

**MISSION HILLS  
NEIGHBORHOOD COUNCIL  
EXECUTIVE OFFICERS**

PRESIDENT: Brad Klimovitch  
VICE-PRESIDENT: Open  
TREASURER: Roberto Martin  
SECRETARY: Open



**MISSION HILLS  
NEIGHBORHOOD COUNCIL**

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MISSION HILLS  
Neighborhood Council

Minutes of the  
**MISSION HILLS NEIGHBORHOOD COUNCIL (MHNC)  
BOARD OF GOVERNORS/ BUDGET AND FINANCE MEETING  
Wednesday, June 12, 2013**

At the Best Friends Animal Society Community Room  
15321 Brand Blvd., Mission Hills, CA 91345

**1. Call to Order/Introductions**

President Brad Klimovitch call the Meeting to order at 6:50 p.m.

**2. Pledge of Allegiance**

Mr. Samuelson led the Pledge of Allegiance.

**3. Roll Call**

Roll call was taken by the President. Board Members in attendance at the roll call were: Brad Klimovitch, Roberto Martin, Jesse Martinez, John Samuelson, Clint Scott, Debbie Dalton, and Ray Garcia and Craig Forry. Board Member absent: Jerrilyn Hayashi.

Eight of the nine Board Members were present at the beginning of the Meeting. The MHNC quorum (the minimum number of Board Members needing to be present to take binding votes on agenda items) is seven, so the Board could take such votes.

**4. Budget & Finance (Roberto Martin & Brad Klimovitch)**

Treasurer: Mr. Martin distributed the "MHNC Budget for Fiscal Year July 2013-June 2014 Pending Budget Draft Version 01 (June 12, 2013)". Recent allocations were reviewed. Roberto will get additional PCard purchase amounts approved by DONE to pay Donavon printing current invoice of \$1500.00 before the end of this fiscal year cut off on June 14. Mr. Klimovitch stated that he will sign the contract with Elmiko Signs and hand deliver to Jeff Brill at DONE Van Nuys office to start the process for release of funding to get the Mission Hills monument sign project started as soon as possible. Jeff Brill at DONE still needs an approval signature from the City Attorney and DONE GM to complete this signing process that is scheduled for completion before June 28, 2013.

**MOTION 1:** (by Mr. Klimovitch, seconded by Mr. Martin): That the Mission Hills Neighborhood Council retain Mr. David Levine as the minutes writer.

**MOTION PASSED:** eight in favor, zero no votes.

**MOTION 2:** (by Mr. Klimovitch, seconded by Mr. Martin): That the Mission Hills Neighborhood Council bring Mr. David Levine on board as the Treasurer Assistant non-voting member.

**DISCUSSION:** Mr. Samuelson asked if Mr. Levine was certified and approved by DONE as a Treasurer Assistant. Mr. Klimovitch explained that he was and is currently serving as a Treasurer Assistant for the Porter Ranch and Sylmar Neighborhood Councils.

**MOTION PASSED:** eight in favor, zero no votes.

**MOTION 3:** (by Mr. Klimovitch, seconded by Mr. Martin): That the Mission Hills Neighborhood Council accept \$4300.00 as baseline budget amount for Mr. Levine's services as Minutes Writer/Treasurer Assistant.

**MOTION PASSED:** eight in favor, zero no votes.

**MOTION 4:** (by Mr. Klimovitch, seconded by Mr. Garcia): That the Mission Hills Neighborhood Council keep the \$1500.00 Election Outreach & related costs (line item 34) amount.

**MOTION PASSED:** eight in favor, zero no votes.

**MOTION 5:** (by Mr. Klimovitch, seconded by Ms. Dalton): That the Mission Hills Neighborhood Council keep the \$6750.00 Outreach Events (line item 35) amount.

**DISCUSSION:** Line item 36 – TBA amount of \$1,000.00 to be reduced to \$500 with the removed \$500 be split between line item 39 (Seniors special projects TBA) and line item 40 (Youth Event TBD) increasing line items 39 & 40 from \$1,000 to \$1250.00

**MOTION PASSED:** eight in favor, zero no votes.

**MOTION 6:** (by Mr. Klimovitch, seconded by Ms. Dalton): That the Mission Hills Neighborhood Council keep the \$750.00 National Night Out (line item 37) amount.

**MOTION PASSED:** Seven in favor for the motion, one no vote.

**MOTION 7:** (by Mr. Klimovitch, seconded by Ms. Dalton): That the Mission Hills Neighborhood Council keep the \$3000.00 Movies in the Park (line item 38) amount.

**MOTION PASSED:** eight in favor, zero no

**MOTION 8:** (by Mr. Klimovitch, seconded by Ms. Dalton): That the Mission Hills Neighborhood Council keep the \$750.00 Food and Refreshments for Events and Meetings (line item 42) .

**MOTION PASSED:** eight in favor, zero no votes.

**MOTION 9:** (by Mr. Klimovitch, seconded by Ms. Dalton): That the Mission Hills Neighborhood Council keep the \$3000.00 Material Distribution, Misc. Flyers. This encompassed line item 45, Zoning and Land Use (\$2,000.00) and line item 46, MHNC special announcements, Misc. Printing (\$1,000.00) amount.

**MOTION PASSED:** eight in favor, zero no votes.

**MOTION 10:** (by Mr. Klimovitch, seconded by Mr. Martinez): That the Mission Hills Neighborhood Council keep the \$10,500.00 3 issues @ \$3500.00/issue for quarterly newsletters (line item 47) amount. The MHNC BOG will review on a quarterly that if the newsletter is not going to be printed that the \$3500.00 for that quarter be opened up and available for other items.

**MOTION PASSED:** eight in favor, zero no votes.

**MOTION 11:** (by Mr. Klimovitch, seconded by Mr. Scott): That the Mission Hills Neighborhood Council keep the \$3,480.00 for Website Maintenance/Enhancement/Creation, \$200/month plus approximately \$90/month for e-blasts (line item 51) amount.

**MOTION PASSED:** eight in favor, zero no votes.

**MOTION 12:** (by Mr. Klimovitch, seconded by Mr. Scott): That the Mission Hills Neighborhood Council keep the \$1350.00 Community Improvement Projects (line item 54). This encompasses line item 55, CERT training (\$500.00) and line item 56, Public Safety, CPAB, Neighborhood Watch TBA (\$850.00).

**DISCUSSION:** Regarding line item 56, as monies are dispersed for line item 56, (Public Safety, CPAB, and Neighborhood Watch) the Safety committee chairperson or representative of said committee provide an explanation of where and how the money is being spent.

**MOTION PASSED:** Seven in favor, one opposed.

**MOTION 13:** (by Mr. Klimovitch, seconded by Mr. Martin): That the Mission Hills Neighborhood Council keep the \$0.00 Neighborhood Purpose Grants (line item 60) amount.

**MOTION PASSED:** eight in favor, zero no votes.

5. **Adjournment**

**MOTION:** (By Mr. Klimovitch, seconded by Mr. Garcia) to **ADJOURN** the Meeting.

**MOTION PASSED:** without any objections.

The Meeting was **ADJOURNED** at 7:58 p.m.

Minutes written by Debra Dalton.