

**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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**MISSION HILLS NEIGHBORHOOD COUNCIL (MHNC)
SPECIAL BOARD MEETING MINUTES, Tuesday, August 21, 2018**
at Bermuda Mobile Home Park, 15445 Bermuda St., Mission Hills, CA 91345
DRAFT Minutes [to be replaced by "Approved _[Month]_ _[date]_, 201_[year]_"]

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 Kritzer introduced himself and called the Meeting to order at 7:25 p.m. The Pledge of Allegiance was said.

b. Roll Call

Roll Call was taken by the Minutes Writer. Seven of the 11 Board Members were present at the Roll Call: Dean Anderson (Vice-President), Jose Arevalo, John DiGregorio (Treasurer), Joseph Fuchs, David Kritzer (President), Savannah Pinedo and Niranjala Tillakaratne. Mangwi Atia (Secretary) (excused), Jose Castillo (unexcused), Andrew Charlton (unexcused) and Marisol Salazar (Rodriguez) (unexcused) were absent. New Board Member Duke Smith was appointed to the Board during below Item #VI. a. 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 [Residential (2) and Organizational]; to apply, see <http://mhnconline.org/about-mhnc/board>. Also attended: five Stakeholders and Guests.

II. PUBLIC COMMENT ON NON-AGENDIZED ITEMS

Before the Meeting was called to order, Glenn Bailey reminded of the September 22nd Congress of Neighborhood Councils at City Hall with “30+ workshops . . . including breakfast” and lunch; “you do not need to register”; 800-900 Board Members are expected to attend and everyone is invited. VANC [the Valley Alliance of Neighborhood Councils; VANC@EmpowerLA.org; <http://empowerla.org/vanc-2>] will not have a Land Use Planning Forum in October; they will have an Election Forum at CBS Studios in Studio City and discuss Propositions and Measures. VANC meets second Thursdays at 6:30 p.m. at Sherman Oaks Hospital in the “first level in the Doctors’ Conference Room.” The City Council is considering Council File #18-0786 regarding emergency preparedness.

III. COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS

a. LA City Council District Representative

There was no report from 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>).

b. LAPD Senior Leads

Philip Ruiz, an 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), was not present and there was no report.

c. Other Government Departments/Agencies

Kathleen Quinn, Neighborhood Council Advocate, L.A. Dept. of Neighborhood Empowerment (DONE) (818-374-9893; Kathleen.Quinn@LACity.org; www.EmpowerLA.org), announced that the MHNC election will be Saturday, April 27, 2019, staffed by City Clerk staff. She encouraged approving the Election Information Worksheet, which Mr. Kritzer will Agendize for the next Board Meeting. There will be at-poll only voting with “paper ballots”; no online or vote-by-mail. She urged recruiting candidates.

d. Community Organizations

There were no reports at this time.

IV. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES:

[This Agenda Item was addressed after Item #VI. b.]

a. Special Board Meeting May 22, 2018

It was requested and agreed to TABLE approval of this Item.

b. General Board Meeting June 4, 2018

MOTION to COMBINE and APPROVE (by Mr. DiGregorio, seconded by Mr. Fuchs): The Mission Hills Neighborhood Council combines Item #s IV. b. and c. and approves the Minutes of its June 4, 2018 and July 10, 2018 General Board Meetings as written.

MOTION to COMBINE and APPROVE PASSED unanimously; zero opposed; zero abstained.

c. General Board Meeting July 10, 2018

See above Item #IV. b.

V. DISCUSSION AND POSSIBLE ACTION TO APPROVE MONTHLY EXPENDITURE REPORTS (MER)

a. May 2018

Mr. DiGregorio reviewed and explained copies of the MHNC May and June “Monthly Expenditure Reports.”

FUNDING MOTION to COMBINE and APPROVE (by Mr. DiGregorio, seconded by Mr. Fuchs): The Mission Hills Neighborhood Council combines Agenda Item #s V. a. and b. and approves its May and June 2018 Monthly Expenditure Reports as presented.

DISCUSSION: Mr. DiGregorio explained MER processing and reported that “there’s been no activity on our account for two months.”

FUNDING MOTION to COMBINE and APPROVE PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor (“Yes” or “Aye”) (Anderson, Arevalo, DiGregorio, Fuchs, Kritzer, Pinedo and Tillakaratne); zero opposed; zero abstained. Ms. Pinedo, since the last Board Meeting, became eligible to vote on funding Motions. Mr. Smith was ineligible to vote due to not having current Ethics Training and/or Funding Training.

b. June 2018

See above Item #V. a.

c. July 2018

FUNDING MOTION (by Mr. DiGregorio, seconded by Mr. Fuchs): The Mission Hills Neighborhood Council approves its July 2018 Monthly Expenditure Report as presented.

FUNDING MOTION PASSED by a roll call vote of the seven eligible voters present with six in favor (“Yes” or “Aye”) (Arevalo, DiGregorio, Fuchs, Kritzer, Pinedo and Tillakaratne); zero opposed; one abstained (Anderson) (MHNC

abstentions are counted as “yes” votes). Ms. Pinedo, since the last Board Meeting, became eligible to vote on funding Motions. Mr. Smith was ineligible to vote due to not having current Ethics Training and/or Funding Training.

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.

Stakeholder Duke Smith described his background and desire to serve.

MOTION (by Mr. DiGregorio, seconded by Mr. Anderson): The Mission Hills Neighborhood Council appoints Duke Smith to the Board in the Organizational Stakeholder/Employee Stakeholder Seat.

MOTION PASSED unanimously by a hand vote; zero opposed; zero abstained. Ms. Quinn led Mr. Smith in reading aloud the Oath of Office.

New Board Member Duke Smith was Seated at this time, making eight Board Members present (the MHNC quorum is seven).

- b. Residential/Renter Stakeholder Board Member x2 – Open to Stakeholders eighteen (18) years of age or older who rent a residence located within the NC boundaries.

There were no candidates at this time.

VII. DISCUSSION AND POSSIBLE ACTION TO appoint two Board Members to represent the MHNC as Budget Representatives for vote by the MHNC Board. Mr. DiGregorio explained this. Mr. Smith was interested in serving.

MOTION (by Mr. Anderson, seconded by Mr. Kritzer): The Mission Hills Neighborhood Council appoints Duke Smith as an MHNC Budget Representative.

MOTION PASSED unanimously; zero opposed; zero abstained. Mr. Smith joined Mr. Kritzer as the MHNC Budget Representatives.

VIII. DISCUSSION AND POSSIBLE ACTION to approve and certify the amended MHNC Inventory list as correct and complete, containing all items in the possession of MHNC as reported to the Department of Neighborhood Empowerment end of Fiscal Year 2017-2018.

Mr. Kritzer said the inventory “now contains all of the outreach items as well as four tables and four chairs and . . . a popcorn maker . . . and a movie screen.”

MOTION (by Mr. DiGregorio, seconded by Mr. Kritzer): The Mission Hills Neighborhood Council approves the amended MHNC Inventory list as correct and complete.

MOTION PASSED unanimously; zero opposed; zero abstained.

IX. DISCUSSION AND POSSIBLE ACTION to approve and certify the MHNC Administrative Packet for fiscal year 2018-2019.

Mr. Kritzer noted that the Packet was approved July 10th; Ms. Quinn requested that it be submitted to the City Clerk. No Motion was made or vote taken.

X. DISCUSSION AND POSSIBLE ACTION re: payment of \$400.00 to Lee Corkett for design of new MHNC logo.

There was discussion of design possibilities and whether to approve the payment before the services and design were completed.

FUNDING MOTION (by Mr. Anderson, seconded by Mr. DiGregorio): The Mission Hills Neighborhood Council will allocate \$400.00 to Lee Corkett for design of new MHNC logo, subject to approval by the City Clerk.

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, DiGregorio, Fuchs, Kritzer, Pinedo and Tillakaratne); zero opposed; zero abstained. Ms. Pinedo, since the last Board Meeting, became eligible to vote on funding Motions. Mr. Smith was ineligible to vote due to not having current Ethics Training and/or Funding Training.

XI. DISCUSSION AND POSSIBLE ACTION re: update on new logo design ideas
Mr. Kritzer reported that the MHNC already “took care of” this.

XII. DISCUSSION AND POSSIBLE ACTION re: securing a new meeting location for the MHNC Executive Board and Committees.

There was discussion about this; Mr. Anderson “will take the lead” in researching. No Motion was made or vote taken.

XIII. DISCUSSION AND POSSIBLE ACTION re: [see the below Motion].

FUNDING MOTION (by Mr. DiGregorio, seconded by Mr. Kritzer): The Mission Hills Neighborhood Council approves payment of \$284.00 to Going Somewhere Sportswear & Promotions for payment of sales taxes for outreach promotional items previously purchased by MHNC.

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, DiGregorio, Fuchs, Kritzer, Pinedo and Tillakaratne); zero opposed; zero abstained.

Ms. Pinedo, since the last Board Meeting, became eligible to vote on funding Motions. Mr. Smith was ineligible to vote due to not having current Ethics Training and/or Funding Training.

XIV. DISCUSSION AND POSSIBLE ACTION re: [see the below Motion].

FUNDING MOTION (by Mr. Anderson, seconded by Mr. Arevalo): The Mission Hills Neighborhood Council approves payment of \$36.22 to John DiGregorio for reimbursement for pizza purchased for July 10, 2018 General Board Meeting.

FUNDING MOTION PASSED by a roll call vote of the seven eligible voters present with six in favor (“Yes” or “Aye”) (Anderson, Arevalo, Fuchs, Kritzer, Pinedo and Tillakaratne); zero opposed; one abstained (DiGregorio) (MHNC abstentions are counted as “yes” votes). Ms. Pinedo, since the last Board Meeting, became eligible to vote on funding Motions. Mr. Smith was ineligible to vote due to not having current Ethics Training and/or Funding Training.

XV. DISCUSSION AND POSSIBLE ACTION re: approval of payment of \$30.99 to David Kritzer for reimbursement for pizza purchased for August 3, 2018 CD7 Movie Night Outreach.

FUNDING MOTION to COMBINE and APPROVE (by Mr. DiGregorio, seconded by Mr. Fuchs): The Mission Hills Neighborhood Council combines Agenda Item #s XV, XVI, XVII and XVIII and approves the following: (#XV) payment of \$30.99 to David Kritzer for reimbursement for pizza purchased for August 3, 2018 CD7 Movie Night Outreach; (#XVI) payment of \$36.22 to David Kritzer for reimbursement for pizza purchased for August 6, 2018 General Board Meeting; (#XVII) payment of \$72.39 to David Kritzer for reimbursement for pizza, ice, water, and paper goods purchased for August 7, 2018 National Night Out; and (#XVIII) payment of \$410.18 to David Kritzer for reimbursement for payment of past due storage balance; for a total reimbursement of \$549.78 to David Kritzer.

FUNDING MOTION to COMBINE and APPROVE PASSED by a roll call vote of the seven eligible voters present with six in favor (“Yes” or “Aye”) (Anderson, Arevalo, DiGregorio, Fuchs, Pinedo and Tillakaratne); zero opposed; one abstained (Kritzer) (MHNC abstentions are counted as “yes” votes). Ms. Pinedo, since the last Board Meeting, became eligible to vote on funding Motions. Mr. Smith was ineligible to vote due to not having current Ethics Training and/or Funding Training.

XVI. DISCUSSION AND POSSIBLE ACTION re: approval of payment of \$36.22 to David Kritzer for reimbursement for pizza purchased for August 6, 2018 General Board Meeting.
See above Item #XV.

XVII. DISCUSSION AND POSSIBLE ACTION re: approval of payment of \$72.39 to David Kritzer for reimbursement for pizza, ice, water, and paper goods purchased for August 7, 2018 National Night Out.
See above Item #XV.

XVIII. DISCUSSION AND POSSIBLE ACTION re: approval of payment of \$410.18 to David Kritzer for reimbursement for payment of past due storage balance.
See above Item #XV.

XIX. DISCUSSION AND POSSIBLE ACTION to appoint and/or search for a new MHNC Treasurer.
Mr. DiGregorio explained his “need to resign” and described Treasurer responsibilities. He will “stay on to the next meeting” until another Board Member volunteers. Mr. Fuchs may know a candidate. Mr. Kritzer requested and it was agreed to TABLE this Item. No Motion was made or vote taken.

XX. DISCUSSION AND POSSIBLE ACTION to appoint a new second signer.
It was agreed that Mr. DiGregorio still is the Second Signer for now. No Motion was made or vote taken.

XXI. COMMITTEE REPORTS

a. Public Safety

[This Agenda Item was addressed after Item #XXI. b.] Mr. Anderson indicated that there was no report.

b. Zoning and Land Use

[This Agenda Item was addressed after Item #XXI. d.] Mr. Fuchs reported that the Committee will meet next quarter. Mr. DiGregorio wanted the Committee to consider permanent supportive housing for homeless people.

c. Budget and Finance

Mr. DiGregorio indicated that there was no report at this time.

d. Beautification and Cultural Affairs

[This Agenda Item was addressed after Item #XXI. e.] Ms. Tillakaratne indicated that there was no report.

e. Outreach

Mr. Kritzer reported that he is working on having a Movie Night and described recent outreach. Ms. Tillakaratne reported that “banner funding was approved.” Mr. DiGregorio reported that the Panorama City NC wants to partner with other organizations to do “regional events” such as a Town Hall.

f. Bylaws and Standing Rules

Ms. Atia was not present and there was no report.

XXII. LIAISON REPORTS

a. FilmLA Liaison

Karen Martin was not present and there was no report.

b. Homelessness Liaison

Laura Rathbone was not present and there was no report.

c. Planning Liaison

There was no report at this time.

XXIII. BOARD MEMBER ANNOUNCEMENTS

There were no announcements at this time.

XXIV. ADJOURN

MOTION to ADJOURN (by Mr. Fuchs, seconded by Mr. Arevalo).

MOTION to ADJOURN PASSED; zero opposed; zero abstained.

The Meeting was **ADJOURNED** at 8:34 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>.