



# NORTH HILLS WEST NEIGHBORHOOD COUNCIL

## Outreach Committee Meeting



Posted 72 hours prior to meeting - All Meetings are open to the Public

**Thursday, March 2, 2017, from 6:30 - 9:00 pm**

**Fire Station 87 10124 Balboa Blvd, North Hills, CA 91343**

### COMMITTEE MEMBERS

**Sam Kwasman-Chair, Carol Hart, David Hyman, Kathy Cryer, Mike Khalid,  
Anita Goldbaum, Mary Armenteros, Maggie Elliot, Andrew Crawford**

**ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE BOARD.  
PLEASE NOTE THE PRESIDING OFFICER OF THE BOARD MAY TAKE ITEMS OUT OF ORDER.  
ALL SPEAKER CARDS MUST BE SUBMITTED TO THE SECRETARY BEFORE THE MEETING BEGINS.**

The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. Public comment is limited to 2 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker.

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|--|---------------|
| <b>1) Welcome and Pledge of Allegiance</b>   | <b>2 min</b>  |
| <b>2) Roll Call and announcement of Quorum</b>   | <b>2 min</b>  |
| <b>3) Chairs Comments-Announcements</b>  | <b>2 min</b>  |
| <b>4) General Public Comments –2 minutes per Speaker</b>   | <b>10 min</b> |
| The public may provide comments to the Board on non-agenda items within the Board's subject matter Jurisdiction, however, please note that under the Brown Act, the Board is prevented from acting on the Issue you bring to its attention until the matter is agendized for discussion at a future public meeting |               |
| <b>5) Review and approval of prior Outreach meeting minutes</b>  | <b>10 min</b> |
| <b>6) Speaker: Dallas Moore</b>  | <b>10 min</b> |
| Discussion on marketing, advertising, public relations, social media   |               |
| <b>7) Final discussion of OPEN HOUSE to report to Board on 3/16/17</b>   | <b>30 min</b> |
| a) Date, time, board, volunteers, guests   |               |
| b) Menus for catered lunch   |               |
| c) Logistics- sign in table, must have staffed table, <b>we write in contact info</b><br>lay out of info tables, 7 categories  |               |
| d) Program of all activites 12:30 to 3:30  |               |
| e) Invites to Officials and NC celebrities   |               |

f) Event approval, funding, shirts, hats, promo items time frames

- 8) Status of Westsider** **10 min**  
Review of draft, Carol Editor, suggestions for material for next edition
- 9) Discussion and possible funding motion for 2 workers from Oakridge Landscape Inc. to continue clean ups in NHW area. Beautification/Outreach Project. from Beautification Budget of \$8000** **20 min**
- a) Areas will be designated per previous grids set up by B & I Comm.
  - b) Additional areas per board member & stakeholders in put.
  - c) Volunteer Clean-Up Team to be enlisted to work in same areas w/workers
  - d) Outreach to surrounding neighbors to assist w/local clean up, mail box & door flyers, cold calls
  - e) Discussion of larger landscape and Infrastructure projects to be promoted to the Community.
    - 1. Roscoe Blvd by Railroad tracks
    - 2. Hayvenhurst No. of Roscoe median
    - 3. No. West corner of Hayvenhurst, mulch area
    - 4. Planters on Plummer
    - 5. Library park area, hardscape picnic area, tables & benches.
- 10) Discussion of possibility of partnering with LBNC for an Annual "Family Picnic" at Lake Balboa Park** **15 min**
- a) Speaker from LBNC Outreach Comm
  - a) Feedback from LBNC for this FY or next after July 1, 2017
  - b) Set up of combined Outreach Comm. NHWNC/LBNC
  - d) Est. attendance, budget, activities, partnering with CM-Nury Martinez, CM-Mitch Englander
  - e) Misc.?
- 11) Update of Other Outreach efforts:** **10 min**
- b) Website, Facebook, ELA Newsletter, public media, newspapers- Kathy, Carol
  - d) Welcome Wagon
  - e) Local Businesses- Outreach/Directory
- 12) Discussion of Revised Outreach Budget Categories** **10 min**  
Additional \$5000 funds to be distributed among various categories- spread sheets of current ytd expenses, available funds.
- 13) Committee Member's Comments: (1 min ea.)** **10 min**
- 14) Future Agenda Items** **5 min**
- 15) Motion to Adjourn**

The North Hills West Neighborhood Council Agenda is posted for public review at the following North Hills West locations: Uncle Joe's Donuts - 8704 Woodley Avenue and on our website at [www.nhwnc.net](http://www.nhwnc.net)

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “Speaker Card” to address the Board on any item on the Agenda PRIOR to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments on other matters, not appearing on the Agenda that are within the Board’s subject matter jurisdiction, will be heard during the Public Comment on Non-Agendized Items period.

**THE AMERICAN WITH DISABILITIES ACT** - 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 and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Dan Gibson, Board President, via email at [dgibson.nhwnc@gmail.com](mailto:dgibson.nhwnc@gmail.com) or by phone 818-809-9158

**RECONSIDERATION PROCESS** - Reconsideration of a vote by the Board may be called as a Motion by the Board members that voted on the prevailing side of the decision.

**GRIEVANCE PROCESS** - A stakeholder or group of stakeholders may present a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board and the decisions may be appealed to the Department of Neighborhood Empowerment.

**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 the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda please contact Dan Gibson, Board President, via email at [dgibson.nhwnc@gmail.com](mailto:dgibson.nhwnc@gmail.com), by phone 818-809-9158 or mail to NHWNC – PO Box 2091 – North Hills – CA – 91393.

**NHWNC BYLAWS** - Please be advised that the Bylaws of the North Hills West Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the Bylaws are available during every meeting.

*SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR AL CONCEJO VECINAL 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR CONTACTE A DAN GIBSON, PRESIDENTE DE LA MESA, POR EMAIL A [dgibson.nhwnc@gmail.com](mailto:dgibson.nhwnc@gmail.com) O POR TELEFONO 818-809-9158.*

**Please Do Not Remove Before March 3, 2017**