



City of Los Angeles
California
Eric Garcetti
Mayor



Board of Governors Stakeholders General Board Meeting
Monday July 1, 2019 – 7:00 p.m.
Mission Hills Community Police Station
Community Meeting Room
1121 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)
Arceli 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)

4 open seats

DRAFT 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 7:08 p.m

B. Roll call taken By President Dean Anderson . Joe Fuchs, Niranjala Tillakaratne, Duke Smith, David Kritzer, Arceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton all present, Mangwi Atia unexcused absence. Nine of ten board members were present, also attending the meeting was 19 Stakeholders and Guests, 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. Ten of the 14 Board Seats were filled (by election or appointment). Four Board Seats were vacant [Residential (2) and Organizational]; to apply, see <http://mhnonline.org/aboutmhnc/board>

C. Flag Salute
 Pledge Allegiance was conducted at this time, led by Dean Anderson.

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

A poll manager Glen wanted to speak regarding Valley Alliance of Neighborhood Councils. that meets every month 2nd Thursday of month at 6 pm @ Sherman Oaks hospital would love to see one of us there

Also NC election wrap up session to give feedback on how things could be done better with the elections with a follow up session at the end of the month.

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) LA City Council District Representative Juan Solario field rep for councilwoman Rodriguez and we wish to thank you for your continued support and tell you about movie night this year at brand park if your board supports us that would be great we will be hot dogs and fun and such, I also wanted to speak about homelessness in our area which has decreased 28%

Finally 2 motions that councilwoman 19-0464 fine for commercial and oversized vehicle's in certain areas so this motion sets to increase fine and it is a motion that council did pass.

b. LAPD Senior Leads January till last Saturday 340 reported crimes this year 266 down 74 crimes which is minus 24 % for year. Also big issue is fireworks issue. If you have address we mail or hand deliver letter of specific law violations, also talked about homeless encampment including Bermuda and by Pizza Hut.

Joe Fuchs had to leave for preexisting commitment, Excused.

Also street vending the guy in the parking lot for Bank of America, he is not blocking walkway.

c. Other Government Departments/Agencies

Brenda Yanez for Assemblywoman Luz Rivas please watch us on social media, Assemblywoman Luz Rivas assembly who has helped to secure a 5 million dollars for discover cube located here in the San Fernando Valley

Also reporting and cleaning up homeless encampment

d. Community Organizations

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

a. Public Safety Committee Did not meet yet, a small group and Dean has been very busy tending to MHNC business

b. Zoning and Land-Use Committee He Left he is going to have an updt next month

c. Budget and Finance Committee Niranjala June 21st to discuss physical year package

d. Beautification and Cultural Affairs cleanup July 5th from 7:30 to 9:30 then July 11 and 18th family fun night.

e. Outreach Committee David reported and said that they had met and then that dean and David Kritzer talked about key for storage unit also participating in two movie nights

f. Bylaws and Standing Rules Committee Duke reported that they had not met

V. LIASON REPORTS (~2min each):

a. Film LA Liaison

b. Homeless Liaison

c. Planning Liaison

VI. BOARD MEMBER ANNOUNCEMENTS (~10 Min)

Fourth of July Barbeque at the church also we are having an asphalt repair and so if you have any pothole we will be getting those filled

Also a kinship care conference

Lokubanda (Tillak) Tillakaratne is resign as committee leader from the Beautification committee after 3 years of being involved.

The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes action. Public comment is limited to 2 minutes per speaker, but the Chair has the discretion to modify the amount of time for any speaker.

VII. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES: (~10 Min)

- a. General Board Meeting September 17, 2018 pass
- b. General Board Meeting March 04, 2019 problem Tabled
- c. General Board Meeting April 01, 2019 pass with corrections, proper spelling for David Kritzer and Mangwi Atia
- d. General Board Meeting May 21, 2019 pass change logo
- e. General Board Meeting June 03, 2019 pass

VIII. DISCUSSION AND POSSIBLE ACTION TO APPROVE MONTHLY EXPENDITURE REPORT (MER) FOR MAY, 2019 (~10 Min)

Duke Smith questions, so we ended year with \$3850. So we will have till June 29th 2616.02 is projected roll over
Dean Anderson Motion to approve the MER for May 2019 which is then seconded by Duke which passes unanimously 8 yes 0 no , Joe Fuchs and Mangwi are absent

Someone asks about the upcoming inventory

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

Each candidate will have 3 minutes to speak about why they believe they would make a good addition to The Mission Hills Neighborhood Council.

- a. At-Large Stakeholder Board Member x1 – Open to Stakeholders at least (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 Community interest stakeholder.

- b. Renter Stakeholder Board Member x1 – Open to Stakeholders at least (18) years of age who own a residence located within the NC boundaries.
- c. Business Owner Stakeholder Board Member x1 – Open to Stakeholders at least (18) years of age who Work or own a business property within the MHNC boundaries.
- d. Youth Board Member x1 – Open to Stakeholders between the ages of (16) and (25) who live, work or own Property in the neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder. If less than (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.

Brandon Palmer wishes to join, he works with Mission Hills Church, he’s positively received, he is now going to fill out an application and return it to us for his position appointment if all party’s agree discussion. He was given information regarding taking ethics class.

X. DISCUSSION AND POSSIBLE ACTION on any emails, PO Box mail or phone calls received by MHNC that are

Discussion: One voice mail from Hertzberg office, Duke is collecting calls

Motion: None

Action: None

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

Discussion: Niranjala talks about package for 2019-20 budgets, we need to bring up again and vote on it. But the budget breaks down the entire expense for MHNC. Page 8 is expenses, page 9 is outreach and promotional. We also added expense for outreach, then the MPG grants granted to anything. And if needed we could reallocate the moneys if needed elsewhere, with the final summary .

Motion: Duke Puts forth a motion to approve which Dean Anderson 2nds

Action: vote President Dean Anderson . Niranjala Tillakaratne, Duke Smith, David Kritzer, Araceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton all yes, Joe Fuchs left early absent Mangwi Atia absent

XII. DISCUSSION AND POSSIBLE ACTION Re: on minutes from our Secretary regarding any anomalies that we need

to work on. Discussion will include areas on concern brought up by our stakeholders and Board members.

This discussion and action will include drop box so everyone on our board can understand how to look at our minutes using drop box before they are put on website. Everyone will need to log on and have a Password.

Discussion: If everyone got their password for both Dropbox and to file CIS (Community impact statements) and everyone has then nothing more is required .

XIII. DISCUSSION AND POSSIBLE ACTION Re: for the MHNC to get administrative help through Lloyd Staffing

Agency as approved by committee.

Discussion: Dean recommends a vote for Loyd's staffing, with a follow up vote for David Levine for the Admin. Assistant position we wish to fill, Semee Park (D.O.N.E. Representative) Park (D.O.N.E. Representative) highly recommends we table

Motion: Dean Anderson makes a motion to table until next month Duke seconds motion

Action: Dean Anderson . Niranjala Tillakaratne, Duke Smith, Araceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton all yes, Mangwi Atia absent , Joe Fuchs absent, David Kritzer abstain

XIV. DISCUSSION AND POSSIBLE ACTION Re: draft a letter of request for tool donation for use by Beautification Committee per Joe Fuchs.

Discussion: Task completed no further action required

XV. DISCUSSION AND POSSIBLE ACTION TO APPROVE re: up to \$500.00 each night for MHNC outreach to Sponsor summer movie nights on July 12 and August 02, 2019 at Brand Park sponsored by the Council Woman Monica Rodriguez.

Discussion: All Positive no comment question Andy questions if we could just give one grant \$1000. Instead of itemizing out \$500.00 for each night?

Motion: Duke makes a motion to approve for outreach sponsorship to grant \$500. For each night of the movies in the park. Dean Anderson seconds motion.

Action: President Dean Anderson, Niranjala Tillakaratne, Duke Smith, David Kritzer, Araceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton all present vote yes, Joe Fuchs Mangwi Atia absent.

XVI. DISCUSSION AND POSSIBLE ACTION re: approval of payment of \$500.00 for outreach booth at the Mission Hills Christian July 4th BBQ event at the Mission Hills Christian Church.

Discussion: No public or board comment

Motion: Duke Smith makes a motion to approve, Niranjala Tillakaratne seconds motion.

Action: President Dean Anderson, Niranjala Tillakaratne, Duke Smith, David Kritzer, Araceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton all yes, Mangwi Atia and Joe Fuchs absent.

XVII. DISCUSSION AND POSSIBLE ACTION regarding the approval of up to \$600.00 for audio storage equipment previously approved New Year requirement.

Which took place at our June 03, 2019 MHNC Board Meeting. This previous approved action will require 1 (ONE) BAC which will require a Board vote.

Discussion: Semee Park (D.O.N.E. Representative) for funding items we recommend that you do not amend the agenda on funding items, if it was approved before you are just approving to extend not specifying changes in needs or amounts so Dean and Niranjala

Motion: Andy Charlton moves to pass Duke Smith seconds

Action: President Dean Anderson Niranjala Tillakaratne, Duke Smith, David Kritzer, Araceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton all present yes, Mangwi Atia Joe Fuchs absent.

XVIII.DISCUSSION AND POSSIBLE ACTION to approve \$98.55 for reimbursement to 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. This action will require 1 (ONE) BAC which will require a Board vote.

Discussion: None

Motion: Dukes makes a motion to reimburse Dean Anderson, Dean Anderson seconds the motion

Action: President Dean Anderson, Niranjala Tillakaratne, Duke Smith, David Kritzer, Araceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton, all voted yes. Mangwi Atia Joe Fuchs absent.

XIX. DISCUSSION AND POSSIBLE ACTION regarding allocation of up to \$200.00 for MHNC Outreach at the National Night Out on August 06, 2019.

Discussion: one public comment affirmed support

Motion: Duke Smith moves and Dean Anderson seconds motion to approve the expenditure

Action: President Dean Anderson, Niranjala Tillakaratne, Duke Smith, David Kritzer, Araceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton all present vote yes, Mangwi Atia Joe Fuchs absent

XX. DISCUSSION AND POSSIBLE ACTION re: acquisition of Microsoft Office Lens Scanning application that Will allow smart phones to scan receipts. This application was suggested and recommended at NC Funding training. Price Not to exceed \$200.00.

Discussion: We can get for free.

Motion: Table

Action: Glen I have free app cam scanner so disregard this.

XXI. DISCUSSION AND POSSIBLE ACTION to select second credit card holder as in July we will be issued two Credit cards for MHNC. Must be funding approved with proper training or willing to get trained ASAP.

Discussion: is mostly about required classes and David des say he has classes and is willing, Duke Smith is not willing.

Motion: Duke Smith makes a motion to appoint David Kritzer as second P card holder Andy Charlton Seconds

Action: President Dean Anderson, Niranjala Tillakaratne, Duke Smith, Araceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton,YES. David Kritzer abstains Mangwi Atia Joe Fuchs absent.

XXII. DISCUSSION AND POSSIBLE ACTION TO APPROVE and MHNC Outreach mailer, pamphlet or brochure to be shared with real estate agents Rodney and Nellie Gonzalez. This task will involve getting interested

Board members and stakeholders to design a draft for approval by our Mission Hills stakeholders and our Board. Approval was given by Kathleen Quinn DONE Project Coordinator in our Last June 03, 2019 MHNC Board Meeting.

Discussion: David Kritzer who is heading this effort asks that we table this

Motion: David Kritzer moves to Table Duke Smith seconds

Action: President Dean Anderson, Niranjala Tillakaratne, Duke Smith, David Kritzer, Araceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton all yes, Mangwi Atia Joe Fuchs absent.

XXIII. DISCUSSION AND POSSIBLE ACTION to obtain Community Impact Statement submission access

Information such as passwords and logons.

Discussion: Disregard

XXIV. DISCUSSION AND POSSIBLE ACTION for MHNC Community Emergency Plan, which will become a

Requirement at some point.

Discussion: Just an update on coming issues Valley emergency preparedness alliance meets the 4th Saturday of every month is working with the community's

XV. DISCUSSION AND POSSIBLE ACTION to issue a Community Impact Statement re: graffiti removal and

Community beautification services (CF-18- 0469) – ITEM 18.

Discussion: anyone wants to write a CIS

Motion: Motion to be Tabled By Duke Smith Seconded by Dean Anderson

Action: President Dean Anderson, Niranjala Tillakaratne, Duke Smith, David Kritzer, Araceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton, YES. Mangwi Atia Joe Fuchs absent.

XVI. DISCUSSION AND POSSIBLE ACTION to support re: LA City council Fair Workweek ordinance or to submit

A Community Impact Statement in support of LA City Fair Workweek Ordinance, Council File #19-0229.

Discussion: Niranjala spoke about this and they have already met on this and propose to table

Motion: Motion to Table by Dean Anderson seconded by Duke Smith

Action: Tabled President Dean Anderson, Niranjala Tillakaratne, Duke Smith, David Kritzer, Araceli Hernandez, Lokubanda (Tillak) Tillakaratne, Joe Cabrera, Andrew Charlton yes, Mangwi Atia Joe Fuchs absent.

XVII. DISCUSSION AND POSSIBLE ACTION on anyone interested on learning sessions as there are some

Complicated technicalities regarding neighborhood councils that require certain knowledge. These

Meetings or group learning sessions would take place with our Treasurer and anyone else with specific

Knowledge of neighborhood council issues when time permits.

Discussion: We discuss social Media and Dean directed Araceli on communicating with Wendy to take that under her wing to work together on this, Glen informs us that Valley alliance posts all new council files

Motion: No other action was required

Action:

XVIII.ADJOURN David Kritzer makes motion Dean Andersen seconds 9:04

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

- Arco Gas Station, 15508 Devonshire St, Mission Hills, CA 91345
- MHNCOonline.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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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 MHNCOonline.org

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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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