

DRAFT MINUTES
 Northridge West Neighborhood Council (NWNC)
 Regular General Board Meeting (GBM) via Zoom
 Tuesday, 12 November 2024 at 6.15PM

I. Call to Order and Board Roll Call

- President Jorge Jiménez called the meeting to order at 6.18PM and welcomed [eventually] ten board members and at least five stakeholders.
- A quorum was declared via the following roll call:
 Here (10) Zaven Atashian, Brian Cathcart, Kathleen Edwards, Nicolas Haddad, Kevin Herzberg, Jorge Jiménez, Janis Kraft, Joel Lowell, Angelica Robinson, and Greg Wood
 Absent (1) Aminah Babatunde-Bea

II. Pledge of Allegiance

- Jorge led us in the Pledge of Allegiance.

III. General Public Comment

- Glenn Bailey reviewed the history of the NWNC, the Northridge East Neighborhood Council (NENC), and the Northridge South Neighborhood Council (NSNC). The original neighborhood council for Northridge was “Old Northridge” from the 118 Freeway down to nearly Roscoe Boulevard. The Bureau of Neighborhood Commissioners considered this too big. In 2004, NWNC and NENC were approved and split up along Reseda Boulevard. “Old Northridge” was decertified and became the NSNC.
- Glenn also mentioned that the city clerk’s office sponsors several funding program workshops via Zoom for neighborhood council board members, as well as stakeholders. The next workshop to be held on Thursday, November 21st beginning at 6PM will be on Neighborhood Council Events. Registration and additional information can be found at <https://clerk.lacity.gov/clerk-services/neighborhood-council-funding/training-workshops-tools/workshops>

IV. Approval of NWNC Monthly GBM Minutes for October 2024

- Brian Cathcart made a motion to approve the October minutes; Zaven Atashian seconded this motion, and it passed unanimously.

V. Approval of NWNC Monthly Expenditure Report (MER) for October 2024

- Joel Lowell made a motion to approve the October MER; Brian Cathcart seconded this motion, and it passed unanimously.

Date	Vendor	Description	Amount
September 20	Kristina Smith/Mail Room	Web Services	\$ 250.00
September 24	North Valley Family YMCA	Thanksgiving Baskets	5,000.00
September 27	Museum of the SF Valley	Art Faire	2,466.00
October 1	Host Reseller Group	Domain Renewal	19.95
October 2	Golden State Storage	Storage Facility	165.50
October 4	Apple One	Meeting Minutes	160.00
October 9	4Imprint	Art Faire	460.88
October 26	WalMart Super Center	Storage Container	17.50
		Total	<u>\$8,539.83</u>

- The \$460.88 expense from 4Imprint was for giveaways for the October 27th Art Faire.
- \$7,466 for two Neighborhood Purpose Grants (NPG) to the North Valley Family YMCA and Museum of the San Fernando Valley was approved in September. The NWNC’s budget currently has a negative

balance for NPGs; the rollover funds allocation to resolve this will soon be discussed in agenda item X.a.

- VI. Announcements - Comments from the Board Members on non-agenda items within the Board's subject matter jurisdiction
- a. December 3rd NWNC Executive Board meeting
 - b. December 10th NWNC General Board Meeting
 - c. Department of Neighborhood Empowerment (DONE) Training Updates for Board Members
 - Jorge reported that all NWNC board members are current with their training.
 - Kathleen and Jorge expressed a concern about the meeting's 6.15PM start time. This may be extended to 6.30PM when we go back to meeting in person in 2025 to allow for dinner, etc.
 - Jorge thanked Janis, Joel, and the Museum of the San Fernando Valley for the October 27th Art Faire, which included nearly forty artists, the choir from the Granada Hills Charter High School, and a local rock band.
 - Kathleen suggested inviting a representative from the city clerk's office to an NWNC meeting to discuss tabling an event, sponsoring an event, and NPGs.
 - Kevin mentioned that he researched the NWNC's walkie-talkies and emergency radios. He believes that the best next step could be for him to borrow them and interface with his network, which could assist in programming these items for proper frequencies, etc. Kathleen added that former NWNC board member Sonny Liampetchakul also volunteered to assist.
- VII. Presidential Comments – Recognizing twenty-years of NWNC's Service to Community
- Jorge recognized the Museum of the San Fernando Valley, which stayed open during the October 27th Art Faire, as well as representatives of the NENC and NSNC.
 - In December, the city will recognize the 25-year anniversary of the neighborhood councils.
 - Jorge read a statement thanking all of the NWNC board members and highlighting the NWNC's many achievements.
- 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 and Senior Lead Officer Sandra Zamora were unavailable for this evening's meeting.
 - b. CD12 City Council Representative
 - Deputy District Director Myrka Martinez reported that Jonathan Coto and Kathy Lettieri have resigned from CD12 to join the staff of State Senator Henry Stern.
 - Councilman Lee recently held a news conference to announce funds set aside for over a hundred Automatic License Plate Readers (ALPRs).
 - CD12 as been busy recently:
 - Hosting the October 26th Drive-In Movie screening of Willy Wonka and the Chocolate Factory at the Shadow Ranch Park,
 - Attending the 20th Annual Granada Hills Street Fair on Saturday, October 19th, and
 - Coordinating the "Making Movies that Matter" Youth Film Festival
 - Saturday, November 16th beginning at 9AM, CD12 will co-host a Community Clean-up starting at the Cornerstone Christian Church at 20040 Parthenia Street. Coffee and donuts will be available. A Resource Fair will immediately follow from 10.30AM to 12.30PM at the Winnetka Recreation Center, 8401 Winnetka Avenue. Rain barrels and shade trees will be available for distribution.
 - c. Other Government Departments/Agencies

- No other government representatives were available to provide a report.

d. DONE

- The NWNC has a new Neighborhood Empowerment Advocate from DONE but they were unavailable to attend this evening's meeting.

e. Budget Advocates

- Advocate Glenn Bailey thanked Kathleen for joining the advocates during their October 14th meeting on "How to Set Up Meetings with City Departments and Bureaus". Kathleen will assist the advocates in preparation for their 2025 White Paper.
- The advocates have a pending meeting request with Mayor Bass, possibly in December, to discuss her priorities.
- The 2025 Budget Day will be Saturday, June 21st beginning at 8.30AM at City Hall.
- For additional information, the advocates website is <https://www.budgetadvocates.org/>

IX. NWNC Committee Reports

a. Executive Committee

- Jorge reported that the committee met on Tuesday, November 5th whereupon they discussed items posted on tonight's agenda.

b. Public Safety

- Kathleen mentioned her concerns about earthquakes and fires. In addition to people, she recommended having a disaster preparedness plan for pets, including food (in an airtight container), medications, toys, water, a litter box, puppy waste collection bags, and a safe method of transportation (with a toy inside). Animals should have an ID on them at all times, and always have a recent photograph of your cat or dog.
- If you shelter in place, have a "safe room" for your pets.
- It is a good idea to be prepared by knowing available hotels, within a twenty-mile radius, that will allow for pets. This is especially important as you may be away from your home for several weeks.
- One might also want to know where one can board their livestock in the event of a disaster.

c. Government Affairs

- Greg had nothing to report.

d. Planning and Land Use

- Brian mentioned that a link to the city's 58-page Auxiliary Dwelling Unit (ADU) Handbook has been linked on the NWNC's website at <https://www.hcd.ca.gov/sites/default/files/docs/policy-and-research/ADUHandbookUpdate.pdf>
- A recent assembly bill requires municipalities to have an approved ADU plan in place by 30 January 2025. Tuesday, November 19th the city council will discuss housing elements and various options whereupon they will discuss the following council files:
 - 21-1230-S5 Citywide Housing Incentive Program/Citywide Code Amendment (CA)
 - 21-1230-S6 Citywide CA/Environmental Clearance (EIR)/Proposed Housing Element Sites and Minimum Density Ordinance
 - 21-1230-S7 Senate Bill 4/Affordability Requirements/Labor Standards/Citywide Housing Incentive Program
 - 21-1230-S8 Citywide CA/Environmental Clearance (EIR)/Resident Protections Ordinance

e. Elections

- Jorge did not have any updates but he hopes to assemble an ad hoc committee to be agendized during the December meeting.
- In the interim, information can be found at <https://clerk.lacity.gov/clerk-services/elections/neighborhood-council-elections>.

f. Homelessness

- Angelica did not have a report.

g. Beautification

- Jorge did not have any updates.

h. Budget

- Treasurer Joel recently received the September and October invoices from the Mail Room.

i. Outreach

- Janis thanked the NENC and NSNC for participating in the October 27th Valley Arts Faire at the Museum of the San Fernando Valley.

j. Education

- There was no report.

X. New Business

a. Discussion and possible motion to approve moving available rollover funds of \$6,603.86 to NPG funds

- Joel Lowell made a motion to approve this agenda item; Janis Kraft seconded this motion, and it passed unanimously.

b. Discussion and possible motion to approve funding of up to \$2,500 in an NPG submission by the Happy House in support of their Winter Wonderland Event with the North Valley Chamber of Commerce to be held on Saturday, December 7th at Rancho Cordillero del Norte

- Retired teacher and North Valley Regional Chamber of Commerce board member Carol Loweree mentioned that there are several events in Granada Hills, but few are family-oriented for children. This upcoming Winter Wonderland Event will include arts and crafts, a petting zoo, etc. at no charge to attendees. Instead, booth costs will be as follows:

Chamber of Commerce members	\$ 90
Chamber of Commerce non-members	100
Businesses	200
Artists	0

- A local school has already built a cabin to house the burros.
- The total estimated cost for this event is \$6,925 as follows:

Location Rental	\$ 750
Carnival (petting zoo, bouncers, pony rides)	2,500
Restroom Rentals	1,200
Tables, Chairs, and Pop-Up Rentals	400
Insurance and Permits	325
Banners and Promotional Printing	300
Game Prizes	500
Photo Booth	350
Balloon Twisters	600
Santa Claus	0

Games	0
Total	\$6,925

- This event has been promoted at over ten schools throughout the west valley, as well as the Devonshire Police Activity League Supporters. The hosting Chamber of Commerce anticipates over 1,000 attendees.
- Kathleen Edwards made a motion to approve this \$2,500 NPG; Janis Kraft seconded this motion, and it passed.

Aye (7)	Atashian, Edwards, Haddad, Herzberg, Jiménez, Kraft, and Lowell
No (1)	Cathcart
Abstain (1)	Robinson
Absent (2)	Babatunde-Bea and Wood

c. Discussion and possible motion for NWNC to support the North Valley Chamber of Commerce’s Winter Wonderland event to be held on Saturday December 7th at Rancho Cordillero del Norte, with a donation of up to \$1,000

- As they are not a 503c3, this expenditure to the North Valley Chamber of Commerce would be classified as an Outreach expense, as contributions to the annual Congress of Neighborhood Councils are also considered Outreach.
- Previous donations to the LAPD Devonshire Station (via Supporters of Law Enforcement in Devonshire) and to the Alex Trebek Homeless Shelter (via Hope of the Valley) were considered NPGs as they were processed via their corresponding 503c3s.
- Someone mentioned that the previously approved \$2,500 is sufficient, and the NWNC does not need to put forth another \$1,000.
- Joel Lowell made a motion to deny this \$1,000 Outreach expenditure; Angelica Robinson seconded this motion, and it passed.

Aye (8)	Cathcart, Edwards, Haddad, Herzberg, Jiménez, Kraft, Lowell, and Robinson
No (1)	Atashian
Absent (2)	Babatunde-Bea and Wood

d. Discussion and possible motion to create a standardized list of questions for vetting NPG submissions to the NWNC

- Jorge reviewed the following considerations for NPG submissions:
 - The budget is realistic and supported with documentation
 - The organization or individual can complete the project
 - The work plan is detailed, specific, and feasible
 - The community supports the project
 - The number of stakeholders that will benefit from this project
 - The project implementation process will build community
 - The completed project will enhance the community
 - Credibility Does your organization know what it wants to accomplish? What evidence proves that the organization is currently achieving its goals? What kind of reputation does the group enjoy within the community and beyond?
 - Capability What skills do the organization’s staff and/or board bring to the project? Are they relevant to the project’s aims? Has your organization succeeded in similar endeavors of equal size and scale to what you are now proposing?
 - Feasibility The NWNC must determine the proposal is advancing a worthwhile project built upon a good idea that can be successfully implemented. Is the budget allocated sufficiently to execute the various tasks and strategies described in the proposal?
- Kathleen added that the NPG form already has a list of concerns to be reviewed prior to submittal.

- Joel Lowell made a motion to approve this agenda item; Kathleen Edwards seconded this motion, and it passed unanimously.
 - e. Discussion and possible motion to create a planning committee for creating a call for graphic designers from NWNC’s boundaries to participate in a NWNC logo re-design competition
 - Jorge chatted with a few of the artists at the October 27th Art Faire and heard a great deal of interest from the participants.
 - First, the NWNC must check with the city to see what is involved in changing the logo.
 - Jorge and Greg volunteered to serve on this ad hoc planning committee. Additional participation in this committee will be agendized for the December meeting to invite community stakeholders.
 - Kathleen Edwards made a motion to approve this agenda item; Brian Cathcart seconded this motion, and it passed unanimously.
 - f. Discussion and approval of Community Impact Statement (CIS) draft on Council File 24-0562 Bus Driver/Transit Rider/Safety/Protection/ Assessment/LA Department of Transportation/LA Police Department/MV Transportation/ Teamsters Local 572 which instructs the Department of Transportation (LADOT), with the assistance of the Police Department, the City Attorney’s Office, MV Transportation, and Teamsters Local 572, to report in 60 days with an assessment of bus driver safety concerns, safeguards implemented, and recommendations to protect the City’s contract bus drivers and the transit riding public safe from harm, including estimated costs and implementation timelines, as well as a summary of steps that are being implemented by the LA County Metropolitan Transportation Authority to protect their bus drivers.
 - Jorge drafted the following CIS:

The NWNC is writing to express our strong support for CF 24-0562, which calls on the LA Department of Transportation (LADOT), in coordination with the LAPD, the city attorney’s office, MV Transportation, and Teamsters Local 572, to conduct a thorough assessment of safety concerns impacting our city’s bus drivers and transit riders. This initiative reflects a proactive approach to address urgent safety issues, ensuring that those who keep our city moving feel secure and protected in their essential roles.

Our bus drivers face significant risks daily, and it is crucial to identify and implement effective safeguards to ensure their safety, as well as the safety of the public they serve. The proposed assessment will bring forward clear insights into current safety measures, highlight potential gaps, and offer actionable recommendations with associated costs and timelines.

We strongly urge the Council to advance this measure swiftly. Protecting our transit workforce and riders aligns with our commitment to public safety and to the well-being of those who rely on and contribute to our transit systems.

Thank you for considering this important step toward a safer transit environment for all.
 - Kathleen appreciated this and felt that it was very well written.
 - Brian expressed concern about the city’s safety plans for the 2028 Olympics. Will the driver be alone on the bus or will they have escorts? Jorge recently attended a meeting with LAPD Chief Jim McDonnell and Mayor Bass. It was discussed that the city will enlist team members from the County Sheriff’s Department, Long Beach, and other area police departments to escort the drivers. Metro is also considering putting together their own police department, but that will take at least five years.
 - Joel Lowell made a motion to approve this agenda item; Greg Wood seconded this motion, and it passed unanimously.

XI. Adjournment

- o Kathleen Edwards made a motion to adjourn the meeting at 8.07PM; Angelica Robinson seconded this motion, and it passed unanimously.