



**NORTH HILLS WEST NEIGHBORHOOD COUNCIL**  
**General Board Meeting Minutes** Thursday, January 19, 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 7:08 p.m. The Pledge of Allegiance was said.

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

Roll Call was taken by the Secretary. Ten of the 13 Board Members were present at the Roll Call: Dan Gibson (President), Dave Brown (Secretary), Armando Diaz (Treasurer), Garry Fordyce, Punam Gohel, Carol Hart, David Hyman, Sam Kwasman, Antonino Lovato and Madlena Minasian. Jay Beeber arrived later. David Phelps (Vice-President) and Kreshell Ramey were absent (both excused). 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 Board Seats were filled (by election or appointment). No Board Seats were vacant. Also attended: approximately 36 Stakeholders and guests.

**3. Announcements and Comments - President.**

Mr. Gibson thanked Stakeholder Helen Donovan for providing document copies and Mr. Brown for the sound system. He reminded everyone “to behave civilly” and later reported that “an email went out [not from Mr. Gibson] to all Board Members that could be construed” to be improper; the City Attorney recommended making the email public; copies were distributed.

**4. Discussion and possible action to approve the NHWNC General Board Meeting Minutes. December 6, 2016 Special GBM. December 15, 2016 GBM.**  
The following corrections to the December 6, 2016 Special Board Meeting Minutes were requested: wherever Madlena Minasian’s name appears, it should be spelled that way, not “Madlina Minassian”; and page five, Item #15: Mr. Fordyce was opposed to, not “in favor” of the Motion.

**MOTION** (by Mr. Gibson, seconded by Mr. Lovato): The North Hills West Neighborhood Council approves the Minutes of its December 6, 2016 Special Board Meeting as corrected.

**MOTION PASSED**; zero opposed; zero abstained.

The following corrections to the December 15, 2016 General Board Meeting Minutes were requested: wherever Madlena Minasian's name appears, it should be spelled that way, not "Madlina Minassian"

**MOTION** (by Mr. Gibson, seconded by Ms. Hart): The North Hills West Neighborhood Council approves the Minutes of its December 15, 2016 General Board Meeting as corrected.

**MOTION PASSED**; zero opposed; zero abstained.

**5. Public Agency Speakers and Announcements.**

Cara Schneider, an LAUSD Director (818-654-3646; Cara.Schneider@lausd.net), announced their Saturday, March 4<sup>th</sup> "Northwest Steamfest" to showcase student work at Cleveland High School. She described work to help homeless students. Steven Munoz, LAUSD Lead Operations Coordinator (818-654-3607; Steven.Munoz@lausd.net), encouraged contacting School Police and the LAPD if you see suspicious activity at a school. There will be a February 2<sup>nd</sup> 10:00 a.m. Safety Collaborative meeting at the LAPD Mission Station. LAPD Sgt. Danny Arambulo (213-625-6631) spoke about homelessness. Julio Anleu, Field Deputy for LAUSD Board Member Monica Ratliff (ofc. 818-241-6388; cell 818-935-7049; Julio.Anleu@lausd.net; <http://Ratliff.LASchoolBoard.org>), reported that Ms. Ratliff authored a Resolution that increased library resources at middle schools. The School Board unanimously voted for early school start dates through 2020.

L.A. City District 12 Councilman Mitch Englander (818-882-1212; <http://CD12.LACity.org>) thanked Board Members for their service and Stakeholders for participating. He told the story of how the NHWNC started meeting here at Sam's Café. He described his work helping homeless people; his Public Safety Deputy Erich King (Erich.King@LACity.org) works weekly with the LAPD helping them. The annual Homeless Count will be January 24-26.

**6. General Public Comments**

Stakeholder Charles Johnson was concerned that a 75-condominium project and a zone change are proposed on Plummer. Stakeholder Angelina Campos was concerned about Aqueduct Ave. traffic. [*This Agenda Item was continued after Item #10.*] Stakeholder Jeff Bengston was concerned about the Aqueduct Ave. parking arrangement.

7. **Presentation** by Stacey Burmaster, Housing Services Manager and Susan Michaels, Chief Programming Officer concerning local services provided by New Directions for Veterans.  
Mr. Gibson noted that no presenters were available; no presentation was made.
8. **Discussion and possible action** to ratify the President's recommended Chair and Member appointments and changes to Standing and Ad Hoc committees.  
Mr. Gibson indicated that there were no appointments or changes at this time.
9. **Discussion and possible action** to approve the NHWNC November 2016 Monthly Expense Report.  
Copies were distributed and Mr. Diaz reviewed the "Monthly Expenditure Report" for November 2016 and a Register.com website "Order Confirmation."

**FUNDING MOTION** (by Mr. Gibson, seconded by Ms. Hart): The North Hills West Neighborhood Council approves its Monthly Expenditure Report for November 2016 as corrected.

**DISCUSSION:** Mr. Diaz will make a 20-cent correction.

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

10. **Discussion and possible action** to approve the NHWNC December 2016 Monthly Expense Report.  
Copies were distributed and Mr. Diaz reviewed the "Monthly Expenditure Report" for December 2016, a Register.com website "Order Confirmation," UnionBank Statements of Account, invoices and a Neighborhood Purposes Grant application.

**FUNDING MOTION** (by Mr. Gibson, seconded by Ms. Hart): The North Hills West Neighborhood Council approves its Monthly Expenditure Report for December 2016.

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

*Board Member Jay Beeber arrived at this time (7:55), making 11 Board Members present (the NHWNC quorum is seven).*

*Board Member Gary Fordyce recused (self-declared as ineligible to vote on the Motion due to a possible or known conflict of interest) from voting on the below Motion and left the room at this time, making 10 Board Members present (the NHWNC quorum is seven). Recusing is different from abstaining, which is declining to vote "yes" or "no."*

- 11. Discussion and possible action** regarding a proposed Zone Variance to the RA-1 zoned property located at 16052 W. Chase St. (Case# ENV-2016-3373-EAF & ZA-2016-3372-ZV). The proposed zone variance would allow for the operation of a greater than 6 bed Congregate Living Health Facility on this property. Presentation by Benjamin Fiss of Pacific Zoning. Q and A period to follow. A proposal for this project was previously brought before the NHWNC (November 17, 2016) and as a result has since been revised. These proposed revisions include:
1. A reduction in the number of beds
  2. 2 beds reserved for Veterans of the United States armed services
  3. A “Good Neighbor” policy which includes
    - a. Limitations on noise after hours
    - b. Maintenance and upkeep requirements
    - c. Trip reduction policy
      - i. Deliveries
      - ii. Visiting hours
      - iii. Move-in/Move-out
    - d. Parking policies
    - e. Delivery policy re: hours of delivery
    - f. House rules for residents
    - g. Posted contact information for the on-site management as well as the owners and governmental agencies responsible for regulation
  2. Design considerations [*The Agenda said number “2”; this is really sub-section number 4.*]
    - a. Where and how is the waste management handled
    - b. Where is the back-up power generator located and how much noise does it make
    - c. How much parking can actually be provided on-site

Ben Fiss (land use consultant representing the proposal; 818-522-2823; Ben@PacificZoning.com) presented and showed slides. He said the project is “a business use that is permitted to operate in residential zones” like child care, senior living, sober living and others. The facility would be subject to City, State and Federal regulations and laws, and “there’s no deviation from any housing standards requested.” Two beds will be reserved for veterans. There would be “quiet hours after 10 p.m. every day . . . no amplified sound . . . the house would be kept clean and presentable.” They “will require all staff . . . to park on-site.”

Some Stakeholders supported the project, including Efren Abiad, Laurie and Montrie Carigan and Arturo Gonzalez. Property co-owner David Gabrielyan said they have the needed Permits. Richard Polanco, Jr. said his father authored the legislation allowing Congregate Living Health Facilities to locate in residential neighborhoods. Kathy Cryer noted that the NHWNC Planning and Land Use Committee “discussed this a lot.”

Some Stakeholders were opposed to the project, including Mary Armenteros and Mort Goldstein. Debra Francisco said “we are alright” with the facility having no

more than six beds. Jim Cockerell said “they’re trying to change the zoning.” Anita Goldblum said “it’s inconsistent . . . with the Community Plan . . . “this is spot zoning.”

*Board Member Antonino Lovato left around 9:30, making ten Board Members present (the NHWNC quorum is seven).*

Jayne Thorne said “we don’t want a business in our single-family home neighborhood.” Deborah Cohen also opposed. Fran Pitosky believed there would be too much traffic and noise. Mr. Fiss and the Administrator explained that six patients are allowed by right; the owners requested to be able to have fifteen, while, if they requested and received a City Zoning Variance, they could have eighteen by State law. They indicated that the client would agree to a condition of not converting, running or selling to a sober living home, however, that is up to the City. Mr. Fiss observed that “the house had to be demolished” due to termite and other damage. Board Members expressed their opinions. Mr. Gibson clearly explained that a vote “yes” would be to support the zone variance and a vote “no” would be to oppose the zone variance.

**MOTION** (by Mr. Gibson, seconded by Ms. Minasian): The North Hills West Neighborhood Council supports the proposed Zone Variance to the RA-1 zoned property located at 16052 W. Chase St.

**MOTION FAILED** by a roll call vote of the nine eligible voters present with one in favor (“Yes” or “Aye”) (Minasian); eight opposed (“No” or “Nay”) (Beeber, Brown, Diaz, Gibson, Gohel, Hart, Hyman, Kwasman); zero abstained; one recused (Fordyce).

## **12. Committee Chair Reports**

### a. Outreach -- Sam Kwasman

Mr. Kwasman reported that the Committee discussed having an Open House, possibly on March 18<sup>th</sup>. Mailers will be mailed to around 14,000 Stakeholders.

*Board Member Gary Fordyce returned to the room at this time, making 11 Board Members present (the NHWNC quorum is seven).*

### b. Beautification -- Carol Hart

Ms. Hart described Committee work.

### c. Emergency Prep/PS -- Dave Brown

Mr. Brown noted that, if a Congregate Living Health Facility opens, cooperation with them would be needed to assist patients in an emergency.

### d. Land Use -- David Phelps

Mr. Phelps was not present and there was no report.

e. Rules & Elections -- Punam Gohel – Distribute proposed standing rules and Bylaw Changes to each Board Member for review. Action to be scheduled for the February GBM.

Mr. Gohel noted the above.

f. Education -- Garry Fordyce

Mr. Fordyce reported that the Committee and public officials met at Monroe High School.

g. Budget & Finance -- Armando Diaz

Mr. Diaz reminded of the need to allocate all funding before the end of the Fiscal Year [June 30<sup>th</sup>].

### **13. Board Member Comments**

Ms. Minasian reminded of the need for civility at these meetings. Mr. Gohel encouraged having a Board retreat. Ms. Hart encouraged attending the City Civic University. Mr. Beeber encouraged attention to land use issues.

### **14. Requests For Future Agenda Items**

There were no requests at this time.

### **15. Motion to adjourn**

**MOTION to ADJOURN** (by Mr. Gibson).

**MOTION to ADJOURN PASSED**; zero opposed; zero abstained

The Meeting was **ADJOURNED** at 10:20 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>.*