

Minutes of the
NORTHRIDGE WEST NEIGHBORHOOD COUNCIL (NWNC)
GENERAL BOARD MEETING
Tuesday, December 14, 2010
at Beckford Elementary School, 19130 Tulsa St., Northridge

1. Call to Order

President Tom Johnson called the meeting to order at 7:30 p.m.

2. Cub Scout Pack 911 flag ceremony and Pledge of Allegiance.

The Cub Scouts were unable to attend. The Pledge of Allegiance was said.

3. Roll Call

Roll Call was taken by the Minutes Writer. Board Members present: Pamela Bolin, Ken Futernick, Tom Johnson, Gerry Malais, Craig Michayluk, Juativa Spurlock, Chris Williams and Glen Wilson. Board Members absent: Jerry Bloom.

Eight of the nine Board Members were present and four Board seats are vacant at this time. The NWNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven, so the Board could take such votes. Also attending: 46 Stakeholders and guests.

4. Acceptance of Minutes

MOTION (by Mr. Futernick, seconded by Mr. Michayluk): to approve the Minutes of the NWNC November 9, 2010 General Board Meeting as written.

MOTION PASSED by a voice vote.

5. Senior Lead Officer, LAPD Devonshire Division -- Officer Kathy Bennett.

Ms. Spurlock reported that Officer Bennett was unable to attend.

6. CD12 Councilman Greig Smith's Representative – Semee Park.

Semee Park, Field Deputy for L.A. City District 12 Councilman Greig Smith (818-756-8501; Semee.Park@LACity.org), wished everyone happy holidays and looks forward to working with the NWNC in 2011.

Mitch Englander, Chief of Staff for L.A. City District 12 Councilman Greig Smith (818-756-8501; Mitch.Englander@LACity.org), congratulated the NWNC for its work. LAPD Chief Beck challenged the Department to lower crime an additional 5%; it's down 7% this year and the lowest in many years. Volunteers are need at the PALS Center Toy Giveaway Saturday from 8:00-9:00 a.m. He is a City Council District 12 Candidate and encouraged attending the upcoming Candidate Forum.

7. Other Public Officials

There were no other public officials' reports.

8. Guest Speakers

There were no guest speakers.

9. Treasurer's Report

Ms. Bolin distributed and reviewed the “[NWNC] Treasurer’s Report -- 2nd Quarter – FY 2010-2011 – Oct.-Dec.” and “Proposed funding for this Meeting December 14, 2010.” Year-to-date expenditures total \$15,236. The available balance is \$54,419. This Meeting’s proposed allocations total \$27,845.

A motion was made to accept the Treasurer’s report – discussion was held during the January 11, 2011 board meeting and it was confirmed by the Treasurer that the Treasurer’s report for December was read and approved by the NWNC

10. Committee Reports

a. Budget / Finance – Bolin

Ms. Bolin did not have any additional report.

b. Executive – Johnson

Mr. Johnson reported that the Executive Board discussed how to increase Board Meeting participation. Advertising will be increased.

c. ad hoc Wilbur Avenue – Johnson

Mr. Johnson reported that the Committee met two weeks ago. It’s “still a hot issue . . . Many Stakeholders have had to endure” dangerous driving behaviors. Other Stakeholders have complained about slow traffic and a lack of parking. The Committee is “working with the DOT [L.A. Department of Transportation] to develop a plan that is equitable for all . . . Not everyone will be happy . . . LADOT previously agreed to 2 lanes in north/south directions from 118 to just south of Devonshire Street. South of Devonshire Street will be reduced . . . to one lane in each direction . . .” There’ll be a community meeting.

d. Planning / Land Use / Zoning – Johnson

Mr. Johnson reported that the K-Mart is being demolished.

e. Bylaws – Glen Wilson

Mr. Wilson reported that the NWNC needs to update its Bylaws Table of Contents by April 5th according to DONE [the L.A. Department of Neighborhood Empowerment].

f. Education – Ken Futernick

Mr. Futernick reported that he’ll have “something positive to report at the next Meeting” and discussions will continue after the holidays.

g. Elections – There was no Elections report.

h. Grievance – There were no Grievances to report.

i. Community Outreach -- Spurlock

Ms. Spurlock reported that the recent “Salute to Northridge” event honored various local organizations.

- j. ad hoc Neighborhood Enhancement / Beautification
Ms. Williams reported that “we’re making great strides [from Operation Clean Sweep] . . . You can really see a difference” in the beautification of the area. She encouraged volunteering to help clean up. Mr. Johnson added that “we’ve developed a lot of good friendships out of this.”

11. Discussion and possible action items

- a. [See below Motion.]

MOTION (by Mr. Johnson, seconded by Mr. Michayluk): The Northridge West Neighborhood Council authorizes the expenditure of up to \$400 now plus \$180 per month, for a total allocation of \$2,560 for the next twelve (12) months to Tropical Creations to cleanup and maintain the Reseda Blvd. median just south of Lassen St. An evaluation report of Tropical Creations’ services and costs will be made at the NWNC March 2011 Board Meeting, along with any additional proposal presentations from other vendors and recommendations for improvements.

DISCUSSION: Mr. Johnson clarified that “\$400 now is to [finish] the clean up” before the monthly service begins just south of the Fire Station. “We’re trying to maintain it until New Vision” does. There’s no planting yet because it would complicate the process. The Reseda Blvd. median just south of Lassen was left out of the City Council District 12 budget; Ms. Williams said “that median is important because” there’s a “Welcome” sign.

MOTION PASSED by a voice vote.

- b. [See below Motion.]

MOTION (by Mr. Wilson, seconded by Ms. Williams): The Northridge West Neighborhood Council authorizes the expenditure of up to \$100 for a "CD12 Candidate Forum" on January 31, 2011.

DISCUSSION: Stakeholder Kelly Lord noted that Community Service International is at Mayall and Balboa, adjacent to the new Fire Station. The \$100 would be to purchase food.

Mr. Malais recommended and it was agreed to **TABLE** this Item until the next [January 11, 2011] General Board Meeting.

- c. [See below Motion.]

MOTION (by Mr. Johnson, seconded by Mr. Michayluk): The Northridge West Neighborhood Council authorizes the expenditure of up to \$1,200 for accommodations such as food, refreshments, portable restrooms, etc. in support of Operation Clean Sweep January 2011 events

DISCUSSION: Mr. Johnson described the effort and working with Councilman Smith’s office and Hope Worldwide organization, which will share the costs. The

next clean up will be on Tunney St. next to the Flood Control Channel. Hope Worldwide has approximately 300-400 people from around the Valley approximately 100 of them will be working with NWNC in Operation Clean Sweep along Tunney Avenue. NWNC working with CD12 to provide accommodations and also with the Mayor's Office on outreach. A portable toilet costs around \$200 to rent.

MOTION PASSED by a voice vote.

d. [See below Motion.]

MOTION (by Mr. Johnson, seconded by Mr. Michayluk): The Northridge West Neighborhood Council authorizes the expenditure of up to \$150 for two Corona Clipper 32-Inch Compound-Action 2-inch Capacity Anvil Lopper with Fiberglass Handles and Non-Slip Grips FL 3420 and Blades.

DISCUSSION: Mr. Johnson explained that this is to replace borrowed equipment that was worn down clipping bushes and trees during Operation Clean Sweep.

MOTION PASSED by a voice vote.

e. [See below Motion.]

MOTION (by Mr. Johnson, seconded by Ms. Spurlock): The Northridge West Neighborhood Council authorizes the expenditure of up to \$4,000 for the NWNC to purchase two pop-up tents with tables and chairs for Outreach events.

DISCUSSION: Mr. Johnson clarified that the NWNC will only purchase one pop-up tent.

AMENDED MOTION (by Mr. Johnson and seconded): The Northridge West Neighborhood Council authorizes the expenditure of up to \$2,000 for the NWNC to purchase one pop-up tent with tables and chairs for Outreach events.

DISCUSSION: It was said that tents are available without the NWNC name for \$150. The tent would be stored at the NWNC Office at 9401 Reseda Blvd. or with Mr. Wilson. Mr. Michayluk reminded that the tent is only for NWNC Board use. Ms. Spurlock explained that having the NWNC name on the tent would be good for outreach. A Stakeholder offered instead to secure a banner with the NWNC name to save money.

AMENDED MOTION PASSED by a voice vote.

f. [See below Motion.]

MOTION (by Ms. Spurlock, seconded by Mr. Johnson): to nominate Chris Williams as NWNC Beautification Committee Chair.

MOTION PASSED by a voice vote.

g. [See below Motion.]

MOTION (by Mr. Johnson, seconded by Ms. Spurlock): The Northridge West Neighborhood Council authorizes increasing the annual budget for the Minutes Writer \$1,500 through the June 30, 2011 end of the fiscal year to include writing General and Executive Board Meeting Minutes, Resolutions, Agendas and performing NWNC office administrative work.

DISCUSSION: Ms. Bolin explained that, currently, \$1,200 is budgeted for this through the end of the fiscal year [June 30, 2011]. She said “We have to have someone [write] the Minutes . . . [who is] dependable, efficient and thorough.” Mr. Johnson explained that notes were written at the September and October General Board Meetings but never submitted. He stated, “I think this is the best alternative.” Ms. Bolin clarified that the \$1,500 would be “in addition to the \$1,200 . . . for a total of \$2,700 . . . We under-budgeted” and other work would be included.

MOTION PASSED by a voice vote.

h. [See below Motion.]

MOTION (by Ms. Bolin, seconded by Mr. Futernick): The Northridge West Neighborhood Council authorizes the expenditure of up to \$700 for the purchase of food for one Executive Board Meeting per month through the June 30, 2011 end of the fiscal year.

DISCUSSION: Ms. Bolin explained that the NWNC “didn’t start out the year” with Executive Board Meetings and Mr. Johnson added that the Meetings are held at restaurants. Ms. Bolin clarified that DONE says that the NCs “can only have finger food” at Executive Board Meetings. Stakeholders can attend. Mr. Michayluk requested that an amount be allocated for both General and Executive Board Meetings. Mr. Johnson suggested \$350.

Mr. Johnson recommended and it was agreed to **TABLE** this Item until the next [January 11, 2011] General Board Meeting.

i. [See below Motion.]

MOTION (by Ms. Bolin, seconded by Ms. Williams): The Northridge West Neighborhood Council authorizes the expenditure of up to \$3,000 for the purchase and installation of 12 wire trash cans to be installed within the NWNC area in 2011.

DISCUSSION: Ms. Bolin described the idea to have trash cans at all bus stops in Northridge. Mr. Johnson confirmed that the trash cans would be permanently installed and he “got a quote from the West Valley Alliance.” Permits and contracts would be needed for installation and servicing. He reported that “the MTA empties the trash cans near the bus stops.” The NWNC “would have to show [CD12] that there’s a signed contract to empty the trash cans at least once a week.” He encouraged voting against the Motion because contracts are not in place.

MOTION FAILED by a voice vote.

j. [See below Motion.]

MOTION (by Ms. Bolin, seconded by Ms. Williams): The Northridge West Neighborhood Council authorizes the expenditure of up to \$2,400 for Tropical Creations, Inc. to clean the west side of Tampa Ave. between Lassen St. and Devonshire St. from now through June 30, 2011.

DISCUSSION: This would be on both the east and west sides of Tampa from Plummer St. to Lassen St. There was extensive discussion regarding the maintenance area and work procedure. Ms. Williams explained that Operation Clean Sweep is trying to work on areas most overgrown. Mr. Johnson added that a “much higher” quote was also received.

AMENDED MOTION (by Mr. Malais and seconded): The Northridge West Neighborhood Council authorizes the expenditure of up to \$2,400 to clean the east and west sides of Tampa Ave. between Lassen St. and Plummer St. through June 30, 2011.

AMENDED MOTION PASSED by a voice vote.

k. [See below Motion.]

MOTION (by Ms. Spurlock, seconded by Ms. Williams): The Northridge West Neighborhood Council authorizes the expenditure of up to \$130 per month for R. Kellogg Associates to write a monthly article for the NWNC to be published in the North Valley Community News and to post items on the NWNC website.

DISCUSSION: It was agreed that the Motion should say “monthly article,” not “monthly newsletter.” Mr. Malais was concerned that the quote is high. Stakeholder Robin Kellogg of R. Kellogg Associates encouraged receiving other bids. Ms. Spurlock described efforts to find an article writer and supported working with Ms. Kellogg. Mr. Malais believed that the bid process is not being followed. Ms. Williams was concerned regarding what the article content would be. Ms. Kellogg described that articles would be submitted to the Board for approval before publication. Stakeholder Sherry Ramstead believed that NWNC advertising “should be changed” because he believes that local newspaper deliverers are discarding instead of delivering the papers.

MOTION PASSED by a hand vote with five in favor, two opposed and one abstained.

Ms. Spurlock added that “if it doesn’t work, we’ll stop it.”

l. [See below Motion.]

MOTION (by Ms. Spurlock, seconded by Mr. Johnson): The Northridge West Neighborhood Council will have its Outreach Meetings at Northridge Christian

Church at the northwest corner of Chatsworth and Wilbur Avenues.

DISCUSSION: Mr. Johnson described that the location would be “ideal for small meetings.” There was discussion about having monthly General Board, not only Outreach, Meetings at the Church.

AMENDED MOTION (by Mr. Johnson and seconded): The Northridge West Neighborhood Council executive board will consider having its monthly Meetings at Northridge Christian Church at the northwest corner of Chatsworth and Wilbur Avenues.

DISCUSSION: Ms. Spurlock described the room as 33 feet by 19 feet in size and that tables, chairs and “whatever is needed” are available. Ms. Williams was concerned that if the room is too small the NWNC would have to move back here, which would confuse Stakeholders. Ms. Bolin noted that this location [Beckford Elementary School] costs \$108 per month including a custodian. There was extensive discussion regarding whether it was worth switching locations. Mr. Johnson noted that “we have an established relationship here.”

AMENDED MOTION FAILED with one in favor and seven opposed.

m. [See below Motion.]

MOTION (by Ms. Spurlock, not seconded): The Northridge West Neighborhood Council authorizes the expenditure of up to \$500 per month for one ½-page ad in the North Valley Community News to replace the ¼-page ad costing \$225 per month.

MOTION FAILED because it was not seconded.

n. [See below Motion.]

MOTION (by Ms. Spurlock, not seconded): The Northridge West Neighborhood Council authorizes the expenditure of up to \$400 for wristbands with the NWNC name on them for Clean Sweep and other volunteers for outreach.

MOTION FAILED because it was not seconded.

o. [See below Motion.]

MOTION (by Ms. Spurlock, seconded by Mr. Malais): The Northridge West Neighborhood Council authorizes the expenditure of up to \$1,000 for printing “did-you-know” informational letters detailing property maintenance responsibilities for all NWNC residents.

DISCUSSION: Mr. Johnson displayed sample letters. Mr. Jaime Ramstead said that he can get a much better price. Stakeholder Glenn Bailey mentioned that Neighborhood Councils can get copies at Office Depot for two cents per copy because the City has a contract with them.

MOTION PASSED by a voice vote with six in favor and two opposed.

p. [See below Motion.]

MOTION (by Mr. Johnson, seconded by Ms. Williams): The Northridge West Neighborhood Council authorizes the expenditure of up to \$150 for two hand-held Slow/Stop signs for safely controlling traffic during Operation Clean Sweep events.

DISCUSSION: Mr. Johnson said that the NWNC already has safety vests.

MOTION PASSED by a voice vote.

q. [See below Motion.]

MOTION (by Mr. Johnson, seconded by Ms. Spurlock): The Northridge West Neighborhood Council authorizes the expenditure of up to \$2,500 for First Aid/CPR training in 2011.

DISCUSSION: Mr. Johnson described the “fantastic turnout” at the last training; Stakeholders requested another and lunch will be included.

[The vote was temporarily postponed until after Item 12. r. was addressed.]

MOTION PASSED by a voice vote.

r. [See below Motion.]

MOTION (by Mr. Johnson, seconded by Mr. Futernick): The Northridge West Neighborhood Council authorizes the expenditure of up to \$1,200 to train four Invent for Life science program teachers and purchase supplies.

DISCUSSION: [Paul MacNeal of Invent for Life presented at the NWNC Nov. 9, 2010 General Board Meeting.] Mr. Futernick described that this would be “beneficial for all of us.” The program “encourages youngsters . . . to use their imagination . . . to solve a problem . . . in science . . . here at Beckford [Elementary School and] in the local area.” Mr. Michayluk noted that the locations have not yet been confirmed.

Mr. Johnson recommended and it was agreed to **TABLE** this Item until the next [January 11, 2011] General Board Meeting when more information as to which teachers and from what schools would be selected for this training.

s. [See below Motion.]

MOTION (by Mr. Johnson, seconded by Mr. Spurlock): The Northridge West Neighborhood Council authorizes the expenditure of up to \$5,000 for Beckford’s Family Fun Day Saturday April 9, 2011 for the rental of bouncers and the purchase of food, to include an NWNC booth.

DISCUSSION: [Kelly Mattinson, Nobel Middle School PTSA President, presented at

the NWNC Nov. 9, 2010 Meeting.] Beckford Elementary School Principal Shelly Bower and Ms. Mattinson described how donations have been “hit hard.” They’re “constantly” asking the PTA for money and “are very outdated in our computer lab . . . We’re losing many of our neighborhood children to private schools, to charter schools . . . It’s never been this bad” in Ms. Bower 22 years in education. Ms. Mattinson, a parent, requested whatever the NWNC can contribute. Ms. Bolin noted that the NWNC has allocated \$12,000 to local Schools, including \$1,200 to Beckford this year. A Stakeholder believed that Fun Day should be separate from a fundraiser. There was extensive discussion regarding how to help Beckford Elementary School.

AMENDED MOTION (by Mr. Johnson and seconded): The Northridge West Neighborhood Council authorizes the expenditure of up to \$2,000 for Beckford’s Family Fun Day Saturday April 9, 2011

AMENDED MOTION PASSED with four in favor (Futernick, Johnson, Malais, Wilson), two opposed (Spurlock, Williams) and two recused (Bolin & Michayluk)

Mr. Johnson recommended and it was agreed to TABLE all of the below Items until the next [January 11, 2011] General Board Meeting.

- t. MOTION: to have NWNC Board Members training. (Johnson)
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.
- u. Discussion and possible action: the Northridge West Neighborhood Council reaffirms its support of the NCs DWP Memorandum of Understanding (MOU) Oversight Committee and appoints Glen Wilson as the NWNC Representative. (Wilson)
Alternate position available.
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.
- v. Discussion and possible appointment of Don Ward to the new NWNC At-Large Board seat. (Johnson)
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.

12. Meeting Reports

- a. LA DWP MOU or DWP Committee – Glen Wilson
Meets the first Saturday of month at 8:45 a.m. with location TBD.
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.
- b. Valley Alliance of Neighborhood Councils (VANC) – Glen Wilson
VANC Planning Forum at CBS Studios 5:30 p.m. - 9 p.m. Thursday, Nov. 11, 2010 instead of regular Meeting and to late to RSVP for it. Meets the second Thursday of each month at 6:30 p.m. at the Sherman Oaks Hospital.
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.
- c. Los Angeles Neighborhood Council Coalition (LANCC) – Glen Wilson
Meets the first Saturday of month at 10:00 a.m. with location TBD
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.

- d. Valley Vote – Glen Wilson
Meets the third Monday of each month at 6:30 p.m. at Galpin Ford
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.
- e. BONC Meetings -- Glen Wilson
About Neighborhood Councils and about future DONE NC Bylaws changes
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.
- f. NE/W Vision Committee – Steve Harris/Glen Wilson
Meets the third Wednesday of each month at 2:00 p.m. TBD.
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.
- g. Oakridge Estate Park Advisory Board -- Steve Harris. Meeting for November is Nov. 18, 2010. Now meets the fourth Thursday of every other month at 3 p.m. at Fire Station #87 at 10124 Balboa Blvd., Granada Hills in the Community Room. Notice no December Meeting.
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.
- h. PlanCheckLA
Meets the second Saturday of the month at Historic Downtown Outreach Center, 114 W. 5th St., Los Angeles, CA 90013.
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.
- i. Requests for volunteers to fill vacancies on the NWNC Board. The following positions are vacant: one Renter Representative, one Open At-Large and two At-Large Representatives. All of these seats will be up for election in 2012. To apply e-mail Secretary@NorthridgeWest.org and copy President@NorthridgeWest.org. See the qualifications listed on pages 8-18 of the NWNC Candidate Filling Form at http://CityClerk.lacity.org/election/NCDocs/ANWNC_CANDIDATE%20FILING%20PACKET_FIN_AL.pdf and/or the NWNC Bylaws at <http://www.NorthridgeWest.org/wp-content/uploads/2010/11/NWNC-Approved-Bylaws-102910-Corrected.pdf>
This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.

13. Public Comments

This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.

14. Board Member Comments

This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.

15. Adjournment

The Meeting was **ADJOURNED** at 9:37 p.m.

16. Upcoming Events

This Item was **TABLED** until the next [January 11, 2011] General Board Meeting.