



MISSION HILLS NEIGHBORHOOD COUNCIL

MHNCOOnline.org

818.869.4577

City of Los Angeles

Eric Garcetti, Mayor



## Board of Governors Executive Committee Meeting

Wednesday March 27, 2019 – 7:00 p.m.

Keyes Mission Hills Hyundai Meeting Room

10240 Sepulveda Blvd., Mission Hills, CA 91340

• A G E N D A •

**President**

David Kritzer  
(At Large Seat – 2020)

**Vice President**

Dean Anderson  
(At Large Seat – 2020)

**Treasurer**

Niranjala Tillakaratne  
(Residential Seat – 2020)

**Secretary**

Mangwi Atia  
(At Large Seat – 2020)

**Members**

Jose L. Arevalo  
(Residential Seat – 2018)  
Andrew Charlton  
(Business Seat – 2020)  
Joe Fuchs  
(Residential Seat – 2020)  
Duke Eric Smith  
(Organization Seat – 2020)  
Lokubanda Tillakaratne  
(Residential Seat – 2018)  
Araceli Hernandez  
(Residential Seat – 2020)

**I. WELCOMING REMARKS: (~5min)**

- a. Call to order & Flag Salute
- b. Roll Call

**II. PUBLIC COMMENT ON NON-AGENDIZED ITEMS (2 minutes per speaker)**

**III. DISCUSSION AND POSSIBLE ACTION ON BOARD MINUTE REVISIONS: (~10min)**

I.

**IV. DISCUSSION AND POSSIBLE ACTION ON SETTING THE BOARD AGENDA FOR March 4, 2019 General Board Meeting, including:**

**A. DISCUSSION AND POSSIBLE ACTION TO APPROVE MONTHLY EXPENDITURE REPORTS (MER) (~10 min)**

- a. February 2019

**B. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES:**

- a. General Board Meeting September 17, 2018
- b. General Board Meeting February 4, 2019
- c. General Board Meeting March 4, 2019

**C. DISCUSSION AND POSSIBLE ACTION re: update and feedback on installation of new MHNC banners.**

**D. DISCUSSION AND POSSIBLE ACTION re: payment of up to \$5,000.00 for purchase and installation of additional MHNC banners.**

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

- a. Traffic Cones up to \$200.00
- b. Hand Tools and Gloves up to \$200.00

c. Safety Vests up to \$200.00

**F. DISCUSSION AND POSSIBLE ACTION** re: on approving a total of \$487.25 for two invoices (30351 and 30584) that were unpaid out of the last fiscal years' funds for minute taking and administrative assistance:

- a. Invoice 30351 in the amount of 352.94 for the week ending May 13th 2018
- b. Invoice 30584 in the amount of 134.31 for the week ending June 10th 2018

**G. DISCUSSION AND POSSIBLE ACTION** to approve the following Outreach Expenses up to the following amounts:

- Up to \$200 for Board Member nametags
- Up to \$200 for Board Member Desk Signs
- Up to \$650 for Board Member polo shirts
- Up to \$1,000 for MHNC custom caps
- Up to \$500 for MHNC custom table cloths
- Up to \$500 for MHNC custom canopy cover
- Up to \$500 for MHNC stand up banners

**H. DISCUSSION AND POSSIBLE ACTION** re: preparation and approval of a CIS re: Homeless Youth and Families / School System Outreach / Coordinated Entry System (CES) CF 14-0655-S6

**I. DISCUSSION AND POSSIBLE ACTION** re: preparation and approval of a CIS re: Graffiti Removal CF 18-0469

**J. DISCUSSION AND POSSIBLE ACTION** re: hiring an Administrative Assistant / Minutes Writer for MHNC.

**K. ANY OTHER ITEMS SOUGHT TO BE ADDED TO THE AGENDA**

**V. ADJOURN**

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “Speaker Card” 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.

**PUBLIC POSTING OF AGENDAS** - MHNC agendas are posted for public review as follows:

- Arco Gas Station, 15508 Devonshire St, Mission Hills, CA 91345
- Menchie’s Mission Hills 10386 Sepulveda Blvd, Mission Hills, CA 91345
- [MHNCOnline.org](http://MHNCOnline.org)
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at [lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm](http://lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm)

**THE AMERICAN WITH DISABILITIES ACT** - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon

request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Board at 818.869.4577 or email at [board@mhnconline.org](mailto:board@mhnconline.org)

**PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: [MHNOnline.org](http://MHNOnline.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Board at, at 818.869.4577 or email [board@mhnconline.org](mailto:board@mhnconline.org).

#### **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 [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.

## **Social Media Sites**



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**@ Mission Hills NC Outreach**