

APPROVED  
Northridge West Neighborhood Council (NWNC)  
General Board Meeting (GBM) via Zoom  
Tuesday, 14 June 2022

I. Meeting Call to Order and Board Roll Call

- President Abby Bailes called the meeting to order at 6.18PM and welcomed ten board members.
- A quorum was declared via the following roll call:
  - Here (10) Abigail Bailes, Brian Cathcart, Kathleen Edwards, Jorge Jimenez, Janis Kraft, Jennifer Krowne, Sonny Liampetchakul, Joel Lowell, Angelica Robinson, and Glen Wilson
  - Absent (1) Lucio Padilla

II. Pledge of Allegiance

- Broadcast Cal [from YouTube] led us in the Pledge of Allegiance.

III. General Public Comments

- Victoria Dochoghlian, assistant director of government and community relations from CSUN, provided the following update:
  - May was remarkably busy with nine commencement ceremonies, with over 12,000 graduates and 68,000 attendees. This was a very joyous and busy couple of weeks.
  - Looking forward to welcoming more students in August.
  - COVID-wise, the school is keeping track of everything that is happening on campus.
  - Wednesday, June 1<sup>st</sup>, the mask mandate was lifted for everywhere but classrooms and laboratories. They will continue to see what happens over the next few months.

IV. Announcements

- a. Community Meetings for the North San Fernando Valley Transit Corridor Project. Northridge Meeting Tuesday, June 21<sup>st</sup> from 6PM to 7.30PM at Orchard Conference Center, off Lindley Avenue north of the Younes and Soraya Nazarian Center for the Performing Arts, 18111 Nordhoff Street, Northridge. Virtual Meeting on Wednesday, June 15<sup>th</sup>, 11AM to 12.30PM, Link: [bit.ly/nsvmtg2](https://bit.ly/nsvmtg2) Call in 833-548-0276, ID 820 6326 5414
  - Abby mentioned that this issue was discussed several years ago and could result in special bus lanes along Nordhoff Street, at the south end of CSUN. This could have an affect on residential zoning regulations.
  - Kathleen added that this might result in some major changes based on stakeholder's input. The route may be changed a bit and the infrastructure may not be as concrete. They will not take away full lanes of traffic, but certain lanes may be closed during certain times of the day. She hopes that many stakeholders and board members could be available to attend these meetings.
- b. Safe the Date: The 2022 LA Congress of Neighborhoods on Saturday, September 24<sup>th</sup> via Zoom. Submit a workshop proposal by June 15<sup>th</sup> at [www.tinyurl.com/CoN22workshop](http://www.tinyurl.com/CoN22workshop)
  - We will be getting additional updates as this event comes closer.

V. Presidential Comments

- Abby congratulated all our graduates from 6<sup>th</sup> grade, high school, and college.
- Hoping everyone has great summer plans.

- She hoped that everyone continues to abide by the board member pledge, which we all took when we joined the NWNC:
  - I pledge to represent my neighborhood with dignity, integrity, and pride.
  - I will encourage other points of view, even when they differ from my own.
  - I will respect, value, and consider everyone's opinion
  - I will find the good in my neighborhood and praise it and promote it.
  - To my neighbors, and to neighborhoods throughout the City of Los Angeles, I will pledge to do this to the best of my ability.

## VI. Government Reports

- Diana Oganessian from Assemblywoman Suzette Valladares reported that Ms. Valladares voted on over 500 bills during this legislative session. A few of her bills passed, including:
    - A wildfire insurance bill to increase wildfire insurance access for homeowners
    - Crime victims can now participate in their assailant's parole hearings, per assembly bill 1847
    - There is also a food allergy bill, which will allow the Department of Education to provide school districts with a guide on the best practices for preparing food to prevent cross-contamination and help students with allergies.
  - Their office is available to help any constituents deal with state agencies; please feel free to reach out to Diana at 661-286-1565.
  - In response to Abby's question, Ms. Valladares will be up for re-election in November.
- a. Public Safety
- LAPD Senior Lead officer (SLO) Sandra Zamora was unavailable, yet Mikkie Loi reported the following on her behalf:
    - Officer Corral is back on light duty and will host the next basic car meeting on Thursday, June 23 at 6PM.
    - Upcoming Community Emergency Response Team (CERT) training will begin on Thursday, July 11<sup>th</sup> in Porter Ranch; a waitlist is available.
  - For any additional information, please reach out to the Devonshire SLOs at [devonshireslo@lapd.online](mailto:devonshireslo@lapd.online).
- b. CD12 City Council Representative
- Public Safety Deputy Matt Hernandez, who interacts with LAFD, LAPD, and other public safety departments, reported the following:
    - The local declaration of emergency was recently extended by city council for another 30-days, although Councilman Lee voted to end this.
    - The city council voted to request the city attorney to add to the current municipal code ordinance prohibiting sitting, sleeping, or storing private property with 500' of any school, daycare, or block the public right of way (such as a sidewalk).
    - CD12 recently hosted a job fair with over 32 employers from the northwest valley; several people were interviewed on the spot. If anyone missed that, please reach out to him at [matthew.hernandez@lacity.org](mailto:matthew.hernandez@lacity.org) for a list of hiring companies.
    - CD12 looks forward to sponsoring National Night Out, on the first Tuesday of August, granting the community and LAPD to interact. They will sponsor a movie (TBD) at the Northridge Park.
    - CD12 will partner with Operation Gratitude for a volunteer activity at the Porter Ranch Vineyards on Saturday, July 16<sup>th</sup>. Operation Gratitude is a local non-profit that assembles care packages for our overseas troops; these packages include letters, ChapStick, or something simple (to remind them of home).

- Abby asked about the rules regarding billboards that advertise for marijuana delivery near Granada Hills High School. Are there any restrictions, as there are for alcohol? Matt did not have that requested information, but would contact Abby offline with that information
- c. Other Government Departments/Agencies
  - No other government departments or agencies were available to present reports.
- d. Budget Advocate
  - Advocate Glenn Bailey reported the following:
    - Budget Advocates recently met with the city council's Budget and Finance Committee; the council has since approved the city budget for 2022-23.
    - The 2022 virtual Budget Day will be Saturday, June 18<sup>th</sup> beginning at 9.30AM. Among the guest speakers will be:
      - Mayor Garcetti
      - Paul Krekorian, Chair of the City Council's Budget and Finance Committee
      - City Controller Ron Galperin
      - City Administrative Officer Matthew Szabo
    - This will be followed by panel discussions.
    - Beginning at 11.30AM to 1PM, there will be break out sessions by region (including regions one and two, which cover the north valley) to discuss budget recommendations and city services for the advocates to work on this next year.
    - The following weekend, each region will receive a 30-minute time slot to elect their budget advocates. These advocates are chosen from each area's neighborhood council budget representatives, treasurer, and/or president (in that order). These new advocates serve for a two-year term.
    - For additional information, please visit the advocate's website at <https://www.budgetadvocates.org>.

## VII. NWNC Committee Reports

- On behalf of the Beautification Committee, Jorge reported that he was originally led to believe that the city's Urban Forestry Department (UFD) could not issue permits to support the NWNC. However, he received a call indicating that the UFD can help the NWNC. They would first require approval from CD12. It is unknown if this approval can come from CD12 or must come via a motion before the full city council. Jorge reached out to Matt Vallecilla from CD12, but Matt has not yet responded to Jorge's multiple voice mail messages.
- Jorge's contact at UFD is willing to come to Northridge and identify the trees that should be trimmed, the dead ones that should be removed, and assign permits to the various tasks.
- Glenn Bailey interjected that Matt Vallecilla left CD12 several weeks ago. Matt Hernandez added that Matt Vallecilla has not yet left CD12, but is working remotely. John Hales added that he spoke with Mr. Vallecilla this afternoon [about an unrelated project] from his new home in Virginia.
- Brian mentioned that the city's new budget has quite a bit of money that was given to the Tree People. Is there a mechanism whereby the NWNC could petition to acquire some of those funds for area art projects and Tampa Avenue medians? Jorge replied that is something that the NWNC should pursue. Brian and Jorge will further discuss this offline.
- Abby added that she used to work with the Tree People and may know their president.
- Kathleen thought that the NWNC might not need to go through CD12 for approval. Perhaps the UFD thought that the NWNC was looking to use CD12 funds for this task. Instead, we would use NWNC funds. Kathleen suggested that Jorge further discuss this with former NWNC president, Peter Lasky. Jorge replied that Peter has already served as a resource.

- Jorge added that the UFD only works with the council district. The city council would have to approve transferring NWNC funds to CD12, and then onto UFD. NWNC cannot directly pay the UFD.
- Jorge added that he is also seeking beautification project funding grants for art projects in the NWNC area. He recently attended a meeting whereupon they discussed how to get funding, but it appears [per his recent efforts] that working with Councilman Lee’s office could be fruitless.
- Jorge also recently spoke with Jill Mather, whose Volunteers Cleaning Communities (VCC) organization recently received a “non-profit of the year” award from the state. She and her team will soon receive recognition in Sacramento. Abby recommended that Jorge ask Jill how many clean-ups VCC has conducted in this NWNC area.
  
- Sonny mentioned that his team added and watered twelve plants to the Tampa Avenue median’s topiary. While working there, a neighbor brought them water and sandwiches, and several people have driven by and cheered them on. He thanked Abby for spearheading that project; Abby gave Sonny 98% of the credit for that project.
- Jorge would love to take publicity photographs of Sonny and his team when they are out there working on the medians.

VIII. New Business

- a. Discussion and motion to approve Budget for 2022-2023 Fiscal Year
  - Abby reminded everyone that the deadline has passed for check requests for the current (2021-22) fiscal year.
  - Treasurer Joel reviewed the proposed budget:

Office/ Operational Expenditures	Host Reseller Group (Website	\$ 20	\$12,000
	2co.com ICDSOFT (Web Service)	100	
	USPS Post Office Box Rental	220	
	Golden State Storage	1,620	
	Mailroom (Web Hosting)	3,000	
	Apple One (Minutes at Board Meetings)	2,200	
	Meeting Meals/Snacks	1,600	
	Board Retreat	500	
	Miscellaneous	740	
	Equipment to Zoom Hybrid Meetings	2,000	
Outreach	Outreach Projects	3,000	3,000
Election	Election Promotional Materials	4,000	4,000
Neighborhood Purpose Grants	NPG	9,000	9,000
Community Improvement Projects	CIP	4,000	4,000
	Totals	\$32,000	\$32,000

- Golden State Storage recently raised their monthly rates by \$7/month.
- Joel added line items to this proposed budget for in-person meeting meals and a possible in-person board retreat.
- If the NWNC returns to in-person meetings, he added line items for meeting meals, a [potential] board retreat, and an estimated \$2,000 for equipment to host Hybrid Zoom meetings.

- This budget is merely for the annually budgeted \$32k; the [potential] \$10k rollover is not included.
  - If this budget is not submitted by July 1<sup>st</sup>, the NWNC will not have any available funds in July.
  - Brian suggested that in addition to the \$2k for the Hybrid Zoom meeting, the NWNC might need to hire someone to run these meetings online. Currently, Abby does that, but she cannot run the meeting and manage the technical aspects at the same time. Abby will mention this with the city's Department of Neighborhood Empowerment (DONE) at their next FY2022-23 planning meeting.
  - Glenn Bailey added that these final details could be revised in August, when the neighborhood councils receive their rolled-over funds. His neighborhood council hybrid-working group estimates that hosting hybrid Zoom meetings may require a \$5k to \$10k budget. One of their proposed options could be to have several neighborhood councils [in this area] share the equipment and a staff member. He praised Joel for adding this placeholder to the budget.
  - Glenn added that there are currently two state assembly bills that could impact neighborhood councils and hybrid meetings. The assembly may not approve this until September, and then it goes to the governor for signature [or veto], so this is a moving target.
  - Joel also asked to include all the names that are within the budget/administrative packet, including himself as treasurer, Kathleen as the second signer, Abby is the alternate signer, and Glenn Wilson is the second bank card holder.
  - Joel Lowell made a motion to approve this 2022-23 Budget/Admin Packet; Brian Cathcart seconded this motion, and it passed unanimously.
- b. Update on upcoming NWNC Elections 2023 and Executive Officer elections to be held during the July NWNC's General Board Meeting, and Committee assignments for 2022-2023
- Abby reminded everyone that there would be NWNC elections in 2023. Glenn Bailey mentioned that this area's election would be Saturday, June 10<sup>th</sup>, with candidate filing in early 2023 (after the holidays). The expiration date of the current board member's term is posted at this site <https://northridgewest.org/about/board-members-and-officers/>
  - It is estimated that candidate applications should be submitted in December. Current board members [whose terms are expiring] may expect to receive related emails from DONE later this year.
  - The July NWNC meeting will include election of officers for Secretary, Treasurer, Vice President of Outreach, Vice President of Administration, and Presidency. You can self-nominate or someone else can nominate you. This election will be officiated by Joel Gonzalez from DONE. Board members should also consider if they would like to continue with their current committees.
  - Brian asked about candidates who have already applied for current vacant NWNC seats. Abby confirmed that the board received an application, which was not adequately completed. She has written back, requesting that the candidate resubmit a completed application. The president could appoint the other position, but she will not do that this month.
  - Glenn Bailey added that the draft version of the Neighborhood Councils Elections Handbook was recently released. This includes the rules associated with running the upcoming election. The deadline to comment on this draft document is before the July 12<sup>th</sup> NWNC meeting.
- c. Discussion and possible motion to participate at the Devonshire Division National Night Out on Tuesday, August 2<sup>nd</sup>, 6PM to 8PM at the Northridge Recreation Center, RSVP due by Tuesday, July 19<sup>th</sup>

- Abby looks forward to getting out and participating in this outreach activity. Mikkie mentioned that a table, two chairs, and a canopy (if necessary) would be provided. This event could conflict with the monthly [non mandatory] Executive Committee meeting.
  - Sonny added that if this is a windy night, the NWNC has four new 12.5 lbs. weights for each corner of the canopy.
  - Abby Bailes made a motion to approve this agenda item; Joel Lowell seconded this motion, and it passed unanimously.
- d. Discussion and Possible motion to go over the City's \$1,000 credit card expense limit to make the purchase of Neighborhood Watch Signs lawn signs, as previously approved on NWNC BAC for up to \$2,500
- Treasurer Joel did not believe that we had an action on this, as the neighborhood councils are currently in negotiations regarding the budget and he has already submitted all required information.
- e. Discussion and possible motion to spend up to \$3,000 for naming rights for one of the 107 cubicle bedrooms at the Hope of the Valley Rescue Mission's newly opened Trebek Center in Northridge
- This \$3k will be for funds that would otherwise get surrendered to the city's general fund if not spent by the end of this month.
  - Although there are currently residents, Kathleen reported that a tour of the Trebek Center might be available. Glenn Bailey mentioned that some of the board members from the Northridge East Neighborhood Council took a tour. While on the tour, Glenn took photographs, which he is willing to share. Sonny added that he took a tour and recommended that everyone on the NWNC board should attend to see what it is like. They have a kitchen, employee offices, recreation room, laundry room, etc.
  - The Trebek Center at 18140 Parthenia Street serves a three-mile serving radius, hence all of Northridge, and the northern area of Reseda and Winnetka.
  - The names may appear on the cubicle forever and the Trebek Center/Hope of the Valley will permit the NWNC to choose their cubicle location; perhaps a cubicle that is visible from the main entrance.
  - This Trebek Center/Hope of the Valley will accept credit card as payment, so a check request may not be necessary. However, the monthly cap on the credit card expenditures is \$5k. There are also other agenda items for this evening's meeting requesting funds. Perhaps we can approve some and spend the money in the next fiscal year? The previously requested neighborhood watch signs are pending an expenditure of less than \$2k.
  - The Trebek Center/Hope of the Valley is very flexible. Perhaps they will accept \$2,500 one month and we can pay the additional \$500 during the next fiscal year.
  - Brian agreed that this was an extraordinary opportunity to support this center to show that the NWNC does affective change for years to come.
  - Stakeholder Joy reminded everyone that they have requested the Neighborhood Watch signs for years. Abby replied that these were already approved, and this item is not agendized. Although approved, the city rejected the NWNC's proposed vendor and format; this has resulted in the NWNC re-phrasing and resubmitting the requests.
  - Abby Bailes made a motion to approve this agenda item; Angelica Robinson seconded this motion, and it passed unanimously.
- f. Discussion and possible motion to spend up to \$500 to sponsor "Skateland to Hopeland" wall, including NWNC name etched into the wood to be installed on a special wall at The Trebek Center

- Kathleen reported that this plaque, made from the original Skateland sign, would be in the entryway of the Trebek Center.
- Glenn Bailey added that this would be on the west wall, in the common area, where the residents gather for meals.
- Kathleen Edwards made a motion to approve this sponsorship; Janis Kraft seconded this motion, and it passed unanimously.
- Joel will visit the Trebek’s website and provide the NWNC credit card number.

g. Discussion and possible motion to spend up to \$1,000 for supplies towards maintenance of the Tampa Median topiaries

- Joel reported that the NWNC might not have the available funds to approve the full \$3k for agenda items VIII.g, VIII.h, and VIII.i.

- This agenda item’s expenditure would cover the following (which could cost \$3k):

Extension Cord	First Aid Kit	Ladder	Leather Work Gloves	Shovel
Fire Extinguisher	Generator	Leaf Blower	Safety Glasses	Walkie Talkies

- Kathleen added that the walkie-talkies would be used in the event of an emergency when cellular towers were no longer functional.
- Joel suggested paring this list down to \$1k; the decision to reduce which items to less than \$1k can be determined offline.
- Stakeholder Joy added that walkie talkies are not especially useful, as hills and trees can get in the way. Abby has used certain walkie talkies while hiking with her family and they worked fine.
- Abby Bailes made a motion to approve this expenditure; Jorge Jimenez seconded this motion, and it passed.

Aye (9) Bailes, Cathcart, Edwards, Jimenez, Kraft, Liampetchakul, Lowell, Robinson, and Wilson  
 Abstain (1) Krowne  
 Absent (1) Padilla

h. Discussion and possible motion to spend up to \$1,000 for supplies towards various outreach items

- Abby Bailes made a motion to table this agenda item; Brian Cathcart seconded this motion, and it passed unanimously.

i. Discussion and possible motion to spend up to \$1,000 for supplies public safety items

- Abby Bailes made a motion to table this agenda item; Brian Cathcart seconded this motion, and it passed unanimously.

j. Update on “dual,” celebration of the Historical Designation plaque at Oakridge Park and a NWNC Outreach/Ice Cream Social event

- This was discussed at the executive committee meeting, but there were insufficient people available on the proposed date, so this will be postponed to July.
- Sonny spoke with Deborah from the Oakridge Park and she suggested postponing until July 16<sup>th</sup>. The original permit is for June 25<sup>th</sup>, but that can be altered.
- Admission to the house is usually \$15; on this day, it will be free.
- Others expressed concern that July would be too hot. Perhaps they could have it at 7PM [or later], rather than 5PM.
- Joel agreed that they could rollover the originally approved funds, which were approved for June.
- Brian confirmed that attendance by city personnel would not be necessary.

- Glenn Bailey reported that the proposed date does not have to be exact, but it should reflect the correct month. He recommended that after this meeting, please submit another Board Action Certification Event Request for July (as the original is for June).
  - Kathleen suggested postponing this until after school starts. Sonny will check, as the park is currently closed until September.
  - Joy requested this event on a Sunday, as many people observe the Sabbath on Saturday, and would be unable to attend.
  - Abby suggested that the NWNC perhaps choose Sunday evenings [perhaps 7PM] July 17<sup>th</sup>, 24<sup>th</sup>, or 31<sup>st</sup>, and clear this with Councilman Lee’s calendar, as he hoped to attend.
  - Sonny Liampetchakul made a motion to move this [already approved] agenda item to a Saturday or Sunday evening in July; an unidentified board member seconded this motion, and it passed unanimously.
  - This item will be re-visited at the July 12<sup>th</sup> NWNC meeting.
- k. Discussion and possible motion to nominate Yi Ding for a NWNC Certificate of Acknowledgement
- Yi Ding’s extensive contributions to the NWNC were previously discussed at the May NWNC meeting.
  - Abby Bailes made a motion to approve this agenda item; Brian Cathcart seconded this motion, and it passed unanimously.

l. Approval of the Monthly Expenditure Report (MER) for May 2022 NWNC

- Treasurer Joel reviewed the following May expenditures:

Date	Vendor	Description	Amount
May 2	Golden State Storage	Storage Facility	\$ 128.50
May 4	Apple One	Minute Taking	121.60
May 4	Kristina Smith/The	Monthly Web Services	250.00
May 4	Mail Room		250.00
May 12	Granada Hill Charter High School Robodox	Neighborhood Purpose Grant (NPG)	2,000.00
May 14	Amazon	EZ Up Tent Weights and Dry Erase Markers	14.13
May 16	Amazon		32.84
May 16	Amazon		141.21
May 17	Supporters of Law Enforcement in Devonshire (SOLID)	NPG	5,000.00
		Total	\$7,938.28

- Joel Lowell made a motion to approve this May MER; Abby Bailes seconded this motion, and it passed unanimously.

m. Approval of Monthly GBM Minutes for April and May 2022 NWNC Meeting Minutes.

- Abby Bailes made a motion to approve the April and May minutes; Angelica Robinson seconded this motion, and it passed:

Aye (9) Bailes, Cathcart, Jimenez, Kraft, Krowne, Liampetchakul, Lowell, Robinson, and Wilson  
 Abstain (1) Edwards  
 Absent (1) Padilla

IX. Adjournment

- Abby adjourned the meeting at 8.17PM.