

**MISSION HILLS
NEIGHBORHOOD COUNCIL
EXECUTIVE OFFICERS**
PRESIDENT: Dean Anderson
VICE-PRESIDENT: Joe Fuchs
SECRETARY: Duke Smith
TREASURER: Niranjala Tillakaratne



**MISSION HILLS
NEIGHBORHOOD COUNCIL**
PO Box 7604
Mission Hills, CA 91346
Telephone: 818-902-2361
E-mail: Board@MHNCOnline.org
Website: www.MHNCOnline.org

**MISSION HILLS NEIGHBORHOOD COUNCIL (MHNC)
GENERAL BOARD MEETING MINUTES, Monday, October 7, 2019**
at LAPD Mission Area Police Station, Timothy M. Falco Community Room
11121 Sepulveda Blvd., Mission Hills, CA 91345
DRAFT Minutes [to be replaced by "Approved _[Month]_ _[date]_, 201_[year]_"]

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 Anderson introduced himself and called the Meeting to order at 7:01 p.m.

b. Roll Call

Roll Call was taken. Seven of the 10 Board Members were present at the Roll Call: Dean Anderson (President), Joe Cabrera, Joseph Fuchs (Vice-President), Arceli Hernandez, David Kritzer, Lokubanda (Tillak) Tillakaratne and Niranjala Tillakaratne (Treasurer). Duke Smith (Secretary) arrived later. Andrew Charlton and Brandon Palmer were absent (both excused). 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). Four Board Seats were vacant [At-Large; Business; Residential; and Youth]; to apply, see <http://mhnconline.org/about-mhnc/board>. Also attended: 29 Stakeholders and Guests.

II. PUBLIC COMMENT ON NON-AGENDIZED ITEMS

Kevin Davis, Foothill Trails District Neighborhood Council Board Member and a Budget Advocate [www.ncbala.com], explained the Advocates' purpose "to make suggestions . . . for improvements in [City] services." Resident John Samuelson was concerned that, at a private empty lot at Laurel Canyon Blvd. and Chatsworth St., "the weeds are growing really high" and are a fire danger. A homeless person was living there and it is on childrens' route to school. He reported that homeless

people are burning trash and doing other illegal activities by the Arco station in back of the Taco Bell. A Stakeholder said a flashing light is needed at Brand Blvd. and Noble Ave., and speed bumps on Sharp Ave. Mr. Anderson referred to City Council District Six, the City Department of Transportation, and 3-1-1. [*This Agenda Item was continued after Item #XXII.*] Diane Chavez announced the free November 11th San Fernando Valley Veterans Day Parade off Laurel Canyon Blvd. and requested for this to be Agendized.

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>), reported that the September 21st Sylmar Taco Festival was successful.

Board Member Duke Smith arrived at this time (7:09), making eight Board Members present (the MHNC quorum is seven).

Mr. Solorio reported that there will be a November 10th 10:00 a.m.-2:00 p.m. Veterans Festival at Richie Valens Park. City Councilmember Monica Rodriguez supported legislation to “remove homeless encampments from high-fire zones . . . the City is starting a Care+ Program . . . an expansion of our Clean Streets Program” to “address homeless encampments and illegal dumping . . . 20 days a month.” He encouraged calling 3-1-1 for services and when you see encampments and dumping; the more complaints, the higher the priority, and the same person can make multiple complaints. Speed bump applications are taken in January and May through the Dept. of Transportation; apply early on the day applications are taken. Private businesses can have “No trespassing” signs installed on their property. The City did “confiscate food from illegal street vendors” in the area. Mr. Solorio encouraged the MHNC to submit a Community Impact Statement about street vending.

b. 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 not present and there was no report.

c. Other Government Departments/Agencies

Brenda Yanez Zamora, Field Representative for State 39th District Assemblymember Luz Rivas (818-504-3911; Brenda.Yanez@asm.ca.gov; <https://a39.asmdc.org>), encouraged contacting her for help with State issues such as DMV, EDD and Caltrans. The Assemblymember sent eight Bills to the Governor; three so far were signed: AB1313, AB525 and AB58. There will be a free two-day carpentry training in Sylmar or Whittier for those 18 and over; contact Ms. Zamora to register.

Oswaldo Ramirez, Field Representative for U.S. 29th District of California Congressman Tony Cardenas (ofc. 818-221-3718; Oswaldo.Ramirez@mail.house.gov; <http://cardenas.house.gov>), reported that the Congressional App Challenge is open to Middle and High School students.

Frank Martinez, Investigator, L.A. Bureau of Street Services, [800-996-2489, Frank.M.Martinez@LACity.org; <http://StreetsLA.LACity.org>], reported that the Bureau will “oversee the vending program”; see their website. “There’s going to be a lot of “no vending” restrictions”; he explained some of them. “We’re taking time . . . to try to educate about the Permits,” which will start being enforced in January. “They’re going to need a City Permit . . . a State Permit . . . a Board of Health Permit . . . there’s numerous notices and warnings that we give . . . we are addressing” different vendors. “It’s no longer a crime to vend . . . but there’s going to be some rules and regulations they have to comply with . . . right now we’re just doing an education program.” To report illegal vending practices, contact the L.A. County Health Department Street Vending Compliance Program at 626-430-5160 and give the location, with an address if possible. You also can contact the Bureau, Police non-emergency at 877-ASK-LAPD, or 3-1-1. If there is an open flame, call the Fire Department.

- d. Community Organizations
No other organizations were represented.

IV. COMMITTEE REPORTS:

- a. Public Safety Committee
Mr. Anderson reported that the Committee soon will meet.
- b. Zoning and Land-Use Committee
Mr. Fuchs reported that he attended a Planning Commission meeting at which the Commission approved the Bermuda project [15418 Bermuda St and 10824 – 10841 Sepulveda Blvd. mixed-use], though “we did speak . . . and gave our opposition.”
- c. Budget and Finance Committee
Ms. Tillakaratne reported that she filed the edited Administrative Packet with the rollover funds. She encouraged suggesting funding allocation ideas.
- d. Beautification and Cultural Affairs
Ms. Hernandez encouraged volunteers, including having a cleanup.
- e. Outreach Committee
Mr. Kritzer reported that the MHNC will have a booth at the [October 12th] Valley Disaster Preparedness Fair.

f. Bylaws and Standing Rules Committee

Mr. Smith reported that the Committee is finishing proposed revisions.

g. Anyone wanting to establish another Committee.

There were no other comments.

V. LIASON REPORTS:

a. Film LA Liaison

b. Homeless Liaison

c. Planning Liaison

There were no Liaison reports.

VI. BOARD MEMBER ANNOUNCEMENTS

Mr. Anderson announced that [*DA CLARIFY: WHAT YOU SAID*] ___

VII. DISCUSSION AND POSSIBLE ACTION to APPROVE MONTHLY EXPENDITURE REPORTS (MER)

a. June 2019

FUNDING MOTION (by Mr. Anderson, seconded by Mr. Smith): The Mission Hills Neighborhood Council approves its June 2019 Monthly Expenditure Report as presented.

FUNDING MOTION PASSED unanimously by a roll call vote of the eight eligible voters present with all eight in favor (“Yes” or “Aye”) (Anderson, Cabrera, Fuchs, Hernandez, Kritzer, Smith, Lokubanda Tillakaratne and Niranjala Tillakaratne); zero opposed; zero abstained.

b. August 2019

FUNDING MOTION (by Mr. Anderson, seconded by Mr. Fuchs): The Mission Hills Neighborhood Council approves its August 2019 Monthly Expenditure Report as presented.

FUNDING MOTION PASSED unanimously by a roll call vote of the eight eligible voters present with all eight in favor (“Yes” or “Aye”) (Anderson, Cabrera, Fuchs, Hernandez, Kritzer, Smith, Lokubanda Tillakaratne and Niranjala Tillakaratne); zero opposed; zero abstained.

c. September 2019

FUNDING MOTION (by Mr. Anderson, seconded by Mr. Fuchs): The Mission Hills Neighborhood Council approves its September 2019 Monthly Expenditure Report as presented.

DISCUSSION: Ms. Tillakaratne reviewed expenses and noted that “we have . . . almost \$40,000 . . . which we have to spend by the end of June.”

FUNDING MOTION PASSED unanimously by a roll call vote of the eight eligible voters present with all eight in favor (“Yes” or “Aye”) (Anderson, Cabrera, Fuchs, Hernandez, Kritzer, Smith, Lokubanda Tillakaratne and Niranjala Tillakaratne); zero opposed; zero abstained.

[The Meeting continued with Item #X.]

VIII. DISCUSSION AND POSSIBLE ACTION to revise the previously-approved January 7, 2019 and February 4, 2019 Board meeting Minutes due to discrepancies. *[This Agenda Item was addressed after Item #XVI.]* It was agreed to TABLE this Item. No Motion was made or vote taken.

IX. DISCUSSION AND POSSIBLE ACTION to APPROVE MINUTES:

a. General Board Meeting August 5, 2019

It was agreed to TABLE this Item. No Motion was made or vote taken.

b. General Board Meeting September 9, 2019

It was agreed to TABLE this Item. No Motion was made or vote taken.

[The Meeting continued with Item #XI.]

X. DISCUSSION AND POSSIBLE ACTION to approve the reimbursement to Dean Anderson for \$71.11 for the purchase of 3 Zipper Binders and two packages of sheet protectors. The Zipper Binders were purchased at Costco and the sheet protectors were purchased at Staples and will be used by three Board members for MHNC meeting organization.

Freddy Cupen-Ames, Neighborhood Empowerment Advocate, L.A. Dept. of Neighborhood Empowerment (DONE) (818-374-9890; Freddy.Cupen-Ames@LACity.org; www.EmpowerLA.org), introduced himself and explained why Mr. Anderson must recuse himself from Item #X. Mr. Anderson showed one of the above-mentioned binders, then recused from voting (self-declared as/was declared ineligible to participate in or vote on a Motion(s) in this Item due to a possible or known conflict of interest) and left the room at this time, making seven Board Members present and eligible to vote on funding Motions (the MHNC Board quorum is seven). Recusing is not the same as abstaining from voting, which is declining to vote “yes” or “no.”

FUNDING MOTION (by Mr. Fuchs, seconded by Mr. Smith): The Mission Hills Neighborhood Council approves the reimbursement to Dean Anderson for \$71.11 for the purchase of 3 Zipper Binders and two packages of sheet protectors.

FUNDING MOTION PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor (“Yes” or “Aye”) (Cabrera, Fuchs, Hernandez,

Kritzer, Smith, Lokubanda Tillakaratne and Niranjala Tillakaratne); zero opposed; zero abstained. Mr. Anderson recused.

Mr. Anderson's recusal ended and he returned to the room at this time, making eight Board Members present and eligible to vote on funding Motions (the MHNC Board quorum is seven).

[The Meeting continued with Item #XVI.]

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

- a. At-Large Stakeholder Board Member x2 – 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.

[There was no Item #XI. c.]

- 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.

It was agreed to TABLE the above Item. No Motion was made or vote taken.

XII. DISCUSSION AND POSSIBLE ACTION regarding Mission Hills Neighborhood Council's potential support For the North Valley Bus Rapid Transit (BRT). Anthony Garcia District Representative for Senate Majority Leader Robert M. Hertzberg will be present to deliver a presentation.

Copies were distributed of a map showing possible routes. Anthony Garcia, District Representative for State 18th District Senator Bob Hertzberg (818-901-5588; Anthony.Garcia@sen.ca.gov; <http://senate.ca.gov/hertzberg>), explained that it is “a Metro Transit project” approved through Measure M in 2016. The Senator “made sure that \$180 million was allocated for this project.” Mr. Garcia explained that the BRT would be like the Orange Line; “it will run through CSUN . . . will connect with the East San Fernando Valley Light Rail” and other transit. BRT line configurations will be determined “during the environmental review . . . the projected opening date . . . will be in 2023 . . . this . . . project does not run through Mission Hills.”

MOTION (by Mr. Anderson, seconded by Mr. Smith): The Mission Hills Neighborhood Council approves drafting a letter of support to the L.A. County MTA for the North Valley Bus Rapid Transit project.

DISCUSSION: Ms. Hernandez volunteered to draft the letter.

MOTION PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor (“Yes” or “Aye”) (Anderson, Cabrera, Fuchs, Hernandez, Smith, Lokubanda Tillakaratne and Niranjala Tillakaratne); zero opposed; zero abstained. [*Mr. Kritzer already had left.*]

XIII. DISCUSSION AND POSSIBLE ACTION regarding ideas on how to deal with homelessness, Recreation Vehicle nuisances and food vendors for the purpose of improving the quality of life in Mission Hills.

Mr. Anderson will have reporting information put on the website [www.MHNCOOnline.org]. He and Mr. Smith encouraged calling 877-ASK-LAPD or 818-734-2223 to report non-emergency illegal activity.

XIV. DISCUSSION AND POSSIBLE ACTION to vote on accepting Mangwi Atia’s resignation from our MHNC Board as an At-Large Board member effective per her updated resignation letter via email September 09, 2019.

MOTION (by Mr. Anderson, seconded by Mr. Smith): The Mission Hills Neighborhood Council accepts Mangwi Atia’s resignation letter from our MHNC Board as an At-Large Seat Board member effective per her updated resignation letter September 09, 2019.

MOTION PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor (“Yes” or “Aye”) (Anderson, Cabrera, Fuchs, Hernandez, Smith, Lokubanda Tillakaratne and Niranjala Tillakaratne); zero opposed; zero abstained. [*Mr. Kritzer already had left.*]

XV. DISCUSSION AND POSSIBLE ACTION to submit a Community Impact Statement (CIS) regarding City Council File (CF) #13-1493, file (CF) #13-1493-5S, City of Los Angeles Street Vending Policy.

It was noted that the second File number ends in “S5,” not “5S.” Mr. Smith read aloud a draft CIS and confirmed that the Council Files were based upon the L.A. County Health Department.

MOTION (by Mr. Anderson, seconded by Mr. Smith): The Mission Hills Neighborhood Council will submit a Community Impact Statement (CIS) in opposition to City Council File (CF) #13-1493, file (CF) #13-1493-S5, City of Los Angeles Street Vending Policy.

MOTION PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor (“Yes” or “Aye”) (Anderson, Cabrera, Fuchs, Hernandez, Smith, Lokubanda Tillakaratne and Niranjala Tillakaratne); zero opposed; zero abstained. [*Mr. Kritzer already had left.*]

[The Meeting continued with Item #XVII.]

XVI. DISCUSSION AND POSSIBLE ACTION to review, update or accept the MHNC 2018-2019 inventory on two inventory forms as provided by the City Clerk and DONE, to submit before November. These two completed inventory form reports will be provided for review.

Copies were distributed of a "Neighborhood Council Inventory." It was agreed to TABLE this Item. No Motion was made or vote taken.

Board Member David Kritzer left at this time, making seven Board Members present (the MHNC quorum is seven).

[The Meeting continued with Item #VIII.]

XVII. DISCUSSION AND POSSIBLE ACTION to approve an MHNC letterhead design for all official MHNC documentation, including letters and sign-in sheets. Everyone that requested to be involved with this will bring in samples which will then require stakeholder input and a MHNC Board vote.

It was agreed to TABLE this Item. No Motion was made or vote taken.

XVIII. DISCUSSION AND POSSIBLE ACTION to approve the design of English and the Spanish versions of the MHNC banner (25 English / 25 Spanish).

Sample 8 ½" x 11" copies were distributed of draft banner designs in English and Spanish. Ms. Tillakaratne noted that "the Beautification Committee has worked on this project since 2016 . . . last year's budget we approved 50 banners . . . the funding is already going to . . . the banner company." The banners will be installed on Sepulveda Blvd. from Chatsworth St. to San Jose St. and more, including some on Devonshire St. Some English- and Spanish-language banners may be installed side-by-side and some on alternating poles. She explained that there is no room for both languages to be on the same banner and the City Inspector would not allow it. The 50 banners cost around \$7,000. It was noted that, on the Spanish-language banner, the word "Involucarse" was misspelled with an "s" and should be "Involucarte" with a "t."

MOTION (by Mr. Anderson, seconded by Mr. Smith): The Mission Hills Neighborhood Council approves the design of English and the Spanish versions of the MHNC banner (25 English / 25 Spanish) with the revision of changing the "s" to a "t" in the word "Involucarse."

MOTION PASSED unanimously by a roll call vote of the seven eligible voters present with all seven in favor ("Yes" or "Aye") (Anderson, Cabrera, Fuchs, Hernandez, Smith, Lokubanda Tillakaratne and Niranjala Tillakaratne); zero opposed; zero abstained.

XIX. DISCUSSION AND POSSIBLE ACTION to approve a new Outreach brochure from the Outreach Committee. A sample brochure will be provided for inspection. Everyone that requested to be involved with this will bring in samples which will then require stakeholder input and a MHNC Board vote. It was agreed to TABLE this Item. No Motion was made or vote taken.

XX. DISCUSSION AND POSSIBLE ACTION re: approval of purchase of up to \$600.00 for printing of 2,000 new Outreach Brochures from Donovan Printing. It was agreed to TABLE this Item. No Motion was made or vote taken.

XXI. DISCUSSION AND POSSIBLE ACTION for MHNC Community Emergency Plan, which will become a Requirement at some point. Mr. Smith encouraged volunteering to help write the Plan. Dave Brown encouraged completing it; he has beginning information.

XXII. DISCUSSION AND POSSIBLE ACTION on exact details regarding new MHNC Board meeting locations. NOTE: OUR NEXT MHNC BOARD OF GOVERNORS STAKEHOLDERS BOARD MEETING WILL BE ON MONDAY NOVEMBER 4, 2019 AT 7:00PM. THE LOCATION WILL BE AT THE MISSION HILLS COMMUNITY POLICE STATION COMMUNITY ROOM 11121 SEPULVEDA BLVD. Mr. Anderson reported that this room may not be available next year. Mr. Smith suggested San Jose Elementary School as a meeting location.

[The following paragraph was copied from the Agenda.] NOTE: OUR NEXT MHNC BOARD OF GOVERNORS STAKEHOLDERS BOARD MEETING WILL BE ON MONDAY NOVEMBER 4, 2019 AT 7:00PM. THE LOCATION WILL BE AT THE MISSION HILLS COMMUNITY POLICE STATION COMMUNITY ROOM 11121 SEPULVEDA BLVD.

XXIII. ADJOURN

Mr. Anderson declared the Meeting **ADJOURNED** at 9:20 p.m.

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