood Council approves moving \$14,684.49 from Community Improvement Projects (CIP) to the Outreach Expenditure category within the 2023-2024 Fiscal Year Administrative Budget Packet.

FUNDING MOTION PASSED by a voice vote of the eight eligible voters present with seven in favor (“Yes” or “Aye”) (Brown, Crone, Elliott, Erdman, Gohel, Minasian and Ramey); zero opposed (“No” or “Nay”); one abstained (Fordyce) (the NHWNC does not count abstentions as votes). (7-0-1)

- 13. Discussion and possible action** to approve a Community Impact Statement (CIS) to Councilmember Lee, BONC, to support the DONE letter to increase annual NC funding from the current \$32K back to \$50K. See <https://www.nhwnc.net/wp-content/uploads/2024/03/Draft-Letter-on-DONE-Budget.pdf> See: (new) Council File 24-0600

FUNDING MOTION (by Minasian, seconded by Erdman): The North Hills West Neighborhood Council approves a Community Impact Statement (CIS) to Councilmember Lee and BONC DONE letter in support of an increase in NC funding from the current annual \$32K to \$50K. See draft letter to DONE Budget.

FUNDING MOTION PASSED by a voice vote of the eight eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Erdman, Gohel, Minasian); two opposed ("No" or "Nay") (Fordyce, Ramey); zero abstained. (6-2-0)

- 14. Discussion and possible action** to approve up to \$10,000 for NHWNC bus bench PSA paid ads from vendor InSite Street Media. Ads would remain in place, be maintained for one year, and be renewed. A prior approved \$1,800 is in place and has not been utilized for the free bus bench space as available, the only cost being the signage to be installed. A map of available bus bench locations & traffic passing description at: <https://www.nhwnc.net/agendas/march-21-regular-board-meeting/>

FUNDING MOTION (by Ramey, seconded by Elliott): The North Hills West Neighborhood Council will purchase four (4) bus bench locations to be determined at a monthly rate of \$149 each x 12 months, for a total of \$7,152.

FUNDING MOTION PASSED by a voice vote of the eight eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, and Minasian); two opposed (Fordyce and Erdman); zero abstained. (6-2-0)

- 15. Discussion and possible action** to approve up to \$10,000 for NHWNC street pole banners from vendor Gold Metropolitan Media. Banners would remain in place and be maintained for one year or as long as they are presentable worthy.

FUNDING MOTION (by Ramey, seconded by Elliott): The North Hills West Neighborhood Council approves an amount of \$5,632.50 for 25 single street banner location installations to be determined.

DISCUSSION: The banners would be single banners (vs. double on a polearm) with the NC logo, website information, and a message. The pricing breakdown is in increments of 25, 50, and 100. A map of pole locations and descriptions is available at <https://www.nhwnc.net/agendas/march-21-regular-board-meeting/>.

MOTION PASSED unanimously by a voice vote of the eight eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, Minasian, and Ramey); two opposed (Erdman and Fordyce); zero abstained. (6-2-0)

- 16. Discussion and possible action** to request Councilmember Lee to submit a request motion to the City Council for NHWNC coordination of the Street Pole Banner Campaign for banners to stay installed for a minimum of one year to promote Neighborhood Council awareness and participation as an Outreach project.

MOTION (by Ramey, seconded by Ms. Elliott): The North Hills West Neighborhood Council approves sending a request to Councilmember Lee to submit a request motion to the City Council for NHWNC coordination of the Street Banner Outreach Campaign for installed banners to remain in place for a minimum of one year.

MOTION PASSED by a voice vote of the eight eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, Minasian, and Ramey); two opposed ("No" or "Nay") (Erdman and Fordyce); zero abstained. (6-2-0)

- 17. Discussion and possible action** to approve a new Standing Rule, North Hills West Neighborhood Council (NHWNC) board members shall not serve on any other Neighborhood Council (NC) board while at the same time serving as a board member on the NHWNC. If this is the case, then the NHWNC board member who also serves on another NC must immediately resign from the NHWNC. Or, the NHWNC board member can resign from the other NC they decided to serve on and then remain on the NHWNC.

MOTION (by Elliott, seconded by Gohel): The North Hills West Neighborhood Council approves a new Standing Rule that "A North Hills West Board member while serving on the North Hills West NC, should refrain from serving as a Board member on another Neighborhood Council."

DISCUSSION: This proposed Standing Rule is not meant in any way to constrain the ability of a volunteer Board member to contribute to the Community and to the endeavors of this or any Board. Nor is it meant to be in any way, shape or form to be retroactively punitive. (See NHWNC Bylaws Article XIII, Section F). The express intent is to encourage initial participation and contribution from existing NHWNC Board members to the NHWNC and its Stakeholders, not just simple attendance. Currently, a small number of NHWNC Board members do the work of the Board. Non-contributor(s) may themselves be best served upon deciding where their priorities are and beneficially focus their contributions accordingly. A comment about why attend without contributing if there's no refreshments was deemed to be impertinent.

Mr. Bailey volunteered comments after the motion was tabled, Commenting in a very harsh and loud voice, he had been waiting for 2 1/2 hours to speak on the topic and mentioned that Reseda, NC, had a similar agenda item, which they voted down, and this, too, should be voted down.

MOTION TABLED unanimously by a voice vote of the eight eligible voters present with all eight in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Erdman, Fordyce, Gohel, Minasian and Ramey); zero opposed); zero abstained.

Board Member Kreshell Ramey left at this time (8:49), making seven Board Members present (the NHWNC quorum is seven).

18. **Discussion and possible action** to inform the DONE/NEA where to canvass within the North Hills West boundaries. The idea is to have Done staff canvass neighborhoods to help recruit new Board members and involve more stakeholders. with DONE regarding canvassing the NHW area to recruit new Board members and Stakeholders.

MOTION (by Minasian, seconded by Crone): The North Hills West Neighborhood Council Board members to email DONE/NEA Darnell and cc Minasian locations to canvas in the NHW area.

MOTION PASSED unanimously by a voice vote of the seven eligible voters present with all seven in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Erdman, Fordyce, Gohel, and Minasian); zero opposed); zero abstained.

19. **Discussion and possible action** about polling NHW stakeholders via the NHWNC nextdoor.com account.

Tabled

20. **Discussion and possible action ideas on improving stakeholder and Board member participation in NHWNC meetings.**

Minasian asked for Board members' input on ideas for improving Stakeholder and Board member participation in the Neighborhood Council meetings. She went around the table. She stated other than what is already being done. Minasian stated what she was doing to help the NC. She has contacted CM Lee's office to put our vacancies on their newsletters; she has also sent flyers to the library for them to have at the front desk; she is posting on Nextdoor for stakeholders to be informed of the NC and upcoming events, she is working on the Street Pole Banners and Bus Bench Ads project to bring awareness. We are also posting on social media accounts and sharing with over 1500 people on Constant Contact monthly who are receiving our emails. Other than what she mentioned, she requested to be emailed with ideas for her to agendize for discussion and possible action.

21. **Discussion** About the additional mandatory training(s) for NC Board members and participating Stakeholders by City Council Ordinance NO. 187803, and BONC mandatory training policy.

Tabled

22. **Discussion about primary election March 5th results**

Tabled

23. **Ratify the President's recommended Changes to Committees, etc.**

Tabled

24. **Pending Business & Updates**

Volunteers Cleaning Communities, NPG \$1,500, non-performance to date:
NEA/John Darnell reported he had contacted City Cleark and was told that they could do whatever they wanted once funds had been given to 501c3. However, Minasian had reminded Darnell that she had sent the Zoom recording where

this organization said they would give us the tools. He was to follow up again after the meeting and report at our next meeting.

25. PENDING: Censure/Grievance # 385. NHWNC has submitted responses to DONE on 4/1/24 & 5/1/24. To date, we have no hearing scheduled.

DONE/NEA Darnell reported the Grievance Hearing may be scheduled about a month from now for April 23rd, the proposed date if everyone is available.

26. Mailer to NHWNC Stakeholders:

Pending waiting for Board participation.

Tabled

27. Welcome to the NHW sign:

Pending to see who is willing to help find the professionals needed to start the project

Tabled

28. Report Outs

Tabled

29. Board Member Announcements

No reports at this time

30. Upcoming Events/ Volunteer Opportunities

Minasian directed everyone to follow the NHWNC Calander and NHWNC social media accounts for upcoming events.

31. Future Agenda Items Request(s).

To email Minasian 10 days before the April 18, 2024 GBM with agenda requests.

32. Adjournment.

Seven of the 8 Board Members were present at the end of the meeting: Dave Brown (Secretary), Pat Crone, Maggie Elliott (Vice-President), Linda Erdman, Garry Fordyce, Punam Gohel, Madlena Minasian (President)

Ms. Minasian declared the Meeting **ADJOURNED** at 8:55 p.m.

Agenda items tabled will be re-agendized for the April 18th General Board Meeting.

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

North Hills West NC GBM Vote Count Summary 3/21/2024

AGENDA ITEM # cap 21 6:13 pm - 8:55 pm		2. Roll call	8. Approve February 15, 2024 Draft Minutes	9. Approve February 2024 MER	10. Approve NPG \$350 to Canoga Park Senior Citizens Club	10a. Nominate a NHWNC Senior to May 3rd Dance	11. Submit CIS CF 23-0623	12. Approve budget category amount changes	13. Submit CIS to CM Lee and BONC	14. Approve up to \$10K for PSA bus bench ads	15. Approve up to \$10K for street pole banners
Dave Brown 2025		X	X	X	X	N	X	X	X	X	X
Pat Crone 2025		X	X	X	X	X	X	X	X	X	X
Maggie Elloitt 2025		X	X	X	X	X	X	X	X	X	X
Linda Erdman 2027		X	AB	AB	X	X	X	X	X	N	N
Garry Fordyce 2025		X	N	N	X	X	X	AB	N	N	N
Punam Gohel 2027		X	X	X	X	X	X	X	X	X	X
Madlena Minasian 2027		X	X	X	X	X	X	X	X	X	X
Kreshell Ramey 2025		X	X	AB	X	X	AB	X	N	X	X
Vacant General	2025										
Vacant General	2027										
Vacant General	2027										
Vacant Residential	2027										
Vacant Residential	2027										
Maker, 2nd by:			DB/PG	ME/PC	GF/KR	MM/PG	ME/PC	DB/ME	MM/LE	KR/ME	KR/ME
TOTAL: Quorum is 7		8	6-1-1	5-1-2	8-0-0	7-1-0	7-0-1	7-0-1	6-2-0	6-2-0	6-2-0
Agenda item description X=Yes, N=No, AB=Abstain, R=Recuse, O=Absent I=Ineligible		Roll Call			Salute to Recreation Dance May 3, 2024	Dave Brown	Support CF if amended	MOVE 14,684.49 from CIP to Outreach	Support DONE letter to increase NC funding	7,152 = 4x benches for 1 year. InSite Street Media,	25 pcs, single banners Gold Metropolitan Media, once year duration

16. Approve letter to CM Lee re: street pole banners	17. Motion to add Standing Rule, to be numbered "J"	18. Canvas NHW w/ DONE.	21. Ending Roll Call
X			X
X			X
X			X
N			X
N			X
X			X
X			X
X			8:49P
KR/MM		MM/PC	
6-2-0	TABLED	8-0-0	7
Requires a City Council approval, one year duration	NHWNC Board members may serve on only one NC Board	Recruit new members	8:55P