



**NORTH HILLS WEST NEIGHBORHOOD COUNCIL
General Board Meeting Minutes**

Thursday, June 18, 2015

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: Motions/Resolutions (as stated at the Meeting, which take precedence over versions written on the Agenda, if different); quotes (words that have quotation marks (“ ”) at the beginning and ending of a word or words); and other wording from the Agenda such as the first paragraph(s) of some Items. Items are listed in and match the same order as on the Agenda.

1. Welcome and Flag Salute

President John McGovern called the Meeting to order at 7:10 p.m. The Pledge of Allegiance was said.

2. Roll Call and announcement of quorum

Roll Call was taken by the Secretary. Eleven of the 13 Board Members were present at the beginning of the Meeting: John McGovern (President), Patrick Santos (Treasurer), Carol Hart (Secretary), Dave Brown, Garry Fordyce, Punam Gohel, David Hyman, Mike Khalid, Daniel Mick, David Phelps and Nancy Xander. Two Board Members were absent: Armando Diaz and Dan Gibson (Vice-President). The NHWNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see <http://empowerla.org/wp-content/uploads/2012/06/NorthHillsWestNC-Bylaws.pdf>), so the Board could take such votes. All 13 of the 13 Board Seats were filled (by election or appointment). No Board Seats were vacant. Also attending: approximately 27 Stakeholders and guests.

It was announced that a Special Board Meeting will be integrated into the General Board Meeting to accommodate last-minute items that did not make it on the General Meeting Agenda in time.

3. Public Agencies -- Speakers

Ron Rubine, Field Deputy for L.A. City District 12 Councilman Mitch Englander (818-882-1212; Ron.Rubine@LACity.org; <http://CD12.LACity.org>), reported that the June 4th Interfaith Breakfast and Community Symposium for Veterans at New

Horizons was a huge success. (See https://www.youtube.com/watch?v=KsTuM_f5PT8.) Homeless Outreach is continuing and innovative ideas are being tried, particularly for chronic situations like the 405 Freeway underpasses. There was discussion regarding the responsible handling of possessions of homeless people. Information regarding the recent minimum wage increase and LADWP-administered programs and discussion regarding pool covers. Regarding illegal food vending, the City is focusing toward vendor registration and implementation of health safety standards.

Jay Handal, of DONE [the L.A. Dept. of Neighborhood Empowerment; 213-978-1551; Jay@EmpowerLA.org; www.EmpowerLA.org] and an Independent Election Administrator (IEA), reported that Neighborhood Councils [NC's] online voting continues to be evaluated. Financing is available for 50 NC's to participate in online elections; some NCs will do telephone voting. Libraries also can be used. Polling locations will still exist, but may include on-site online voting also. Voter self-affirmation aspects are being addressed as well. Voter pre-registration is being considered. Funding will originate from last year's DONE funds.

Dora Esparza, Field Deputy for State 46th District Assemblyman Adrin Nazarian (818-376-4246; Dora.Esparza@asm.ca.gov; <http://asmdc.org/members/a46>), reported that she is in the office Thursdays and Fridays. The Assemblymember's office sponsors many beneficial local programs and events including the Women's Self-Defense series and Government Day. There was discussion regarding North Hills West signage on the 405 Freeway. Any new signage would have to include both North Hills West and North Hills East. Costs, \$7,500 typical, could be shared between the West and East NC's. Discussion about cleanups of debris at the 405 on and off ramps in our area. Roscoe and 405 is much improved, primarily because of Budweiser's efforts. The desire is to improve both 405 at Nordoff and Devonshire ramps.

Marco Santana, District Representative for State 18th District Senator Bob Hertzberg (818-901-5588; Marco.Santana@sen.ca.gov; <http://senate.ca.gov/hertzberg>), announced that a free Facebook-oriented small business forum will be held July 10th, 8:00 a.m. to 9:30 a.m. at Valley Presbyterian Hospital; register at <https://sanfernandovalley.eventbrite.com>.

Julio Anleu, Field Deputy for LAUSD Board Member Monica Ratliff (ofc. 818.232.5445; cell 818.935.7049; Julio.Anleu@lausd.net; <http://Ratliff.LASchoolBoard.org>), reported that a request was made for an NHWNC Board Member to become a Candidate for the Los Angeles Trust Board of Directors, a 501(c)(3) organization focused on LA County school health programs. Meetings are typically on third Thursdays every other month from 11:30 a.m. to 1:00 p.m. at LAUSD administrative headquarters in downtown Los Angeles.

Lydia Grant, BONC [L.A. Board of Neighborhood Commissioners] Commissioner (ofc. 213.978.1551; cell 818.470.6629; Lydia.Grant@LACity.org;

Commissioners@EmpowerLA.org; www.EmpowerLA.org), reminded that NC Board Rosters need to be kept updated. An incorrect expiration of a Board Member's certification(s) could cause them to lose their vote. All Board Members are requested to immediately send updates and future changes. The next Congress of Neighborhood Councils will be Saturday, Sept 26th. An NC Board Members recognition ceremony will be held Sept 11th at City Hall, including dinner in the Rotunda. DONE staffing levels still need to be increased. Recently two staff were added, with orientation toward Elections, but many vacancies continue to exist and there is more work to do than staff can perform.

4. **Motion to reimburse expenses** to Nancy Xander, Dave Brown, Dan Gibson and John McGovern for various expenses while checking system was down from banking problems. All expenses are pre-allocated to Committees and Board functions per various Motions and are ok to pay at this time.

This Item was stricken from the Agenda. No Motion was made or vote taken.

5. **Motion to allocate** up to \$3500.00 for new Neighborhood watch signs and installation and permit fees for new neighborhood requests.

FUNDING MOTION (by Mr. McGovern, seconded by Ms. Xander): The North Hills West Neighborhood Council will allocate up to \$3,500 for new Neighborhood watch signs and installation and permit fees for new neighborhood requests, including installations and any associated fees.

DISCUSSION: It was noted that fee waivers were eliminated by former Mayor Villaraigosa during the preceding City budget crisis. Mr. Rubine suggested contacting his office for possible fee options. The final number of installed signs is dependent upon the size of sign, and to a lesser extent type of installation (pre-existing pole or new metal standalone pole). Since the Motion allocation is for possibly more than \$2,500, prior approval from DONE is required and due to the June 30th Fiscal Year end, expedited submission of paperwork is needed to have funds originate from the current budget year.

FUNDING MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor ("Yes" or "Aye") (Brown, Fordyce, Gohel, Hart, Hyman, Khalid, McGovern, Mick, Phelps, Santos and Xander); zero opposed; zero abstained.

6. **Motion to allocate funds** up to the permissible limit to the Budget Advocates office.

FUNDING MOTION (by Ms. Xander, seconded by Mr. Gohel): The North Hills West Neighborhood Council will allocate funds up \$3,500 to the Budget Advocates office.

DISCUSSION: It was discussed that the volunteer Budget Advocates represent Neighborhood Councils and all Stakeholders for equitable allocation of financial

resources and ongoing financial planning. This year's Budget Day will be Saturday June 27th at downtown City Hall, 200 N. Spring St., 7:30 a.m. to 12:30 p.m. (until 2:30 p.m. for NC Budget Representatives).

FUNDING MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor ("Yes" or "Aye") (Brown, Fordyce, Gohel, Hart, Hyman, Khalid, McGovern, Mick, Phelps, Santos and Xander); zero opposed; zero abstained.

7. **Motion to allocate funds** up to the permissible limit Neighborhood Congress of Councils event.

FUNDING MOTION (by Mr. McGovern, seconded by Mr. Gohel): The North Hills West Neighborhood Council will allocate funds up to \$3,500 to the Congress of Neighborhood Councils.

DISCUSSION: It was discussed that DONE will host the annual Congress at downtown City Hall on Saturday, September 26th; it brings together Members of NC's throughout the City to share what is working and learn from what is not. The Congress is designed by NC leaders with "how to" sessions and presentations that cover both basic information and more advanced topics of interest. It is available and open to all to attend.

FUNDING MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor ("Yes" or "Aye") (Brown, Fordyce, Gohel, Hart, Hyman, Khalid, McGovern, Mick, Phelps, Santos and Xander); zero opposed; zero abstained.

8. **Motion to reallocate funds** from various categories to handle all expenses and NPG's.

There was discussion about the Motion

[Item #8 was continued after the following Special Board Meeting.]

Recess.

The following Special Board Meeting was integrated into the General Meeting to accommodate last-minute items that did not make it on the General Meeting Agenda in time.

1. **Welcome and Flag Salute**

President John McGovern called the Meeting to order at 8:30 p.m.

2. Roll Call and announcement of quorum

Roll Call was taken by the Secretary. Eleven of the 13 Board Members were present at the beginning of the Meeting: John McGovern (President), Patrick Santos (Treasurer), Carol Hart (Secretary), Dave Brown, Garry Fordyce, Punam Gohel, David Hyman, Mike Khalid, Daniel Mick, David Phelps and Nancy Xander. Two Board Members were absent: Armando Diaz and Dan Gibson (Vice-President). The NHWNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see <http://empowerla.org/wp-content/uploads/2012/06/NorthHillsWestNC-Bylaws.pdf>), so the Board could take such votes. All 13 of the 13 Board Seats were filled (by election or appointment). No Board Seats were vacant. Also attending: approximately 23 Stakeholders and guests.

3. Motion to hire a Board Secretary from a City-approved agency for various monthly tasks. Price set by City agencies on an hourly basis as needed.

Mr. McGovern explained that this would entail scope of work to be defined at the next Board Meeting. As well as an “up to” dollar amount incurred on an hourly basis going forward. Funding would be allocated from the administrative category of the budget.

FUNDING MOTION (by Mr. McGovern, seconded by Mr. Gohel): The North Hills West Neighborhood Council will allocate funding for a Board Secretary from a City-approved agency for various monthly tasks. Price set by City agencies on an hourly basis as needed.

FUNDING MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Fordyce, Gohel, Hart, Hyman, Khalid, McGovern, Mick, Phelps, Santos and Xander); zero opposed; zero abstained.

4. Motion to approve any Meeting Minutes from recent months.

MOTION (by Ms. Xander, seconded by Ms. Hart): The North Hills West Neighborhood Council approves the Minutes of its June 11, 2015 Special General Board Meeting as written.

MOTION PASSED by a roll call vote of the 11 eligible voters present with eight in favor (“Yes” or “Aye”) (Brown, Gohel, Khalid, McGovern, Mick, Phelps, Santos and Xander); one opposed (Fordyce); two abstained (Hart and Hyman).

MOTION (by Mr. McGovern, seconded by Mr. Gohel): The North Hills West Neighborhood Council approves the Minutes of its April 16, 2015 General Board Meeting as written.

MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Fordyce, Gohel, Hart, Hyman, Khalid, McGovern, Mick, Phelps, Santos and Xander); zero opposed; zero abstained.

MOTION (by Mr. McGovern, seconded by Ms. Xander): The North Hills West Neighborhood Council approves the Minutes of its May 21, 2015 General Board Meeting as written.

MOTION PASSED by a roll call vote of the 11 eligible voters present with ten in favor (“Yes” or “Aye”) (Brown, Gohel, Hart, Hyman, Khalid, McGovern, Mick, Phelps, Santos and Xander); one opposed (Fordyce); zero abstained.

5. **Motion to approve** financial assistance of up to \$500.00 to help with food costs for the “Special Olympics” next month held in LA and at CSUN facility as the host town.

FUNDING MOTION (by Mr. McGovern, seconded by Mr. Hyman): The North Hills West Neighborhood Council will allocate up to \$500 to defray food costs associated with the Special Olympics World Games LA 2015, held in LA July 25 - Aug 2, 2015.

DISCUSSION: Michelle Dornfest of the World Games presented. The Winnetka, Tarzana, Reseda, Woodland Hills and Northridge Neighborhood Councils are jointly coordinating the hosting of athletes, families, and staff at CSUN (the Host Town) for three days prior to the start of the World Games.

FUNDING MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Fordyce, Gohel, Hart, Hyman, Khalid, McGovern, Mick, Phelps, Santos and Xander); zero opposed; zero abstained.

6. **General Public Comment**

There were no public comments at this time.

7. **Neighborhood cleanup** this Saturday 8:00-12:30. Meet up at Roscoe and Gothic.

The above was noted.

[There were no Special Agenda Item #'s 8-15.]

16. **Motion to adjourn**

MOTION to ADJOURN (by Mr. McGovern, seconded by Mr. Khalid).

MOTION PASSED without any opposition.

The Special Board Meeting was **ADJOURNED** at 8:45 p.m.

At this time the General Board Meeting was reconvened at 8:46 p.m. with the continuation of Item #8.

8. **Motion to reallocate funds** from various categories to handle all expenses and NPG's.

FUNDING MOTION (by Mr. McGovern, seconded by Mr. Khalid): The North Hills West Neighborhood Council will reallocate funds within its Budget categories to accommodate in-Motion and recently approved planned expenditures including:

1. Mid-Valley Public Library: \$3,000 "Hot off the Press" monthly new release program.
2. Community Integration Services: \$2,923.39 purchase 18 refurbished computers for Senior Learning Center on Balboa Blvd, Granada Hills.
3. Southern California Preparedness Foundation: \$750 Administrator of the 8th Annual Valley Disaster Preparedness Fair at Fire Station 87.
4. S.O.L.I.D.: \$4,999 LAPD Devonshire Station, contribution towards renovation, modification and upgrades to Station facilities

FUNDING MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor ("Yes" or "Aye") (Brown, Fordyce, Gohel, Hart, Hyman, Khalid, McGovern, Mick, Phelps, Santos and Xander); zero opposed; zero abstained.

9. **Motion** to accept MER for previous month

It was requested and agreed to TABLE this Item, the approval of the Monthly Expenditure Report (MER) to the July [16th] Board Meeting.

10. **Committee Reports**

Beautification and Infrastructure: David Phelps announced the NHWNC-sponsored cleanup of Roscoe Blvd. from Woodley Pl. to Gothic Ave. June 20th starting at 9:00 a.m.. All safety equipment (PPE's) and tools are provided. Flyers notifying adjacent property owners (residential) were distributed. There was discussion of vacant LAWA (Los Angeles World Airport) properties around the perimeter of Van Nuys Airport that need cleanup(s) and are within NHWNC boundaries.

Outreach, Events, Marketing: Nancy Xander reported that the NHWNC website <http://www.nhwnc.net> is again operational as renovation continues and features are added, including eblast distribution. She encouraged visiting it and commenting. All former NHWNC web addresses now point to nhwnc.net; no matter what variation is typed, all end up at the correct desired location.

Planning and Land Use: Punam Gohel reported that the proposed project at Woodley Place and Woodley Ave continues to progress. Approved plans call for nine single-family homes.

Budget and Finance: Patrick Santos reported that the NHWNC checking account is now “unfrozen” and functional. All approved payments to vendors are in the process of being paid.

Rules and Elections: Dave Brown reported that the NHWNC has opted for online voting for the next NC Elections, without telephone voting, as the Board indicated on its 2016 Election Procedures Stipulation Worksheet. Election Outreach is expected to account for a sizable portion of the 2015-2016 Budget.

11. Board Comments

Mr. Fordyce believed that DONE forced NC’s to accept Bylaws, including a voting protocol that forces a vote to abstain to be counted as a yes vote. Mr. Brown noted several upcoming events of interest, including ongoing free classes at <http://www.sosproducts.com>. The free 8th Annual Valley Disaster Preparedness Fair will be Saturday, October 3rd, 10:00 a.m. - 2:00 p.m. at Fire Station 87, 10124 Balboa, just south of Devonshire.

12. General Public Comment

A Stakeholder with a severe chronic roach infestation problem, even after repeated professional extermination treatments to her property. Has identified the source as a neighbors adjoining large mulch pile.

16. Motion to adjourn

MOTION to ADJOURN (Mr. McGovern, seconded by Mr. Gohel).

MOTION PASSED unanimously with no opposition.

The General Board Meeting was **ADJOURNED** at 9:45 p.m.

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