

DRAFT MINUTES
 Northridge West Neighborhood Council (NWNC)
 General Board Meeting (GBM) via ZOOM
 Tuesday, 9 April 2024

I. Call to Order and Board Roll Call

- President Jorge Jiménez called the meeting to order at 6.20PM and welcomed seven board members and five stakeholders.
- A quorum was declared via the following roll call:
 Here (7) Brian Cathcart, Kathleen Edwards, Jorge Jiménez, Janis Kraft, Joel Lowell, Angelica Robinson, and Greg Wood
 Absent (4) Zaven Atashian, Aminah Babatunde-Bea, Arshia Malekzadeh, and Brian Morgan

II. Pledge of Allegiance

- Jorge led us in the Pledge of Allegiance.

III. General Public Comment

- Glenn Bailey mentioned that the Valley Alliance of Neighborhood Councils (VANC), representing the valley’s thirty-four neighborhood councils, would meet via Zoom on Thursday, March 14th. This month’s guest speakers will be Yusef Robb of the Sepulveda Transit Corridor Partners and CD12 Councilman John Lee. Additional information on the VANC meetings can be found at their website at <https://vanc34.org>.
- He added that the annual Congress of Neighborhood Councils would be held on Saturday, September 28th at City Hall.

IV. Approval of NWNC Monthly GBM Minutes for March 2024

- Joel Lowell made a motion to approve the March minutes; Angelica Robinson seconded this motion, and it passed.
 Aye (5) Cathcart, Jiménez, Kraft, Lowell, and Robinson
 Abstain (2) Edwards and Wood
 Absent (4) Atashian, Babatunde-Bea, Malekzadeh, and Morgan

V. Approve of NWNC Monthly Expenditure Report (MER) from March 2024

- Treasurer Joel reviewed the current NWNC financial summary as follows:

Annual Budget			\$32,000.00
Adjustment			6,609.75
Budgeted Amount			38,609.75
Expense to Date	Funding Request	\$14,479.61	19,329.81
	Credit Card	4,850.20	
Total Outstanding	Commitments	0.00	1,250.00
	Pending Payments	1,250.00	
Net Available			\$18,029.94

- Joel Lowell made a motion to approve the March MER; Janis Kraft seconded this motion, and it passed unanimously.

Date	Vendor	Description	Amount
March 1	Apple One	Meeting Minutes	\$102.40
March 2	Golden State Storage	Storage Facility	153.50
			\$255.90

VI. Announcements

- a. May 7th NWNC Executive Board Meeting
- b. May 14th NWNC General Board Meeting
- c. Department of Neighborhood Empowerment (DONE) Training Updates for Board Members
 - Jorge mentioned that everyone is in compliance with their training.
- d. Non-Agenda Items
 - Kathleen mentioned that the NWNC co-sponsored senior dance, scheduled for Friday, May 3rd, must have a logo for inclusion in their program by Wednesday, April 10th.
 - She also reminded everyone that the NWNC would celebrate their 20th anniversary in October; perhaps the NWNC should think about doing something to celebrate.

VII. Presidential Comments

- Jorge mentioned that he was relieved that the NWNC could hold their Executive Committee meetings remotely via their Zoom account. Hence, the stacked agenda for tonight's meeting.
- He added that he recently took possession of all NWNC-related items that Glen Wilson had at his home.

VIII. Government Reports

- a. Public Safety LAPD Devonshire Division
 - The non-emergency number for the LAPD is 1-877-ASK-LAPD.
 - Devonshire Community Relations volunteer Mikkie Loi reported the following:
 - The principal time for residential burglaries throughout Northridge is now 6PM to midnight. Oftentimes, the thieves will watch you leave to go to a restaurant for dinner, and then try to enter via the back of your house. Sadly, some thieves use Wi-Fi jammers to disable security cameras.
 - Toyota Corollas are now the principal theft victims of catalytic converters. Chevrolet Camaros and Silverados are the main victims of Grand Theft Auto.
 - Mikkie reminded everyone to please report all crimes via the online reporting system, available via the Devonshire App or at <https://www.lapdonline.org/file-a-police-report>.
 - Tuesday, April 16th the LA Board of Police Commissioners will meet at 6PM at the Bishop Alemany School, Mission Hills.
 - Saturday, April 20th is the annual Supporters of Law Enforcement in Devonshire (SOLID) All You Can Eat Pancake Breakfast at 10250 Etiwanda Avenue beginning at 8AM.
 - Tuesday, April 23rd at 12.30AM, Senior Lead Officer Sandra Zamora will host Coffee with a Copy at the Wilkinson Center at 8956 Vanowen Avenue.
- b. CD12 City Council Representative
 - Field Deputy Kathy Lettieri has worked for the city for over thirteen years and has always enjoyed seeing Glen Wilson. Earlier today, she visited Glen and presented him with a certificate from CD12.
 - Kathy reminded everyone that if you need anything, please reach out to them at 818.882.1212 or email her at kathy.lettieri@lacity.org.
 - Jorge mentioned a young skinny tree on the northwest side of Chatsworth Street and Wilbur Avenue, near the Northridge Christian Church. This tree appears to be so slanted that a strong gust of wind could knock it down.

- Brian expressed concern about a small median with overgrown weeds along Corbin Avenue between Devonshire and Chatsworth Streets. It would be nice to see something else grow there instead.
- c. Other Government Department/Agency
- No one from any other agencies was available.
- d. Department of Neighborhood Empowerment (DONE)
- Neighborhood Empowerment Advocate (NEA) Joel Gonzales mentioned that the homelessness liaisons met earlier today. They will meet again in four weeks, possibly on a weekend to accommodate everyone's work schedules.
 - Saturday, June 15th will be the Budget Day at City Hall. The registration links are forthcoming. In the meantime, additional information can be found at <https://www.budgetadvocates.org/budget-day-2024>
 - New Brown Act training is available at https://empowerla.org/wp-content/uploads/2024/04/NCAD-Brown-Act-Training-for-NC-Pres_LL-02292024.pptx-1.pdf for all neighborhood council presidents and legal liaisons.
 - Glenn added that everyone must take the new Code of Conduct training, including stakeholder committee members.
 - Greg mentioned that he receives multiple emails containing links to additional training.
 - Someone mentioned that the posted training could be confusing. Sometimes the EmpowerLA website reflects the date one took the training, while other areas show the training's expiration date.
 - Wednesday morning, April 10th Joel will email all board member training information, along with links to this training.
 - Joel reminded everyone that neighborhood councils could not advocate for any candidates, ballot measures, nor contribute to campaigns. However, board members can make a personal endorsement and/or use their own funds.
- e. Budget Advocate
- Advocate Glenn Bailey reported that the advocate's April report went out on Monday, April 1st. This report can be found at https://www.budgetadvocates.org/_files/ugd/f03c84_3bdf7b51c6f7431bb918992e2e264383.pdf
 - Mayor Bass will present her proposed FY2024-25 Budget to the City Council on Monday, April 22nd (the deadline was extended this year due to the 20th being a Saturday). This will be preceded by her State of the City speech where she will discuss her priorities. In the coming weeks, you will hear a great deal of news about what's in, what's out, etc. The City Council's Budget, Finance, and Innovation Committee will conduct hearings to review this budget and make recommendations to the City Council, which, in turn, will hold additional hearings, and submit their changes back to Mayor Bass. Mayor Bass and City Council must adopt the budget by Saturday, June 1st.
 - Saturday, March 23rd the advocates hosted their annual Virtual Town Hall on DONE's proposed budget for FY2024-25. The slide presentation from this meeting is available at https://www.budgetadvocates.org/_files/ugd/f03c84_3b8aa356a01641c5914b4df4cff5293e.pdf
 - Saturday, April 27th possibly at 1PM, the advocates may host their overall Budget Town Hall via Zoom. This meeting will be recorded if you cannot attend in real time.
 - Online Registration for the June 15th Budget Day at City Hall may start in mid-May. For additional information, please visit the event's website at <https://www.budgetadvocates.org>.

org/budget-day-2024. This event is open to the public. Each neighborhood council should have two budget representatives. It is hoped that these two can attend the June 15th Budget Day. If they are not available, the President and Treasurer of neighborhood councils are the next in line. Only budget representatives are eligible to become advocates.

- For additional information about the advocates, please visit their website at <https://www.budgetadvocates.org/>

IX. NWNC Committee Reports

a. Executive Committee

- Jorge mentioned that he was relieved that the NWNC's Executive Committee met the previous week. However, he will again be out of town on business travel, unavailable Saturday, April 13th through Wednesday, April 17th.

b. Public Safety

- Kathleen had not report; hence this agenda item was tabled.

c. Government Affairs

- Greg had not issues to report; hence this agenda item was tabled.

d. Planning and Land Use

- Brian reiterated his concern about the small median with overgrown weeds along Corbin Avenue. This was already mentioned to CD12's Field Deputy Kathy Lettieri.

e. Elections

- There was no report.

f. Homelessness

- Angelica did not have a report; hence this agenda item was tabled.

g. Beautification

- Jorge hopes to work on the Tampa Avenue topiaries in the next few months.
- He recently saw folks from Your Way Tree Service [who previously worked for the NWNC] by the LADWP property along Tampa Avenue, installing fresh mulch and getting rid of the old, bad mulch. He wishes that the LADWP would do something about illegal dumping in that area.

h. Budget

- Joel did not have a report; hence this agenda item was tabled.

i. Outreach

- Janis mentioned that she looks forward to discussing several things under new business, Agenda Item X.

j. Education

- Arshia was not available to present any news.

X. New Business

- a. Discussion and possible motion for NWNC to approve EnrichLA’s Neighborhood Purpose Grant (NPG) funding request in the amount of \$3,000 to support non-personnel related expenses for their Garden Ranger Programs at Beckford Avenue and Topeka Drive Elementary Schools
- EnrichLA's Garden Ranger Program offers weekly interdisciplinary garden-based lessons to thousands of students throughout Los Angeles, corresponding to both California Common Core State Standards and Next Generation Science Standards. The lessons are fun, engaging, and provide participants with hands-on opportunities to learn about nutrition, science, and environmental stewardship from their school gardens. In addition to teaching garden-based curriculum, Garden Rangers provide maintenance of the organic edible gardens throughout the academic school year and during the summer months to ensure the gardens thrive. Funding from this grant would help support this program through the purchase of materials for lessons and activities, as well as supplies for organic edible garden care, like seeds and seedlings.
 - Folks from EnrichLA attended the NWNC event last May at the Oakridge Park and gave away little plants. This contribution proved to be very popular with the community.
 - This grant for \$3k will be distributed between Beckford Avenue (\$1k) and Topeka Drive (\$2k) Elementary Schools.
 - Greg mentioned that he is in favor of anything to get the kids outside away from their cellular telephones.
 - Kathleen Edwards made a motion to approve this NPG; Janis Kraft seconded this motion, and it passed unanimously.
 - Kathleen will reach out and inform EnrichLA about the approval of this NPG.
- b. Discussion and possible motion for NWNC to participate in the Meet the Horses Equestrian and Park Ranger event at Oakridge Park and Estate in early June 2024
- Pat LoPresti from the Friends of the Oakridge Estate reported that they hosted a similar event in 2019, with merely two horses and two rangers. Currently, the city’s Recreation and Parks Department has four horses. They are used in parades and to patrol Griffith Park.
 - Miranda McCord is the new coordinator of Oakridge Park; she is also responsible for Campo de Cahuenga. They also hope to have the Oakridge Estate’s assistant available for a few hours. CD12 Deputy District Director Myrka Martinez will also assist with this event (including possibly providing a port-a-potty).
 - The proposed dates are either June 1st, 2nd, 8th or 9th, preferably 11AM to 1PM. If this event goes past 2PM, the estate’s maintenance and security teams will charge to keep the area around the house open.
 - The proposed costs are as follows:

Employee	\$30/hour	4-hours	\$120
Parking	\$2/space	20-spaces	120
Food Truck Permit			200
Ice Cream Truck Permit			310
		Total	\$750
 - Pat recommended padding this with some extra funds for a banner. However, this banner should not be against the chain link fence, as it is not visible to drivers. Janis reminded everyone that previous banners came from Cynthia at C&M Printing
 - If this event is held on Saturday, June 1st, Jorge, Janis, Kathleen, Brian and others indicated they would be available to represent the NWNC.
 - Kathleen Edwards made a motion to approve the NWNC’s participation in this event; Janis Kraft seconded this motion, and it passed unanimously.

- c. Discussion and possible motion to approve spending of up to \$1,000 for an ice cream social and/or provide snacks and soft drinks to coincide with the Meet the Horses Equestrian and Park Ranger event in early June 2024.

- Jorge mentioned the following possible expenditures:

Banner	\$300
Ice Cream Truck Permit	<u>310</u>
Total	<u>\$610</u>

- If the NWNC supports the ice cream truck, additional expenses could include \$1,000 for the treats, plus a \$150 facility charge.
 - Kathleen hoped to increase this expenditure to \$2,000 or \$3,000 to cover these additional expenses.
 - Joel recommended going without the ice cream truck and using those funds for the snacks and permits.
 - Glenn Bailey recommended amending the \$1,000 description for permits, and considering it an outreach expense.
 - Greg Wood made a motion to spend up to \$1,000 for the NWNC to participate in the Meet the Horses equestrian event; Brian Cathcart seconded this motion, and it passed unanimously.

- d. Discussion and possible motion for NWNC to submit a board approved letter to the Department of Recreation and Parks requesting they install a railed walkway and stairwell connecting Oakridge Park to the Oakridge Estate upper parking lot area and pledge Community Improvement Project (CIP) funds if needed.
 - Jorge showed photos of the area that could serve as a new walking path; this could make for easier access for those with ADA concerns.
 - Janis mentioned that the estate operates as a non-profit that charges the NWNC for parking at the house. She does not support using NWNC funds for this proposed walkway. Kathleen replied that this does not involve funding at this time. The engineers at the city’s Recreation and Parks Department will figure how to do this walkway, how much it will cost, etc.
 - Kathleen Edwards made a motion to send a letter to Miranda McCord and the Recreation and Parks Department requesting a railed walkway and stairwell connecting Oakridge Park and the Oakridge Estate’s upper parking lot; Greg Wood seconded this motion, and it passed unanimously.

- e. Discussion and possible motion for NWNC to submit a board approved official letter to CD12 and the Department of Recreation and Parks requesting that the Oakridge Estate parking lot be available to the public for all city permitted events at Oakridge Park
 - Someone mentioned that the Oakridge Estate operates as a non-profit, whereas the park’s parking lot is on city property.
 - Brian added that since the estate is a historic property, perhaps the managing non-profit seeks to restrict vehicles and their noxious fumes. Greg added that the city should confirm the Friends of the Oakridge Estate’s request to limit vehicular access.
 - Greg Wood made a motion to send a letter to Miranda McCord and the Recreation and Parks Department requesting that the Oakridge Estate’s parking lot be available for all city permitted events at the park; Angelica Robinson seconded this motion, and it passed unanimously.

- f. Discussion and possible motion for NWNC to host a Community Art Fair at the Northridge Park in October 2024 and invite surrounding neighborhood councils to support and participate at the event
- Joel mentioned that he and his wife are good friends with an artist who networks with many other artists, including photographers, musicians, and performers. Over dinner the other night, this person was very excited for Northridge to host an art show. Joel’s wife is with Arts for LA; they are also willing to join the NWNC in co-sponsoring this event.
 - Perhaps the NWNC could also host an ice cream social during this event?
 - Glenn Bailey, President of the Northridge East Neighborhood Council (NENC) mentioned that the NENC’s Executive Committee also supported this art show. Perhaps this art show could tie in with a celebration of the NWNC’s and NENC’s 20th anniversary? We just need to make certain that this is not held on Saturday, October 19th, the same weekend as the Granada Hills Street Fair. He added that it could be a great deal of work acquiring sponsors and dealing with the Department of Recreation and Parks.
 - Stakeholder Joy added that previous art shows at the Northridge Park proved to be very popular and a great deal of fun. As a performing artist, she is an advocate for visual arts. She hoped that the artists do not have to pay to participate in this event. Jorge replied that there would be no charge for the artists to attend this event.
 - Brian hoped that there could be a dedicated area for student artists, including artists from elementary, middle, and high school, as well as CSUN.
 - Kathleen hoped that this event would focus on local artists, rather than those from throughout Southern California. She also recommended the creation of an ad hoc committee to put this together, develop a map, etc. Janis volunteered to spearhead this event, as it will take several months for it to come together.
 - Greg hoped that the NWNC could recruit co-sponsors to help reduce costs.
 - Kathleen Edwards made a motion for the NWNC to support an art fair in the fall; Greg Wood seconded this motion, and it passed unanimously.

- g. Discussion and possible motion for NWNC to approve spending of up to \$1,000 in outreach funds to purchase ten NWNC branded Neighborhood Watch signs for placement on select private properties within NWNC boundaries.

- Kathleen mentioned that the NWNC would like to purchase 12” x 18” NWNC-branded neighborhood watch lawn signs, similar to those provided by the NENC, for placement on stakeholder’s private property. As this signage will be on private property, city approval will not be required. She recommended local vendor, Hightech Signs & Banners, as the provider. Their proposal was as follows:

Qty	Description	Unit	Extension
10	12 X 18” Neighborhood Watch Signs with the NWNC logo (discounted for the order of ten or more)	\$65	\$650.00
	Sales Tax		61.75
	Total		<u>\$711.25</u>

- As this vendor is from Northridge, shipping will not be necessary. When the NENC purchased their signs, Glenn Bailey had to drive close to Orange County to retrieve the signs.
- Stakeholder Joy mentioned that the owner of Hightech Signs and Banners, Mr. Richard Afhnault, provided the signs to CD12. She also suggested less wording on the sign (as recommended by the LAPD); perhaps the signs could skip the LAPD’s motto of “Lock It * Hide It * Keep It”.

- Greg Wood made a motion to spend up to \$1,000 of NWNC outreach funds for ten neighborhood watch signs; Kathleen Edwards seconded this motion, and it passed unanimously.
- h. Discussion and possible motion for NWNC to approve funding \$850 in CIP funds to host a two hour community document safety shredding event from 10AM to noon in late May or late June
- This shredding event was proposed by one of Joy’s neighbors; she hoped that this could be held on a Sunday, as many folks do not drive on Saturdays.
 - A quote was received for \$850 for two hours [or until the truck was full].
 - This shredding event will reduce the likelihood of identify theft, which is becoming an increased concern.
 - This event may be held at the Northridge Christian Church at 18901 Chatsworth Street or at a local elementary school; Kathleen recommended a large flat area to accommodate the truck, rather than the Northridge Christian Church.
 - The following Sundays were proposed:

May 19 th	June 23 rd
May 26 th	June 30 th
 - Regretfully, Angelica could not be available any of these days.
 - There was a concern that May 26th would be too close to the June 1st Meet the Horses event, and late June could be too warm.
 - Greg received a flyer indicating that realtor Chris Williams will soon host a similar paper-shredding event.
 - Joel wondered how this would be promoted; Jorge relied that it would be via an e-blast and perhaps CD12 could post it in their newsletter.
 - Glenn Bailey recommended that this be categorized as an outreach, rather than a CIP event. He added that the Granada Hills North Neighborhood Council often hosts shredding events; perhaps the NWNC could reach out to them for guidance and mentorship.
 - Jorge Jiménez made a motion to spend up to \$850 of NWNC outreach funds for a shredding event, tentatively scheduled for Sunday, June 23rd or 30th; Kathleen Edwards seconded this motion, and it passed unanimously.
- i. Discussion and possible motion for NWNC to approve funding of up to \$1,000 to host an ice cream social to coincide with the document shredding event in late June 2024.
- Joel felt that shredding documents is already a draw; serving ice cream may not be necessary. He and Mikkie mentioned that these are drive-through events, whereupon people do not get out of their cars; the shredders simply remove the paper from their trunk.
 - If you do an ice cream social, folks will need to find an area to park, and then get out of their cars. Kathleen suggested serving people ice cream inside their car, which could increase the need for volunteers. Janis suggested that rather than ice cream, the NWNC could provide portable wrapped cookies from Porto’s Bakery. Glenn Bailey recommended giving folks a little NWNC-branded tchotchke, such as a whistle or a magnetic clip.
 - Jorge Jiménez made a motion to table spending up to \$1,000 of NWNC outreach funds for an ice cream social tied in with the shredding event, tentatively scheduled for Sunday, June 23rd or 30th; Joel Lowell seconded this motion, and it passed unanimously.

XI. Adjournment

- Joel Lowell made a motion to adjourn the meeting at 9.20PM; Brian Cathcart seconded this motion, and it passed unanimously.