

DRAFT MINUTES
Northridge West Neighborhood Council (NWNC)
General Board Meeting (GBM) via Zoom
Tuesday, 13 July 2021

1. Meeting Call to Order
 - The Neighborhood Empowerment Advocate (NEA) from the Department of Neighborhood Empowerment (DONE) Vanessa Serrano called the meeting to order at 6.16PM, welcomed over seventeen attendees, and the thirteen board members.
2. Roll Call and Determination of a Quorum
 - A quorum was declared via the following roll call:
 - Here (13) Abigail Bailes, Brian Cathcart, Yi Ding, Kathleen Edwards, Bill Fox, Jorge Jimenez, Janis Kraft, Jennifer Krowne, Sonny Liampetchakul, Joel Lowell, Lucio Padilla, Angelica Robinson, and Glen Wilson
 - Termed-Out (3) Payman Bahman, Peter Lasky, and Josue Toscano
3. , Pledge of Allegiance
 - Our neighbors at the Northridge Christian Church led us in the Pledge of Allegiance.
4. Confirmation of Board Member Training Compliance
 - Vanessa reported that this mandatory training is available online.
5. Installation of newly-elected NWNC Board Members
 - Vanessa administered the oath of office to all board members.
6. Election of new Executive Committee and Officers
 - Vanessa reviewed the process for officer's election and those who serve a one-year term.
 - a. President
 - Bill Fox nominated Abigail Bailes to serve as president; Kathleen Edwards seconded this motion, and it passed unanimously.
 - a. Vice President of Administration
 - This person will proceed over the meeting if the president is not available.
 - Stakeholder Caroline mentioned that Kathleen Edwards worked very hard to help re-open the West Valley Animal Shelter (WVAS).
 - Abigail Bailes nominated Kathleen Edwards to serve as vice president of administration; Bill Fox seconded this motion, and it passed unanimously.
 - b. Vice President of Outreach
 - Kathleen Edwards nominated Yi Ding to serve as vice president of outreach; Jennifer Krowne seconded this motion, and it passed unanimously.
 - c. Treasurer
 - Angelica Robinson nominated Joel Lowell to serve as treasurer; Kathleen Edwards seconded this motion, and it passed unanimously.
 - d. Secretary

- Kathleen Edwards nominated Sonny Liampetchakul to serve as secretary; Abigail Bailes seconded this motion, and it passed unanimously.

7. Appointment of Committee Chairs and Members by President as follows:

- Abigail Bailes nominated the slate of committee chairs and members as follows:

Committee	Chair	Board Member #1	Board Member #2	Stakeholder #1	Stakeholder #2
Beautification	Jorge Jimenez	Kathleen Edwards	Janis Kraft		
Budget and Finance	Joel Lowell	Sonny Liampetchakul	Lucio Padilla		
Bylaws, Standing, and Grievance	Kathleen Edwards	Glen Wilson			
Education	Yi Ding	Jennifer Krowne		Jay Bassinger	
Election	Glen Wilson				
Homelessness	Sonny Liampetchakul	Jorge Jimenez			
Government Affairs	Abby Bailes	Bill Fox	Sonny Liampetchakul	Victoria Estrada	David Douglas
Community Outreach	Yi Ding	Sonny Liampetchakul		Michael Howard	Clark Thomas
Planning, Land Use and Zoning (PLUZ)	Brian Cathcart	Joel Lowell		Lloyd Dent	Andrew Krowne
Public Safety	Kathleen Edwards	Bill Fox	Jorge Jimenez	Jay Bassinger	

- Jennifer Krowne seconded this motion, and it passed.
 Aye (12) Bailes, Cathcart, Ding, Fox, Jimenez, Kraft, Krowne, Liampetchakul, Lowell, Padilla, Robinson, and Wilson
 Abstain (1) Edwards

8. Appointment of NWNC Liaisons

Kathleen Edwards Board of Neighborhood Commissioners (BONC)
 Yi Ding West Valley Neighborhood Alliance on Homelessness (WAVNAH)

- Abigail Bailes nominated Kathleen Edwards and Yi Ding to serve as the aforementioned liaisons; Joel Lowell seconded this motion, and it passed unanimously.

9. Comments by Board Members of non-Agenda items

- No board members had any non-agenda items to discuss.

10. Comments by Stakeholders on non-Agenda items

- John and Michelle Hales have attended 72 Zoom meetings. Last week, the Palms Neighborhood Council had a presentation alerting everyone that the LA City Council reintroduced council file 12-0460-S4. This 700+ page document references a proposed ordinance amending the LA Municipal Code to comprehensively reorganize the administrative provisions of the Zoning Code and establish a new article and chapter. The city council is reviewing and modifying this process

with the intent of reducing and removing input from neighborhood councils. This will have a big impact on the NWNC when one has a project within our community.

- Glenn Bailey, representing the Valley Alliance of Neighborhood Councils, which is made up of the 34 neighborhood councils, mentioned that they usually meet on the 2nd Thursday of each month. This month's meeting will be on the 3rd Thursday (July 15th) with special guests city attorney Mike Feuer and LAUSD board member Scott Schmerelson
- Andrew Soto from the US Census Bureau has information on the 2020 census; he hopes to be agendaized at a future NWNC meeting to present this data.

11. Comments by Public Officials

- Matt Hernandez, Public Safety Field Deputy for CD12 can be reached at matthew.hernandez@lacity.org and reported the following:
 - Councilman Lee [along with South LA's Councilman Joe Buscaino] introduced council rule 54. This rarely used rule requires the city council [at their next regular meeting] to vote on pulling a draft law from committee for immediate consideration by the full council. This action will force a vote on a draft anti-camping law that has been stalled in committee since November 2020. The city's current anti-camping ordinance, which has not been enforced during the pandemic, prohibits tents from 6AM to 9PM, blocking sidewalks, and camping at specific locations, such as schools, parks, in front of businesses, etc.
 - Volunteers of America have been in the northwest valley, working with our local homeless population.
 - The Sanitation Department's work at sites throughout the city was reduced from five days to one day a week during the pandemic. In September, they will return to five days per week.
 - Tuesday, August 3rd is National Night Out. There will be an outdoor screening of Disney's Moana at the LAPD Devonshire's Police Activity League Supporters (PALS) Youth Center's soccer field at 8721 Wilbur Avenue. This will include free popcorn, a game booth, and face painting.
 - The Saturday, July 10th cleanup, coordinated by the Porter Ranch Neighborhood Council (PRNC), NWNC, and CD12, was very successful.
- Field Representative Alberto Vargas from Assembly District 45 reported the following:
 - Assemblyman Jesse Gabriel recently helped secure over \$300m for affordable housing and the West Valley Food Pantry, as well as \$500m for the Alliance of Community Empowerment (ACE) non-profit.
 - Mr. Gabriel is now chair of the Privacy and Consumer Protection Committee, overseeing a wide range of technology-related issues.
 - Alberto can be reached at Alberto.vargas@asm.gov; please reach out to their office if you have any issues with state agencies, including the Employment Development Department.

12. Updates from Senior Lead Officer (SLO) and LAPD Devonshire Area Community Advisory Board (CAB)

- SLO Zamora was not available that evening, but CAB member Mikkie Loi reported that property crime is down 16.4% compared to a year ago, yet violent crime is up 21%.
- People are urged to file crime reports online at <https://www.lapdonline.org> or they may now file a report in-person at the newly re-opened Devonshire Station at 10250 Etiwanda Avenue.
- The LAPD's monthly Valley Traffic Division Meeting is held on the 2nd Wednesday of each month at 6.30PM.
- Thursday, July 15th will be Coffee with your SLOs from 9AM to 11AM at Starbucks at 9857 Mason Avenue.

- There was a volunteer-driven Fire Watch Committee established this year to help people who were unable to reach 911. However, the volunteers did not have to perform the extra service as the LA Fire Department was able to handle all 911 calls this July 4th weekend.
- Stakeholder Becky Leveque reported that SLO Rick Gibby, who established all the community policing in the area, passed away on Thursday, May 13th. His memorial service will be held this Sunday, July 18th at the LAPD Academy, Elysian Park. Additional information can be found at his family's website at <https://www.rickgibby.com>

13. Presidential Comments

- Abby skipped this agenda item as this evening included a very full meeting.

14. Update and motion to resubmit NWNC's letter to the BONC regarding the revised Social Media Policy (7/1/21), reaffirming our position and acknowledging BONC for its inclusion of NWNC's recommendations in the latest draft dated 7/1/21; the Executive Committee approved this motion.

- BONC accepted two of the NWNC recommendations for their new social media policy. The NWNC will now resubmit the original letter, reiterating the additional recommendations.
- Abigail Bailes made a motion to resubmit this letter to the BONC; Bill Fox seconded this motion, and it passed unanimously.

15. Discussion and motion to submit a letter to DONE requesting that DONE and the city continue to provide licensed Zoom services for neighborhood councils to conduct virtual meetings, even when meetings are able to meet in person, as an ongoing option; the Executive Committee approved this motion.

- Abigail Bailes made a motion to resubmit this letter; Joel Lowell seconded this motion, and it passed unanimously.

16. Motion to approve NWNC Adopt a Street program to be headed by the Beautification Committee

- Jorge Jimenez reviewed this Adopt a Street program. Those who participate will be given a grabber, gloves, bags, etc. Hopefully, this will change people's opinion of littering.
- Treasurer Joel reported that the NWNC's Clean Streets Fund was established in 2018 and there remains approximately \$1k in that fund. Perhaps this could be spent on this project? Glenn Bailey will discuss this will Joel offline.
- Kathleen asked if we needed to choose the streets tonight; Abby replied no, we could eventually collect that information from the stakeholders.
- The PRNC's Jason Hector thanked the NWNC for supporting Jill Mathers and this task.
- Jennifer added that the Education Committee could be involved in this activity to get more extra hands involved.
- Abigail Bailes made a motion to approve this agenda item; Angelica Robinson seconded this motion, and it passed unanimously.

17. Update and motion to approve the application for the Tampa Median project program funding from Beautify LA Matching Funds Grant application; the Executive Committee approved this motion

- Kathleen Edwards explained that this Keep Los Angeles Beautiful (KLAB) Community Beautification Grant is a competitive matching grant (up to \$2,500) that will be awarded to neighborhood councils, schools, and other community groups in LA to fund exceptional beautification projects. The NWNC will submit a two-page proposal [with photographs] of the site location. Proposals should be for physical improvements, such as landscaping projects,

neighborhood markers, tree plantings, murals, benches, flower planters, signs, trash receptacles, gardens, marquees, kiosks, and refurbishments.

- The grant’s objectives are:
 - Empower the community to take action and ownership of publicly accessible spaces
 - Stimulate community unity
 - Encourage a variety of new partnerships
 - Beautify the City of LA
 - Revitalize the community
- For more information, please visit <http://laocb.org>
- Although the deadline was in June, it is possible to submit the application after-the-fact.
- Kathleen Edwards made a motion to approve this agenda item; Lucio Padilla seconded this motion, and it passed unanimously.

18. Discussion and possible motion to comment and/or approve request from MGD Kitchen located at 9350 N. Corbin Avenue to upgrade their beer and wine Conditional Use Permit (CUP) to include distilled spirits. 96 indoor seats and 20 seats on the patio. Case open for thirty days to receive NWNC comments.

- Regretfully, the NWNC’s PLUZ Committee did not have a chairperson at the time of this application’s submittal.
- Land Use Consultant Sherrie Olson reported that this has been an existing restaurant for several years. The proposed hours of operation are 10AM to midnight.
- In response to Mikkie’s query, the LAPD did not have any comments or objections to this CUP. There have never been any crime issues at this location.
- This CUP requires that MGD Kitchen have forty parking spaces onsite; the restaurant has over 66 fully lit parking spaces. In addition, the nearest school is over 1,000’ away.
- Bill Fox made a motion to approve this agenda item; Kathleen Edwards seconded this motion, and it passed.

Aye (12) Ding, Edwards, Fox, Jimenez, Kraft, Krowne, Liampetchakul,
 Lowell, Padilla, Robinson, and Wilson

Abstain (1) Bailes and Cathcart

- Sherri will follow-up with the name and address to which the NWNC should send the approving letter.

19. Discussion and motion to approve the June 2021 Monthly Expense Report (MER)

Date	Vendor	Description	Amount
			\$ 250.00
June 1	Kristina Smith/ The Mail Room	Web Hosting	500.00
			250.00
June 2	Golden State Storage	Storage Facility	128.50
June 3	Your Way Tree Service	Tree Trimming	4,700.00
June 16	Paypal	Name Badges	118.59
			18.62
June 18	Vista Print	Business Cards	1.22
			154.86
		Total	<u>\$6,121.79</u>

- There was confusion regarding funds allocated to Urban Forestry. In addition, the name badges have been misplaced.
- Joel Lowell made a motion to approve this June MER; Bill Fox seconded this motion, yet it did not pass.

Aye (2) Fox and Wilson
No (7) Bailes, Cathcart, Ding, Edwards, Jimenez, Kraft, and Liampetchakul
Abstain (4) Krowne, Lowell, Padilla, and Robinson

20. Discussion and motion to approve the June 2021 GBM Minutes
 - This agenda item was waived, as the incorrect minutes were attached to the agenda.
21. Update on the Limekiln Canyon Park with CD12 and the PRNC on Saturday, July 10th
 - Jorge reported that this was a very well organized event alongside the LAPD and the PRNC, with several great tools, including grabbers, bags, etc. They filled over forty large trash bags with a great deal of plastics, used facemasks, gloves, and a few empty cans of spray paint; thankfully, there were no hypodermic needles.
 - Jason thanked Jill Mathers and CD12 for their support, helping clean paths near a pond, and making the hiking trails accessible.
 - Kathleen asked if there were adequate trash cans. Angelica replied that there are three at the beginning of the trail, with one mid-way, and another near the Corbin Avenue exit. There is definitely a need for additional trash bins.
22. Update on Urban Forestry Tree Trimming on Chatsworth Street (Wilbur to Corbin Avenues) paid for by NWNC and possible future work on Yolanda Avenue north and south of Lassen Street
 - Jason thanked Peter Lasky for all his work on this project. He added that Melvin Avenue has a few dead trees that can be removed.
 - Kathleen added that the Urban Forestry Department recently received an 80% budget cut; they may not be able to come around for a long time.
23. Update on the on-boarding and training process for new Board Members and a possible retreat
 - Abby congratulated and thanked all the new board members for completing their mandatory training.
 - Thursday, July 22 at 8PM, there may be a meeting to discuss the upcoming retreat.
24. Report by Budget Advocate
 - Glenn Bailey, one of three budget advocates for Region 2 [which covers the area west of the 405 and north of Roscoe] mentioned the following:
 - The city's budget was announced on Tuesday, April 20th and approved on Wednesday, June 2nd.
 - The advocates have a new executive board, with Glenn serving as co-chair, alongside Jennifer Goodie from South LA.
 - The advocates will have a retreat this Saturday, July 17th from 11AM to 1PM.
 - Budget Day is scheduled for Saturday, August 21st; everyone is invited to learn more about the city budget and how it affects services and the quality of life in our communities. The hopes of having this event in-person have disintegrated. This budget day may have breakout sessions by region.
 - The NWNC is urged to appoint their two budget representatives and encourage them to attend Budget Day. The representatives do not have to be board members; stakeholders are welcome.
 - City Controller Ron Galperin has confirmed his attendance. Possible other attendees include Mayor Garcetti, City Council President Nury Martinez, representatives of the Chief Administrative Officer, etc.

25. Report by Emergency Prep Liaison Dave Brown re: NWNC and DONE guidelines for Disaster Preparedness Plans

- Dave provided an amazing assortment of resources to prepare for an emergency, including this website link <https://www.socalprep.us>
- The North Hills West Neighborhood Council (NHWNC) developed an emergency plan in 2019, which can be found at <https://www.nhwnc.net/wp-content/uploads/2019/06/2019-0603-nhwnc-emergency-plan-and-appendices.pdf>. Among the chapters in this 49-page document are:
 - Acknowledgements
 - Introduction
 - Be Ready
 - Be a Ready Community
 - Hazard Analysis
 - Disaster Preparation and Training
 - What to do BEFORE an Earthquake/Disaster
 - What to do DURING an Earthquake
 - What to do AFTER an Earthquake/Disaster
 - Community Meeting Areas
 - NHWNC Emergency Supplies & Equipment
 - Community Emergency Response Team (CERT)
 - Disaster Communications
 - North Hills West Community Resources
 - Emergency Information Sources
- Dave suggested adding a 16th chapter on “civil unrest”.
- It is critical to have multiple escape routes; a few neighborhoods, such as the Harbor, have merely one escape route.
- Dave reported that it is also critical to encourage a neighborhood team program; a sample can be found at <http://www.ntp-la.org>
- In addition, “Ready Your LA Neighborhood (RYLAN)” has replaced the “map your neighborhood” program.
- Dave recommended that the NWNC write a CIS in support of a recent council file that involved the mitigation of fireworks, including the June 30th fireworks buy-back program at the Brand Park, Mission Hills.

26. Reports by NWNC Committees

- Kathleen reported that changes to the NWNC by-laws would be permitted until April 2022. Perhaps the NWNC can review all the by-laws and standing rules, including voting and the definition of a quorum.
- Kathleen also mentioned that Wednesday, July 28th there would be on-boarding training for all new and returning board members.
- Kathleen added that anyone reach out to her if they have supporting documentation for the NWNC. She wants to ensure that the NWNC does not misplace any of this valuable information.
- Ding mentioned that the Outreach Committee would meet later in July; the Education Committee would meet in August.
- Abby suggested that perhaps she, along with Sonny and Kathleen, could inventory the contents of the NWNC storage locker.

27. Announcements by Board Members

- No board members had any additional announcements to add to the meeting.

28. Adjournment

- Bill Fox made a motion to adjourn the meeting at 8.43PM; Joel Lowell seconded this motion, and it passed unanimously.