

**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, October 1, 2018**
at LAPD Mission Area Police Station, Timothy M. Falco Community Room
11121 Sepulveda Blvd., 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 Kritzer called the Meeting to order at 7:09 p.m. The Pledge of Allegiance was said.

b. Roll Call

Roll Call was taken by the Secretary. Eight of the 10 Board Members were present at the Roll Call: Jose Arevalo, Andrew Charlton, Joseph Fuchs, Duke Smith, Niranjala Tillakaratne, David Kritzer (President), Dean Anderson (Vice-President), and Mangwi Atia (Secretary). Marisol Rodriguez (excused) John DiGregorio (Treasurer) (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 [Residential (2), At-Large, and Youth]; to apply, see <http://mhnconline.org/about-mhnc/board>. Also attended: ~15 Stakeholders and Guests.

II. PUBLIC COMMENT ON NON-AGENDIZED ITEMS

Steven DeAnda, a Valle Vida volunteer, supported the approval of Valle Vida

Neighborhood Purposes Grant given its community impact.

Laura Rathbone is no longer with Clean Streets Clean Starts. She and her sister started Sisters on the Streets, a nonprofit that collects feminine hygiene kits. High school students who participate in Sisters on the Streets can get hours needed for graduation. Ms. Rathbone also mentioned that you can report homeless encampments to <https://www.lahsa.org>.

Dave Brown thanked MHNC for its financial contribution and participation in the 2018 Disaster Fair. Food line had some challenges, but kit bag went well. The event may occur in October 2019.

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>), announced that Los Angeles Homeless Services Authority has a new web portal called LA-HOP for homeless services. It only gives a confirmation email upon submission to date.

Mr. Solorio gave an update on RVs. CD6 is handling Filmore and Woodman. Senior Lead Officer Ware is responsible for Arleta and Paxton. CD7 refers RV parking issues to LAPD. Lassen residents will be asked to attend a community event so that LAPD and CD7 can obtain feedback.

Mr. Solorio reported that weed abatement for properties owned by the City will be trimmed within the next 2-3 weeks.

Mr. Solorio stated that illegal dumping on Laurel Canyon and Chatsworth/Brand (under the 5 Freeway) was reported and referred to Clean Streets LA. He is working with them to pick up materials this Saturday (or no later than next Wednesday).

Mr. Solorio mentioned that there are squatters on private property who are responsible for illegal dumping under the 5 Freeway. CD7 and Senior Lead Officer is writing a letter to private property.

b. LA City Field Representative

Jose [Last Name?], who is filling in for Kathleen Quinn, made a few announcements. Neighborhood Councils should look at stakeholders' demographics. For elections, the Department will have two regional outreach workshops (on October 18 and 23) at 6:30-8:30PM location TBD. Online training portal (Ethics, Code of Conduct, and additional trainings) will be available early next year.

c. LA City Clerk Representative

Robert [Last Name?] from City Clerk Office reported that election date is April 27, 2019. Candidate filling will begin on January 12, 2019. He clarified that City Clerk is responsible for recruiting and staffing, candidate filing, developing and counting the ballots, and issuing results. He will stay until the end of the meeting so that he can collect signed election worksheet.

b. LAPD Senior Leads

There were no other reports or announcements.

c. Other Government Departments/Agencies

There were no other reports or announcements.

d. Community Organizations

There were no other reports or announcements.

IV. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES:

a. General Board Meeting May 22, 2018

MOTION (by Mr. Fuchs, seconded by Mr. Charlton): The Mission Hills Neighborhood Council approves the Minutes of its May 22, 2018 General Board Meeting as written.

MOTION PASSED unanimously; zero opposed; zero abstained.

b. General Board Meeting August 6, 2018

MOTION (by Mr. Anderson, seconded by Mr. Smith): The Mission Hills Neighborhood Council approves the Minutes of its August 6, 2018 General Board Meeting as written.

MOTION PASSED unanimously; zero opposed; zero abstained.

c. Special General Board Meeting August 22, 2018

MOTION (by Mr. Fuchs, seconded by Mr. Anderson): The Mission Hills Neighborhood Council approves the Minutes of its August 22, 2018 Special Board Meeting as written.

MOTION PASSED unanimously; zero opposed; zero abstained.

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

a. August 2018

MOTION (by Mr. Charlton, seconded by Mrs. Tillakaratne): The Mission Hills Neighborhood Council approves the Monthly Expenditure Report of August 2018 as written.

MOTION PASSED unanimously; zero opposed; zero abstained.

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

- a. Youth Board Member (1) – Open to Stakeholders between the ages of sixteen (16) and twenty-five (25) who live, work, own property or declare a stake in the neighborhood as a community interest stakeholder. If less than eighteen (18) years of age, the Youth Board Member shall be precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations to enter into contracts.
- b. Residential/Renter Stakeholder Board Member (1) – Open to Stakeholders eighteen (18) years of age or older who rent a residence located within the NC boundaries
- c. Residential Stakeholder Board Member (1) – Open to Stakeholders eighteen (18) years of age or older who rent a residence located within the NC boundaries
- d. At-Large Stakeholder Board Members (1) – 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. Kritzer noted the above; it was agreed to TABLE this Item.

VII. DISCUSSION AND POSSIBLE ACTION re: Neighborhood Purpose Grant application in the amount of \$5,000.00 proposed by Valle Vida for Nature Parkway expansion.

Yolie Anguiano described Valle Vida and how it will use the Neighborhood Purposes Grant to sustain the parkway. Mr. Anderson asked if organization has worked with DWP, and Ms. Atia had questions about their budget.

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

MOTION to TABLE PASSED 7 approved; 1 abstained; zero opposed.

(Mr. Joe Fuchs left the meeting at 7:52PM)

VIII. DISCUSSION AND POSSIBLE ACTION re: preparation of Community Impact Statement re: RV Parking situation

Mr. Anderson commented on RV parking and agreed to draft Community Impact Statement for review. Mr. Solorio asserted that CD7 is working with a nonprofit in North Hills to assist with outreach on parking (5 RVs and 20 compact cars) at a specific site. Mr. Charlton asked for clarification, in which Mr. Solorio responded.

MOTION (by Mr. Anderson, seconded by Mr. Kritzer): The Mission Hills Neighborhood Council approves the preparation of Community Impact Statement re: RV Parking situation.

MOTION PASSED unanimously; zero opposed; zero abstained.

IX. DISCUSSION AND POSSIBLE ACTION re: preparation of Community Impact Statement re: homelessness

Mr. Anderson stated that shopping carts in the neighborhood are being used to transport items. Mr. Charlton indicated that a woman was attacked at the Vons on Devonshire. Mr. Smith added to the discussion.

MOTION (by Mr. Anderson, seconded by Ms. Atia): The Mission Hills Neighborhood Council approves the preparation of Community Impact Statement re: homelessness.

MOTION PASSED unanimously; zero opposed; zero abstained.

X. DISCUSSION AND POSSIBLE ACTION re preparation of Community Impact Statement in support Council File 18-0467 to reform and improve the Neighborhood Council system.

Mr. Kritzer distributed copies of actual motion and Granada Hills North Neighborhood Council response.

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

MOTION PASSED unanimously; zero opposed; zero abstained.

XI. DISCUSSION re: restriping on Chatsworth Street

Steve Rostam from LADOT noted that Chatsworth Street between Woodman and Arleta Streets have been resurfaced. These streets are on a 20-year cycle. Mr. Rostam reviewed the plans and noticed there were no median. He is proposing from taking the two-lane on each direction to one-lane on each direction median. It is illegal to park in the bicycle lane.

XII. DISCUSSION AND POSSIBLE ACTION re: update on design of new MHNC logo.

Mrs. Tillakaratne reported that Beautification and Cultural Affairs Committed would like to see color, shadows, hills, palm trees, road, brush and 3D effect. Such edits would cost an additional \$125 dollars. Ms. Atia asked whether graphic designer would charge MHNC an additional fee for writing, and Mrs. Tillakaratne responded that would not be the case. Mrs. Tillakaratne reviewed the funding portal and saw there was no funding request for graphic designer services.

MOTION to AMEND (by Mr. Charlton, seconded by Mrs. Tillakaratne): The Mission Hills Neighborhood Council amends this Item for updating design of new MHNC logo (e.g., color, shadows, road, brush, 3D effect) for an additional \$125 dollars.

MOTION PASSED 6 approved; 1 abstained; zero opposed.

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

Mr. Smith proposed that MHNC Executive Board and Committee meetings be held at the community center at Brand Park. He forwarded Mr. Solorio the contact information of Parks and Recreational representative to check status. There is a permit with a waiver fee. Mr. Smith also suggested that we hold meetings at the churches. Mr. Anderson stated that MHNC can still use the Hyundai Dealership if we park our cars on the street. Mr. Kritzer mentioned that San Jose Elementary School charges \$78 dollars a quarter. He also confirmed that MHNC will extend room reservation with the Mission Hills Police Station for another year (General and Special Board Meetings).

XIV. DISCUSSION AND POSSIBLE ACTION re: approval of election worksheet

Mr. Kritzer listed Mission Hills Police Station as the primary election site with San Jose Elementary School as the alternate. He signed official election worksheet and handed it over to Robert [Last Name?] from City Clerk.

MOTION (by Mr. Charlton, seconded by Mr. Kritzer): The Mission Hills Neighborhood Council approves this Item.

MOTION PASSED unanimously; zero abstained; zero opposed.

XV. DISCUSSION AND POSSIBLE ACTION to approve expense of up to \$100.00 for refreshments for MHNC Beautification Event on October 13, 2018

Mrs. Tillakaratne announced that MHNC, in partnership with Valle Vida, will have a cleanup event at Pacoima Spreading Grounds Pathway on Devonshire Street. She hopes to draw 30 volunteers with our marketing efforts. Food and drinks will be provided.

MOTION to AMEND (by Mr. Anderson, seconded by Mr. Charlton): The Mission Hills Neighborhood Council approves expense of up to \$100.00 for refreshments for MHNC Beautification Event on October 13, 2018 by involving Dean Anderson as the P-Card holder to coordinate the spending with this credit card.

MOTION PASSED 6 approved; 1 abstained; zero opposed.

XVI. DISCUSSION AND POSSIBLE ACTION to approve expense of up to \$100.00 to purchase a table space for outreach at Mission Hills Community Church Great Punkin Event on October 20, 2018

This community event will have a food truck and exhibitors selling artwork. Additionally, event attendees will watch a movie.

MOTION (by Mr. Anderson, seconded by Mr. Charlton): The Mission Hills Neighborhood Council approves Item #XVI.

MOTION PASSED 6 approved; 1 abstained; zero opposed.

XVII. DISCUSSION AND POSSIBLE ACTION to purchase beautification supplies as listed below for up to amounts listed for use at MHNC Beautification/Clean Up Events:

- i. Traffic Cones up to \$200.00
- ii. Hand Tools and Gloves up to \$200.00
- iii. Safety Vests up to \$200.00

Mrs. Tillakaratne acknowledged that items were approved last fiscal year, but paperwork was not submitted to City Clerk for processing.

MOTION (by Mr. Charlton, seconded by Mr. Anderson): The Mission Hills Neighborhood Council approves Item #XVII.

MOTION PASSED 6 approved; 1 abstained; zero opposed.

XVIII. DISCUSSION re: CONGRESS OF NEIGHBORHOODS ON September 22, 2018

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

MOTION PASSED unanimously; zero opposed; zero abstained.

XIX. DISCUSSION AND POSSIBLE ACTION to appoint and/or search for a new MHNC Treasurer.

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

MOTION PASSED unanimously; zero opposed; zero abstained.

XX. DISCUSSION AND POSSIBLE ACTION re: selection of new or additional posting location for agendas

Community members think Mission Hills Neighborhood Council should consider a second place to post agenda. Dave Brown clarified the requirements for posting an agenda.

MOTION (by Mr. Anderson, seconded by Mr. Charlton): The Mission Hills Neighborhood Council approved Menchie's as the second location to post agenda.

MOTION PASSED unanimously; zero opposed; zero abstained.

XXI. DISCUSSION AND POSSIBLE ACTION re: possible partnership with OLIVO shopping center for holiday event in December 2018.

Mr. Charlton reported that OLIVO shopping center landlords are open to partnering with us and splitting estimated \$4K costs for Santa Claus event. Event tentative date is December 8th.

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

MOTION PASSED unanimously; zero opposed; zero abstained.

XXII. COMMITTEE REPORTS

a. Public Safety Committee

There was no report.

b. Zoning and Land-Use Committee

There was no report.

c. Budget and Finance Committee

There was no report.

d. Beautification and Cultural Affairs

Mrs. Tillakaratne recognized and thanked two key stakeholders for their ongoing support.

e. Outreach Committee

There was no report.

f. Bylaws and Standing Rules Committee

There was no report.

XXIII. LIAISON REPORTS

a. FilmLA Liaison

There was no report.

b. Homelessness Liaison

There was no report.

c. Planning Liaison

There was no report.

XXIV. BOARD MEMBER ANNOUNCEMENTS

Mr. Anderson announced that he was recently burglarized and shared his lessons learned from the experience.

XXV. ADJOURN

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

MOTION to ADJOURN PASSED unanimously; zero opposed, zero abstained.

The Meeting was **ADJOURNED** at 9:00 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>.

