



MISSION HILLS NEIGHBORHOOD COUNCIL

MHNOnline.org

818.869.4577

City of Los Angeles

Eric Garcetti, Mayor



Special BOARD OF GOVERNORS Meeting

Monday, July 13, 2020 – 7:00 p.m.

Zoom Meeting Online <https://zoom.us/j/96762863865>

or by Telephone

Dial (888) 475-4499 to Join the Meeting

Then Enter This Webinar ID: 967 6286 3865 and Press #

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF MISSION HILLS NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ON ZOOM AND BE ACCESSIBLE TELEPHONICALLY.

Persons on the phone wishing to attend the Board telephonically may dial **(888) 475 - 4499**, and enter the **Webinar ID: 967 6286 3865** number and then press # to join the meeting. Instructions on how to sign up for public comments will be given to listeners at the start of the meeting.

MHNC Board	X = Present, AB = Absent, EX = Excused
<p>PRESIDENT ___ Dean Anderson (At-Large - 2021)</p> <p>VICE PRESIDENT ___ Joe Fuchs (Residential Homeowner- 2023)</p> <p>TREASURER ___ VACANT</p> <p>SECRETARY ___ VACANT</p> <p>EXECUTIVE ALTERNATE 1 ___ Joe Cabrera (Residential Homeowner - 2023)</p> <p>EXECUTIVE ALTERNATE 2 ___ Andrew Charlton (Business - 2021)</p>	<p>MEMBERS</p> <p>___ Araceli Hernandez (At-Large - 2023)</p> <p>___ David Kritzer (At-Large - 2021)</p> <p>___ Sara Ruiz (At-Large - 2021)</p> <p>___ Jonathan Flores (Organizational - 2021)</p> <p>___ Wendy Diaz-Antonio (Residential Homeowner - 2021)</p> <p>___ Daniel Escamilla (Residential Renter - 2023)</p> <p>___ Armando Sanchez (Youth - 2023)</p> <p>___ Vacant (At-Large -2021)</p> <p>___ Vacant (Business Owner – 2023)</p> <p>___ Vacant (Residential homeowner – 2023)</p> <p>VACANT SEATS – Three (3) Seats Are Open To Join MHNC</p>

I. MEETING OPENING / CALL TO ORDER (2 mins)

- a. Roll Call

II. GOVERNMENT REPORT (5 mins per speaker)

- a. Office of Mayor Eric Garcetti - Caroline Menjivar
- b. Office of Councilmember Monica Rodriguez, CD 7 - Dominique Vitti
- c. Office of Supervisor Sheila Kuehl, 3rd District -
- d. Office of Assemblymember Luz Rivas, AD 39 - Brenda Yanez
- e. Office of State Senator Robert Hertzberg, SD18 -
- f. Office of Congressman Tony Cardenas, 29th District –
- g. Office of LAUSD Boardmember Kelly Gonez, 6th District -
- h. Other Governmental Department/Agencies

III. TRAINING – Board Orientation provided by Department of Neighborhood Empowerment. Review of [10 Things to Know](#) document. **(15 mins)**

IV. ADMINISTRATIVE

- a. Approval of June 29, 2020 Board Minutes. Draft minutes available on <https://www.mhnconline.org/>

V. ADMINISTRATIVE – Discussion and/or possible action to approve Monthly Expenditure Report (MER)

- a. Approval of June MERs. Available on <https://www.mhnconline.org/>

VI. ADMINISTRATIVE - Discussion and/or possible action to fill vacant seats

- a. **At-Large Stakeholder Seat (2021)**. Qualification: Any stakeholder who is 18 years or older.

Candidate(s) who submitted applications:

- i. Elliot Balsley
- ii. Denise Enriquez

- b. **Business Owner Stakeholder Seat (2023)**. Qualification: Any stakeholder who is a business owner or property owner within the MHNC boundaries and who is 18 years or older.

Candidate(s) who submitted applications:

- i. Open for Applications***

- c. **Residential Homeowner Stakeholder Seat (2023)**. Qualification: Any stakeholder who owns a home or condo within the MHNC boundaries and is 18 years or older.

Candidate(s) who submitted applications:

- i. Open for Applications***

VII. ADMINISTRATIVE – Discussion and/or possible action to fill vacant Secretary position. Term to expire June 30, 2021

VIII. ADMINISTRATIVE – Discussion and/or possible action to fill Treasurer position. This position is currently filled by Dean Anderson as a temporary stop-gap measure. Term to expire June 30, 2021

- IX. OPERATIONS** – Discussion and/or possible action to fill committee chair and members position.
Article VII Section 3 of MHNC’s bylaws state: *“Standing Committees shall be comprised of at least two (2) Board members and may include any interested Stakeholders. All Committee Chairs shall be appointed by the President and confirmed by the Board. With the exception of the Executive Committee, Committee members shall be appointed by the President and ratified by the Board.”*
- a. Public Safety – Chair: Dean Anderson
 - i. Members:
 - b. Zoning and Land Use – Chair: Vacant
 - i. Members:
 - c. Budget and Finance – Chair: Vacant
 - i. Members:
 - d. Beautification and Cultural Affairs – Chair: Araceli Hernandez
 - i. Members:
 - e. Outreach – Chair: David Kritzer
 - i. Members:
 - f. Bylaws and Standing Rules – Chair: Vacant
 - i. Members
- X. FUNDING** – Discussion and/or possible action to select an administrative assistant / minutes writer from City approved temporary service provider Apple One, approved previously by ad hoc committee **(Not to Exceed \$ 5,000 for one year)**
- XI. FUNDING** – Discussion and/or possible action to use Site Ground for web hosting and email. Site Ground’s price is cheaper and gives more value than current GoDaddy which we currently use but will expire August 14, 2020. For more information on Site Ground, visit:
<https://www.siteground.com/wordpress-hosting.htm> **(Not to Exceed \$250.00)**
- XII. ADMINISTRATIVE** – Discussion and/or possible action to review and approve 2020-2021 Administrative Packet. Available funding will be limited to \$333.00 per month until the Administrative Packet is submitted to the City Clerk’s Office. Copy of FY 19-20 Administrative Packet is available on <https://www.mhnconline.org/>. Copy of blank Administrative Packet found on [City Clerk’s website](#).
- a. Discussion and/or possible action to appoint 2nd Signer – currently David Kritzer
 - b. Discussion and/or possible action to appoint Alternate Signer - vacant
 - c. Discussion and/or possible action to appoint 1st Bank Card Holder – currently Dean Anderson
 - d. Discussion and/or possible action to appoint 2nd Bank Card Holder – currently David Kritzer
 - e. Discussion and/or possible action to approve allocation to Operational Expenditures
 - f. Discussion and/or possible action to approve allocation to Outreach Expenditures
 - g. Discussion and/or possible action to approve allocation to Election Expenditures
 - h. Discussion and/or possible action to approve allocation to NPG Expenditures

- i. Discussion and/or possible action to approve allocation to CIP Expenditures
- j. Discussion and/or possible action to approve and/or renew leases and agreements

XIII. OUTREACH – Discussion and/or possible action to approve new Outreach brochure from the Outreach Committee.

XIV. FUNDING – Discussion and/or possible action to approve purchase of up to \$1,500.00 for printing and mailing of 2,000 new Outreach Brochures from chosen vendor **(Not to Exceed \$1,500)**.

XV. OUTREACH – Discussion and/or possible action on distribution of mailers as outreach strategy to reach MHNC stakeholders **(Not to Exceed \$1,500)**.

XVI. OUTREACH – Discussion and/or possible action to seek input from MHNC stakeholders and board members on how to MHNC can help during the COVID19 pandemic **(Not to Exceed \$ 5,000)**.

XVII. CIS – Discussion and/or possible action to approve the submittal of CIS [CF 11-1705](#) due to revisions to the billboard ordinance. Copy of draft CIS can be viewed on <https://www.mhnconline.org/>

XVIII. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS (up to 15 min)

- a. Comments from the public on non-agenda items within the Board's jurisdiction (Up to two minutes per speaker)

XIX. ADJOURNMENT

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the Chairperson.

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
- 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

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

NOTICE TO PAID REPRESENTATIVES - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. **See** Los Angeles Municipal Code §§ 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.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.

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

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 para avisar al Concejo Vecinal.

Social Media Sites



@Mission Hills Neighborhood Council

@MissionHillsNC

@MissionHillsNCOutreach

Mission Hills Neighborhood Council Contact Information:

<https://www.mhnonline.org/>

P.O. Box 7604, Mission Hills, CA 91345

818-869-4577