

APPROVED
Northridge West Neighborhood Council (NWNC)
General Public Board Meeting
Tuesday, 14 June 2016
Calahan Elementary School Auditorium
18722 Knapp Street, Northridge 91324

1. Roll Call

- President Peter Lasky called the meeting to order at 6.53PM (following SLO Peteque’s presentation) and welcomed the fourteen attending stakeholders, along with the seven attending board members.

Here (7)	Lloyd Dent, Bill Fox, Tom Johnson, Peter Lasky, Brent Robinson, Freddie Rymond, and Glen Wilson
Absent (2)	Hrug DerManuelian and John Mah
Elected During Meeting (2)	Mikkie Loi and Colleen Pick
Resigned (2)	Hayk Gasparyan and Pamela Gentry

2. Flag Ceremony

- Tom Johnson and a stakeholder held the flag as we pledged allegiance.

3. Reports/ Presentations by Public Officials

- Jessie Strobel from Councilman Englander’s office addressed the NWNC
 - Thursday, May 19, Mayor Garcetti’s budget was approved, including:
 - Money for 300 additional LAPD officers
 - \$138m to combat homelessness
 - Funds to support an extra tree-trimming crew for the San Fernando Valley
 - The city council recently unanimously passed a bill to reform the LADWP; the next step will be its appearance on the November ballot.
 - Saturday, June 25, 6PM to 10PM, will be the [Re]visit [Re]seda Boulevard Summer Arts Festival between Nordhoff and Parthenia Streets; this will include local artists, music, vendors, dance performances, DJs, free giveaways, and food trucks.
 - Debbie Penman mentioned that Thursday’s Operation Clean-Sweep could use additional assistance from Councilman Englander’s office. Lately, they have merely five volunteers. Another stakeholder added that perhaps the management of the Northridge Fashion Center could contribute, as most of the Tampa Avenue traffic is going to or from the mall.
 - Colleen Pick added that Jessie Strobel has been very helpful in cleaning up excessive garbage near their business in Chatsworth.

- Melvin Canas from the Department of Neighborhood Empowerment (DONE) addressed the NWNC
 - As part of the new fiscal year budget, DONE will have additional staff in their Van Nuys office to support the community.
 - DONE requests an updated NWNC board roster, including email addresses. At the beginning of each month, DONE will send an email blast, including neighborhood council profiles, information regarding Neighborhood Purpose Grants (NPGs), etc.
 - Melvin suggested scheduling a board retreat on a Saturday morning; this may include training with DONE representatives.
 - Monday, June 20, at 6PM, DONE will host funding training at the Canoga Park Community Center, 7248 Owensmouth Avenue.
 - Monday, June 27, DONE will host live Ethics Training at the Pacoima City Hall, 13520 Van Nuys Boulevard. This training is mandatory [every two years] for board members.
 - DONE’s Deputy City Attorney Danya is moving on to a new position at city hall; hence, DONE will acquire a new city attorney.

4. Special Guest Speaker: LAPD Senior Lead Officer Patti Peteque will speak about the benefits of Neighborhood Watch and how to start a Neighborhood Watch Program

- Patti Peteque from the LAPD addressed the NWNC
 - Her territory is the area bordered by Roscoe Boulevard, Lassen Street, Reseda Boulevard, and Tampa Avenue.
 - She has served with the LAPD for 23-years, including 15-years with the Devonshire Division. A year ago, she was promoted to Senior Lead Officer.
 - She continues to develop neighborhood watch programs because they have proven to be very helpful in reducing crime because the community is engaged and encouraged to report crimes.
 - Patti requests financial assistance from the NWNC to purchase Neighborhood Watch signs and window stickers; many of the signs east of Wilbur Avenue have faded and should be replaced.
 - Tom Johnson asked about the Community Police Academy. This program is open to everyone. The current class is filled, but there is a waitlist for future classes. This includes a training simulator to test your reflexes in a real-life situation. This is separate from the reserve police officers training.
 - Patti reported that there were recently two notable crimes in the community:
 - There was a residential burglary in Porter Ranch. The homeowner returned home and found the two men and two women within his house. As they drove away, the tires of their stolen vehicle blew. As they drove to the nearby Wal-Mart parking lot to investigate the tires, the police witnessed them removing guns from the trunk, and immediately took them into custody.
 - In the 9600 block of Topanga Canyon Boulevard, armed robbers took 250 iPhones. They got away in a white Chevrolet SUV; the robbers have not yet been arrested.

5. General Public Comments on Non-Agenda items

- There were no public comments.

6. President's Comments

- a. Hyak Gasparyan formally resigned from the board effective May 11, 2016.
- b. Pamela Gentry formally resigned from the board effective May 19, 2016.
- c. The contract with American Heritage Landscape will expire on June 30; per vote of the Executive Committee, the Beautification Committee will recommend any future action. In addition, this committee may meet on Wednesdays (instead of Thursdays).
 - American Heritage Landscape (paid by NWNC) maintains Reseda Boulevard, between Kinzie and Superior Streets; previously, weeds grew 10' tall along this major thoroughfare. In the future, this expense may be shared with the Northridge East Neighborhood Council, as Reseda Boulevard is the border between the two neighborhood councils.
 - In addition, American Heritage Landscape recently took down trees along Tampa and Wilbur Avenues.
- d. Appointment of Colleen Pick to the vacant General Business 2 Seat
 - Colleen is a known entity and she will be welcome to return to the NWNC.
- e. Appointment of Mikkie Loi to the vacant At Large Seat 2
 - Mikkie is a known entity to the NWNC because of her efforts with the neighborhood watch and the emergency preparedness fairs. In addition, she has already taken the mandatory ethics and finance training.

7. Motion pursuant to Article V, Section 6 of the By-Laws for the board to confirm the appointment of Colleen Pick to the General Business 2 seat

- Bill Fox made a motion to approve Colleen Pick's appointment to the NWNC board; Brent Robinson seconded this motion and it passed unanimously.

8. Motion pursuant to Article V, Section 6 of the By-Laws for the board to confirm the appointment of Mikkie Loi to the At Large 2 seat

- Bill Fox made a motion to approve Mikkie Loi’s appointment to the NWNC board; Freddie Rymond seconded this motion and it passed unanimously.
- Jessie Strobel from CD12 administered the oath of office to Colleen and Mikkie.

9. Motion to approve the transfers of money from accounts with excess funds:

a. Transfer of \$5,597.03 or the remaining balance from Elections (category 500) to Operations (category 100)

- Brent Robinson made a motion to approve this agenda item; Bill Fox seconded the motion, and it passed.

Approve (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

b. Transfer of \$2,134.08 or remaining balance from Community Improvement (category 300) to Operations (Category 100)

- Brent Robinson made a motion to approve this agenda item; Bill Fox seconded the motion, and it passed.

Approve (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

c. Transfer of up to \$2,800 from Operations (category 100) to NPGs (category 400)

- Brent Robinson made a motion to approve this agenda item; Bill Fox seconded the motion, and it passed.

Approve (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

- Peter Lasky made a motion to amend this amount from \$2,800 to \$2,500; Brent Robinson seconded the motion, and it passed.

Approve (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

- Brent Robinson made a motion to approve the transfer of \$2,500 from Operations to NPGs; Bill Fox seconded the motion, and it passed.

Approve (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

d. Transfer of up to \$3,125 from Operations (category 100) to Outreach (category 200)

- The minute-taker has no recollection of this voting action.

e. Motion to pass a new budget for the remainder of fiscal year 2015/2016 based upon the changes in Agenda Item 7, Sections A-D. above and the proposed expenditures of agenda items 10-13

- Brent Robinson made a motion to approve this agenda item, plus corrections; Bill Fox seconded the motion, and it passed.

Approve (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

- These actions will leave a new balance of \$6,099.98; than move \$2,899.64 to NPGs for the following:
 - \$2,000.00 Valley History Museum
 - 899.64 Calahan School
- Category 500 (Elections) will zero out and any leftover funds can be used to purchase supplies, such as toner cartridges, paper, and drinking water (used at meetings).
- The deadline for purchases via the bankcard is Thursday, June 30 (the last day of the city’s fiscal year).
- Melvin reminded the NWNC that there is no rollover of un-used funds from FY 2015/16 to FY 2016/17. Everything reverts to a zero balance.

10. Motion to approve a funding line of \$1,000 for the purchase of Neighborhood Watch Signs as recommended by the Finance Committee. Money will come from the Outreach budget (category 200)

- Brent Robinson made a motion to approve this agenda item; Bill Fox seconded the motion, and it passed.

Approve (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

11. Motion to approve and support the ideas expressed in a letter written by Debbie Penman and the mailing of said letter to the Mayor and the City Council calling for improved efforts to save the thousands of dying trees in Los Angeles

- Debbie Penman read the draft of her letter addressed to Mayor Garcetti and the Members of the City Council. As there were multiple drafts of the letter, it was recommended that the current President (Peter Lasky) and Vice Presidents (John Mah and Brent Robinson) be reflected in the signature box.
- Colleen Pick made a motion that this letter be sent; Freddie Rymond seconded the motion, and it passed unanimously.

12. Motion to approve the recommendation of the Budget and Finance Committee for an NPG to Calahan School in the sum of \$899.64 for 6 folding tables and 3 folding wagons. Funds to come from the NPG budget (category 400)

- Brent Robinson made a motion to approve this agenda item; Bill Fox seconded the motion, and it passed.

Approve (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

13. Motion to approve the recommendation of the Executive Committee for a NPG of \$2,000 to the Museum of the San Fernando Valley. Funds are for the purpose of:

- a. Obtaining renderings for the Tampa Median Sculpture Garden to be used in obtaining approval from the Cultural Affairs Commission, the Los Angeles Department of Beautification, the Bureau of Engineering, and the Department of Urban Forestry, and
- b. Obtaining quotes from contractors and for hiring an engineer. Funds to come from the NPG budget (category 400)
 - Over 50,000 people per day will view this Tampa Avenue Median Sculpture Garden.
 - Stakeholder Brian protested this motion by stating that this is a contract for goods and services, not an NPG. If approved, it could have a detrimental affect on the annual funds from the NWNC.
 - Peter Lasky replied that this NPG was written by someone from DONE and had approved by the Executive Committee. He added that we are currently in the “use-it or loose-it” situation with the current funds.
 - Brent Robinson made a motion to approve this agenda item; Bill Fox seconded the motion, and it passed.

Approve (7)	Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Abstain (1)	Dent
Ineligible (1)	Johnson

Absent (2)	DerManuelian and Mah
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14. Motion to approve the allocation of \$500 to support the Budget Representatives program. Funds to come from the Outreach Budget (category 200)

- Brent Robinson made a motion to approve this agenda item; Bill Fox seconded the motion, and it passed.

Approve (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

- Peter Lasky made a motion to increase this amount to \$1,000; Bill Fox seconded the motion, and it passed.

Approve (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

15. Motion to approve the allocation of \$500 to support the Congress of Neighborhood Councils. Funds to come from the Outreach Budget (category 200)

- Peter Lasky made a motion to approve this agenda item; Bill Fox seconded the motion, and it passed.

Approve (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

- Brent Robinson made a motion to increase this amount to \$1,000; Freddie Rymond seconded the motion, and it passed.

Approve (7)	Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
No (1)	Dent
Ineligible (1)	Johnson
Absent (2)	DerManuelian and Mah

16. Motion to appoint 2 Budget Representatives. Any board member or stakeholder is eligible for these positions. The obligations of the position are to attend a minimum of 2 meetings per year

- Melvin Canas gave a brief review of the budget representative’s responsibilities as well as the meetings that they will attend and report back to the NWNC.
- Brent Robinson and Glen Wilson volunteered to serve as budget representatives.
- Peter Lasky made a motion for Brent Robinson and Glen Wilson to serve as the Budget Representatives for NWNC; Lloyd Dent seconded the motion, and it passed.

Approve (8)	Dent, Fox, Johnson, Lasky, Loi, Pick, Rymond, and Wilson
Abstain (1)	Robinson
Absent (2)	DerManuelian and Mah

17. Motion to approve a proposed budget for the 2016/17 Fiscal year

- Peter Lasky requested a postponement of this until the next meeting of the NWNC, as the forms just came out the previous day, and the forms do not require submittal until September.

18. Motion to approve the change of language on an Operation Clean Sweep Slow Down Sign as previously approved by the board. The original language was “NORTHRIDGE WEST NEIGHBORHOOD COUNCIL, VOLUNTEERS AT WORK, PLEASE SLOW DOWN, (the NWNC logo), WWW.NORTHRIDGEWEST.ORG will be changed to VOLUNTEERS AT WORK, PLEASE SLOW DOWN

- A stakeholder mentioned that it would be nice to mention the NWNC as a publicity action. However, Peter Lasky replied that the drivers are going by so quickly, that drivers would probably not notice the NWNC reference.
- Peter Lasky made a motion to approve this agenda item; Colleen Pick seconded the motion, and it passed unanimously.

Tom Johnson departed the meeting.

******* SPECIAL MEETING *******

1. Roll Call

- President Peter Lasky called the meeting to order and welcomed the stakeholders, along with the eight attending board members.

Here (8)	Dent, Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Absent (3)	DerManuelian, Johnson, and Mah

2. General Public Comments on Non-Agenda Items

- There were no public comments.

3. Discussion and Possible Action to Purchase brochures as part of the Outreach Materials and Supplies funding line approved by the Board at the meeting on November 9, 2015 that has not been acted upon

- At its meeting in November, the board approved a funding line of \$1,500 for the purchase of a Prize Wheel, NWNC bags, flags, and flashlights to be used at NWNC Outreach Events to draw people to our booth.
- The change of language will add “and NWNC Brochures” to following flashlights and before to be used at NWNC Outreach events to draw people to our booth.
- Peter Lasky made a motion to approve a funding line of \$1,500 for the purchase of a Prize Wheel, NWNC Bags, Flags, Pens, Flashlights, and NWNC Brochures to be used at NWNC Outreach events to draw people to our booth; Brent Robinson seconded the motion, and it passed unanimously.
- Colleen Pick recommended updating the photographs for the NWNC brochures; however, Peter Lasky replied that there was insufficient time to re-photograph the NWNC.

4. Adjournment

- Peter Lasky made a motion to adjourn the special meeting; Glen Wilson seconded the motion, and it passed unanimously.

******* END OF SPECIAL MEETING *******

19. Motion to approve a funding line of up to \$500 to LAUSD for rental of the Calahan School auditorium used for holding NWNC monthly meetings from July to October 2016

- Peter Lasky made a motion to approve this agenda item; Glen Wilson seconded the motion, and it passed unanimously.

20. Motion to approve the minutes of the May 16, 2016 meeting

- Peter Lasky made a motion to approve this agenda item; Brent Robinson seconded the motion, and it passed.

Approve (7)	Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Abstain (1)	Dent
Absent (3)	DerManuelian, Johnson, and Mah

21. Treasurer’s report and approval of the Monthly Expense Report (MER)

- Following a brief review of the following charges, Peter Lasky made a motion to approve the May MER; Brent Robinson seconded this motion and it passed unanimously.

Date	Item	Category	Vendor	Amount
May 3	Storage Rental	Operations	Golden State Storage	\$ 103.50
May 5	Rent Auditorium at Calahan, November 2015-February 2016	Operations	LAUSD	393.48
May 6	Rent Auditorium at Calahan, March- June 2016	Operations	LAUSD	393.48
May 6	Communications Services for Website	Outreach	Moore Business Results	241.02
May 9	Soda for Meeting	Outreach	Smart & Final	27.73
May 9	Minute Taker	Operations	Apple One Employment	46.20
May 11	Chicken and Steak Fajitas for Meeting	Outreach	Baja Fresh	141.68
May 12	Senior Dance and Dinner	NPG	Kiwanis Club of Northridge	500.00
May 16	Water for Clean-Ups	CIP	Smart & Final	22.40
May 16	Minute Taker	Operations	Apple One Employment	103.95
May 23	Reseda Boulevard Maintenance	CIP	American Heritage Landscape	200.00
May 23	Platter Election, Beautification and Budget Meetings	Outreach	Subway	34.00
May 26	Pizza for Executive Meetings	Outreach	Little Caesars	10.90
May 31	Joint Clean-Up Snacks (water, bagels, chips, cookies, donuts, ice and soda)	CIP	Smart & Final	64.33
May 31	Topeka Drive School Rental	Election	LAUSD	254.48
			TOTAL	<u>\$2,537.15</u>

22. Appointment of Committee Chairs, with confirmation by the board:

- Bill Fox to be Chairman of the Public Safety Committee
 - John Mah to be Chairman of the Public Land Use and Zoning Committee
 - Brent Robinson to be Chairman of the Outreach Committee
 - Lloyd Dent to be Chairman of the By-Laws and Standing Rules Committee
- Peter Lasky made a motion to approve these committee chairmen; Brent Robinson seconded the motion, and it passed.

Approve (7)	Fox, Lasky, Loi, Pick, Robinson, Rymond, and Wilson
Abstain (1)	Dent
Absent (3)	DerManuelian, Johnson, and Mah

- A stakeholder asked what the Public Land Use and Zoning Committee did. Her house backs up to Devonshire Boulevard, and was told that she must maintain the sidewalks and trees behind her house. She was urged to discuss her concern at a meeting of this committee and/or Councilman Mitchell Englander.

23. Comments by Committee Chairs, and liaisons

- There were no comments from committee chairs or liaisons.

24. Adjournment

- Peter Lasky made a motion to adjourn the meeting at 8:54PM; Brent Robinson seconded the motion, and it passed unanimously.

THESE MINUTES WERE APPROVED DURING THE MEETING OF TUESDAY, 12 JULY 2016