

Northridge West Neighborhood Council (NWNC)
General Public Board Meeting
Minutes for Tuesday, February 12, 2019
Northridge Christian Church (NCC)
18901 Chatsworth St., Northridge 91326

1. The meeting was called to order at 6:28 p.m. by President Glenn Bailey at the Northridge Christian Church, 18901 Chatsworth St, Northridge, CA 91326; the Pledge of Allegiance was led by Stephanie Mills. Approximately 12 stakeholders and visitors were in attendance.

Roll Call: Present: Pamela Bolin, Glenn Wilson (Treasurer), Lloyd Dent (Public Land Use Chair), Bill Fox (Public Safety and Resilient Chair), Gail Lapaz (Homelessness Chair), Peter Lasky (Secretary), Matt McPherson (VP of Outreach and Communication), Alma Fernandez (Education Chair) (arrived at 6:38pm). Determination of Quorum: 7 (of 8); later 8 (of 8).

Voting Eligibility (Ethics, Funding, Code of Conduct Compliance): All Board members present were in full compliance. Abstentions act as a “no” vote per the NENC Bylaws.

2. Comments by Public Officials
 - a. Department of Labor Dept. representative Jose speaks. The Board is making nominations of stakeholders. Must submit project to be recognized by the Board of Commissioners. Link is available on Powerlink website. The Vanguard award recognizes any city employee that the council has worked with. Nominations and projects should be submitted. City clerk made updates to policies and guidelines last month. The guidelines are available on the website. Flyers are available for a program dedicated for women – a workshop to engage local women to get women involved in government. How-to flyers for how to register as a candidate are also available. Provides steps on what you need to do to register as a candidate on the City Council portal online. Feb. 19th by 5pm is the deadline. Representative is available to help with the registration process. (One stakeholder is going to apply to be a candidate for the board).
 - i. A workshop is available through the board to show that there is lots to be involved in regarding the city council. Anyone interested in running for higher office can get information during this workshop. Feb. 27th at 6pm. 533 N. Burbank Ave. in mid-city. Details are available through the Powerlink.org website.
 - ii. Gail is going through the election process for the first time and asks: how does the election work? Rep. answers: there are six seats up for election. If there are more than six candidates, that triggers an election. It’s a matter of how many candidates are applying and whether any seats are being contested. The six highest vote-getters will be elected to the seats.
 - iii. Pam gets response: if there are not enough candidates, there’s no contest for existing candidates and that goes through board affirmation. At the next board meeting, candidates will be seated at the board.

- iv. Stakeholder question: if there are more candidates than seats, who will the voters be? The voters will be made based on qualifications. Voters will vote for At-Large and Community Interest at Large.
 - v. Pam asks: have you been in communication with Nathan on the location of the elections? What transpired at the meeting? Answer: the city clerk let me know that they will publish the locations of the election at the same time as they publish the names of the candidates. The current location determination has not been mind. That will be made available around March 3rd on the website.
 - vi. Pam asks: does Nathan work out of the same office as you? Answer: no, he works downtown in the city clerk's office.
 - vii. Peter asks: we did have a candidate for a few days who registered for the Community Interest stakeholder and now we don't. What happened? Representative doesn't know and says this is a question for the city clerk.
 - viii. No additional questions from the Board.
- b. Stakeholder Jason with Porter Ranch Neighborhood Council speaks regarding tree trimming on Tampa median. HE says that in Porter Ranch, they had a bark beetle infestation. Now that this work is being done, it is a great opportunity to get all of the bark with the beetles present. Jason shows images of trees on Dunny, Jermaine, Melvin and Chatsworth. In these cases, the Canary Island Pines trees start dying from the top. They spread from tree to tree, but trimming the affected parts solves the problem. Jason has been working with Pam to get a contractor who gives a per-tree estimate. They do a complete trim and dead wood removal, which is cheaper. Pam speaks to say she wants the whole trim done. Candy Park and Recs and Parks lot has potential trees to be trimmed.
- i. Pam asks: are these in our boundaries? West of Tampa?
 - ii. Stakeholder in audience says yes.
 - iii. Jason continues: these trees will be sitting there dead for decades unless removed. This is a good project for fire safety and beautification. A permit can be obtained from Parks and Recs.
 - iv. Pam says she appreciates Jason's efforts introducing the Council to the vendors and asks for Jason to send her the photos of the trees.
 - v. Gail speaks: she has lived on her property for 39 years. She used to water these pines that are incredibly big. Says trees are only trimmed when they're hitting powerlines. Asks: when does anyone come to trim a tree? Says that these are city property and that the Council has to be responsible for them. Asks: who do you talk to in order to get them removed? Individuals will be sued. Pam suggests that the Board can procure the appropriate permit. Suggests other massive trees should also be trimmed.
 - vi. Lloyd asks: do you know when the city would trim and why you've decided to have these particular trees trimmed? ON Tampa just short of Superior, DWP trimmed the trees there. Jason says they trimmed Tampa and Devonshire. Lloyd says that just before Friday, someone took down a big tree. It's unclear who did this. Jason says that in Porter Ranch, they did 22 removals and ground the stumps because they didn't want to wait, as it was a safety issue.

- vii. Matt asks: if they just cut off the dead part, the beetle goes away? Jason says it's not 100%, but urban forestry will make a recommendation that if it's over 50% dead, they'll say to remove it. Since PR (Porter Ranch) couldn't get the permit for removal, they just had most of the tree cut away as a trim. Those are the two different ways to go. When you remove a tree, you have to plant two new trees. PR got lucky and Urban Forestry said they would replant for them.
- viii. Peter speaks: some of those trees on Melvin are on people's parkways, correct?
- ix. Gail says that individuals are responsible for their own parkway trees. On Salt Lake Avenue, the trees had to be dead and fallen before anyone would come to remove them. Not on Wilbur.
- x. Peter says: the problem he sees for trees in front of peoples' houses, the Neighborhood Council is performing a personal benefit for those individuals. It sets a dangerous precedent to trim some trees and not others. Specifically talking about the tree on Melvin. Jason says that there are less than a handful of totally dead trees, like the tree on Melvin. The original concern was that none of those trees was directly in front of a board member's house. Pam says that the Board Members will vote on which trees to remove.

3. Comments from stakeholders on non-agenda items

- a. Rana Sharif speaks. Faculty member at Cal State Northridge. She has a research position at Irvine and UCLA. She's running for election to the board. She was born and raised in Northridge and then lived in OC before coming back. She has two little girls and is looking forward to continuing work in education and public engagement.
 - b. Josa speaks for SBA (Small Business Administration). The SBA supports small businesses to become big businesses. Find out more information at sba.gov. The agency was founded 50 years ago and has helped business owners receive counseling and disaster recovery assistance. They want to do more workshops in this area. If any board members want to invite the SBA to throw events, they have counseling vendors. Individuals can borrow up to \$500 to buy land, machinery, working capital. Half a trillion dollars every year is used for contracting opportunities. Many are set aside for women, veterans, and many others. Those affected by the wildfires have received \$350 million already. Homeowners can receive up to \$2 million from disasterloan@sba.gov for those affecting demonstrated economic injury. Flyers are in the back.
4. Presentation by Nour Chaaban fro Department of Neighborhood Empowerment – Elections Assistant Outread with Q/A (absent).
- a. Not discussed due to absenteeism.
5. Presidential comments
- a. No comments beyond thanking attendees for coming.

6. Appointment by President and with NWNC board to approve Alma Fernandez as new VP Administration person. MOTION made for Alma to fill Craig's spot, who resigned. Matt makes motion. Bill seconds. Voting: Result is unanimous approval.
7. Appointment by President to fill At-Large seat (by Rana Sharif) with term ending in 2019 and NWNC Board approval plus is running as NWNC Candidate for At-Large seat starting at 2019.
 - a. Stakeholder says that the bylaws require this election to be made 60 days out from the fifth of May.
 - b. MOTION made for Rana to be appointed. Gail makes motion. Alma seconds. Voting: Result is unanimous approval.
 - c. Rana is sworn in under oath by Jose. Picture is taken.
 - d. Pam notes that the term is up in 2019 and that Rana will need to go through the process for the upcoming term.
8. Appointment by President to fill At-Large seat(s) or/and Community Interest Stakeholder seat(s) and subject to NWNC Board approval if have candidate for NWNC Terms ending in 2019 or/and 2021.
 - a. This item is tabled and no longer necessary.
9. Discussion and motion to approve the nomination of and filing of paperwork for NWNC to receive the VANC and Empower LA Awards for the completion of our topiary project assuming it is installed before the filing date for these awards.
 - a. Pam recommends: if the project isn't done and there are no pictures to submit, the Council will renege.
 - b. Gail notes that the paper had pictures available.
 - c. Pam says that Peter has been working on it. And that the Board would like to vote on it, should the installation be timely.
 - d. Gail states concern that people travel on Tampa so fast that they don't realize the median is there. Pam says that it's a big liability and won't happen. The future plans for the Tampa median are to get plants that don't require much water and plant those to beautify the median. Pam's project is to get the trees trimmed by the tree-trimming contractor, and this will be on the agenda next month on March 12th. The goal is to beautify Tampa, as it is a gateway into the community.
 - e. Mention of freeway daisies and other beautiful flowers, but the larger goal is the trees. There is an issue with oak, they can't be trimmed. And there are four pine trees that don't need trimming as they're not dead. Currently the pine trees stretch ten feet over the roadway and are dangerous. The Council is not planning a walkway or anything larger, just to beautify.
 - f. Call made for vote. MOTION made by Peter. Seconded by Bill. Motion passes unanimously. Result is unanimous approval.
10. Discussion and motion to approve update accessibility on NWNC website at a cost of \$450 to have Moore Business Results do updates.

- a. This includes: configuring the site to display alt-text
 - b. Installing the userway plugin
 - c. Testing the site for major errors using chrome extension.
 - d. This issue is TABLED. Webmaster should be present to present her case to the board on the importance of this change.
11. Discussion and motion to approve the January 2019 minutes.
- a. Motion made by Glen to approve, with Peter seconded, with the following condition.
 - b. Glen adds a correction to item 8. “Up to” should be removed to simply state “\$300.”
 - c. Voting: Pam calls for the vote. Lloyd abstains, otherwise approved by all members. Result is approval.
12. Discussion and motion to approve the January 2019 Monthly Expense Report (MER).
- a. There is \$27,579 left available.
 - b. Printing for postcards is coming up and the Middle School item was bounced back, perhaps because they didn’t have the right address. Glen will contact to confirm.
 - c. Pam notes that several Board members didn’t receive a postcard (Pam and Gail).
 - d. Gail notes that sometimes these are considered junk mail.
 - e. Pam asks if any board members have questions.
 - f. Gail moves to approve. Matt seconds. Approved unanimously. Rana, being new, must abstain. Result is unanimous approval.
13. Review and discussion from Land Use Committee recommend motion about re LA City Dept. of City Planning Case #ZA 2017-5228-ZV: Application for Conditional Use Permit for zone variance to allow a fitness center within existing building at 19500 Plummer Street, Suite 200, Northridge. Objective: approval, request for denial, no position on the application, or continuation for resolution of issues. This item was been carried over since the January 2018 meeting due to unanswered questions and request by applicant. Issue: whether the documentation is currently accurate.
- a. Glen notes that this was a no-show.
 - b. Tabled for now.
14. Review and Discussion from Land Use Committee recommend motion about re an unnumbered LA City Dept. of City Planning Case (CUB) submitted by applicant. Application for a CUB permit to allow sale of alcoholic beverages in existing LAS DUNAS restaurant, 9350 Corbin Avenue, Northridge CA 91324. Objective: approval, request for denial, no position on the application, or continuation for resolution of issues. Issues: (1) Lack of certification by LA City Planning of documents received; (2) incomplete, undated and unsigned documentation.
- a. Lloyd says: the committee had some questions about the times that the live entertainment would be held. Board received documents from the city at the meeting and we have a case number ZA 2019 -0354-CUB. All questions were resolved and vote was made to approve the CUV.

- b. Glen notes that on Thursday the hours were changed on the early side.
 - c. Matt asks at what time they will be serving alcohol: Until 2pm on Friday and Saturday and until midnight Sunday to Thursday. Minimal changes were made for the sake of neighbors next door. The entertainment is acoustic guitar, so not that loud.
 - d. Stakeholder notes that location is just below the Arco station. The sign is for L&M Liquor.
 - e. Pam asks if there are other questions – no questions asked.
 - f. Bill motions, Lloyd seconds. Vote passes unanimously, except for Rana who abstains by necessity. Result is unanimous approval.
 - g. Jason (stakeholder) notes on issue of gym: the shopping center there is currently chaos and bringing a gym to this location will make the parking situation horrendous. Right now the parking spots are already very narrow. Jason encourages not supporting bringing a gym there. For example, new LA Fitness has caused existing parking problems.
 - h. Gail notes that VR gyms are soon to come.
 - i. Glen notes that the parking being added to this center will be on the roof.
 - j. Jason notes that, if the board is going to consider a gym, there must be adequate parking. It heavily impacts the other tenants.
15. Reports by Liaisons and NC Budget Advocate Reports
- a. Gail speaks: meeting for the homeless happened during rain but people still came. The clinic came and gave shots. Different vendors were providing a lot and the event was very successful. They're talking about having one for the community vendors.
 - b. Glen notes the event for Sat. Feb 16th from 1-3pm.
 - c. This event is not for the homeless, it's for the people who need to help the homeless. Gail isn't sure whether to bring this to the stakeholders to attend, unless they have an interest in trying to assist the homeless.
16. Reports by committee chairs
- a. Peter, Pam, Alma have nothing to report.
 - b. Matt notes on social media that current Twitter following is 850 people.
 - c. Glen notes regarding the elections, item number 7, there needs to be someone on the Board and this is the last meeting that the board can actually appoint anyone. Pam congratulates Glen on this move. Glen says: depending on whether there are enough people on there, six or less and one community stakeholder or less, then there won't be a May 4th election. Bill notes that this would save finding a venue.
17. NWNC Election will be on May 4, 2019 from 10AM to 2PM and the NWNC candidate filing period is January 19 to February 19, NWNC Election Chair is Glen Wilson with any updates plus Q/A. Go to <https://empowerla.org/elections/> for NWNC Candidate Registration, candidate video, who is running for NWNC Election and other information. The run for NWNC Candidates Postcards are in NWNC stakeholder's mail as of Feb. 6, 2019.

- a. Pam notes that there won't need to be an election if there aren't enough candidates. There is a 4-minute video on the website for those interested.
 - b. This ends Feb. 19th at 5pm.
18. Report on Bureau of Street Services scheduled a Small Asphalt Repairs (SAR) truck for the Northridge West Neighborhood Council District to perform small asphalt repairs on 01/24/19.
- a. Not discussed.
19. Comments by Board Members on non-related issues
- a. See post adjournment note made after adjournment.
20. Adjournment at 7:34pm

Post adjournment: Gail asks about new members in attendance. Stakeholder in audience is possibly interested in joining.

(The next NENC Board meeting will be held on Tuesday, March 12, 2019 at 6:00 p.m.)