

APPROVED  
 Northridge West Neighborhood Council (NWNC)  
 General Public Board Meeting  
 Tuesday, 18 April 2017  
 Calahan Elementary School Auditorium  
 18722 Knapp Street, Northridge 91324

1. Call to Order, Pledge of Allegiance

- President Peter Lasky called the meeting to order at 6.25PM and welcomed eleven stakeholders, along with nine board members.

Here (9)	Hrug DerManuelian, Bill Fox, Tom Johnson, Peter Lasky, Mikki Loi, Colleen Pick, Brent Robinson, Michelle Wells, and Glen Wilson
Absent (2)	Lloyd Dent and Freddie Rymond
Resigned (2)	John Mah and David Uranga

- Peter Lasky led us in the Pledge of Allegiance

2. Guest Speaker: Greater Los Angeles County Vector Control District Representatives

- Levy Sun, Outreach Assistant for the Greater Los Angeles County Vector Control District reported that Northridge is identified as having high mosquito activity. The Los Angeles areas with the highest infestation are La Mirada, San Fernando, Pacoima, Valley Village, Whittier, La Mirada, and Santa Fe Springs.
- The Centers for Disease Control has determined that Los Angeles can be a high-risk area for the Aedes Mosquito, as we have many transitory people.
- The most dangerous mosquito is the invasive Aedes mosquito. Only the females bite because they require blood for reproduction.
- The Aedes most dangerous bites were supposed to only transmit to birds. However, they now bite humans. The symptoms include body aches, rashes, and headaches. One in 150 may require hospitalization. The people that are most at risk are those with compromised immune systems and/or those over age 65. These mosquitoes can also transmit heartworm, which can be very bad for your dogs or cats.
- Some of the Aedes mosquitoes have not been in California in centuries. Although not yet seen in Northridge, they have been sighted in Pacoima, Valley Village, and southeast areas of Los Angeles; we do not yet know how far they could spread. They can transmit West Nile Virus, Zika, Yellow fever, and Dengue.
- As these mosquito's eggs resemble dirt, simply getting rid of standing water does not take care of the problem; you must destroy the dirt that came near the water.
- Mosquitoes evolve from eggs to adult in merely seven days. You may witness mosquitoes breeding in old tires or rain barrels. If you have any old tires on your property, get rid of them. If you have a rain barrel, please keep the lid securely in place.
- If you have a chlorinated swimming pool or fountain, please relax, mosquitoes hate and avoid chlorine.
- The key ingredients to look for when shopping for insect repellent are: DEET, IR3535, Picaridin, and Lemon Eucalyptus Oil (this is a natural ingredient, but could be toxic around children).
- If you see a crane fly, which resembles a large (about the sizes of a quarter) mosquito, please do not worry; although large and scary, they do not bite and are not a threat.
- Someone asked about Riverside, as they have a similar climate as Northridge. The Vector is for the County of Los Angeles, but they also communicate with the adjacent counties.

3. Comments from Public Official - Jessie Strobel, Field Deputy for Councilmen Mitch Englander

- A month ago, Councilman Englander submitted a motion requesting that the LAPD and the LADWP report on the feasibility of installing solar shade structures over parking lots at LAPD and LADWP facilities. Solar panels make use of renewable energy and offer an environmentally friendly means of generating electrical power. As the use of solar energy has expanded, solar carports, also known as solar shade structures, have

gained popularity. Currently, LADWP has only installed solar shade structure carports at their headquarters at 111 North Hope Street.

- Councilman Englander recently submitted a motion to support the LAPD and offer a \$50k reward for information leading to the identification, apprehension, and conviction of the people responsible for the series of “knock-knock” burglaries and those that purchase stolen property from “knock-knock” burglars throughout the city. There have been over 1,700 reports of residential burglaries during the first two months of 2017. These crimes are especially prevalent in the Northwest Valley, and Councilman Englander wants them apprehended.
- Saturday, April 22, beginning at 9AM, Councilman Englander will host Planning 101, an explanation of the city planning process. Attendees will learn about zoning, general plans, community plans, and important terminology. This will be held at the Porter Ranch Community School, 12450 Mason Avenue. For more information and to RSVP, please call 818-882-1212.
- Wednesday, April 26, beginning at 6PM, Councilman Englander will host Conversations with Council, featuring leadership from the LAPD, including Deputy Chief John Sherman (from the Operations Valley Bureau), Captain Bryan Lium (from the Devonshire Division), and Captain Maureen Ryan (of the Topanga Division). This meeting will be held at the Ride On Therapeutic Horsemanship, 10860 Topanga Canyon Boulevard. Please RSVP to Colin Crews at colin.crews@lacity.org or 818-882-1212.
- Thursday, May 18 will be Councilman Englander’s Open House. His office staff is looking for photographs and memorabilia. If anyone has anything to lend for this Homegrown History Showcase, please send a digital photograph to his office. Final submissions should be sent framed or with a foam backing.

4. Comments from stakeholders on non-agenda items

- There were no public comments.

5. Presidential Comments

- The drip system along Tampa Avenue is completed; we are waiting for the Department of Urban Forestry to come out and work the timers.
- Councilman Englander was able to attend the very successful Sober Living Home meeting on March 30<sup>th</sup>.
- That same evening, NWNC received a Department of Neighborhood Empowerment (DONE) award for the drip system.
- NWNC seeks two new budget representatives for their term to begin in July. Glen Wilson volunteered. The second yet-to-be-determined volunteer can be either a board member or a stakeholder.
- As we have a very full agenda this evening, we may not be able to get through everything. The bylaws amendments must be submitted to city hall by Monday, May 1. Peter suggested that we have a follow-on meeting prior to the next regularly scheduled May 9 meeting.

6. Motion to consider the recommendation of the Executive Committee to appoint Jon Manuel to the vacant At-Large Seat #4 per Article 5, Section 6

- Upon learning of the NWNC from an article in the Northridge Connection a few months ago, Jon Manuel contacted Peter Lasky. Since that time, Jon has enjoyed serving on the Planning and Land Use and Zoning (PLUZ) Committee.
- Jon, his wife Jenny, and their son Jackson moved here a year from Sherman Oaks. They like that their neighborhood has many long-term residents, including someone who has lived here since 1969.
- Peter Lasky made a motion for Jon Manuel to fill the vacant at-large seat #4; Glen Wilson seconded the motion, and it passed unanimously.
- Jon has already completed the mandatory training, and immediately took his seat on the board.

7. Motion to approve the recommendation of the Executive Committee to reimburse Peter Lasky \$189.06 for the cost of printing flyers for the Sober Living Meeting

- Peter Lasky made a motion to support this \$189.06 expenditure; Brent Robinson and Michelle Wells seconded the motion, and it passed unanimously.
8. Motion to approve the recommendations of the Bylaws Committee to replace the existing bylaws with a new set up of bylaws.
- Glen Wilson did a great job of color-coding the bylaws recommendations.
  - It was mentioned that these bylaws will not become official until DONE approves them, which may be in September/October 2017.

#### Article V, Section 1

- Stakeholder Marcie mentioned under subsection A, "... but must qualify ..." should be "... may qualify ..."; this is especially relevant as Michelle Wells works in Northridge, but does not reside here.
- Semee Park from DONE reported that they do not have a requirement regarding at-large members; many neighborhood councils have their entire board as "at-large", and have dispensed with formal titles. Everyone at NWNC agrees with the composition of the current board.
- Subsection C mentions that all board members shall be at least 18-years-old, those younger cannot vote on funding.
- Michelle recommended, under subsection C, that NWNC have wording similar to "we encourage youth, to ensure that the board does not consist disproportionately of one group, such as all homeowners, all renters, or all independent business owners".
- Colleen, Jon, and Michelle wanted to make certain that care should be taken so that one stakeholder group does not have a disproportionate representation on the NWNC, and that we remain diverse. Semee mentioned that the sentence at the top of page 6 seems to take care of this.
- A vote was taken to accept the text as written, and it passed unanimously.

#### Article V, Section 5

- President Peter Lasky shall be named spokesman of the NWNC [which is rare]. A recent article in the Daily News quoted Peter and referred to him as president of the NWNC. This power can always be taken away if the president mis-speaks.
- Brent sees no problem with naming the president as a spokesman, yet we should define the word "spokesman". In addition, a spokesman should preface his statement with something such as "all members of the NWNC feel this way" provided it has already been discussed before the NWNC.
- Peter mentioned that after each meeting, he writes an article that appears in the newsletter; these articles reflect his position as a spokesperson for NWNC.
- Stakeholder Marcie feels that the board should not have to make a motion for every opinion. This creates redundancy with the statements in Article VI, and she recommended striking this sentence.
- Colleen suggested that the president/spokesman preface a statement with "it is my opinion" and leave things the way they are.
- Per Peter's suggestion, a vote was taken to strike the second paragraph (pink/blue) of Section 5, and it passed unanimously.

#### Article V, Section 7

- Tom Johnson and Mikkie Loi felt that this should be individualized. Mikkie felt three absences would be acceptable, but four would be too much. Michelle Wells and Jon Manuel added that running for the NWNC is a right, not a privilege.
- A vote was taken regarding acceptable quantity of absences; six board members voted for four absences, three board members opposed, the final vote of four absences passed.
- There was a concern regarding a vacant seat after four absences; does NWNC weigh the excuses? Colleen Pick suggested that they are out after four absences. However, they can return to the meeting and immediately run for that vacant seat on the board (that they previously occupied).

- In the third line, the text "... any twelve (12) month period will be automatically ..." shall be "... any (12) month period shall be automatically ...".
- The fourth paragraph recommends that the Executive Committee (EC), which meets on the last Wednesday of each month, adhere to the same standard. Semeec recommended clarifying the definition of the EC.
- Any EC officer who misses three regularly scheduled consecutive EC meetings, or [optionally] four total regularly scheduled EC meetings [during any 12-month period] will automatically be removed from the EC. Attendance will be maintained in the minutes of the EC, and the EC shall report that the seat has been vacated.
- Stakeholder Mike recommends consistency by doing a global search on Executive Board, to correct it to reflect EC.
- A vote was taken to have the same policy for EC as for NWNC, and it passed unanimously.

Article V, Section 8

- A vote was taken regarding "Censures shall be placed on the agenda for discussion and action by vote", and it passed unanimously.

Article V, Section 9

- Subsection A discussed petitions by five stakeholders, and this passed unanimously.
- Subsection A also discussed removal of a board member by a 2/3 majority of the attending board members, and this passed unanimously.
- Subsection B discussed removal of a board member for violation of the bylaws, with the signatures of [at least] three board members; this passed unanimously.

Article V, Section 10

- Brent Robinson and Tom Johnson suggested that removal of a board member require a 2/3 majority, rather than a simple majority of attending board members; this suggestion garnered three votes, and did not pass. It shall remain a simple majority.

Simple Majority (7)	DerManuelian, Fox, Lasky, Loi, Manuel, Pick, and Wilson
2/3 Majority (3)	Johnson, Robinson, and Wells

Article V, Section 11

- A vote was taken regarding "the standing Outreach Committee shall be chaired by the VP of Outreach", and it passed unanimously.
- A vote was taken regarding "the VP of Outreach will be responsible for working with the webmaster in conjunction with the president", and it passed (with one abstention [Tom Johnson]) without a formal motion.
- Stakeholder Mike suggested deleting the last sentence of this section "Outreach also should be undertaken at public events and shall be coordinated with other neighborhood councils when appropriate"; yet this was not processed.

Article VI, Section 2

- It was requested that additional periods at the end of sentences be removed.
- A vote was taken regarding the duties, powers and job descriptions; it passed unanimously.

Article VI, Section 3

- A vote was taken regarding the selection of officers; it passed unanimously.

Article VI, Section 4

- A vote was taken regarding the officer terms. The removal of one-year terms, and replacement with "... one-year terms, or until the new board is seated ..."; it passed unanimously.

### Article VII, Section 3

- Subsection B requests that Standing Committees (with the exception of the EC) have no more than three members (including stakeholders and board members). Ad Hoc Committees shall have not more than four members (including stakeholders and board members).
- A vote was taken and it passed unanimously.
- Subsection C, which allows for no change to current policy, requests that Committee Chairs be appointed by the president, confirmed by the board, and be a board member. A vote was taken and it passed unanimously.

### Article VIII, Section 2

- It was requested that the first paragraph be altered as follows (with additions underscored, and deletions crossed out): The Executive Committee shall set the agenda for each Council meeting. If the Executive Committee does not meet, ~~then~~ the president shall set the agenda ~~for that Council meeting~~ within 120 hours before the upcoming General Board meeting.
- A vote was taken and it passed unanimously.

### Article VIII, Section 3

- This requests that notice shall be posted at the Council's one public notice location (rather than five). A vote was taken and it passed unanimously.

### Article VIII, Section 4

- This section's text was provided by DONE. A vote was taken and it passed unanimously.

### Article X, Section 4

- It was requested that the extra period be removed.

### Article X, Section 6

- It was requested that this entire section be removed. A vote was taken and it passed unanimously.

### Article XII

- It was requested that the Council use Rosenberg's (rather than Robert's) Rules of Order (which should be capitalized (per Michelle) as shown). Rosenberg's is simpler (merely seven-pages), and is currently used by several California cities and towns.
- Stakeholder Marcie requested that the bylaws reference which version of the Rosenberg's Rules of Order; stating "current" version is satisfactory.
- Stakeholder Mike requested that NWNC reference the publisher as "League of California Cities".
- A vote was taken and it passed unanimously.

### Article XIII, Section D

- It was requested that bylaws amendments be kept at a 2/3 majority, and that the bylaws show a consistency of 2/3, rather than two-thirds. A vote was taken and it passed unanimously.

### Attachment B

- Eligibility to run for the seat of an Open At-Large Representative shall be "any stakeholder (rather than council member) who is at least 18 ..."
- Eligibility to vote for the seat of an Open At-Large or At-large Representative shall be any Stakeholder who is at least 16-years of age at the time of the election, and (recently added) living within the NWNC boundaries.
- A vote was taken and it passed unanimously.

9. Regarding: Neighborhood Council Resolution on Timing of the Neighborhood Council 2020 Elections. A flyer has been distributed to all board members to study the choices offered by DONE and the L.A City Clerk. Discussion and Motion to consider the 3 choices offered and vote on the Boards preference
  - There was insufficient time during the meeting to fully discuss this agenda item.
10. Discussion and Motion to Approve \$1,000 to fund the LA Congress of Neighborhoods, funding to come from the Operations Budget #100
  - There was insufficient time during the meeting to discuss this agenda item.
11. Discussion and Motion to approve \$1,000 for the Neighborhood Council Budget Advocates, funding to come from the Operations Budget #100
  - There was insufficient time during the meeting to discuss this agenda item.
12. Discussion and motion to approve an expense of up to \$200 for NWNC Expenses for the Hawaiian Festival, June 2-4, 2017. The Funding will come from the Outreach Budget
  - There was insufficient time during the meeting to discuss this agenda item.
13. Motion to approve the recommendation of the Joint Public Safety and Outreach Committee meeting of April 4, for a funding line of \$5,000 for the purchase of various Neighborhood Watch Items, such as, but not limited to Street Signs, window decals and Handbooks. The Public Safety Committee will work closely with Devonshire Area Senior Lead Officers to distribute items according the needs of the newly formed and existing Neighborhood Watch groups as well as in high crime areas within the NWNC Boundaries. The signs will have Northridge West Neighborhood Council printed on them, funding to come from the Outreach Budget #20

Qty	Item	Cost Per	Amount
50	Large Street Signs	\$36.20	\$1,825
50	Medium Street Signs	27.00	1,350
20	Window Decals (2,000/Pkg)	62.00	1,240
	Total		<u>\$4,415</u>

- There was insufficient time during the meeting to discuss this agenda item.
14. Discussion and motion to approve up to \$1,000 for purchase of various Emergency Preparedness items to be given out to our stakeholders, examples include EP Prep sample kits with 1 Qt. size slider bags or individual items for the spinning wheel, funding to come from the Outreach Budget #200
    - There was insufficient time during the meeting to discuss this agenda item.
  15. Discussion and motion to approve a recommendation of the Education Committee for approval of a NPG (Neighborhood Purposes Grant) carpet cleaner and bench for Calahan Community Charter School of \$2,064.08. Funding to come from the NPG Budget, funding to come from the NPG Budget #400
    - There was insufficient time during the meeting to discuss this agenda item.
  16. Discussion and motion to approve a recommendation of the Education Committee for the approval of a \$850 NPG for the Southern California Preparedness Foundation for the Valley Disaster Preparedness Fair for September 2018. Funding to come from the NPG Budget, #400
    - There was insufficient time during the meeting to discuss this agenda item.
  17. Discussion and motion to approve a recommendation of the Education Committee of \$750 for a NPG for the Northridge Recreation Center for supplies for annual event such the Easter Egg Hunt and the Halloween Festival. Funding to come from the NPG Budget, #400

- There was insufficient time during the meeting to discuss this agenda item.
18. Discussion and motion to approve a recommendation of the Education Committee of \$500 for a NPG for the Valley Relics Museum for support of the Senior Dance. Funding to come from the NPG Budget, #400
    - There was insufficient time during the meeting to discuss this agenda item.
  19. Discussion and motion to approve a recommendation of the Education Committee of a \$1500 NPG for Friends of the Northridge Library for the purchase of a mobile display. Funding to come from the NPG Budget, #400
    - There was insufficient time during the meeting to discuss this agenda item.
  20. Motion to approve the March 14, 2017 Minutes
    - There was insufficient time during the meeting to discuss this agenda item.

21. Motion to approve the March Treasurers Report

Date	Item	Category	Vendor	Amount
March 6	Cookies for Clean Up	CIP	Mrs. Fields	\$ 15.98
March 6	Reimbursement for 12/13 Meeting	Outreach	Mikkie Loi	87.11
March 14	Advertising	Outreach	Decision Publications	315.00
March 15	Minute Taker	Operations	Apple One	80.85
March 16	Sandwiches for 3/14 Meeting	Outreach	Subway	60.00
March 16	Rent for March-June	Operations	LAUSD	145.48
March 21	Website	Outreach	Moore Business Results	200.00
March 28	Speaker Cards	Operations	Office Depot	3.08
March 30	Pizzas for Joint Beautification/Bylaws/ Executive Committee 3/29 Meeting	Outreach	Little Caesars	15.23
			TOTAL	<u>\$922.73</u>

- There was insufficient time during the meeting to discuss this agenda item.
22. Motion to approve Liaisons reports, Budget Representatives, Northridge Vision Reps, Homeless Reps
    - There was insufficient time during the meeting to discuss this agenda item.
  23. Reports by Committee Chairs
    - There was insufficient time during the meeting to discuss this agenda item.
  24. Comments by Committee Chairs on non-agenda items
    - There was insufficient time during the meeting to discuss this agenda item.
  25. Discussion and motion to approve the budget recommendations of the Finance Committee to update the budget to reflect the recommendations of various committees
    - There was insufficient time during the meeting to discuss this agenda item.
  26. Discussion and motion to approve a funding line of \$1,000 for the purchase of File of Life, a compact information sheet to keep medical history on hand if paramedics come to a home, it has a magnetic strip and could attach to a refrigerator. It would be imprinted with NWNC, name, logo and website on the front of the document, funding to come from Outreach Budget, #200
    - There was insufficient time during the meeting to discuss this agenda item.
  27. Motion for adjournment
    - Peter Lasky adjourned the meeting at 9.35pm.

Northridge West Neighborhood Council (NWNC) – SPECIAL MEETING  
Tuesday, 18 April 2017

1. Call to Order & Roll Call

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

Here (10)	Hrug DerManuelian, Bill Fox, Tom Johnson, Peter Lasky, Mikki Loi, Jon Manuel, Colleen Pick, Brent Robinson, Michelle Wells, and Glen Wilson
Absent (2)	Lloyd Dent and Freddie Rymond

2. Public Comments on non-agenda items

- There were no public comments.

3. Discussion and motion to elect a new Secretary

- Although no one volunteered to serve as Secretary, Peter Lasky made a motion for Jon Manuel to serve as Secretary; Michelle Wells seconded the motion, and it passed unanimously.

4. Discussion and motion to nominate a Senior of the Year, to be honored at the Senior Dance

- Peter Lasky mentioned that KB Edwards has been very diligent and active on the Beautification Committee, and nominated her to be a recipient of the Senior of the Year award.
- Colleen Pick suggested Don Larson, but he resides within the Northridge South Neighborhood Council area, rather than in the NWNC community.
- Peter Lasky withdrew his nomination for KB Edwards.
- Colleen Pick made a motion for Don Larson to be nominated as Senior of the Year; Bill Fox seconded the motion. However, it will first be confirmed that Don will accept this award prior to a vote.

5. Discussion and motion to approve a donation of \$1,000 to be used for the 2018 LA Congress of Neighborhoods Networking/Empower LA Awards Dinner, funding to come from Operations Budget #100

- Glen Wilson and Brent Robinson suggested the following:
  - Reduce the amount to \$500, from \$1,000,
  - Strike out “a donation of”, and
  - Use “transferred” rather than “used”
- So that it reads as follows:
  - Discussion and motion to approve \$500 to be transferred for the 2018 LA Congress of Neighborhoods Networking/Empower LA Awards Dinner, funding to come from Operations Budget #100.
- Brent Robinson made a motion to approve this amended agenda item; Peter Lasky seconded the motion, and it passed.

Aye (8)	Fox, Johnson, Lasky, Loi, Manuel, Robinson, Wells, and Wilson
No (2)	DerManuelian and Pick
Absent (2)	Dent and Rymond

6. Adjournment

- Peter Lasky adjourned the meeting at 9.35pm.