

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



**MISSION HILLS
NEIGHBORHOOD COUNCIL**
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Minutes of the
MISSION HILLS NEIGHBORHOOD COUNCIL (MHNC)
GENERAL BOARD MEETING Monday, March 5, 2018
LAPD Mission Area Police Station, Timothy M. Falco Community Room
11121 Sepulveda Boulevard, Mission Hills, CA 91345
DRAFT MINUTES

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 David Kritzer introduced himself and called the Meeting to order at 7:03 p.m. The Pledge of Allegiance was said.

b. Roll Call

Roll Call was taken. Seven of the 11 Board Members were present at the Roll Call: Dean Anderson (Vice-President), Jose Arevalo, Mangwi Atia (Secretary), Jose Castillo, Joseph Fuchs, David Kritzer (President), Savannah Pinedo and Niranjala Tillakaratne. Marisol Salazar arrived later. Andrew Charlton and John DiGregorio (Treasurer) were absent (both excused). 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. Eleven of the 14 Board Seats were filled (by election or appointment). Three Board Seats were vacant [Homeowner, Renter and Organizational/Employee; to apply, see <http://mhnconline.org/about-mhnc/board.>] Also attended: 17 Stakeholders and Guests.

II. PUBLIC COMMENT ON NON-AGENDIZED ITEMS

Resident John Barta was concerned about “contractors that dump contractor materials” and others also illegally dumping. He showed photos of an overflowed dumpster on Woodman south of Chatsworth Ave. with garbage spilled out of and around it.

Board Member Marisol Salazar arrived at this time (7:10), making eight Board Members present (the MHNC quorum is seven).

Luz Rivas, State Assembly Candidate, described her background, education and community service, including as an L.A. City Public Works Commissioner. Sarah Ramsawack announced the VANC (Valley Alliance of Neighborhood Councils; VANC@EmpowerLA.org; <http://empowerla.org/vanc-2>) Mixer will be March 8th. Budget Day will be June 23rd; the Neighborhood Councils Congress will be September 22, 2018 [<http://www.nccongressla.com>]. All events are free. Stakeholder John Samuelson believed the “new mall” [Olivo at Mission Hills shopping center] needs more security; Police and Fire are “there every day.” He urged having a Police “sub-station there.”

III. COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS

a. LA City Council District Representative

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>), reported that, last week, there were “160 total,” including many officials, at the Councilmember’s Town Hall Meeting regarding the Creek Fire. He urged reporting homeless encampments to him and/or the Police. “We’ve helped 50 people get into permanent housing . . . we can help them get the help they need.”

b. LAPD Senior Leads

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), reported that, in Mission Hills, “Part One” major crimes are slightly increased since last year. He requested and the Olivo shopping center added more security. He described the arrest of a theft suspect as the crime was being committed, and another arrest of another suspect in another theft. He indicated that the Police do regularly meet with Olivo representatives. The Police cleaned a homeless encampment at Devonshire and the 405. He encouraged reporting them, especially with photos.

c. Other Government Departments/Agencies

Semee Park, Director of Operations, L.A. Dept. of Neighborhood Empowerment (DONE) (213-978-1551; Semee.Park@LACity.org; www.EmpowerLA.org), will send information regarding the City’s “resiliency program.”

d. Community Organizations

There were no reports or announcements at this time.

IV. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES

a. General Board Meeting February 5, 2018

MOTION to TABLE (by Ms. Atia, seconded by Mr. Anderson: The Mission Hills Neighborhood Council TABLES Agenda Item #s IV. a. and b.

MOTION PASSED; zero opposed; zero abstained.

b. Special Board Meeting February 26, 2018 at 7:00pm

[See above Item #IV. a.]

V. DISCUSSION AND POSSIBLE ACTION TO DIRECT THE TREASURER TO REVIEW THE MONTHLY EXPENDITURE REPORTS FOR THE MONTHS OF AUGUST 2017 TO PRESENT FOR POSSIBLE ACTION AT NEXT MEETING

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

MOTION PASSED; zero opposed; zero abstained.

VI. DISCUSSION AND POSSIBLE ACTION TO APPOINT NEW BOARD MEMBERS TO THE FOLLOWING VACANCIES

a. 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.

b. Renter Stakeholder Board Member x1 – Open to Stakeholders eighteen (18) years of age or older who rent a residence located within the NC boundaries

Mr. Kritzer requested and it was agreed to TABLE this Item.

VII. DISCUSSION AND POSSIBLE ACTION ON NEIGHBORHOOD PURPOSES GRANT IN THE AMOUNT OF UP TO \$850.00 FOR THE DISASTER PREPAREDNESS FAIR. Submitted by Dave Brown of the North Hills West NC.

FUNDING MOTION (by Mr. Fuchs, seconded by Mr. Castillo): The Mission Hills Neighborhood Council approves up to \$850 for the annual Valley Disaster Preparedness Fair on Saturday, September 29th, subject to receipt of a budget.

DISCUSSION: Dave Brown, North Hills West Neighborhood Council (NHWNC) Board Member, representing the Fair, explained event preparation and outreach,

and that the Fair will be “at the Northridge Mall . . . in the parking lot.” Information also was provided to the previous MHNC Board. Ms. Park confirmed that the request could be approved pending receipt of more documentation such as a detailed budget, and that DONE and the City Clerk have been working for years with this organization. Maggie Elliott, NHWNC Board Member, added that “it’s all free . . . to involve the community.”

AMENDMENT to the FUNDING MOTION (by Mr. Castillo, seconded by Mr. Anderson): to amend the above Motion to “approves up to \$500.”

AMENDMENT to the FUNDING MOTION FAILED by a roll call vote of the eight eligible voters present with two in favor (“Yes” or “Aye”) (Anderson and Castillo); six opposed (“No” or “Nay”) (Arevalo, Atia, Fuchs, Kritzer, Salazar and Tillakaratne); zero abstained. Ms. Pinedo was ineligible to vote due to not yet being of age (18) to vote on financial matters.

DISCUSSION: Mr. Brown described educational material included with free emergency kits to be distributed and reminded to bring outreach material. Ms. Elliott added that the Fair will be 9:00 a.m. – 1:30 p.m.

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

VIII. DISCUSSION AND POSSIBLE ACTION ON NEIGHBORHOOD PURPOSES

GRANT IN THE AMOUNT OF UP TO \$5000.00 Submitted by Clean Streets Clean Starts.

Laura Rathbone, MHNC Homeless Liaison and Director of the Clean Streets Clean Starts program [818-401-5522; don8819@gmail.com: https://drive.google.com/file/d/1D-_cLeWLOIGFJzZmvs4-M3M1fkLMeE87/view], said “you guys choose the street that you want . . . it’s a six-week cycle . . . two days a week, two hours a day . . . a crew of 10 people . . . \$34 per person per day . . . it’s all in your community.”

FUNDING MOTION (by Mr. Castillo, seconded by Ms. Tillakaratne): The Mission Hills Neighborhood Council will allocate up to \$5,000 for a Neighborhood Purposes Grant to Clean Streets Clean Starts, subject to budget approval.

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

IX. DISCUSSION AND POSSIBLE ACTION ON SELECTION OF A WEBSITE POINT PERSON

Mr. Castillo noted he “had this position” and “has the experience.” Ms. Rodriguez was “interested in working on the Facebook and social media component . . . I’ve done it for my own business.” Ms. Atia “would like to work with the web designer.” Mr. Brown related experiences of the NHWNC. Mr. Kritzer appointed Mr. Castillo and Ms. Rodriguez Co-Chairs, with both to have the same access.

X. DISCUSSION AND POSSIBLE ACTION ON NEXT STEPS TO PROCEED WITH UPDATE OF MHNC WEBSITE BY MOORE BUSINESS RESULTS.

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

MOTION PASSED; zero opposed; zero abstained.

XI. DISCUSSION AND POSSIBLE ACTION ON ALLOCATION OF UP TO \$150 PER MONTH (RECURRING) FROM OFFICE CATEGORY FOR PRINTING OF GENERAL BOARD AND EXECUTIVE BOARD AGENDAS AND INFORMATION.
Ms. Rathbone updated.

FUNDING MOTION (by Mr. Castillo, seconded by Ms. Atia): The Mission Hills Neighborhood Council will allocate up to \$150 per month (recurring) from Office category for printing of general Board and Executive Board agendas and information.

DISCUSSION: Donovan Printing will be considered.

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

XII. DISCUSSION AND POSSIBLE ACTION ON ALLOCATION OF UP TO \$200 PER MONTH (RECURRING) FROM OUTREACH CATEGORY FOR GENERAL BOARD MEETING REFRESHMENTS.

FUNDING MOTION (by Ms. Tillakaratne, seconded by Mr. Anderson): The Mission Hills Neighborhood Council will allocate up to \$200 per month (recurring) from Outreach category for general Board meeting refreshments.

DISCUSSION: Mr. Brown related experiences of the NHWNC and the usefulness of refreshments in attracting and retaining Stakeholders; “we’re averaging 40-50 people.”

MOTION to CALL FOR THE QUESTION (by Ms. Atia); zero opposed; zero abstained.

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

XIII. DISCUSSION AND POSSIBLE ACTION ON DRAFTING CIS SUPPORTING NBC FUNDING EQUITY PROPOSAL AS PRESENTED BY BUDGET ADVOCATE JOHN DIGREGORIO.

Ms. Park explained the NCs funding equity issue.

MOTION to TABLE (by Ms. Atia, seconded by Mr. Anderson: The Mission Hills Neighborhood Council TABLES Agenda Item #s IV. a. and b.

MOTION PASSED; zero opposed; zero abstained.

XIV. DISCUSSION AND POSSIBLE ACTION ON APPROVING TREASURER JOHN DIGREGORIO AS TEMPORARY PCARD HOLDER UNTIL SECOND SIGNER OR OTHER BOARD MEMBERS HAVE COMPLETED REQUIRED TRAINING.

MOTION (by Mr. Castillo, seconded by Ms. Atia): The Mission Hills Neighborhood Council approves Treasurer John DiGregorio as its temporary purchase card holder until Second Signer or other Board Members have completed required training.

MOTION PASSED unanimously by a roll call vote of the nine eligible voters present with all nine in favor (“Yes” or “Aye”) (Anderson, Arevalo, Atia, Castillo, Fuchs, Kritzer, Pinedo, Salazar and Tillakaratne); zero opposed; zero abstained.

XV. DISCUSSION AND POSSIBLE ACTION ON NEXT STEPS TO HIRE ADMINISTRATIVE ASSISTANT INCLUDING BUT NOT LIMITED TO DEFINING SCOPE OF DUTIES, AND IDENTIFYING AND SOLICITING POTENTIAL CANDIDATES.

Mr. Kritzer, Mr. Anderson and Mr. Fuchs explained the need and usefulness. Mr. Brown related experiences of the NHWNC. There was discussion of MHNC needs; Mr. Anderson listed a number of them. Ms. Park believed the work could be done through a “personal services contract” or a City-approved agency. Mr. Kritzer requested someone and Mr. Anderson volunteered to contact the Partners in Diversity agency.

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

1. Public Safety Committee
 - a. Chair

b. Members

Mr. Kritzer appointed Ms. Castillo as Chair; Mr. Anderson, Mr. Brown and Mr. Samuelson volunteered to be Committee Members.

2. Zoning and Land-Use Committee

a. Chair

b. Members

Mr. Fuchs volunteered to be Chair; Rodney and Nellie Gonzalez volunteered to be Members.

3. Budget and Finance Committee

a. Chair

b. Members

B & F: Mr. DiGregorio, as Treasurer, is Chair. Ms. Rodriguez and Mr. Castillo volunteered to be Members.

4. Beautification and Cultural Affairs

a. Chair

b. Members

Beautification and Cultural Affairs: Ms. Tillakaratne, Mr. Fuchs and Nellie Gonzalez volunteered to be Members.

5. Outreach Committee

a. Chair

b. Members

Outreach: Mr. Kritzer explained outreach and volunteered to Chair; Mr. Anderson, Mr. Fuchs, and Rodney and Nellie Gonzalez volunteered to be Members.

6. Bylaws and Standing Rules Committee

a. Chair

b. Members

Bylaws: Ms. Atia volunteered to Chair; Mr. Anderson and Mr. DiGregorio will be Members.

XVII. PRESENTATION BY THE DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT P2 "BOARD MEMBER ORIENTATION"

Mr. Kritzer requested and it was agreed to TABLE this Item.

XVIII. 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. Kritzer requested and it was agreed to TABLE this Item.

XIX. LIAISON REPORTS

a. FilmLA Liaison

Mr. Kritzer requested and it was agreed to TABLE this Item.

b. Homelessness Liaison

Mr. Rathbone described upcoming work and announced that she will not be able to attend the next Board Meeting.

c. Planning Liaison

Mr. Kritzer requested and it was agreed to TABLE this Item.

XX. BOARD MEMBER ANNOUNCEMENTS

Ms. Atia reported that “the Board . . . [website] page has been updated”; Committee meeting information will be posted. Mr. Anderson reminded that land use projects at 11211 Sepulveda Blvd., a 65-unit project, and a four-story, 55-unit project need to be considered.

XXI. ADJOURN

MOTION (by Mr. Arevalo, seconded by Mr. Castillo): to **ADJOURN** the Meeting.

MOTION PASSED; zero opposed; zero abstained.

The Meeting was **ADJOURNED** at 9:07 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>.