

APPROVED
Northridge West Neighborhood Council (NWNC)
General Public Board Meeting
Tuesday, 12 June 2018
California Pizza Kitchen (CPK)
9301 Tampa Avenue, Northridge 91324

1. Call to Order, Roll Call, and Pledge of Allegiance

- President Peter Lasky called the meeting to order at 6.25PM, welcomed over thirteen stakeholders, nine board members, and led us in the Pledge of Allegiance.

Here (9)	Pamela Bolin, Lloyd Dent, Bill Fox, Greg Kromhout, Gail Lapaz, Peter Lasky, Matt McPherson, Colleen Pick, and Glen Wilson
Absent (3)	Jenni Heckscher, Jon Manuel, and Jacalyn Williams

2. Comments by Public Officials

- Senior Lead Officer (SLO) John Parker, who shares the Northridge area with Patty Peteque (who handles the southern area of Northridge), addressed the NWNC:
 - The Devonshire Division is doing very well, with the city’s highest crime reduction of 19.6%. Much of this reduction is attributed to the bicycle patrols and volunteers who monitor the community. With this extra set of eyes, the LAPD has been very successful in low crime and arrests.
 - It has been determined that greater than 50% of car burglaries are from unlocked cars. Never keep anything of value (including loose change or a back-pack) inside your car, and please lock your vehicles.
 - Crime may increase in the summer, as it gets hotter and people consume more alcohol (which impairs their judgment).
 - Thursday, June 14, the LAPD will sponsor “Coffee with Captain Bryan Lium” at 10AM at the Pillar Café at Shepherd of the Hills, 19700 Rinaldi Street. SLOs will be there to answer questions.
 - The LAPD’s Devonshire Division has an app that everyone is encouraged to download. This will enable people to learn about traffic, meetings, volunteer opportunities, statistics, community activities, etc.
 - SLO Parker reminds everyone that all fireworks [including sparklers] are illegal within the City and County of Los Angeles. People are encouraged to view July 4th fireworks at a professionally run venue, such as the Shepherd of the Hills Church, Hollywood Bowl, or another location. Ventura County is within a different jurisdiction and may have different rules.
 - Tuesday, August 7 will be National Night Out with local events beginning at 6PM at the Northridge Park, 18300 LeMarsh Street. This event is always held on the 1st Tuesday of August. Councilman Englander will join the LAPD for a movie, popcorn, bounce house, and other fun family activities.
- Jose Galdamez from the Department of Neighborhood Empowerment (DONE) reported the following:
 - Wednesday, June 20 is the last day for credit card transactions; after that, please wait until the next fiscal year, beginning Sunday, July 1.
 - Board member’s ethics training may expire at the end of June; Jose urged all board members to visit empowerla.org/self-serve to check their training status.
 - A survey has been emailed to board members, asking what DONE and the city clerk’s office should focus upon; this survey should be returned by Friday, July 13.
 - Jose distributed the City Clerk’s Election Worksheet; this requests the type of election that NWNC will hold in early May 2019, desired languages, if there will be vote by mail, etc. This worksheet should be returned by Wednesday, August 1.
 - Jose also distributed a bound document from the Department of Public Works to Pam Bolin.

- Matt Hernandez, Public Safety Field Deputy for CD12, who advocates for the stakeholder's behalf while interfacing with the Departments of Building, Safety, Transportation, as well as the LAFD and LAPD, spoke of the following:
 - CD12 is committed to the Neighborhood FIRST Initiative that is designed to ensure quality of life in our communities. CD12 understands all the frustrations of residents seeing homeless encampments popping up along sidewalks and blocking the right of way. As part of the Neighborhood FIRST program, Councilman Englander has directed additional funds to Sanitation crews and the LAPD's Homeless Outreach and Proactive Engagement (HOPE) officers so they can more quickly respond to requests for service. If anyone sees a homeless campsite being erected, please contact the CD12, the LAPD, and/or the Sanitation Department. We would prefer that the homeless be in shelters rather than outside.
 - Per January's Homeless Count, it has been determined that CD12 has the fewest homeless of all council districts in LA. CD12's Deputy Director Colin Crews is devoted to addressing the issues, developing plans for action, and connecting with the homeless of the northwest valley.
 - Legislation authored by Councilmember Mitchell Englander to level fees against owners of residential and commercial property where a false alarm occurs passed the City Council on Tuesday, May 22. False alarms trigger an emergency response and take up valuable, life-saving resources and can prevent emergency personnel from being deployed to where they are most needed. For the first offense, the offender may go to alarm school, and their fee will be waived. The second and additional times this happens, the offenders will receive a fine whereupon the funds will go directly to the LAFD.
 - Mrs. Dent asked about a flyer that can be distributed to homeless individuals to seek assistance. Gail Lapaz showed the cards produced by the Porter Ranch Neighborhood Council. In addition, the LA Homeless Services Authority (LAHSA) has flyers to distribute.
 - In response to Brian's inquiry, it is unknown when and where the homeless shelters for 222 individuals will open.

3. Comments from stakeholders on non-agenda items

- Two representatives from the Granada Hills Charter High School's Robodex Robotics Team thanked the NWNC. Thanks to their Neighborhood Purpose Grant, they had a wonderful season, starting in 34th place, and finished very strongly at three regional and the California state championship.
- Stakeholder Peter Wei mentioned that he did not post the May NWNC video, yet he is live-streaming this month's meeting. He feels somewhat responsible for the change of venue from the Calahan School, but felt that \$1k for an oak tree and more than that for topiary was excessive; it would have been better to spend that money on earthquake preparedness and the homeless.
- Stakeholder Brian reported that Steve Harris (Paris?), a board member with the Friends of Oakridge, recently passed away.
- Stakeholder Debbie Penman thanked Peter Lasky for his years of voluntary service and for doing such a great job as president of the NWNC.

4. Presidential Comments

- People often say that serving on a neighborhood council is a thankless task; Peter Lasky feels just the opposite. These past two years, Peter has received no crank calls and he urges everyone to serve on a committee. He then provided a partial list of things done by the NWNC:
 - More Community Impact Statements (CIS) than any other previous NWNC
 - Supported law enforcement, including Neighborhood Watch postings, signage, and decals
 - Hosted two public meetings, one regarding sober living homes and the other concerning Aliso Canyon
 - Installed a drip system along the medians of Tampa Avenue which resulted in zero trees dying

- Three years ago, NWNC paid approximately \$368/month for their website; this has been reduced to \$200/month
- NNWC saves \$250/year by no longer renting office space
- Social media platforms Facebook, Snapchat and Twitter have seen a 68% increase.
- NWNC has arranged for mulch for the Tampa Avenue medians, with three topiary horse figures to be installed in mid-July
- Bill Fox and Mikkie Loi coordinated free CPR classes
- Glen Wilson redid the by-laws, making it easier to fill vacant seats and remove non-attending board members
- Pam Bolin, as Chairwoman of the Education Committee, passed along a record number of Neighborhood Purpose Grants (NPG) to 503c non-profit organizations
- Two years ago, there were eight active board members; they had a cancel a few meetings for lack of a quorum. These past two years, they have not had to cancel any meetings.
- NWNC has hosted a record number of public speakers, covering such topics as urban wildlife, public office candidates, SoCal Gas, ballot issues, county health department representatives discussing mosquitoes, and marijuana edibles.
- Thanks to everyone's support these past two years.

5. Presentation of Awards

- Homeless Liaison Gisela Tarifa was presented with a certificate as thanks for all her voluntary service to the NWNC. In September, she will continue her college education at the University of California, Berkeley.

6. Discussion and motion to approve the May minutes

- Gail Lapaz made a motion to approve this agenda item; Bill Fox seconded the motion, and it passed unanimously.

7. Discussion and motion to approve the May Monthly Expense Report (MER)

- Bill Fox made a motion to approve this agenda item; Pam Bolin seconded the motion, and it passed unanimously.

8. Discussion and Motion to approve spending up to \$914 to replenish Outreach items. These would include a new Northridge West Pull Up Vertical Banner used at Outreach Events, NWNC shopping bags, pens, flashlights, four chairs for Outreach Events, and a pull wagon to move Outreach items to and from events

- The value of this expenditure was reduced from \$914 to \$687.
- Peter Lasky made a motion to approve this \$687 expenditure; Pam Bolin seconded the motion, and it passed unanimously.

9. Discussion and motion to approve a revised 2017/18 budget. This new budget is necessary to utilize our remaining funds that were allocated to other budget items that were either not used or had funds left over. The money will be utilized to replenish items referred to in agenda item #8

- New budget is necessary to use the \$687 replenishment for Outreach expenditures, as discussed in agenda item 8.
- Bill Fox made a motion to approve this agenda item; Greg Kromhout seconded the motion, and it passed unanimously.

10. Reports by Liaisons, Budget Representatives

- Homeless Liaison Gisela Tarifa reported that the January homeless count showed a 19% drop in homelessness in CD12.
- Wednesday, June 13, LAHSA will host a job fair at their downtown LA office.

- Thursday, June 14, will be the 3rd Annual Independence Day Hiring Spree Job Fair at the Yaroslavsky Family Support Center in Van Nuys. Additional information can be found on their website at www.hiringspreela.org
- Budget Representatives Peter Lasky and Glen Wilson will represent the NWNC at the City Hall Budget Day on Saturday, June 23, beginning at 7.30AM; all are welcome. Breakfast and lunch will be provided.

11. Reports by Committee Chairs

- Gail Lapaz from the Homelessness Committee reported that much is going on, yet few are coordinating all the activities. To expedite matters, they are bypassing CD12.
 - Each city council district must provide 222 supportive housing units by 2020 (they no longer use the word “permanent” to describe this housing, as that word implies “forever”). Currently, none of the 222 units is available within CD12; however, they are also focusing on “safe parking” which many support (except the Chatsworth Neighborhood Council and CSUN). The vehicles must have valid registration, and will be granted parking space from 7PM until 7AM.
 - The Emerson Unitarian Universalist Church at 7304 Jordan Avenue, Canoga Park recently agreed to use five (of their ten) parking lot spaces for homeless people. Shepherd of the Hills at 19700 Rinaldi Street may also provide safe parking. These facilities must have electricity, water, and supervision (to ensure that the area is kept clean). The LA Housing Department will bring in showers, toilets, and other such necessities.
 - Another option may be the parking lot at the northwest corner of Nordhoff Street and Reseda Boulevard, near McDonalds and Vons.
 - Don Larson’s Clean Streets/Clean Starts program recently supported many homeless people cleaning Porter Ranch and Chatsworth twice a week for three-hours a day. Don and Laura Rathbone worked with the enrollees to help arrange for housing, jobs, disability payments, and potential family reunification.
 - If anyone has a vacant guesthouse, the LA Housing Department will pay \$1,200 to house two homeless people.
 - Stakeholder Lori mentioned that Santa Barbara and their churches have been very successful in offering safe parking to their homeless neighbors.
- Lloyd Dent reported that the Land Use Committee (LUC) has had merely one recent application. The expeditor told him they are not yet ready to make a presentation, and so LUC meetings are postponed.
- Glen Wilson from the Beautification Committee reported that small asphalt repair (including sidewalks) is scheduled for Thursday, July 19. He distributed a clipboard for folks to identify areas that need repair.
- He mentioned that realtor Chris Williams would coordinate Thursday morning street clean-ups when she returns from vacation.

12. Comments by Board Members on non-related issues to this meeting

- Bill Fox thanked Don Larson for all the incredible tasks that he has done (that the city will not do); this includes painting fire hydrants, etc. Don’s efforts go a long way towards increasing property values throughout Northridge.

13. Election of new officers, President, Vice President of Administration, Vice President of Outreach and Communication, Treasurer, and Secretary

- Jose Galdamez from DONE facilitated this portion of the meeting.
- Bill Fox nominated Pam Bolin to serve as President, Pam accepted the nomination, Matt McPherson seconded the nomination, and Pam was unanimously elected. Pam was honored to accept this

presidency, feels that she has big shoes to fill, and will give the task 100%. She was previously on the board for 4½ years, and has been back on the board for six-months, having missed merely one meeting in five years of serving. She looks forward to the outreach activities on August 7th (National Night Out) and September 29th (Valley Disaster Preparedness Fair)

- Bill Fox nominated Greg Kromhout to serve as Vice President, Administration, Greg accepted, Matt McPherson seconded the nomination, and Greg was unanimously elected.
- Peter Lasky nominated Matt McPherson to serve as Vice President, Outreach and Communications, Matt accepted, Bill Fox seconded the nomination, and Matt was unanimously elected. Matt is excited to take on this duty and looks forward to chatting with Jon Manuel to see how best to fill his shoes.
- Peter Lasky nominated Glen Wilson to serve as Treasurer, Glen accepted, Bill Fox seconded the nomination, and Glen was unanimously elected. This task has gotten easier [with the automation of several of the reports, including MERs] since the last time Glen served as treasurer.
- Bill Fox nominated Peter Lasky to serve as Secretary, Peter accepted, Matt McPherson seconded the nomination, and Peter was unanimously elected.

14. Swearing in of new Officers

- Peter Lasky presented Pam Bolin with the books (Roberts Rules of Order, etc.), the one-page Rosenberg’s Rules of Order, and the gavel.
- Jose mentioned that the board members do not need to re-take the oath of office, as they took the oath upon joining the board.

15. Discussion and Motion to pass a budget for the 2018/19 Fiscal Year

- If NWNC does not submit this budget by July 1, DONE will not accept any expenditures. If not approved, a neighborhood council receives merely \$333.
- Glen Wilson presented the following budget for FY 2018-19:

	NWNC Meeting Location	\$1,350	
	Golden State Storage	1,440	
	Temporary Staff/Minute Taker	1,500	
	Mail Box Rental	260	
Office Expenditures	Website Maintenance, Domain Name and Hosting	2,600	\$14,280
	Meeting Refreshments and Food	2,150	
	Board Retreat and Training	620	
	Business Cards	500	
	Badges	80	
	Advertising (Decision Publications, Monthly)	3,780	
	Congress of Neighborhoods	750	
Outreach Expenditures	NC Budget Advocates	250	4,000
	NC Awards Dinner	500	
	CPR/1 st Aid Training	1,500	
	Outreach Equipment and Items	1,000	
Election Expenditures	Location Expense	500	8,000
	Two NWNC Postcard Mailings	7,000	
	Other Expenses	500	
Community Improvement Projects	NWNC Operation Clean Expenses	500	1,800
	Other Expenses	500	
	Tampa Drip Line – Topiary Area	800	
Neighborhood Purpose Grants (NPG)	North Valley Family YMCA	1,000	13,920
	Northridge Beautification Foundation-Topiaries	4,000	
	LA Parks Foundation	1,000	
	Disaster Preparedness Fair	1,000	

Senior Dance	500	
Other NPGs	6,420	
Total Expenditures for FY 2018-19	<u>\$42,000</u>	<u>\$42,000</u>

- Pam would like to see more teamwork by the NWNC, rather than Glen Wilson doing everything.
- Bill Fox made a motion to accept this FY 2018-19 budget; Gail Lapaz seconded the motion, and it passed unanimously.

16. Discussion and motion to approve the 2018/19 Fiscal Year Administrative Package which includes

- a. Letter of Acknowledgement-signed by all financial officers,
 - b. Completed Budget for 2018/19, and
 - c. Request for Office Space, Meeting Space, Storage Facility, Post Office Box and Website services
- This paperwork is due by July 1 for NWNC to have full use of funds

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

17. Vote to approve Credit Card Holder, 2nd Signatory, alternate signer, and any other signing persons

- Pam Bolin made a motion that Glen Wilson will be the credit card holder and Peter Lasky will stay on as secondary signer; Bill Fox seconded the motion, and it passed unanimously.
- Greg Kromhout made a motion that Pam Bolin will become the secondary signer upon completion of the mandatory finance training; Matt McPherson seconded the motion, and it passed unanimously.

18. Vote to approve the NWNC Inventory to be submitted to the City Clerk

- The NWNC inventory includes an easy-up tent, emergency ham radio, and computer hardware. Frequently used outreach material is retained at Glen Wilson’s house; archived, less frequently used material is at the NWNC storage locker at the Golden State Storage Facility, 18832 Rayen Street.
- Peter Lasky made a motion to approve the NWNC inventory list; Bill Fox seconded the motion, and it passed unanimously.

19. Vote to approve changing the date of meetings to the 2nd Monday of each month and to use the Devonshire House (at the LA Recreation and Parks Facility above the parking lot by the gym as our General Meeting Location, costs are expected to be approximately \$50 per meeting)

- Peter Lasky mentioned that it would be nice to have the meetings here at CPK; however, due to ambient noise, the inability to amplify speakers via a microphone, and the lack of electricity and a presentation screen could make the meetings difficult.
- In the interim, the July and August meetings will remain here at CPK.
- Peter Lasky made a motion to table this agenda item; Pam Bolin seconded the motion, and it passed unanimously.

20. Adjournment

- Pam Bolin adjourned the meeting at 8.15PM.