



NORTH HILLS WEST NEIGHBORHOOD COUNCIL
General Board Meeting Minutes Thursday, February 16, 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 7:05 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. Eight of the 13 Board Members were present at the Roll Call: Dan Gibson (President), Dave Brown (Secretary), Jay Beeber, Armando Diaz (Treasurer), Garry Fordyce, Punam Gohel, Sam Kwasman and Madlena Minasian. Carol Hart arrived later. David Phelps (Vice-President), David Hyman, Antonino Lovato and Kreshell Ramey (all excused) were absent. 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. Mr. Brown reported that all Board Members were eligible to vote. All 13 Board Seats were filled (by election or appointment). No Board Seats were vacant. Also attended: 24 Stakeholders and guests.

3. Announcements and Comments - President.

Mr. Gibson noted the upcoming NHWNC 14th anniversary. A photo was taken with current and past Board Members.

4. Discussion and possible action to approve the January 19, 2017 General Board Meeting Minutes.

MOTION (by Mr. Gibson, seconded by Mr. Diaz): The North Hills West Neighborhood Council approves the Minutes of its January 19, 2017 General Board Meeting as written.

MOTION PASSED unanimously; zero opposed; zero abstained.

5. Public Agency Speakers and Announcements.

Efren Coral, Senior Lead Officer, LAPD Devonshire Division (office 818-634-0579; 35472@LAPD.LACity.org), reported that residential burglaries were up 33% over last year in the Devonshire Division, including North Hills. He said “it’s been confirmed that we have gangsters” from outside this area coming here to commit burglaries. He encouraged reporting suspicious activity to the Police [in progress, 9-1-1; non-emergency, 1-877-ASK-LAPD (275-5273)]. Since January 1st, a new City law is that no one can live in their car between 6:00 a.m. – 9:00 p.m., unless in a designated area. “Solicitation in neighborhoods is illegal.”

Board Member Carol Hart arrived at this time (7:34), making nine Board Members present (the NHWNC quorum is seven).

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>), reported that the Councilman “has been pushing for years” to get more resources to the LAPD Devonshire Division. He explained history of City Ordinance 8502 regarding illegal residence in a car after 9:00 p.m. The Councilman made a Motion to explore the City having less reliance on natural gas. Also, the Councilman was “the one ‘no’ vote” when the City Council voted to allow street vending in Los Angeles.

Julio Anleu, Field Representative for LAUSD Board Member Monica Ratliff (ofc. 818.232.5445; cell 818.935.7049; Julio.Anleu@lausd.net; <http://Ratliff.LASchoolBoard.org>), reported that arts programs information is available.

6. General Public Comments

Stakeholder Anita Goldbaum, and Jay Beeber “as a private citizen” for “Yes on S,” explained and urged voting “yes” on Measure S.

7. Presentation by Stacey Burmaster, Housing Services Manager and Susan Michaels, Chief Programming Officer concerning local services provided by New Directions for Veterans.

No representatives were present; there was no presentation.

8. Presentation by Joe Federico TNR Training & Admissions Support Volunteer for FixNation concerning their Trap, Neuter & Release service for feral, stray and domestic cats.

Mr. Federico explained their services and demonstrated a trap. One cat can spawn 5,000 cats in seven years. If cats are removed, others will replace them.

9. 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.

10. Discussion and possible action to approve the NHWNC January 2017 Monthly Expense Report.

Mr. Gibson will Agendize this for the March meeting. Mr. Diaz reported that the NHWNC received an additional \$5,000 from the City for an annual total of \$42,000.

11. Discussion and possible action to award a Neighborhood Purposes Grant in the amount of \$500.00 to Operation Blankets of Love. OBOL is a 501(c)(3) animal welfare and emergency relief nonprofit which provides services and programs to North Hills West and surrounding areas. OBOL services do not simply help animals in need – we also impact people who care about animals. OBOL helps homeless people and low-income seniors keep their pets safe and healthy. OBOL also brings humane education programs to many school children and youth groups each year.

Copies were distributed of their NPG application and information. Eileen Samuelson started the organization in 2007; she explained their services.

FUNDING MOTION (by Mr. Gibson, seconded by Mr. Gohel): The North Hills West Neighborhood Council will award a Neighborhood Purposes Grant in the amount of \$500.00 to Operation Blankets of Love.

DISCUSSION: There was discussion of whether to allocate the funds.

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

12. Discussion and possible action to approve a Neighborhood Purposes Grant in the amount of \$850.00 to the Southern California Preparedness Foundation for the 10th Annual Valley Disaster Preparedness Fair. This Emergency and Disaster Preparedness Fair, which regularly draws over 3,000 participants, benefits the Neighborhood Council and surrounding communities by increasing neighborhood awareness, providing education and training, and enhancing whole community disaster preparedness. This event is family-friendly, open to the public, and free to attendees. Free Family Emergency Preparedness (EP) Starter kits (while supplies last), will be given to registered families attending the Fair. Additionally, a free lunch is offered while supplies last. The grant money will be used to procure supplies, services, and rentals in support of the Annual Valley Disaster Preparedness Fair which provides Family Emergency Preparedness starter kits, informative presentations, displays and basic trainings, in a family-friendly environment.

Board Member Dave Brown recused (self-declared as ineligible to vote on the Motion due to a possible or known conflict of interest; he is an organizer of the Fair) from voting on the below Motion and left the room at this time, making eight Board Members present (the NHWNC quorum is seven). Recusing is different from abstaining, which is declining to vote “yes” or “no.”

Copies were distributed of event information.

FUNDING MOTION (by Mr. Gibson, seconded by Mr. Gohel): The North Hills West Neighborhood Council will approve a Neighborhood Purposes Grant in the amount of \$850.00 to the Southern California Preparedness Foundation for the 10th Annual

Valley Disaster Preparedness Fair on Saturday, October 7, 2017 at Fire Station 87, 10124 Balboa Blvd., Granada Hills, 91344.

DISCUSSION: Ms. Minasian described the 10:00 a.m. – 2:00 p.m. event; it is “family-friendly and open to the public.” Pre-registration and registration at the event [between Devonshire St. & Lassen St., ValleyDisasterPreparedness@gmail.com; www.ValleyDisasterFair.com] is available. Mr. Fordyce believed “it was very intimidating and coercive” and “extremely discriminating” that only some online registrants received freebies but no non-online registrants; Ms. Hart and Mr. Gohel explained that that was not true.

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

Board Member Dave Brown, who had recused from voting, returned to the room at this time, making nine Board Members present (the NHWNC quorum is seven).

13. Discussion and possible action to approve a NHWNC OPEN HOUSE EVENT on Sat. March 18, 2017, at New Horizons from 1-4 pm. This would be a major event for North Hills West stakeholders to meet their elected City Officials, City Dept. Heads and Representatives, as well as the Neighborhood Council Board Members. Copies were distributed of a flier and “Overview.” It was explained that the event was moved to April 8th.

MOTION (by the Outreach Committee): The North Hills West Neighborhood Council will approve an NHWNC OPEN HOUSE EVENT on Sat., April 8, 2017, at New Horizons.

DISCUSSION: Mr. Kwasman explained the event. A flier “will go to 8,500 homes in North Hills West.” He reviewed the event timeline. Board Members agreed that April 8th was the best date.

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

14. Discussion and possible action to [see the below Motion].

Mr. Kwasman explained the proposed expenditures. Postcard printing quote copies were submitted.

FUNDING MOTION (by the Outreach Committee): The North Hills West Neighborhood Council will approve a total of up to \$9,000.00 in expenditures for the Open House as per the following estimates:

- a. Printing and Mailing 8,000 6X11 postcards to North Hills West residents and businesses via Every Door Direct Mailing (EDDM) and 500 printed invitations for placement at various locations. (Two cost estimates provided.) \$3,500.00

- b. Food and Beverages for approximately 250 guests @ \$10.00 each. To be purchased primarily at Costco. (Summary of Costco food options provided.) \$2,500.00
- c. Facility Rental (New Horizon's - Sam's Café for 4 hours @ 200.00 per hr.) \$800.00
- d. Purchase of various promotional logo items for seven information tables concerning various topics. Total \$1,600 as per the following estimates: 500 Keychain/LED flashlights @ \$0.60 - \$0.80 each and 500 bag clips @ \$0.80 each plus tax and shipping. \$1,000.00 48 white Hats for board/committee members and volunteers for this and future events - \$210 plus tax and shipping. \$250.00 24 white Polo Shirts for board/committee members and volunteers for this and future events - \$210 plus tax and shipping. \$350.00
- e. Miscellaneous incidentals and cost overruns. \$600.00

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

15. **Review, discussion and possible action** to [see the below Motion]. Funding for \$3,000.00 was previously approved for printing and mailing. Copies were distributed of a sample Newsletter and content. Ms. Hart described Newsletter preparation, content and format.

MOTION (by Mr. Gibson, seconded by Mr. Beeber): The North Hills West Neighborhood Council will approve the content of the Westsider Newsletter draft by Board Member Carol Hart.

MOTION PASSED unanimously; zero opposed; zero abstained.

16. **Discussion and possible action** to [see the below Motion].

FUNDING MOTION (by Mr. Gibson, seconded by Mr. Kwasman): The North Hills West Neighborhood Council will approve a \$100.00 expenditure to cover additional printing and set up and shipping costs for 500 logo pens. Original approval was for \$300.00.

DISCUSSION: Stakeholder Mary Armenteros explained the need.

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

17. **Discussion and possible action** to [see the below Motion]. Two desk microphones are in need of repair.

FUNDING MOTION (by Mr. Gibson, seconded by Ms. Hart): The North Hills West Neighborhood Council will approve a \$200.00 expenditure for sound equipment Repairs.

DISCUSSION: Mr. Brown explained the need and technical details.

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

- 18. Discussion and possible action** to approve Treasurer’s recommendations to revise budget category amounts.

Mr. Diaz requested to move \$850 from the Operations budget to the Neighborhood Purposes Grants budget.

MOTION (by Mr. Diaz, seconded by Mr. Gohel): The North Hills West Neighborhood Council will move \$850 from the Operations budget to the Neighborhood Purposes Grants budget to cover current grants.

DISCUSSION: Mr. Diaz explained the need.

MOTION PASSED unanimously; zero opposed; zero abstained.

- 19. Website Report** – Dave Brown

Mr. Brown reported there were 175 new users.

- 20. Budget Representatives Report**

Ms. Hart reported that the Budget Advocate [www.BudgetAdvocatesLA.com] soon will meet again. Mr. Gohel reported that the City is looking for its next Chief Administrative Officer.

- 21. Homelessness Report** – Kreshell Ramey

Ms. Ramey was not present; Mr. Gibson indicated that there was no report.

- 22. Committee Chair Reports**

a. Outreach -- Sam Kwasman

See Item #13. Mr. Kwasman encouraged inviting people to the Open House.

b. Beautification -- Carol Hart

Ms. Hart explained City tree maintenance and cleanup work.

c. Emergency Prep/PS -- Dave Brown

Mr. Brown reported that the City speed hump program resumed.

d. Land Use -- David Phelps

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

e. Rules & Elections -- Punam Gohel

Copies were distributed “regarding NHWNC proposed ByLaws & Standing Rules.” Mr. Gohel will request for this to be Agendized for the March meeting.

f. Education -- Garry Fordyce
Mr. Fordyce described outreach to school officials.

g. Budget & Finance -- Armando Diaz
Mr. Diaz indicated that there was no report.

23. Board Member Comments

There were no comments at this time.

24. Requests For Future Agenda Items

There were no Agenda requests at this time.

25. Motion to adjourn

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

MOTION to ADJOURN PASSED; zero opposed; zero abstained.

The Meeting was **ADJOURNED** at 10:17 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>.