

**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)  
BOARD MEETING, Monday, January 7, 2019**

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 7:03 p.m. and led the Pledge of Allegiance.

b. Roll Call

Roll Call was taken by the President. Eight of the 11 Board Members were present at the Roll Call: David Kritzer (President), Niranjala Tillakaratne (Treasurer), Andrew Charlton, Joseph Fuchs, Dean Anderson (Vice President), Araceli Hernandez, Lokubanda Tillakaratne and Duke Eric Smith. Jose Arevalo (excused) and Mangwi Atia (Secretary) (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&dlta=su46~>), so the Board could take such votes. Ten 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: 18 Stakeholders and Guests.

**II. PUBLIC COMMENT ON NON-AGENDIZED ITEMS**

- a. John stated that we still do not have a sidewalk next to Los Angeles Fire Department - Station 75. He has presented this to the Los Angeles Council. Duke

Eric Smith responded that he took pictures and notified the City with pictures. If it is approved to install a sidewalk, it would take six months per Duke Eric Smith's conservation with the City.

### **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 the following:

- Due to weather conditions, tents are allowed at night but not during the day. Please report tents that are up during the day.
- Safe parking program startup recently. Parking program can house up to 25 cars.
- Recreational vehicle—CD7 is addressing the RV dwelling issue with the help of Los Angeles Police Department.

#### b. LAPD Senior Leads

There was no report.

#### c. Other Government Departments/Agencies

Jude Hernandez, Field Representative from Assemblywoman Luz Rivas (office phone 818-504-3911; <https://a39.asmdc.org>):

- Interstate 5 on- and off-ramps — It took time to get work done, but did clean them going northbound. More improvements (e.g., sound walls) to come within the next decade.
- Beautification projects — There are potential areas in Mission Hills to clean on- and off-ramps. Feel free to contact him if you have any suggestions for improving state property.

#### d. [First and Last Name?], who is filling in for Kathleen Quinn, announced EmpowermentLA (via [empowerla.org/awards](http://empowerla.org/awards)) and Vanguard (via <http://empowerla.org/empowerla-awards-2019-submit-your-nominations-save-the-date/>) nomination awards are open. Additionally, Neighborhood Council elections open for Region 1 on January 12th. A workshop will occur on the 19th from 10:00am to 12:00pm | Marvin Braude Constituent Center. IgniteLA workshop at same location will occur from 1:00pm to 3:00pm. Lastly, he reminded to maintain elections checklist and keep in contact with elections administrator. Visit <https://clerk.lacity.org/elections/neighborhood-council-elections> to view list of candidates.

#### e. Community Organizations

There was no report.

### **IV. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES:**

#### a. Special Board Meeting May 22, 2018

**MOTION to COMBINE and APPROVE** (by Dean Anderson; seconded by Duke Eric Smith): The Mission Hills Neighborhood Council combines Items #s IV a and c

and approves the Minutes of its May 22, 2018 Special Board Meeting and December 3, 2018 General Board Meeting Minutes as written.

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

- b. General Board Meeting September 17, 2018  
It was agreed to Table this Item.
- c. General Board Meeting December 3, 2018  
See above Item #IV a.

**V. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE MONTHLY EXPENDITURE REPORT FOR THE MONTHS OF:**

a. November 2018

Niranjala Tillakaratne reported November 2018 beginning balance was \$40,577 and end ~\$38K. We spent funds on storage, Southern California Preparedness, Partners in Diversity and David Kritzer's reimbursement. In December, we spent funds on storage, graphic designer and food.

**FUNDING MOTION to COMBINE and APPROVE** (by David Kritzer, seconded by Andrew Charlton): The Mission Hills Neighborhood Council combines Item #s V a and b approves its November 2018 and December 2018 Monthly Expenditure Reports as presented.

**FUNDING MOTION to COMBINE and APPROVE PASSED** unanimously by a roll call vote of the eight eligible voters present with all eight in favor ("Yes" or "Aye") (Kritzer, Anderson, N. Tillakaratne, Charlton, Fuchs, and L. Tillakaratne); zero opposed; zero abstained, two ineligible.

- b. December 2018  
See above Item #V a.

**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. 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.

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 Northridge Beautification Foundation (Clean Streets, Clean Starts)  
Niranjala Tillakaratne requested that Northridge Beautification Foundation (Clean Streets, Clean Starts) present Neighborhood Purpose Grant to the Beautification Committee.  
It was agreed to TABLE this Item.

- VIII. DISCUSSION AND POSSIBLE ACTION** re: preparation and approval of Community Impact Statement re: graffiti removal at Olivo  
Audience member stated that there was money allocated last year to clean up the graffiti, but David Kritzer did not recall it.  
It was agreed to TABLE this Item.

- IX. DISCUSSION AND UPDATE** re: preparation of Community Impact Statement re: RV Parking situation  
Laura [Last name?] from North Valley Caring Services reported that it allows RV parking since October 2018. To date, it has entered 10 people into housing. It is a model that works and should encourage other organizations to implement something similar. Dean Anderson read Community Impact Statement. Juan Solorio refuted the language regarding what he said.

**MOTION** (by Andrew Charlton; seconded by David Kritzer): The Mission Hills Neighborhood Council approves to write a letter in substitute of Community Impact Statement with suggested edits.

**MOTION PASSED** unanimously; zero opposed; zero abstained.

- X. DISCUSSION AND UPDATE** re: preparation of Community Impact Statement re: homelessness  
Dean Anderson read Community Impact Statement with MHNC Board Members requesting edits to be made. Audience member shared concerns about Bermuda Mobile Home Park experience with homeless community and asked for guidance from MHNC. Joseph Fuchs, in turn, offered a solution to Bermuda Mobile Home Park homeless issue.

**MOTION** (by Andrew Charlton; seconded by Dean Anderson): The Mission Hills Neighborhood Council approves to write a letter in substitute of Community Impact Statement with suggested edits.

**MOTION PASSED** unanimously; zero opposed; zero abstained.

- XI. DISCUSSION AND ACTION** re preparation of Community Impact Statement in

support Council File 18-0467 to reform and improve the Neighborhood Council system.

Duke Eric Smith reported the number of Neighborhood Councils submitting a Community Impact Statement. He discussed the process to submit one.

**MOTION** (by Duke Eric Smith; seconded by Andrew Charlton): The Mission Hills Neighborhood Council approves to support of Community Impact Statement in support Council File 18-0467 with further information to come.

**MOTION PASSED** unanimously; zero opposed; zero abstained.

**XII. DISCUSSION AND POSSIBLE ACTION** re: update on design of new MHNC logo. Niranjala Tillakaratne indicated that we paid for new MHNC logo and have the digital files. She will forward new logo to Kathleen Quinn and webmaster.

**XIII. DISCUSSION AND POSSIBLE ACTION** re: update on design of new MHNC banners. Niranjala Tillakaratne reported that we can move forward with banner company, since we have a new MHNC logo. She asked for design input.

**XIV. DISCUSSION AND POSSIBLE ACTION** re: appointment of alternate signers for financial purposes.

**FUNDING MOTION to COMBINE and APPROVE** (by Dean Anderson; seconded by Niranjala Tillakaratne): The Mission Hills Neighborhood Council combines Item #s V a and b approves its November 2018 and December 2018 Monthly Expenditure Reports as presented.

**FUNDING MOTION to COMBINE and APPROVE PASSED** unanimously by a roll call vote of the eight eligible voters present with all eight in favor (“Yes” or “Aye”) (Kritzer, Anderson, N. Tillakaratne, Charlton, Fuchs, and L. Tillakaratne); zero opposed; zero abstained, two ineligible.

**XV. DISCUSSION AND POSSIBLE ACTION** re: re: appointment of new pCard holder Dean Anderson does not see the need to find a new pCard holder, so he will continue to perform the duties.

**XVI. DISCUSSION AND POSSIBLE ACTION** re: appointment of Board Members as designated Community Impact Statement filers

**MOTION** (by David Kritzer; seconded by Andrew Charlton): The Mission Hills Neighborhood Council approves to David Kritzer, Dean Anderson, Andrew Charlton, Duke Eric Smith, and Araceli Hernandez as designated Community Impact Statement filers.

**MOTION PASSED** unanimously; zero opposed; zero abstained.

**XVII. COMMITTEE REPORTS** (~2min per Committee):

- 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  
There was no report.
- e. Outreach Committee  
There was no report.
- f. Bylaws and Standing Rules Committee  
There was no report.

**XVIII. LIAISON REPORTS** (~2min each):

- a. FilmLA Liaison  
There was no report.
- b. Homelessness Liaison  
Laura [Last name?] from North Valley Caring Services mentioned homeless count signup and Los Angeles County Homeless Outreach Portal.
- c. Planning Liaison  
There was no report.

**XIX. BOARD MEMBER ANNOUNCEMENTS** (~10 Min)

Dean Anderson would like to have Executive Board Meetings to set the agenda and hire an Administrative Assistant.

**XX. ADJOURN**

**MOTION to ADJOURN** (by Andrew Charlton; seconded by David Kritzer).

**MOTION to ADJOURN PASSED** unanimously by a hand vote with seven in favor.

The Meeting was **ADJOURNED** at 8:37 p.m.

*The first paragraph of some Items, Motions/Resolutions and other wording may have been copied from the Agenda. Minutes written by Secretary, possibly edited by MHNC. The MHNC Minutes page is <http://mhnconline.org/agendas-minutes>.*

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to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

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#### **RECONSIDERATION AND GRIEVANCE PROCESS**

For information on the MHNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the MHNC Bylaws. The Bylaws are available at our Board meetings and our website via [MHNOnline.org](http://MHNOnline.org)

#### **SERVICIOS DE TRADUCCION**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días

de trabajo (72 horas) antes del evento. Por favor contacte a, al 818.869.4577 o por correo electrónico [board@mhnconline.org](mailto:board@mhnconline.org) para avisar al Concejo Vecinal.

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