



City of Los Angeles
California
Eric Garcetti
Mayor



Board of Governors Stakeholders General Board Meeting

Monday June 3 2019 – 7:00 p.m.

**Mission Hills Community Police Station
Community Meeting Room**

11121 Sepulveda Blvd. Los Angeles CA 91345

**Board of
Governors:**

President

Dean Anderson

Vice President

Joe Fuchs

Treasurer

Niranjala Tillakaratne

Secretary

Duke Smith

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)

MINUTES

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: (~5min)

President Dean Anderson Thank you for showing up, we have a new Executive Board

A Called the Meeting to order at 7:12 p.m

B. Roll call taken By President Anderson . Nine of ten board members were present, also attending the meeting was 9 Stakeholders and Guests, Roll by (President) Dean Anderson, Andrew Charlton, (Vice President) Joseph Fuchs, David Kritzer, (Treasurer) Niranjala Tillakaratne, Duke Smith (Secretary), Joe Cabrera, Araceli Hernandez, Lokubanda Tillakaratne, were all present making 9 One board member was Absent Status unexcused Mangwi Atia. The MHNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agenized 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://mhnonline.org/aboutmhnc/board>

C. Flag Salute

Welcoming of newly elected Joe Cabrera for winning his seat on the board, also congratulation’s to Andrew Charlton for also winning to maintain he seat on the board, was extended by Mr. Anderson and seconded by most everyone in attendance. Pledge

Allegiance was conducted at this time, out of order a bit but this is the boards first go round

Swearing in of newly elected and reelected Members performed by Kathleen as well as witnessed by all.

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

John Samuelson request that we consider putting in some type a plan that could deal with airborne or flea born spread disease and recommends that we put into effecting emergency response, Duke responded that the city is requesting that we put together an emergency plan, John also reiterated about the need for sidewalk next to the fire department, saying that now it is attracting homeless tents, he ask if we could give this attention, this is the second time in 8 months he has request that we ask for this.

Rodney reminded us about July 4th at the church on Devonshire

III. COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS: (5 min. per speaker)

(Reports and Brief presentations only. ***Any questions, please follow up with presenter on the side so the meeting may proceed as scheduled.*** Thank you.)

a. 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 in attendance with a little community update on the cleanup of homeless encampments, as well as statistics in the neighborhood and although most crime including violent crime is down, but robberies are on the rise.

Brenda Lamas Also a representative from State Assembly Luz Rivas office came congratulation's as well as Certificates of recondition for the newly elected board. There were no other reports or announcements at this time, Talked about trash on ramps

Juan Solorio congratulated new board, talked about summer movie nights July 12 and Aug. 2nd talked about census 2020 Rent control and homeless discharge plan

A great Thank you for Kathleen Quinn as toning will be her last night

IV. COMMITTEE REPORTS (~2min per Committee):

- | | |
|----------------------------------------|------------------------------------------------------------------------------|
| a. Public Safety Committee | Dean We haven't got any members |
| b. Zoning and Land-Use Committee | Joe Fuchs, we haven't met |
| c. Budget and Finance Committee | Niranjala Tillakaratne nothing to report |
| d. Beautification and Cultural Affairs | Lokubanda Tillakaratne had successful year and got a reward for our efforts. |
| e. Outreach Committee | David, hope to have a meeting next week or two |
| Website sub committee | David |
| f. Bylaws and Standing Rules Committee | No report |

V. BOARD MEMBER ANNOUNCEMENTS (~10 Min)

Someone mentioned Fashion Night out in August

Dean Anderson (President) We have a new executive board I would like to thank David, we are going to try to increase stakeholder involvement

Most everyone in attendance offered Thanks and appreciation to Kathleen Quinn our D.O.N.E. rep who is moving and will no longer be with D.O.N.E. effective tomorrow.

At this time Juan Salerno came in and had a few announcements

VI. DISCUSSION AND POSSIBLE ACTION TO APPROVE Administrative packet for 2019 – 2020.

Discussion this item was discussed in some depth with agreement that it seemed comprehensive at this time; however the item was tabled till next month as we have time before it must be submitted

Action None at this time

VII. DISCUSSION AND POSSIBLE ACTION TO APPROVE :up to \$1000 to provide as a co-sponsor For summer movie nights on July 12 and August 02, 2019 at Brand Park sponsored by the council woman Monica Rodriguez.

Motion: None, it will be on next month because of our physical year.

Discussion: up to \$1000 to provide as a co-sponsor For summer movie nights on July 12 and August 02, 2019 at Brand Park sponsored by the council woman Monica Rodriguez.

Action Tabled until next month being that this is a expenditure that will take place in our next fiscal year item was tabled to be readdressed in July

VIII. DISCUSSION AND POSSIBLE ACTION ON THE APPOINTMENT of TWO MHNC Executive Board Meeting Alternates.

Motion: Daved Kitzer seconded by Duke Smith Moved to approve Lokubanda Tillakaratne and Joe Cabrera as Alternates executive board members

Discussion: This was discussed and Joe Cabrera as well as Lokubanda Tillakaratne were asked to accept the appointment if so voted, at which time a vote was taken and unanimously passed , making Mr. Cabrera and Tillakaratne

Action: Passed unanimously 9-0

IX. DISCUSSION AND POSSIBLE ACTION on who will pick up mail, get phone messages, get phone password And manage this Information

Motion: Duke Smith Secretary Volunteered for this at which time a vote was taken, Having passed unanimously David Kritzer the previous Key Holder Gladly gave up the key to Duke at this time.

Discussion No one else offered

Action Passed unanimously 9-0

X. DISCUSSION AND POSSIBLE ACTION on who will be in charge of US Storage room which includes key. David Kitzer volunteered to do this since he had also had this duty, all in attendance agreed and a vote was taken by Mr. Anderson and passed unanimously.

Motion David Kritzer: volunteered to do this since he had also had this duty, all in attendance agreed and a vote was taken by Mr. Anderson and passed unanimously.

Discussion on who will be in charge of US Storage room which includes key. David Kitzer volunteered to do this since he had also had this duty, all in attendance agreed and a vote was taken by Mr. Anderson and passed unanimously.

Action Action Passed unanimously 9-0

XI. DISCUSSION AND POSSIBLE ACTION on all current committees' status. This item was combined with item IV. Since we are changing committee member's updates will be forthcoming next month, the outreach committee is planning to meet within the next two weeks, and all will provide update in July

Discussion: on all current committees' status. In shambles need people to volunteer

Action Move on to 12 this item is tabled do go skip to next one

XII. DISCUSSION AND POSSIBLE ACTION on appointing all new Chairperson Committee members and all new Committee personnel. This also was merged and combined with IV, Xi. And will be updated next month.

- | | |
|----------------------------------------|---------------------------------------------------------------------------|
| a. Public Safety Committee | Dean Anderson, Joe Fuchs, John Samuelson |
| b. Zoning and Land-Use Committee | Joe Fuchs, Ronny, Nelly, |
| c. Budget and Finance Committee | Niranjala Tillakaratne, David Kritzer, Joe Fuchs |
| d. Beautification and Cultural Affairs | Lokubanda Tillakaratne (Tillak), Karen , Rodney, Nelly, Araceli Hernandez |
| e. Outreach Committee | David, Mary Torres, Araceli Hernandez, Rodney, Nelly |
| Website sub committee | David, |
| f. Bylaws and Standing Rules Committee | Duke, Andy, David, Before end of year |
| | Joint meeting of the board need to be azenized |

XIII. DISCUSSION AND POSSIBLE ACTION on the approval to purchase of storage containers to be used at The Mission Hills Police Station. Price not to exceed \$600.00 this item has approval and BAC from the board, if for any reason is not a completed task by the twentieth of this month we will agenda it and issue a new BAC for the new physical year

Motion: on the approval to purchase of storage containers to be used at The Mission Hills Police Station. Price not to exceed \$600.00 this item has approval and BAC from the board, if for any reason is not a completed task by the twentieth of this month we will agenda it and issue a new BAC for the new physical year.

Discussion: Has valid BAC

Action tabled

XIV. DISCUSSION AND POSSIBLE ACTION on reinstatement of our Minutes writer / Administrative Assistant Immediately.

Motion: None

Discussion: This item was discussed at some length being that our minuets writer was improperly removed from his responsibilities constituting a demand from the City Attorney to investigate and see who caused and how we can rectify this situation? One stake holder did not feel we being forthcoming enough so we attempted to explain what we could, following this the many (3 or more) expressed how good our Administrative assistant was and how they longed to have him back since he helped maintain order by having things done in a timely manner. We expressed that we shared their concern and desire to have him return which is what we are hoping for update in July.

Action needs to be tabled

XV. DISCUSSION AND POSSIBLE ACTION on obtaining all pertinent and necessary login information to Google Drive. This issue was discussed and Kathleen assured that she would get Dean and the rest of us all necessary login information.

Action: None required

XVI. DISCUSSION AND POSSIBLE ACTION: On receiving all contact information, keys, passwords, personnel Information, MHNC

Discussion: Documents and any and all MHNC related information From Kathleen before she steps down as Project Coordinator. Again she cooperated with the board, Cannot provide certain inform due to privacy issues but will get the board what she can prior to her departure tomorrow.

Action: No official action was required

XVII. DISCUSSION AND POSSIBLE ACTION on obtaining CIS submittal logins, passwords and any other Relevant Information.

Discussion: Kathleen stated that this is handled by Lorenzo Briceno at D.O.N.E. and Duke agreed to be the contact person to retrieve the information.

Action: None

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

Tabled till next month pending CIS login information.

Tabled

XIX. DISCUSSION AND POSSIBLE ACTION on recommended locations for MHNC banners in Mission Hills.

Motion:

Discussion: With respect to locations, we would like some banners in the main streets of Mission Hills, Sepulveda, Devonshire, Woodman, Lassen, and Chatsworth.

Since the locations of available poles are changing all the time and cannot be selected ahead of time, we understand that we cannot request specific locations. We will work with you to select the specific location at the time when the banners are ready (like we did for the last set of banners). The below are preferred locations depending on the availability:

1. Sepulveda (between San Fernando Mission to Devonshire)
2. Woodman (between Chatsworth and Devonshire)
3. Devonshire (between Sepulveda and Columbus)
4. Devonshire from Woodman to Lemona
5. Woodman South from Devonshire to Tuba
6. Lassen Westbound (Columbus to Langdon)
7. On Chatsworth (between Columbus to Orion)

3. Timeline

We would like the banners placed on poles for one year, starting from the earliest available date when the banner process is completed (after approved by the LA city inspector, and approved by CD7 and by the city and selecting of the locations by the MHNC).

Action: No official action required

XX. DISCUSSION AND POSSIBLE ACTION on sidewalk food vender CIS.

Motion:

Discussion: How the city created a moratorium for one year for which during which time they have proliferated. Araceli Hernandez: We have to understand all sides of the situation. They do bring in others to our area. Duke Smith pointed out that he sympathizes with the operating person. But he also see the oil and trash left behind and the sanitation, furthermore they are set up literally 10 feet from a property line that rents space to Chipotle's which has front doors less than 200 feet away and pays several thousands in rent

Action: Tabled till next month when we have log in information for CIS

XXI. DISCUSSION AND POSSIBLE ACTION on submitting an application for the purpose of holding MHNC Meetings and possible events at Brand park Recreational Center.

Motion: David Kritzer made motion to have Duke Smith submit application for Brand Park Rec Center to determine options, motion was seconded by Dean Anderson

Discussion : a lot of discussion on this, other option were also discussed, some do not like the lighting at the park and feel it would be less safe, some would like to see it moved to San Jose elementary school, in the end this is not a motion to relocate but to check out our options.

Action Passed 9-0

XXII. DISCUSSION AND POSSIBLE ACTION on MHNC minutes do to change in Secretary Position.

Motion

Discussion Secretary Duke Smith is just getting his feet wet so he asked where he gets past completed meeting Kathleen Quinn: Mangwi Aiti should have them

Action Tabled to next month

XXIII. DISCUSSION AND POSSIBLE ACTION on the importance of showing up to our MHNC Board meetings at The required date and times.

Motion:

Discussion: Duke Smith: commented he is going to send out reminders and if anyone was bothered by them please let him know

Action: No official action was taken

XXIV. DISCUSSION AND POSSIBLE ACTION on contacting the Executive Board in a timely manner if you are Unable to show up to a meeting.

Motion: No motion was made

Discussion: Dean Anderson Pointed out that the importance of letting us know in a timely manner because it causes a lot of people a lot of time especially when we miss having quorum, he then asked if anyone had received an email for tonight, no one on the board gad so Dean Anderson said he was going to consider it unexcused, Duke Smith: you mean for Mangwi Atia, he said yes

xv BOARD MEMBER ANNOUNCEMENTS (~10 Min)

NONE

XIII. ADJOURN 9:26

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
- MHNCOrganize.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

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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: MHNCOrganize.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.

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 MHNCOrganize.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 para avisar al Concejo Vecinal.

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