

# MHNC BOARD MEETING MINUTES

Mission Hills Neighborhood Council Board Meeting

October 1, 2012

Mission Area Police Station

Minutes taken by: Doug Stolhand (Secretary)

President – Brad Klimovitch

Vice President – Open

Secretary – Doug Stolhand

Treasurer – Open

Board Member – Debra Dalton

Board Member – Craig B. Forry

Board Member – Raymond Garcia

Board Member – Jesse M. Martinez

Zoning and Land Use - Clint Scott

Board Member - John Samuelson

Board Member - Jerrilyn Hayashi

Youth Representative – Roberto Martin

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- Meeting called to order at 6:43pm.
- Not in attendance – Roberto Martin (will be late – arrives at 6:45pm)
- JERRILYN HAYASHI corrects the spelling of her last name in the previous minutes to “Hayashi”.
- BRAD KLIMOVITCH motions to approve minutes. DEBRA DALTON second. Motion passes.
- Stakeholder Betty Ley gives crime report in place of SLO Phillip Ruiz who is unable to attend the meeting. Reminds people to call in suspicious activity and to beware of possible scams that are going door-to-door. Reminds people to never leave a child,

animal or elderly person in a car on a hot day. Claims the temperature inside a car can raise 40 degrees in just five or six minutes. This year we have seen an increase in crime of 5.6% from the same time period last year. Reminds people to Lock It, Hide It, Keep It to protect their valuables. Area between Chatsworth (North), Lemonia (East), Lassen (South) and Sepulveda (West) is the portion of Mission Hills that is hardest hit by crime.

- Fred Ginsburg has stepped down as Treasurer.
- Treasurers' report is submitted with no comments from the board or from the stakeholders.
- JESSE MARTINEZ updates the board and stakeholders about the Valley Disaster Preparedness Fair which is October 6<sup>th</sup>.
- JESSE MARTINEZ says there are Facebook and Twitter accounts for the Mission Hills Neighborhood Council and encourages the board and stakeholders to follow each of them.
- JESSE MARTINEZ says that American Legion 176 will have a fundraiser this weekend to raise funds for the Veteran's Day Parade.
- RAYMOND GARCIA asks about volunteering at the Valley Disaster Preparedness Fair and BRAD KLIMOVITCH asks that anyone interested ask JESSE MARTINEZ and DEBRA DALTON for details.
- CLINT SCOTT clarifies that the same information will be posted on both the website and Facebook page. JESSE MARTINEZ assures him that it will be.
- JERRILYN HAYASHI and DOUG STOLHAND take the Board of Governors Oath of Office.
- Stakeholder asks to make public comments early. BRAD KLIMOVITCH declines and says we will stick to the agenda.
- Presentation by David Levin "a neighborhood council service provider" about the benefits of a non-board member minutes writer. Proposes that he be hired to record the minutes for the MHNC.
- JERRILYN HAYASHI asks about how he would be hired – who would hire him, etc. He says he works through contractors approved by DONE.
- CLINT SCOTT asks if he will do minutes for all meetings or just board meetings. He says just board meetings but could be hired for more.
- CRAIG FORRY asks what his rate is. He directs him to contact DONE.
- RAYMOND GARCIA asks if he is a court reporter. He says no.
- David Levin says the rate for doing the minutes for a two-hour meeting is about \$162 and would take him six hours.
- CRAIG FORRY asks who has done the minutes. Stakeholder answers him and says the secretary.
- DOUG STOLHAND says he is the secretary and he is willing and able to take the minutes at all board meetings and committee meetings.

- JERRILYN HAYASHI says this motion was her idea and that money is not an issue because we've given money back to the city a yearly basis. She'd also like to have someone come in to just record the minutes and not charge as much for post-meeting work.
- JOHN SAMUELSON says that DOUG STOLHAND is doing a good job but we need a secretary that will be here at all meetings. Strongly encourages the board to approve the motion.
- David Levin says that he can write the minutes "however you like" and says he can make a more concise version to keep the time and costs down.
- Stakeholder from another NC says they've been using someone to do the minutes for a few years and that they charge \$100 per meeting.
- Stakeholder asks if this would be a contract with the person we hire or if it would be at-will with the NC. David Levin says it is not a contract and that it could be terminated at any time. Stakeholder follows up with another question about the procedure, if the motion is carried, and David says it's simply a call to an agency and saying "we want David". He also states that what the other NC is doing – working through a letter of agreement – is against the rules of DONE.
- BRAD KLIMOVITCH emphasizes that this person is recognized by DONE (Department of Neighborhood Empowerment).
- Stakeholder asks if the service needs to be called monthly or if this is a contract. David answers that it's part of the agreement with DONE and that one phone call is all that is needed and that it's assumed to be ongoing.
- Stakeholder says that it does not have to be all 12 months of the year but that it could be something the board uses when the secretary is unavailable. He also says that he's seen David in action and that he can help with not just minutes but also the Brown Act and any new issues that come up.
- Motion by BRAD KLIMOVITCH to hire a non-board member to record our minutes at all board meetings. Transfer of \$1,296, \$950 and \$346 to hire the minutes writer/assistant secretary through June 30, 2013 for an average of \$162 per meeting. JERRILYN HAYASHI seconds. JERRILYN HAYASHI, JOHN SAMUELSON, CRAIG FORRY, RAYMOND GARCIA, JESSE MARTINEZ, CLINT SCOTT, DEBRA DALTON, ROBERTO MARTIN and BRAD KLIMOVITCH all vote in approval. DOUG STOLHAND opposes. Motion passes.
- Presentation from Bill Christopher of Urban Concepts. Proposing for in-ground burials at 11160 North Stranwood Avenue, 11200 and 11300 North Sepulveda Boulevard. Proposes building an 8-foot cinder block fence between the current 6-foot high chain link fence and the residences nearby. The block would not be closer than 10-feet from any residence. Says that some of the residents are uneasy about burials in that area.
- JOHN SAMUELSON asks why two fences are needed and how graffiti would be dealt with. Bill Christopher explains that the masonry wall will allow the homeowners to take

down their existing fences. The cemetery will maintain their side of the wall to remove all graffiti.

- CLINT SCOTT expresses concerns about the height of the wall and emphasizes that the board needs to hear from all homeowners before a decision is made.
- JERRILYN HAYASHI asks if there will be a hearing and Bill says yes but the date has not been set yet.
- Stakeholder asks about the necessity to expand and cites the land that the cemetery already owns. Bill answers that they are a perpetual care facility and that their policy is not disturb a body once it has been laid to rest.
- Stakeholder asks if the 19 residents that will be affected were notified that this matter would be discussed at this meeting. BRAD KLIMOVITCH says he did not have the information about the 19 homeowners until this meeting and that ZONING AND LAND USE COMMITTEE will attempt to contact each of them before a decision is made.
- Stakeholder asks about the DWP compliance and Bill Christopher says that they've talked at length with DWP about this issue and that it covers the entire stretch of the proposed wall.
- Motion by BRAD KLIMOVITCH to appoint JESSE MARTINEZ as Beautification Committee Chairperson. DEBRA DALTON seconds the motion. Vote is unanimous and motion is carried.
- Motion by BRAD KLIMOVITCH to appoint DEBRA DALTON as Outreach Committee Chairperson. JESSE MARTINEZ seconds the motion. Vote is unanimous and the motion is carried.
- Motion by BRAD KLIMOVITCH to appoint CRAIG FORRY as Zoning & Land Use Committee Chairperson. DEBRA DALTON seconds the motion. Vote is unanimous and the motion is carried.
- Motion by BRAD KLIMOVITCH to appoint RAYMOND GARCIA to the Zoning & Land Use Committee. CLINT SCOTT seconds the motion. Vote is unanimous and the motion is carried.
- Motion by BRAD KLIMOVITCH to appoint ROBERTO MARTIN as the MHNC Treasurer. JOHN SAMUELSON asks ROBERTO MARTIN why he wants the job and what are his qualifications. ROBERTO MARTIN answers that he's taken financial accounting in college, is an accounting and financing major at CSU, Northridge. He's looking for experience for his resume. JERRILYN HAYASHI asks for clarity about whether or not he is the Youth Representative and BRAD KLIMOVITCH answers that he is but that he is over the age of 18 and is eligible for the position. DEBRA DALTON seconds the motion. The vote is unanimous and the motion is carried.
- BRAD KLIMOVITCH asks for new issues that should be placed on the agenda for the next meeting. CRAIG FORRY brings up Facey's request to put up signage and BRAD

KLIMOVITCH advises him to discuss that in the ZONING AND LAND USE COMMITTEE and then bring it to the board once that is completed. CLINT SCOTT asks to have a representative from Primestor to be present at the next meeting and BRAD KLIMOVITCH says he will pass that request along. JOHN SAMUELSON asks for information from Richard Alarcon's office about the sidewalk repair in Mission Hills. BRAD KLIMOVITCH directs him to the ZONING AND LAND USE COMMITTEE chair.

- Glen Bailey gives a presentation to the board about training for new board members. Thanks those that were in attendance at the Valley Alliance of Neighborhood Councils on the second Thursday of each month. November's Valley Alliance meeting will have a planning workshop to give board members a base of knowledge about city planning.
- Stakeholder invites the board and stakeholders to the Presidents' Tardeada to welcome the new presidents of Los Angeles Mission College and CSU, Northridge. Reception is October 13<sup>th</sup> at 1:30pm at 13356 Eldridge Avenue in Sylmar.
- Stakeholder Bill Nowman from the Chapel of the Cross speaks about the possibility of having a Senior Lunch program at their parish hall and offers the hall for that purpose. BRAD KLIMOVITCH thanks him for his offer and directs him to DEBRA DALTON to possibly co-ordinate that.
- BRAD KLIMOVITCH motion to adjourn. RAYMOND GARCIA seconds. Meeting is adjourned at 8:36pm.