

REVISED MINUTES
Northridge West Neighborhood Council (NWNC)
General Board Meeting (GBM)
Tuesday, 10 October 2023
Northridge Christian Church • 18901 Chatsworth Street, Northridge 91326

I. Call to Order and Board Roll Call

- President Jorge Jiménez called the meeting to order at 6.30PM and welcomed eleven board members and six stakeholders.
- A quorum was declared via the following roll call:
 - Here (7) Zaven Atashian, Kathleen Edwards, Jorge Jiménez, Janis Kraft,
Joel Lowell, Brian Morgan, and Greg Wood
 - Absent (5) Aaminah Babatunde-Bea, Brian Cathcart, Arshia Malekzadeh,
Angelica Robinson, and Glen Wilson
 - Resigned (1) Larry Whitman

II. Pledge of Allegiance

- Navy veteran Jorge led us in the Pledge of Allegiance.

III. Special Speaker - Arminé Sargsyan, an Outreach Analyst from California Department of Insurance spoke of the state-sponsored California Low-Cost Auto (CLCA) Insurance Program available to our stakeholders

- Ms. Sargsyan reported that the California Department of Insurance is a state agency that has been around since 1868. They regulate all agencies and brokers and investigate fraud and abuse. Their sworn officers will investigate all types of fraud, including worker's compensation, senior-related issues, and employer sponsored medical insurance. Their website is <https://www.insurance.ca.gov> and their hotline number is 800-927-4357, with operators available Monday through Friday from 8AM to 5PM.
- For those who cannot afford the mandatory auto insurance, there is a CLCA insurance program that has been around since 1999. The criteria to qualify includes:
 - Valid driver's license
 - Clear ownership (no lease/finance)
 - Vehicle cannot be worth more than \$25k
 - Good driving record with not more than one point on one's record
 - Income eligibility standards; a household of four cannot have annual income in excess of \$70k
- The liability insurance is \$483/year, and the maximum insurance premium would be \$966/year.
- For additional information, or to apply, please visit <https://www.mylowcostauto.com> or call 800-602-8861. An agent will reach out to you, send you documents, and collect payment. These policies are underwritten by a third party (not the state).

IV. General Public Comment

- Mikkie Loi, a volunteer with the community's Emergency Preparedness group, reported that LAFD station 87 at 10124 Balboa Boulevard would host a training session "Stop the Bleed" on Tuesday, October 17th. Attendees will need to attend the November 14th meeting to acquire their certificates of completion. For additional information, please email the LAFD Cert Battalion 15 at lafdcertbatt15@gmail.com.
- Glenn Bailey reported that the Valley Alliance of Neighborhood Councils, representing the valley's thirty-four neighborhood councils, continues to meet via Zoom on the 2nd Thursday of each month at 6.30PM. Meeting announcements and agendas can be found at their website at

<https://vanc34.org/>. This month's guest speaker will be Penny Santos, Executive Officer and Assistant General Manager of the City Clerk's Office. Ms. Santos oversees meeting spaces and events, and will discuss neighborhood council funding.

- Governor Newsom has signed SB411, to allow neighborhood councils to return to virtual meetings. Its next step will be before the LA City Council and then the NWNC (where it must receive 67% approval). A provision is that the NWNC must meet in person at least once a year; this goal has already been met for 2023.
- The Board of Neighborhood Commissioners will host meetings in October for neighborhood councils and their board members to provide input on the proposed Code of Conduct. Their last meeting will be on Monday, October 16th at 1PM via Zoom. They will vote on this issue on Tuesday, November 7th at 6PM.

V. Approval of NWNC Monthly GBM Minutes for September 2023

- Greg Wood made a motion to approve the September minutes; Joel Lowell seconded this motion, and it passed.

Aye (6) Atashian, Jiménez, Kraft, Lowell, Morgan, and Wood

Ineligible (1) Edwards

Absent (5) Babatunde-Bea, Cathcart, Malekzadeh, Robinson, and Wilson

VI. Approve of NWNC Monthly Expenditure Report (MER) from September 2023

Date	Vendor	Category	Description	Amount
September 1	Badge Busters	Office	Badges for Board Members	\$137.64
September 1	Kristina Smith/Mail Room	Office	Web Services	250.00
September 2	Golden State Storage	Office	Storage Facility	153.50
September 12	Porto's Bakery	Office	Dinner	281.27
September 12	Smart & Final	Office	Dinner	38.83
September 29	Host Reseller Group	Office	Domain Renewal	19.95
Total				<u>\$881.19</u>

- Kathleen Edwards made a motion to approve the September MER; Greg Wood seconded this motion, and it passed unanimously.

VII. Announcements

- Kathleen mentioned that the NWNC should publish more brochures telling the residents that they are responsible for their street cleanup.
- Jorge recently met with representatives of the Church at Rocky Peak to help coordinate a group of volunteers for a project in the northwest valley on Saturday, March 16th. Jorge will draft a list of potential projects, including street cleanup, planting vegetables at a school, street beautification, etc., which the NWNC may submit in January 2024. Greg added that this project, which has transpired for many years, attracts over 1,600 volunteers.

a. November 7th NWNC Executive Board Meeting

- Joel Lowell may be out of town this evening, unable to attend.

b. November 14th NWNC General Board Meeting

- This meeting will be in-person.
- In lieu of the December 12th NWNC meeting, Kathleen suggested a holiday event; Janis wondered if we could request musical entertainment by the Granada Hills Charter High School Choir. They could invite all CD12 staff members, as well as other elected officials. Perhaps this invitation could be extended to the area's surrounding neighborhood councils?

- c. Department of Neighborhood Empowerment (DONE) Training Updates for Board Members
 - Jorge reported that all board members attending this evening's NWNC meeting have completed their mandatory training. He reached out to the absent board members who may not be up-to-date on their training.

VIII. Presidential Comments

- Update from participation at Los Angeles Congress of Neighborhood Councils
 - Jorge found this event to be very educational. He participated in three workshops covering:
 - Working with the LAPD Senior Lead Officers (SLO) to reduce crime,
 - Hot Topics for Neighborhood Councils, and
 - Q&A with the City Attorney's office. Neighborhood councils must get approval from the City Clerk's office prior to using the city seal. They also advocated usage of bcc: on emails, rather than the frequently used cc:.
 - Glenn added that handouts and a hyperlink to multiple recorded sessions could be found at <https://www.neighborhoodcongress.la/workshops23>. Regretfully, not all sessions were recorded, including presentations from the City Attorney's office and the Public Works Department.
- SLO Trailer Dedication at LAPD Devonshire
 - Jorge participated in the dedication of the [partially funded by NWNC] SLO's trailer [which looks fantastic] and received a full tour of the LAPD facility at 10250 Etiwanda Avenue. There is a nearby plaque honoring the NWNC for their contribution. They are now rebuilding the community room, which will look great.
- Vacant at-large board member seat for NWNC.
 - Larry Whitman was unable to complete his mandatory training; with an increased workload at his career, plus his family obligations, he has chosen to resign from the NWNC.

IX. 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 YTD crime statistics for the four SLO's territories of the NWNC's area in September:

Basic Car	A23	A35	A67	A81
SLO	Kristin Dimich	John Parker	Sandra Zamora	Sean Taylor
Approximate Borders	Northwest of Lassen and Limekiln Canyon	Northeast of Lassen and Limekiln Canyon	Southeast of Lassen and Tampa	Southwest of Tampa and Devonshire
Robbery	7; down 19.5%	2; up 30%	2; down 12%	6; up 26%
Aggravated Assault	5; up 18%	2 up 8.5%	10; down 5.1%	11; down 20.6%
Burglary	17; up 32%	24; up 69.4%	6; up 7.4%	17; up .8%
Grand Theft Auto	11; down 27.4%	12; down 25.3%	10; down 34.4%	9; down 27.9%
Vehicular Burglary	8; down 35.5%	14; down 30.4%	14; down 22.6%	10; down 19.7%
Theft	13; up 1.9%	14; up 27.6%	13; down 9.8%	35; up 30.9%
Rape	0	0	0	1 Rape; down 12%
2022 Crimes	696	678	652	947
2023 Crimes	641; down 7.9%	747; up 10.2%	555; down 14.9%	943; down .4%

- Arrests in the Devonshire Division were 310 in 2022 and 643 in 2023, an increase of 107.4% YTD.
- Thus far in 2023, violent crime is down 2.9% and property crime is down 2.3%.
- The first week of October saw 78 part-one crimes in the Devonshire Division as follows:

Robberies	5
Aggravated Assaults	15
Burglaries	19
Grand Theft Auto	14
Vehicular Burglary	11
Thefts	14
Total	78

- Tuesday, October 17th at 11AM Sgt Jose Torres will moderate the All Devonshire Area Retailers Zoom Meeting. The meeting ID is 873 1723 5623 with passcode 454837.
- The LAUSD now has the LA Schools Anonymous Reporting (LASAR) online system, for non-emergencies, available to students and parents; please continue to use 911 for emergencies. The link to this is <https://ar.lausd.net/login>. The most frequent reports pertain to drugs or weapons on campuses.
- Captain Eric Eppolito is the new captain at the LAPD's Devonshire Station; his extensive biography can be found at <https://www.lapdonline.org/command-staff/eppolito-eric/>
- The new Organized Retail Theft Taskforce has taken the lead on retail theft, especially near the Northridge Fashion Center, by increasing the foot patrol inside the mall, as well as its perimeter.
- Recently stolen merchandise from the mall was found nearby along Shirley Avenue.
- SLO Sean Taylor territory includes the mall; his basic car meetings are held on the last Wednesday of each month via Zoom. The meeting ID is 884 2013 9740 with passcode 782179.
- Please continue to monitor the LAPD's social media sites for the upcoming basic car meetings. The LAPD's app is currently undergoing maintenance; everyone is encouraged to download this app to their smart phone or tablet from <https://apps.apple.com/us/app/lapd-devonshire/id1341181797>.
- If you see a crime-taking place, be a good witness, but never put yourself in harm's way.
- Janis mentioned that some of her neighbors leave their garage door open and then discover that their bicycles are stolen. Everyone is reminded to always close and lock your doors, even when you are at home.

b. CD12 City Council Representative

- Kathy Lettieri is the Public Works Deputy for CD12; she handles everything you see when you walk out your door, including streetlights, sidewalks, trees, area clean-ups, weed abatement, sanitation, etc.
- Co-worker Josh Yeager is now taking over Kathy's former task of public safety tasks for CD12. In addition, Kathy's son was recently hired to assist with public works projects.
- If you see any non-functioning streetlights, please email Kathy at kathy.lettieri@lacity.org. Janis mentioned that there are several inoperable lights along Shirley Avenue. Copper wire theft is a key reason for these inoperable lights. The state now has a division dedicated to investigating copper wire and catalytic converter thefts.
- A law was passed in 1910 making the homeowner responsible for the area behind their retaining wall. West Valley Alliance can no longer trim trees on private property as the trees could become unbalanced and fall. However, Kathy and her team continue to work street-side weed abatement issues.
- Kathy is also concerned about folks dumping trash on the street; she immediately reports this to the city's street inspectors. Janis expressed concern about needles and other drug paraphernalia found in the streets.
- Four years ago, the state legalized street vending. Currently, the only group that has teeth in this issue is the County Health Department; yet they do not do any inspections. The LAPD cannot shut them down as the vendors are not committing a crime. However, there is an ADA

issue; they block sidewalks making it impassable for wheelchairs. The vendors seem to know the rules; they know just what to say and do, and never seem to be shut down. At the end of the evening, while cleaning up, some blast their stereos. Many neighbors have politely asked that they keep the volume turned down. They immediately turn down their stereos, then increase the volume when the homeowner walks away. They finally lower the volume when the police arrive.

- Kathy hopes everyone signs up for the CD12 newsletter.
- Monday, October 23rd beginning at 6PM, Councilman Lee and the Bureau of Street Lighting will co-host a meeting with neighborhood council board members.
- Saturday, October 28th CD12 will sponsor a drive-in movie at the Shadow Ranch Recreation Center at 22633 Vanowen Street; Wendy's Hamburger Truck will be there, followed by a screening of the Disney/Pixar movie Coco.
- Saturday, November 11th CD12 will sponsor a tree give-away. Pre-registration is not required, just show up, and you get a tree.

c. Other Government Departments/Agencies

- No one from other government departments/agencies was available to provide a report.

d. Department of Neighborhood Empowerment (DONE)

- Neighborhood Empowerment Advocate Joel Gonzales was unavailable to provide a report.

e. Budget Advocates

- The Budget Advocates key job is to track things that have a fiscal impact on the city. Their monthly report for October can be found at https://www.budgetadvocates.org/_files/ugd/f03c84_2d63bc347b524333bc1a75ba34cb8a89.pdf.
- Glenn mentioned that Brian Allen and Garry Fordyce attended the NWNC meeting earlier this evening; hoping everyone had a chance to meet the three Budget Advocates for the Northridge community.
- In July, the City raised almost \$200m in Solid Waste Resources Revenue Bonds. These funds will be used to purchase vehicles and equipment needed to modernize its fleet of garbage trucks and to facilitate the diversion of methane-causing organic waste from landfills. These bonds are to be repaid over the next fifteen years. We can probably anticipate an increase in our Solid Waste Resources Fee on our bimonthly LADWP bill. Kathleen mentioned that she heard a rumor that the fees could quadruple.
- The advocates hosted a City Budget 101 workshop during the September 23rd Congress of Neighborhood Councils led by policy analyst Jacob Wexler from the City Administrative Analyst's office. This workshop was recorded, and the MS PowerPoint presentation can be viewed at https://drive.google.com/file/d/1abGqU-4Yz1fKYPrFO52_ITA-NENnThwl/view
- Mayor Bass was to release her preliminary budget memo to city departments by Saturday, September 30th. However, the advocates and CD12 have not yet seen that memo. The budget is due the 2nd week of November.
- Please reach out if any board members would like to serve on a Budget Advocates committee. Their meetings are virtual, so you do not have to go downtown.

X. NWNC Committee Reports

a. Executive Committee

- Jorge reported that securing a new meeting location has been difficult. In the meantime, Coffee Bean and Tea Leaf at 18705 Devonshire Street seems to be a great location for committee meetings.

- b. Public Safety
 - Kathleen was excited to see electrical signals at Chatsworth Street and Tampa Avenue in August. However, the lights on the northbound side were never activated and appear to be removed. The southbound lights on Tampa Avenue are still there, but not yet activated. Perhaps there is an electrical issue that must be resolved?
 - Kathleen heard that the controller's office is targeting the LAPD's budget for helicopters and police dogs. She suggested that the NWNC conduct a Town Hall meeting with a representative from both the controller's office and the LAPD to discuss this consideration with stakeholders. The controller's office may call for a focus group to further discuss the helicopter issue on Thursday, October 12th. However, this will not be a public meeting.
- c. Government Affairs
 - Currently, Greg is the sole member of this committee, whose mission is to track legislative issues.
 - Greg will soon complete the DONE-administered Community Impact Statement (CIS) training.
- d. Planning and Land Use
 - This agenda item was tabled as Brian was unavailable to present a report.
- e. Elections
 - This agenda item was tabled as Glen was unavailable to present a report.
- f. Homelessness
 - This agenda item was tabled as Angelica was unavailable to present a report.
- g. Beautification
 - Jorge recently reached out to the city's Urban Forestry Department as this is an ideal time for tree planting and trimming. However, the city no longer uses contractors. Alternatively, the NWNC could hire [and pay] Your Way Tree Service, as they were used in the previous fiscal year.
 - The topiaries along Tampa Avenue are growing due to all the rain we have had this summer.
- h. Budget
 - Joel reminded everyone that the NWNC rolled over \$6,609.75 from the previous fiscal year; however, these funds have not yet been allocated to a particular budget category.
- i. Outreach
 - Janis reported that the 18th Annual Granada Hills Street Fair would be held Saturday, October 21st from 10AM to 5PM along Chatsworth Street, between Encino and Zelzah Avenues. This event will include:

Arts & Crafts	Kid Zone	Oktoberfest Beer Garden
Car Show	Live music	Vendors & Shopping
Food		
 - Janis reached out to the organizers at the Granada Hills Chamber of Commerce, but they never wrote back. It may be too late to register for the NWNC to have a booth there. Glenn mentioned that [per the Brown Act] this booth registration could be funded if unanimously approved this evening. He added that the Northridge East Neighborhood Council may have a booth; they offered to partner with and/or distribute NWNC literature at their booth. Saven, Kathleen, Jorge, Janis, and Brian agreed to represent the NWNC at that booth.

j. Education

- This agenda item was tabled as Arshia was unavailable to present a report.

XI. Old Business

- a. Ad hoc committee update on finding new location considerations for committee and general board meetings.
- Janis, Brian, and Greg serve on this committee.
 - Some folks emailed Janis that perhaps they could host meetings at LAFD stations. The stations do not require a form to be signed. However, station #70 at Lassen Street and Reseda Boulevard does not have sufficient space for a meeting.
 - Glenn added that many neighborhood councils and their committees have gotten great response from the city's Recreation and Parks Department, libraries, and senior centers. However, the NWNC does not have any of those. The Arleta Neighborhood Council recently met at a Public Storage facility. However, storage facilities often require a security code to access, which would disqualify it.
 - Alternatively, Rydell Chevrolet at 18600 Devonshire Street has a community room.
 - Calahan Street, Beckford Charter, and Topeka Charter Elementary Schools could also be considered; however, NWNC meetings begin at 6.15PM after many of these schools are closed for the night. However, as they are schools, they already meet the ADA requirements
 - Glenn suggested that LAUSD School Board member Scott Schmerelson may assist with this search for a meeting site.

XII. New Business

- a. Discussion and possible motion to approve new design for NWNC Certificates of Acknowledgement bearing the official seal of the City of LA
- At the September 23rd Congress of Neighborhood Councils, it was discussed that a neighborhood council must receive permission from the city clerk's office to use the city's official seal.
 - Jorge felt that the current NWNC logo is a bit out of date, and designed a new template for the certificates.
 - Budget Advocate Brian Allen suggested that the city could produce certificates for free.
 - Greg Wood made a motion to proceed with a new design for the NWNC Certificates of Acknowledgement; Brian Morgan seconded this motion, and it passed.
Aye (6) Atashian, Jiménez, Kraft, Lowell, Morgan, and Wood
No (1) Edwards
Absent (5) Babatunde-Bea, Cathcart, Malekzadeh, Robinson, and Wilson
- b. Discussion and possible motion to approve certificate of acknowledgements for previous NWNC board members: Abby Bailes, Jennifer Krowne, and Sonny Liampetchakul
- Joel Lowell made a motion to approve these certificates; Janis Kraft seconded this motion, and it passed unanimously.
- c. Discussion and possible motion to approve funding of up to \$100 for purchase of an indoor 8' American flag on a stand for use at NWNC meetings and outreach events
- Jorge reported that this flag would serve as a representation of who the NWNC is.
 - This expense will include \$64.95 for the flag, its base (which can be filled with sand), the eagle finial atop, and shipping.
 - Janis Kraft made a motion to approve this purchase; Kathleen Edwards and Greg Wood seconded this motion, and it passed unanimously.

d. Discussion to select CIS Filers for NWNC

- Currently, Brian Cathcart is the sole authorized CIS filer for the NWNC.
- Jorge, Kathleen, and Saven volunteered for this assignment; Kathleen also suggested that Greg serve as a filer.
- Glenn added that there is an online webinar for CIS filers. DONE's Lorenzo Briceno is the key point of contact to acquire this training. CIS filers may need to establish a new "Angeleno" account.
- Joel Lowell made a motion to select the following to join Brian Cathcart as CIS filers;

Zaven Atashian Jorge Jiménez

Kathleen Edwards Greg Wood

Brian Morgan seconded this motion, and it passed unanimously.

e. Discussion and possible motion to submit a CIS on LA City Council File 23-0530 Ethics and Conflict of Interest Laws/Disclosure Requirement/Registered Lobbyist/Relative/Councilmember or Staff/Lobbying Prohibition: Introduced May 16th and referred to Ad Hoc Committee on City Governance Reform. Motion is requesting the Chief Legislative Analyst, in consultation with the Ethics Department and the City Attorney, to report to the Council within thirty days on whether and how the City could adopt revisions to the ethics and conflict of interest laws.

- This motion, concerning land use issues, passed city council on Tuesday, June 20th and is summarized as follows:
 - Under current interpretation of the City's ethics and conflict of interest laws when the spouse of a City Councilmember's staff is a registered lobbyist and when that lobbyist is seeking to influence their spouse's office, the staff are advised to create a firewall within the Council office to effectively recuse themselves from engaging in any discussions or deliberations of the issue. However, such advice is only provided if the staff person in question proactively seeks guidance from the Ethics Commission or the City Attorney.
 1. Require that anyone registering as a lobbyist disclose if they are a close relative of a city councilmember or a member of their staff;
 2. Prohibit a registered lobbyist that is a close relative of a Councilmember [or a member of their staff] from lobbying that Council office on any proposed or pending land use development project that is located in that Councilmember's district; and
 3. Prohibit a Councilmember [or a member of their staff] from communicating with a registered lobbyist who is a close relative of the Councilmember [or a member of their staff] on any proposed or pending land use development project that is located in the Councilmember's district. In addition, require the prohibited individual, the Councilmember, and/or a member of their staff to recuse themselves and file the appropriate disclosure form with the City Ethics Commission.
- If approved, this CIS will be the first from the NWNC.
- Jorge reported that the Downtown Neighborhood Council wrote and submitted a CIS on Monday, September 25th in support of this council file.
- Joel wondered what would be the point of filing a CIS since the city council already passed this; Jorge replied that it would share where the NWNC stands on this issue.
- Glenn added that this action has not yet been fully approved. It is very common for something like this to come before the city council again for further review and approval.
- Greg Wood made a motion to table this agenda item until the November meeting to allow board members to read this issue and become familiar with it; Joel Lowell seconded this motion, and it passed unanimously.

XIII. Adjournment

- Greg Wood made a motion to adjourn the meeting at 9.18PM; Joel Lowell seconded this motion, and it passed unanimously.