

**MISSION HILLS
NEIGHBORHOOD COUNCIL**
EXECUTIVE OFFICERS
PRESIDENT: vacant
VICE-PRESIDENT: vacant
SECRETARY: Mangwi Atia
TREASURER: vacant



**MISSION HILLS
NEIGHBORHOOD COUNCIL**
PO Box 7604
Mission Hills, CA 91346
Telephone: 818-902-2361
E-mail: Board@MHNCOnline.org
Website: www.MHNCOnline.org



Minutes of the
MISSION HILLS NEIGHBORHOOD COUNCIL (MHNC)
GENERAL BOARD MEETING Monday, February 5, 2018
LAPD Mission Area Police Station, Timothy M. Falco Community Room
11121 Sepulveda Boulevard, 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 and flag salute

Vice-President Dean Anderson introduced himself and called the Meeting to order at 7:10 p.m. The Pledge of Allegiance was said.

b. Roll Call

Roll Call was taken. Six of the nine Board Members were present at the Roll Call, which is not a quorum: Dean Anderson, Jose Arevalo, Mangwi Atia (Secretary), Andrew Charlton, David Kritzer and Savannah Pinedo. Marisol Salazar arrived later. Jose Castillo and Niranjala Tillakaratne were absent (both excused). New Board Members Joseph Fuchs and John DiGregorio were appointed to the Board during below Item #VII. The MHNC 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 a=su46~>), so at this time the Board could only take public comments, could not have any official discussions, and could not make any Motions or take any votes. Nine of the 14 Board Seats were filled (by election or appointment). Five Board Seat(s) were vacant [see below Item #VII] [At-Large, Homeowner (2), Renter and Organizational/Employee; to apply, see <http://mhnconline.org/about-mhnc/board>. Also attended: 23 Stakeholders and Guests.

II. Public comment on non-agendized items

Yolanda Anguiano, State Assembly Candidate, introduced herself and described her background, experience and desire to serve. Joe Shammas, Candidate for Congress (www.JoeShammas.com), described his background and urged voting. State Assembly Candidate Patty Lopez, described her background, experience and desire to serve.

III. LAPD Senior Lead Officer report

Philip Ruiz, LAPD Mission Division Senior Lead Officer (mobile/text 818-634-0519; ofc. 818-838-9843; 31524@LAPD.LACity.org; http://www.LAPDonline.org/Mission_Community_Police_Station), described work regarding homeless encampments, crime prevention and more. He reported that crime decreased 7.2% last year.

Board Member Marisol Salazar arrived at this time (7:21), making an MHNC quorum of seven Board Members present. Now the Board could take binding votes on Agendized Items.

The new Olivo at Mission Hills shopping center is doing “high volume . . . they’re doing well” and he again will meet with Olivo’s security to discuss it. Homeless encampments are “under the 118 . . . we . . . [got] those” and other locations cleaned. Caltrans also cleans next to and around freeway ramps. He noted that homeless people keep moving around, including one who refused help. Also, “we’ve been having a lot of burglaries to businesses . . . a lot of times they just break the window.” He displayed a “Stop no cash” sign the Police encourage businesses to display as a burglary deterrent. Officer Ruiz issued a citation to an unauthorized, unpermitted vendor in the Olivo parking lot and noted that Police only can cite such vendors, not remove their equipment; only the County Health Department can remove the equipment.

IV. Discussion and possible action to approve the following Board Meeting Minutes:

a. Special Board Meeting, Aug. 7, 2017

MOTION (by Mr. Anderson, seconded by Mr. Kritzer): The Mission Hills Neighborhood Council approves the Minutes of its Aug. 7, 2017 Board of Governors Meeting as written.

MOTION PASSED; zero opposed; zero abstained.

b. Special Board Meeting, Sep. 18, 2017

MOTION (by Mr. Anderson, seconded by Mr. Charlton): The Mission Hills Neighborhood Council approves the Minutes of its September 18, 2017 Board of Governors Meeting as written.

MOTION PASSED; zero opposed; zero abstained.

c. General Board Meeting, Oct. 2, 2017

MOTION (by Mr. Anderson, seconded by Mr. Charlton): The Mission Hills Neighborhood Council approves the Minutes of its October 2, 2017 Board of Governors Meeting as written.

MOTION PASSED; zero opposed; zero abstained.

d. Special Board Meeting, Dec. 11, 2017 at 7:00 p.m.

MOTION (by Mr. Anderson, seconded by Mr. Kritzer): The Mission Hills Neighborhood Council approves the Minutes of its December 11, 2017 at 7:00 p.m. Board of Governors Meeting as written.

MOTION PASSED; zero opposed; zero abstained.

e. Special Board Meeting, Dec. 11, 2017 at 7:30 p.m.

MOTION (by Mr. Anderson, seconded by Mr. Charlton): The Mission Hills Neighborhood Council approves the Minutes of its December 11, 2017 at 7:30 p.m. Board of Governors Meeting as written.

MOTION PASSED; zero opposed; zero abstained.

f. General Board Meeting Jan 8, 2018

MOTION (by Mr. Anderson, seconded by Mr. Charlton): The Mission Hills Neighborhood Council approves the Minutes of its January 8, 2018 Board of Governors Meeting as written.

MOTION PASSED; zero opposed; zero abstained.

V. Discussion and possible action to approve the Monthly Expenditure Report(s) (MERs) for the month(s) of September 2017 through January 2018.

MOTION to TABLE (by Mr. Kritzer, seconded by Ms. Atia): The Mission Hills Neighborhood Council TABLES Item #V.

MOTION to TABLE PASSED; zero opposed; zero abstained.

VI. Discussion and possible action to elect a President for the MHNC.
Mr. Anderson resigned as Vice-President so that he could nominate himself as President.

MOTION (by Mr. Anderson, seconded by Mr. Kritzer): The Mission Hills Neighborhood Council elects Dean Anderson as its President.

MOTION FAILED by a roll call vote of the seven eligible voters present with three in favor (“Yes” or “Aye”) (Anderson, Atia and Kritzer); four opposed (“No” or “Nay”) (Arevalo, Charlton, Pinedo and Salazar); zero abstained.

Mr. Kritzer resigned as Treasurer so that he could nominate himself as President.

MOTION (by Mr. Kritzer, seconded by Mr. Charlton): The Mission Hills Neighborhood Council elects David Kritzer as its President.

MOTION to CALL FOR THE QUESTION (by Mr. Charlton); there was no opposition.

MOTION FAILED by a roll call vote of the seven eligible voters present with three in favor (“Yes” or “Aye”) (Atia, Charlton and Kritzer); four opposed (“No” or “Nay”) (Anderson, Arevalo, Pinedo and Salazar); zero abstained.

As then there was no President or Vice-President, Secretary Mangwi Atia became the Presiding Officer.

VII. 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.

- a. Residential Homeowner Stakeholders (2) – Open to Stakeholders eighteen (18) years of age or older who own a residence located within the NC boundaries.
- b. Organizational Stakeholder/Employee Stakeholder - 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 – 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

Stakeholders Joseph Fuchs and John DiGregorio described their background, experience and desire to serve.

MOTION (by Mr. Kritzer, seconded by Mr. Anderson): The Mission Hills Neighborhood Council elects Stakeholder Joseph Fuchs to its Board.

MOTION PASSED by a hand vote of the seven eligible voters present; zero opposed; zero abstained.

MOTION (by Mr. Kritzer, seconded by Mr. Charlton): The Mission Hills Neighborhood Council elects Stakeholder John DiGregorio to its Board.

MOTION PASSED by a hand vote of the seven eligible voters present; zero opposed; zero abstained.

Board Member Joseph Fuchs left and Board Member John DiGregorio was Seated at this time, making eight Board Members present (the MHNC quorum is seven).

VIII. Discussion and possible action to appoint Chairs and Members to the following Committees:

Jose Galdamez, Neighborhood Empowerment Analyst, L.A. Dept. of Neighborhood Empowerment (DONE; 818-374-9895; Jose.Galdamez@LACity.org; www.EmpowerLA.org), clarified that MHNC Committees must have a minimum of two and maximum of three (a quorum of a quorum of) Board Members on each Committee.

1. Public Safety

a. Chair

b. Members

There were no volunteers.

2. Zoning and Land-Use

a. Chair

b. Members

There were no volunteers.

3. Budget and Finance

a. Chair

Mr. Kritzer volunteered to be the Budget and Finance Chair.

MOTION (by Mr. Anderson, seconded by Mr. Charlton): The Mission Hills Neighborhood Council elects Board Member David Kritzer to be its Budget and Finance Committee Chair.

MOTION PASSED unanimously by a hand vote of the eight eligible voters present with all eight in favor (“Yes” or “Aye”) (Anderson, Arevalo, Atia, Charlton, DiGregorio, Kritzer, Pinedo and Salazar); zero opposed; zero abstained. (*After the Tabling vote at the end of this Item #VIII, Ms. Atia declared this vote to be null and void.*)

b. Members

Mr. DiGregorio and Ms. Salazar volunteered to be Budget and Finance Members.

4. Beautification and Cultural Affairs

a. Chair

Mr. DiGregorio nominated Ms. Pinedo as Chair; Ms. Pinedo declined.

b. Members

Mr. DiGregorio and Ms. Pinedo volunteered to be Beautification and Cultural Affairs Members.

5. Outreach

- a. Chair
- b. Members
Mr. Arevalo, Ms. Atia, Mr. DiGregorio and Mr. Kritzer volunteered to be Outreach Members.

6. Bylaws and Standing Rules

- a. Chair
- b. Members
Mr. DiGregorio volunteered to be a Bylaws and Standing Rules Member.

MOTION to TABLE (by Mr. DiGregorio, seconded by Mr. Charlton): The Mission Hills Neighborhood Council TABLES Item #VIII.

MOTION to TABLE PASSED unanimously by a hand vote; zero opposed; zero abstained.

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

Mr. Anderson urged allocating funding to help get the website operational.

FUNDING MOTION (by Mr. Anderson, seconded by Mr. Charlton): The Mission Hills Neighborhood Council will allocate up to \$4,999 from budget category "Office" to fund Webmaster work for the MHNC website through June 30, 2018.

FUNDING MOTION PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor ("Yes" or "Aye") (Anderson, Arevalo, Atia, Charlton, DiGregorio, Kritzer and Salazar); zero opposed; zero abstained. Mr. Fuchs was ineligible to vote due to not having current Ethics Training and/or Funding Training. Ms. Pinedo was ineligible to vote due to not yet being of age (18) to vote on financial matters.

X. Discussion and possible action to appoint a Webmaster for the MHNC website. The Webmaster would be obligated in writing to, upon official request from a designated MHNC Board Member, turn over, relinquish and give up to the MHNC within 10 business days:

the domain registrar name (the company or person at which the registration is filed), the registration of the domain name, and the domain name (such as MHNCOrganizations.org), including the account login name and password, and any other access, permissions or information for the MHNC domain name registrar, domain name registration and/or account information;

the web host name (the company or person at which the web hosting is done), the registration at the web host, including the account login name and password, and any other access, permissions or information for the MHNC web host registrar, web host registration and/or account information;

any and all website account and/or login names, passwords or permissions, access codes and the like (such as but not limited to FTP), in whatever form they exist, that help establish, view, hear, access, revise, design, maintain, update and/or secure all content of and access to the MHNC website, including, but not limited to, text, pages, documents, pictures, photos, images (still and otherwise), sound, music, audio, video or film, files, folders, style sheets and any other media used, appearing or existing on or for the MHNC website, and copies of the MHNC website, so that the MHNC can take over, control and remove access to the MHNC website of the Webmaster anytime the MHNC so chooses. The MHNC will and does retain ownership of, access and permissions to, control of and the copyright to the MHNC website (unless the Webmaster was authorized by the MHNC to use an online site builder belonging to the web host or a website template created by someone else);

and the right to use the names Mission Hills Neighborhood Council, MHNC and MHNCOnline.org. Furthermore, the Webmaster will not add, subtract, change, revise or update any account, permission, login name or password, or any other access information regarding MHNC website domain name registration, the domain name; the MHNC web host registration, the web host or the MHNC website without the express authorized and written permission of a designated MHNC Board Member.

MOTION to TABLE (by Mr. DiGregorio, seconded by Mr. Charlton): The Mission Hills Neighborhood Council TABLES Item #X.

MOTION to TABLE PASSED; zero opposed; zero abstained.

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

Mr. Anderson explained the need.

FUNDING MOTION (by Mr. DiGregorio, seconded by Mr. Charlton): The Mission Hills Neighborhood Council will allocate up to \$3,299 from budget category "Office" for administrative assistance to the MHNC through June 30, 2018.

FUNDING MOTION PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor ("Yes" or "Aye") (Anderson, Arevalo, Atia, Charlton, DiGregorio, Kritzer and Salazar); zero opposed; zero abstained. Mr. Fuchs was ineligible to vote due to not having current Ethics Training and/or Funding Training. Ms. Pinedo was ineligible to vote due to not yet being of age (18) to vote on financial matters.

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

FUNDING MOTION (by Mr. DiGregorio, seconded by Mr. Charlton): The Mission Hills Neighborhood Council will allocate up to \$2,000 from budget category "Office" to fund the printing of MHNC meeting materials by Donovan Printing (15436 Devonshire St., Mission Hills, CA 91345, (818) 893-5438, donovanforprinting@gmail.com, <http://www.donovanforprinting.com>) through June

30, 2018 to be used for MHNC meetings or other events at which the MHNC participates.

DISCUSSION: Mr. Anderson noted that the MHNC already has used Donovan.

FUNDING MOTION PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor (“Yes” or “Aye”) (Anderson, Arevalo, Atia, Charlton, DiGregorio, Kritzer and Salazar); zero opposed; zero abstained. Mr. Fuchs was ineligible to vote due to not having current Ethics Training and/or Funding Training. Ms. Pinedo was ineligible to vote due to not yet being of age (18) to vote on financial matters.

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

Mr. Anderson explained the need and noted that the MHNC previously approved the purchase and installation of banners. There was discussion of possible outreach materials needs and costs.

FUNDING MOTION (by Mr. DiGregorio, seconded by Mr. Kritzer): The Mission Hills Neighborhood Council will allocate up to \$10,000 from budget category “Outreach” to purchase outreach materials, such as, but not limited to, signs, banners, pens, magnets, stickers, chairs and pop-up tents to be used for MHNC meetings or other events at which the MHNC participates.

MOTION to CALL FOR THE QUESTION (by Mr. Charlton); there was no opposition.

FUNDING MOTION PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor (“Yes” or “Aye”) (Anderson, Arevalo, Atia, Charlton, DiGregorio, Kritzer and Salazar); zero opposed; zero abstained. Mr. Fuchs was ineligible to vote due to not having current Ethics Training and/or Funding Training. Ms. Pinedo was ineligible to vote due to not yet being of age (18) to vote on financial matters.

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

Mr. Anderson explained that refreshments help Stakeholders feel welcome at meetings. Mr. DiGregorio noted that the Panorama City Neighborhood Council spends around \$100 per month on refreshments. Dave Brown, North Hills West Neighborhood Council Board Member, said the NHWNC budgets around \$178 per meeting for food and refreshments.

FUNDING MOTION (by Mr. DiGregorio, seconded by Mr. Anderson): The Mission Hills Neighborhood Council will allocate up to \$1,500 from budget category “Outreach” to purchase refreshments such as, but not limited to, non-alcoholic drinks, snacks, sandwiches, napkins, paper plates and plastic utensils to be used for MHNC meetings or other events at which the MHNC participates.

FUNDING MOTION PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor (“Yes” or “Aye”) (Anderson, Arevalo, Atia, Charlton, DiGregorio, Kritzer and Salazar); zero opposed; zero abstained. Mr. Fuchs was ineligible to vote due to not having current Ethics Training and/or Funding Training. Ms. Pinedo was ineligible to vote due to not yet being of age (18) to vote on financial matters.

XV. Discussion and possible action to approve a Neighborhood Purposes Grant in the amount of \$5,000 from budget category “Neighborhood Purposes Grants” for Clean Streets Clean Starts program services in which homeless people would clean streets designated by the MHNC in Mission Hills.

Laura Rathbone, MHNC Homeless Liaison and Director of the Clean Streets Clean Starts program, presented. Crews clean streets and related places twice a week for three hours each day “wherever you want it.” She distributed brochures, explained the funding’s purpose and answered questions. The program costs \$34 per person per day. Volunteers are needed to supervise workers. “Everyone signs a waiver.” Though the NPG application had been submitted, no copies were available at this Meeting.

MOTION to TABLE (by Mr. Kritzer, seconded by Mr. Charlton): The Mission Hills Neighborhood Council TABLES Item #XV.

MOTION to TABLE PASSED; zero opposed; zero abstained.

XVI. Discussion and possible action on MHNC Standing Rules as recommended by its Bylaws and Standing Rules Committee.

MOTION to TABLE (by Mr. Kritzer, seconded by Mr. Charlton): The Mission Hills Neighborhood Council TABLES Item #XVI.

MOTION to TABLE PASSED; zero opposed; zero abstained.

XVII. Update on the reply by the Office of City Council District Seven Councilmember Monica Rodriguez to the MHNC letter sent to Councilmember Rodriguez requesting to know what her vision for Mission Hills is and inviting her to a Board Meeting.

Juan Solorio, Field Deputy for L.A. City District Seven Councilmember Monica Rodriguez (ofc. 818-756-8409; Juan.Solorio@LACity.org; <http://CD7.LACity.org>), described the Councilmember’s work regarding the recent fires, mudslides, crime increase, homelessness [after Item #XX], and other community issues, including in Mission Hills. Mr. Solorio stated that “I will submit something” regarding the Councilmember’s vision for Mission Hills.

XVIII. Committee reports

MOTION to TABLE (by Mr. Kritzer, seconded by Mr. Charlton): The Mission Hills Neighborhood Council TABLES Item #XVIII.

MOTION to TABLE PASSED; zero opposed; zero abstained.

- a. Public Safety
- b. Zoning and Land-Use
- c. Budget and Finance
- d. Beautification and Cultural Affairs
- e. Outreach
- f. Bylaws and Standing Rules

XIX. Liaison reports

MOTION to TABLE (by Mr. DiGregorio, seconded by Mr. Anderson): The Mission Hills Neighborhood Council TABLES Item #XIX.

MOTION to TABLE PASSED; zero opposed; zero abstained.

- a. FilmLA
- b. Homelessness
- c. Planning

XX. Community / government reports and announcements: (Reports and Brief presentations only. Any questions, please follow up with presenter on the side so the meeting may proceed as scheduled . Thank you.)

- a. L.A. City Council District Seven Representative
See above Item #XVII.
- b. Other Government Departments/Agencies
Mr. DiGregorio, who also is a Budget Advocate [LABudgetAdvocates@gmail.com; JohnDPCNC@gmail.com; www.ncbala.com], described their work.

Board Member John DiGregorio left at this time (9:24), making seven Board Members present (the MHNC quorum is seven).

Mr. Galdamez reported that DONE is accepting, until March 2nd, nominations for Neighborhood Council (NC) awards. The Bylaws amendments deadline is April 15th. He encouraged input about the 2019 NC elections and about funding equity

- c. Community Organizations
There were no other reports or announcements at this time.

XXI. Board Member announcements

There were no announcements at this time.

Board Member Dean Anderson left at this time (9:30), making six Board Members present, one short of the MHNC quorum of seven.

XXII. Presentation by Dave Brown regarding the annual Valley Disaster Preparedness Fair on October 7, 2018, 10:00 a.m. – 2:00 p.m.

Mr. Brown, representing the Valley Disaster Preparedness Fair [ValleyDisasterPreparedness@gmail.com; www.ValleyDisasterFair.com], announced that the next Fair will be Saturday, September 29th (not October 7th), 9:00 a.m. – 2:00 p.m. He distributed event information. Last year, 7,000 people attended. The core purpose is to educate people on how to prepare for disasters. The Fair will distribute 2,000 free kits costing around \$35 - \$38 each. They are requesting \$850 in funding each from various Neighborhood Councils.

XXIII. Discussion and possible action to approve funding up to \$850 for the annual Valley Disaster Preparedness Fair on October 7, 2018, 10:00 a.m. – 2:00 p.m., in partnership with the North Hills West Neighborhood Council.

As there was not a quorum of eligible voters with which to vote, no Motion was made or vote taken.

XXIV. Board Member orientation by the L.A. Department of Neighborhood Empowerment.

It was agreed not to have the orientation at this time.

XXV. Adjournment.

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

MOTION PASSED unanimously by a hand vote.

The Meeting was **ADJOURNED** at 9:35 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>.