

**MISSION HILLS
NEIGHBORHOOD COUNCIL
EXECUTIVE OFFICERS**
PRESIDENT: Ed Sentowski
VICE-PRESIDENT: Dean Anderson
SECRETARY: Mangwi Atia
TREASURER: David Kritzer



**MISSION HILLS
NEIGHBORHOOD COUNCIL**
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Minutes of the
**MISSION HILLS NEIGHBORHOOD COUNCIL (MHNC)
GENERAL BOARD MEETING Monday, January 8, 2018**
at Bermuda Mobile Home Park, 15445 Bermuda St, Mission Hills, CA 91345

MHNC (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.

I. WELCOMING REMARKS:

a. Call to order & Flag Salute

President Sentowski introduced himself and called the Meeting to order at 7:02 p.m. The Pledge of Allegiance was said.

b. Roll Call

Roll Call was taken by the Secretary. Seven of the ten Board Members were present at the Roll Call: Dean Anderson (Vice-President), Jose Arevalo, Mangwi Atia (Secretary), Andrew Charlton, David Kritzer (Treasurer), Savannah Pinedo and Ed Sentowski (President). Marisol Salazar arrived later. Jose Castillo and Niranjala Tillakaratne (both excused) were absent. The MHNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see the Bylaws at <https://lacity.quickbase.com/db/bj3apxsp3?a=q&qid=32&qskip=0&qrppg=1000&dlt a=su46~>), so the Board could take such votes. Ten of the 14 Board Seats were filled (by election or appointment). Four Board Seats were vacant [see below Item #6] [At-Large, Homeowner (2), and Organizational Stakeholder/Employee; to apply, see <http://mhnconline.org/about-mhnc/board>]. Also attended: seven Stakeholders and Guests.

II. PUPLIC COMMENT ON NON-AGENDIZED ITEMS

Stakeholder John Samuelson was concerned about homeless encampments.

Board Member Marisol Salazar arrived at this time (7:06), making eight Board Members present (the MHNC quorum is seven).

Mr. Samuelson also was concerned about safety, especially regarding fire. He believed that more crossing guards are needed at O'Melvany Elementary School to help ensure the safety of students and parents. [*This Agenda Item was continued after Item #V.*] Joe Shammass, Congressional Candidate, introduced himself.

III. DISCUSSION AND POSSIBLE ACTION ON VOTING BY SIMPLE VOTE COUNTS ONLY WITHOUT REGARD TO VERIFYING EVERYONE BY NAME - YES and NO. This will save time instead of calling everyone by name.

MOTION (by Mr. Anderson, seconded by Mr. Kritzer): The Mission Hills Neighborhood Council will have simple "yes" or "no" votes instead of calling everyone by name.

AMENDED MOTION (by Mr. Sentowski, seconded by Mr. Anderson): The Mission Hills Neighborhood Council will have simple "yes" or "no" votes instead of calling everyone by name; for funding Motions, Board Members will be called by name.

MOTION PASSED unanimously by a hand vote.

IV. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES:

- a. General Board Meeting Oct 2nd
 - b. Special Board Meeting Dec 11th at 7:00pm
 - c. Special Board Meeting Dec 11th at 7:30pm
- Mr. Sentowski requested and the Board agreed to TABLE Item #IV.

V. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE MONTHLY EXPENDITURE REPORT FOR THE MONTH OF OCTOBER, NOVEMBER and DECEMBER:

Mr. Sentowski requested and the Board agreed to TABLE Item #V.

VI. DISCUSSION AND POSSIBLE ACTION TO APPOINT NEW BOARD MEMBERS

TO THE FOLLOWING VACANCIES – Each candidate will have 3 minutes to speak about why they believe they would make a good addition to the Mission Hills Neighborhood Council Board.: This will be followed by a MHNC EXECUTIVE AND BOARD FORMAL INTERVIEW which will include questions to applicant about their ability to take on their position as a MHNC Board Member. This position requires the applicant be able to attend all meetings and be part of at least ONE Committee.

- a. Residential Homeowner Stakeholder x2 – Open to Stakeholders eighteen (18) years of age or older who own a residence located within the NC boundaries.
- b. Organizational Stakeholder/Employee Stakeholder x1 - Open to Stakeholders eighteen (18) years of age or older who participate in a religious institution, educational institution, community organization, non-profit organization, neighborhood association, school/parent group, faith based group, senior group, youth group, arts association, service organization, boys or girls club, cultural group, or environmental group within the NC boundaries.
- c. At-Large Stakeholder x1 – Open to Stakeholders at least eighteen (18) years of age who live, work or own real property in the Neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder

Mr. Sentowski noted that candidates were not present; he requested and the Board agreed to TABLE Item #VI.

VII. DISCUSSION AND POSSIBLE ACTION ON MAKING A FORMAL REQUEST TO COUNCIL DISTRICT 7 MONICA RODRIQUEZ ON WHAT HER VISION IS FOR MISSION HILLS AND HOW SHE PLANS TO WORK WITH OUR MHNC BOARD AND MISSION HILLS STAKEHOLDERS. DISCUSSION WILL INCLUDE ASKING HER TO PERSONALLY ATTEND A MHNC BOARD MEETING AS SOON AS POSSIBLE.

There was discussion as to whether to make the request. Mr. Sentowski explained that the Secretary will draft the letter. Kathleen Quinn [Project Coordinator, L.A. Dept. of Neighborhood Empowerment (DONE) (818-374-9893; Kathleen.Quinn@LACity.org; www.EmpowerLA.org)] cautioned Board Members to avoid Brown Act violations such as discussing possible letter content outside of a public meeting.

MOTION (by Mr. Kritzer, seconded by Mr. Charlton): The Mission Hills Neighborhood Council will send a letter to City Council Member Monica Rodriguez requesting to know what her vision for Mission Hills is and inviting her to a Board Meeting.

MOTION PASSED by a hand vote; one abstained (Arevalo).

[*This Agenda Item was continued after the recess.*] Mr. Kritzer read aloud a draft letter.

MOTION (by Mr. Charlton, seconded by Mr. Anderson): The Mission Hills Neighborhood Council will send a letter to City Council Member Monica Rodriguez as follows:

“Mission Hills Neighborhood Council
PO BOX 7604
Mission Hills, CA 91346

January 12, 2018

Los Angeles City Hall Office
200 N. Spring Street Room 455
Los Angeles, CA 90012

Dear Councilwoman Rodriguez:

We are the newly-appointed Board of the Mission Hills Neighborhood Council.

We are interested in your vision for our district, specifically the Mission Hills area, and look forward to working with you to implement it and to create a better community for all.

To that end, we would like to invite you to personally attend our next Board Meeting to be held on February 5, 2018 at 7:00PM at the Mission Community Police Station (Falco

Room 11121
Sepulveda Blvd | Mission Hills, CA 91345).

Sincerely,
Mission Hills Neighborhood Council Board of Governors
Ed Sentowski
Dean Anderson
David Kritzer
Mangwi Atia
Joe Arevalo
Marisol Rodriguez
Andrew Charlton
Niranjala Tillakaratne
Savannah Pinedo
Jose Castillo”

MOTION PASSED unanimously by a hand vote.

VIII. PRESENTATION BY THE DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT “BOARD MEMBER ORIENTATION P. 1”. This presentation will be two parts with last the part to take place in February.

Copies were distributed of DONE’s “7 things to know as a Neighborhood Council Board Member.” Ms. Quinn reviewed regulations, rules and laws, noting “the Board of Neighborhood Commissioners [BONC] creates policies.” She explained that Neighborhood Councils [NCs] were created by the City Charter. She reminded that Board decisions need to first have been Agendized for discussion. She cautioned not to state opinions even in bcc [blind copy] emails. She reviewed Agenda posting requirements and the Public Records Act (PRA). She noted that “anything . . . you do is subject to the Public Records Act.” She discouraged using private email accounts for NC business. If you receive a PRA request, contact her. The City Attorney has final say regarding “what is a public record.” If you receive an ADA (American with Disabilities Act) request, contact her. If you have an ethics question, contact Elise Ruden, Deputy City Attorney [Valley and East LA Areas, Neighborhood Council Advice Division (213-978-8132; Elise.Ruden@LACity.org)]. The MHNC needs to appoint a “Legal Liaison”; currently the Liaison is the President (Mr. Sentowski). Ms. Quinn also noted that, if a Board Members lives within 500 feet of a land use project which the Board is considering, the Board Member must recuse themselves [self-declare as ineligible to vote on a Motion due to a possible or known conflict of interest, and leave the room before discussion begins and not return until after a vote, if any, is taken. Recusing is different from abstaining, which is declining to vote “yes” or “no.”]

Mr. Sentowski declared a RECESS at this time.

IX. DISCUSSION AND POSSIBLE ACTION ON APPOINTING CHAIRS AND MEMBERS TO THE FOLLOWING COMMITTEES:

1. Public Safety Committee’s
 - a. Chair
 - b. Members

Ms. Quinn described common Committee activities. She reminded that “all the Committees are advisory bodies to . . . the Board,” including regarding funding needs. There were no volunteers. Mr. Sentowski declared and the Board agreed to TABLE this Item.

2. Zoning and Land-Use Committee

- a. Chair
- b. Members

Ms. Quinn described common Committee activities. There were no volunteers. Mr. Sentowski declared and the Board agreed to TABLE this Item.

3. Budget and Finance Committee

- a. Chair

Mr. Kritzer volunteered to Chair the Committee.

MOTION (by Mr. Sentowski, seconded by Mr. Anderson): The Mission Hills Neighborhood Council appoints Board Member David Kritzer as its Budget and Finance Committee Chair.

MOTION PASSED by a hand vote; one abstained (Kritzer).

- b. Members

MOTION (by Mr. Sentowski, seconded by Mr. Charlton): The Mission Hills Neighborhood Council appoints Board Member Marisol Salazar as a Budget and Finance Committee Member.

MOTION PASSED unanimously by a hand vote.

4. Beautification and Cultural Affairs

- a. Chair

Mr. Sentowski will continue as Chair of this Committee

- b. Members

Mr. Sentowski declared and the Board agreed to TABLE this Item.

5. Outreach Committee

- a. Chair
- b. Members

Ms. Quinn described common Committee activities. There were no volunteers. Mr. Sentowski declared and the Board agreed to TABLE this Item.

6. Bylaws and Standing Rules Committee

- a. Chair
- b. Members

There were no volunteers. Mr. Sentowski declared and the Board agreed to TABLE this Item.

X. DISCUSSION AND POSSIBLE ACTION ON THE MISSION HILLS

NEIGHBORHOOD COUNCIL STANDING RULES AS RECOMMENDED BY THE BYLAWS AND STANDING RULES COMMITTEE

Copies had been distributed of the MHNC Standing Rules. Mr. Sentowski declared and the Board agreed to TABLE Item #X.

XI. DISCUSSION AND POSSIBLE ACTION ON WORKING WITH THE HOMELESS LIAISON. DISCUSSION WILL INCLUDE HOW SHE PLANS ON WORKING WITH MHNC AND OUR MISSION HILLS STAKEHOLDERS FOR THE BENEFIT OF OUR COMMUNITY.

Laura Rathbone, MHNC Homeless Liaison, announced the Tuesday night, January 23rd Homeless Count. Volunteers can sign-up online at <http://www.TheyCountWillYou.org>. She described other homeless services activities; volunteers are needed. Ms. Rathbone distributed copies of “Clean Streets, Clean Starts” program brochures. She requested the Board to consider funding a Neighborhood Purposes Grant (NPG) for it and submitted a document to Mr. Sentowski.

XII. COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS:

- a. LA City Council District Representative
No representative was present; there was no report.

- b. LAPD Senior Leads
No representative was present; there was no report.

- c. Other Government Departments/Agencies
Ms. Quinn reported that the DONE website will be redone. She encouraged Board Members to get Funding Training if they haven’t already; a 10-minute video is on the City Clerk website [<http://clerk.lacity.org/neighborhood-council-funding/funding-trainings-and-workshops>]. BONC is considering revising the Stakeholder definition and is requesting input on that and “funding equity” regarding different-sized NCs all currently receiving the same amount of funding. Civic University will meet again on January 22nd, 29th and February 5th at the LAPD’s Deaton Auditorium downtown. The Bylaws amendment deadline is April 15th.

- d. Community Organizations
No representative was present; there was no report.

[There was no Item #XIII on the Agenda.]

XIV. COMMITTEE REPORTS

- a. Public Safety Committee
 - b. Zoning and Land-Use Committee
 - c. Budget and Finance Committee
 - d. Beautification and Cultural Affairs
 - e. Outreach Committee
 - f. Bylaws and Standing Rules Committee
- Mr. Sentowski noted that there were no Committee reports at this time.

XV. LIAISON REPORTS

a. FilmLA Liaison

Mr. Sentowski noted that there was no Liaison report at this time.

b. Homelessness Liaison

It was noted that Ms. Rathbone reported in above Item #VI.

c. Planning Liaison

Mr. Sentowski noted that there was no Liaison report at this time.

XVI. BOARD MEMBER ANNOUNCEMENTS

There were no announcements at this time.

XV. ADJOURN

MOTION (by Mr. Kritzer, seconded by Mr. Charlton): to **ADJOURN** the Meeting.

MOTION PASSED by a voice vote.

The Meeting was **ADJOURNED** at 9:10 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 MHNC. The MHNC Minutes page is <http://mhnconline.org/agendas-minutes>.