



MISSION HILLS NEIGHBORHOOD COUNCIL

MHNCOOnline.org

818.869.4577

City of Los Angeles

Eric Garcetti, Mayor



# Board of Governors Executive SPECIAL Committee Meeting TUESDAY, July 30, 2019 – 7:00 p.m.

Keys Mission Hills Hyundai Meeting Room  
10240 Sepulveda Blvd. Mission Hills, CA 91345

## President

Dean Anderson  
(At Large Seat – 2020)

## Vice President

Joe Fuchs  
(Residential Seat –  
2023)

## Treasurer

Niranjana Tillakaratne  
(Residential Seat – 2020)

## Secretary

Duke Smith  
(Organizational Seat –  
2020)

## Members

David Kritzer  
(At-Large Seat – 2020)  
Araceli Hernandez  
(At-Large Seat – 2023)  
Mangwi Atia  
(At-Large Seat – 2020)  
Lokubanda Tillakaratne  
(Residential Seat – 2023)

Joe Cabrera  
(Residential Seat-2023)

Andrew Charlton  
(Business Seat – 2020)

Brandon Palmer  
(Business Seat – 2023)  
Pending Board Vote

(At-Large Seat – 2023)

Vacant

(Renter Stakeholder – 2023)

Vacant

(Youth Stakeholder – 2023)

Vacant

## • A G E N D A •

### 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 MINUTES REVISIONS (~10min)

### IV. DISCUSSION AND POSSIBLE ACTION ON SETTING THE BOARD AGENDA FOR August 05, 2019 General Board Meeting, including:

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

- a. June 2019

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

- a. General Board Meeting March 04, 2019
- b. General Board Meeting May 21, 2019
- c. General Board Meeting July 03, 2019
- d. General Board Meeting July 01, 2019
- e. General Board Meeting January 07, 2019 (Head count needs to be corrected per Secretary)
- f. General Board Meeting February 04, 2019 (Head count needs to be Corrected per Secretary)

#### C. DISCUSSION AND POSSIBLE ACTION TO APPROVE Brandon Palmer to MHNC Business Seat pending Board approval and vote.

- D. DISCUSSION AND POSSIBLE ACTION** on any emails, PO Box mail or phone calls received by MHNC that are a concern to Mission Hills Stakeholders or Board members.
- E. DISCUSSION AND POSSIBLE ACTION** on assigning MHNC Board Members for Storage inventory as required From DONE as a required inventory form will be sent out soon to MHNC.
- F. DISCUSSION AND POSSIBLE ACTION** for the MHNC to select Administrative Assistant temporary Professional services through Lloyd Staffing Agency as approved by committee.
- G. DISCUSSION AND POSSIBLE ACTION TO APPROVE** David Levine to the position of paid temporary Administrative assistant for MHNC, like the Board already voted on and approved on April 2, 2018.
- H. DISCUSSION AND POSSIBLE ACTION** to approve the MHNC inventory as completed by David Kritzer.
- I. DISCUSSION AND POSSIBLE ACTION TO APPROVE** \$350.36 FOR two storage lockers and two locks to be Used At the Mission Hills Police Station. Items will be used to store MHNC Board meeting equipment. This Item will require a BAC.
- J. DISCUSSION AND POSSIBLE ACTION TO APPROVE** \$199.54 to David Kritzer for reimbursement for Outreach regarding July 12, 2019 movie night. This item will require a BAC. This receipt has been given to Both the Treasurer and the President via email.
- K. DISCUSSION AND POSSIBLE ACTION re:** approval of purchase of \$300.00 for printing of 1000 new Outreach Brochures from Donovan Printing. A sample brochure will be provided in meeting for Board approval.
- L. DISCUSSION AND POSSIBLE ACTION** on adjusting MHNC Board attendance for January 07, 2019 and February 04, 2019 Board meeting minutes. This is due to a discrepancy found recently.
- M. DISCUSSION AND POSSIBLE ACTION** for reimbursement to Dean Anderson in the cash amount of \$98.55. Dean Anderson who paid \$98.55 in cash for audio storage container to be used at the Mission Hills Police Station community room outside patio. David Kritzer will pay Dean Anderson this money as unit was returned do to a discrepancy with LAPD Senior Management about the size of this item.
- N. DISCUSSION AND POSSIBLE ACTION** regarding why when searching Mission Hills Neighborhood Council 21816 Lanark St, Canoga Park, Ca 91304 with phone (818) 883-1503 is shown on right side of search page. According to (DONE IT staff) Google gives us the option to "Suggest an edit". A form will be filled out submitting the edits we make. This will form will require verification along with a verification code. Discussion and action will include giving this problem to our administrative assistant or our webmaster Wendy Moore to correct.

- O. DISCUSSION AND POSSIBLE ACTION** regarding noisy neighbors, excessive party noise, running a business Out of a house, in Mission hills. According to CD7 Juan Solorio residents cannot run a business out of their home. What action does CD7 and the LAPD require.
- P. DISCUSSION AND POSSIBLE ACTION TO APPROVE re:** approval of new Outreach Brochure approved by Outreach Committee.
- Q. DISCUSSION AND POSSIBLE ACTION** on the approval of a digital recorder with the capability to dictate to a word document.
- R. DISCUSSION AND POSSIBLE ACTION** for MHNC Community Emergency Plan, which will become a Requirement at some point.
- S. DISCUSSION AND POSSIBLE ACTION re:** Street Vending in Mission Hills. Does anyone want to take on Responsibility for a CIS.
- T. ANY OTHER ITEMS SOUGHT TO BE ADDED TO THE AGENDA.**

**U. ADJOURN MHNC MEETING.**

**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
- MHNOnline.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@mhnonline.org](mailto:board@mhnonline.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 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@mhnonline.org](mailto:board@mhnonline.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@mhnonline.org](mailto:board@mhnonline.org) para avisar al Concejo Vecinal.

## **Social Media Sites**



@ Mission Hills Neighborhood Council, @ MissionHillsNC



@ Mission Hills NC Outreach