



North Hills East Neighborhood Council

BOARD OF DIRECTORS MEETING

Monday – May 6, 2019 – 6:30 PM

Penny Lane Center - Rainbow Room, 15314 Rayen Street, North Hills, CA 91343

Free Parking available in Penny Lane parking lots across the street

Agendas are posted 72 hours before a Regular Meeting or 24 hours before a Special Meeting.
All meetings are open to the public. Meetings may be recorded by sound, photo or video as long as it is not disruptive.

OFFICERS OF THE BOARD

President, Tony Wilkinson – Vice President, Italia Lagunas – Secretary, [vacant] – Treasurer, Perla Lagunas

MEMBERS OF THE BOARD OF DIRECTORS (INCLUDING OFFICERS)

Blanca Agustin / Elvira Higuera Alvarado / Cecelia Ayala / Norma Cruz / Olivia Diaz / Punam Gohel / Brisa Lagunas / Italia Lagunas
Perla Lagunas / Margarita Lopez / Wilfred Negrete / Severiana Pablo / Alberta Abundez Peralta / Tony Wilkinson - (14)

VACANCIES: Region 3 (1)

ALTERNATES: (1) Jill Akahosi, (2) Evelyn Mendoza, (3) Carla Istupe-Salgado (4) Juana Ortega

Public Comment is limited to 2 minutes per speaker. The presiding officer may restrict the time more or set other rules. You may make a public comment without filling out a speaker card.

**THE CHAIRMAN OF THE MEETING MAY TAKE ITEMS OUT OF SEQUENCE.
THE TIMES FOR AGENDA ITEMS ARE A GUIDELINE. THE MEETING DOES NOT HAVE A SCHEDULED ENDING TIME. PLEASE KEEP YOUR COMMENTS BRIEF TO HAVE A QUICK MEETING.**

Agenda Note: On Saturday, April 27, there was an election for all seats on the Board of Directors. If the results of that election have been certified by the City Clerk before the date of this meeting, the newly elected Board will be seated and will elect its officers. If the election has not been certified, the meeting will continue with the existing Board and officers, and the agenda will begin with **Item 8**.

- 6:30 1. Call To Order – Pledge of Allegiance – Welcome**
(Vanessa Serrano, or another representative of the City of Los Angeles) (3m)
- 6:33 2. Roll call of the board.** The board has 15 seats. Fourteen are filled. The quorum for the board is **8**. Alternates may be seated for absent Board members and for vacant seats and counted in the quorum. For a newly elected Board, Alternates are the four candidates with the highest vote totals who did not gain the seat for which they were running. (2m)
- 6:35 3. Ceremonial Installation of the New Board:** Newly elected Board members will recite the Oath (or Promise) of Office for Neighborhood Councils, led by a representative of the City. (10m)
- 6:45 4. Selection of a President:** Members of the new Board will select their President. Self-nominations are allowed. The new President must be selected by a majority of Board members and Alternates present and voting, and the vote must be public. This nomination and selection will be conducted by a representative of the City. When a President has been selected, the new President will become the Chair of the meeting for the following agenda items. (10m)

LEGALLY REQUIRED OFFICIAL POSTING – PLEASE DO NOT REMOVE UNTIL AFTER BELOW DATE AND TIME

- 6:55 5. Selection of a Vice President:** The new Board will select its Vice President using the same method by which it selected its new President. (10m)
- 7:05 6. Selection of a Secretary:** The new Board will select its Secretary using the same method by which it selected its new President. (10m)
- 7:15 7. Selection of a Treasurer:** The new Board will select its Treasurer using the same method by which it selected its new President. One of the Boards options is to select as Treasurer the existing Treasurer, Perla Lagunas, and announce that a new, competitive re-selection of the Treasurer will be made at the July meeting. The deadlines for writing checks and using the bank card that is held by the existing Treasurer may mean that the council cannot spend its existing funds before the end of the Fiscal Year, and will lose funds by their rollover back to the City's general account. (10m)
- 6:30 8. Call To Order – Pledge of Allegiance – Welcome [If the election is not yet certified]**
(Tony Wilkinson, President) (3m)
- 6:33 9. Roll call of the board.** The board has 15 seats. Fourteen are filled. The quorum for the board is 8. Alternates may be seated for absent Board members and for vacant seats and counted in the quorum. (2m)
- 6:35 10. Report from the Los Angeles Police Department:** Senior Lead Officer Charles Chacon, Basic Car 19A61 North Hills (cell: 818-634-0545, office: 818-838-9845, email: 35441@lapd.online) (10m)
- 6:45 11. Reports from other government officials:** (12m)
Council District 6 [south of Rayen Street] (Councilwoman **Nury Martinez**) / staff **Andres Sandoval** (818-771-0236, andres.x.sandoval@lacity.org)
Council District 7 [north of Rayen Street] (Councilwoman **Monica Rodriguez**) / staff **Juan Solorio** (818-485-0600, juan.solorio@lacity.org@lacity.org)
Los Angeles Mayor **Eric Garcetti** / staff [**vacant**] (Mayor's office: Van Nuys City Hall 818-778-4990, City Hall 213-978-1028; **Lisa Payne**, Director of the Mayor's Office of Public Engagement: Lisa.Payne@lacity.org)
Los Angeles Unified School District, District 6 (Board Member **Kelly Gonez**) / staff **Cara Onofre** (Office: 213-241-6097, Mobile: 818-389-9216, cara.onofre@lausd.net)
Los Angeles County Supervisorial District 3 (Supervisor **Sheila Kuehl**, 213-974-1311) / staff **Jessica Orellana** (818-901-3831, JOrellana@bos.lacounty.gov).
Assembly District 46 (Assemblymember **Adrin Nazarian**) / staff **Vanessa Carr** (818-376-4246, Vanessa.Carr@asm.ca.gov)
State Senate District 18 (Senator **Bob Hertzberg**) / (Van Nuys District Office: 818-901-5588). Staff **Jorge Reyes Salinas** (818-901-5588, Jorge.Reyes@sen.ca.gov).
California Congressional District 29 (Congressman **Tony Cardenas**) / Staff **Lucia Senda** (818-221-3718, Lucia.Senda@mail.house.gov)
- 7:12 12. Public comment on non-agenda subjects. Please limit comments to two minutes per speaker.**
Candidates for public office may speak during the public comment period. (8m)
- 7:20 13. Consideration and possible action to acknowledge the automatic removal of any Board member who has failed to attend three consecutive Board meetings. The Board can no longer fill vacant Board seats and Alternate positions by appointment because it is now within 90 days of the election of all seats, which will take place on Saturday, April 27. (2m)**
- 7:22 14. Approve minutes of prior meetings. (4m)**
- 7:26 15. Consideration and possible action to approve the Treasurer's financial reports as the official**

records of the Board, and any budget adjustments that may be required. Also possible consideration and action to revise the Inventory and the Fiscal Year Administrative Packet that were approved at the Board meeting on June 4 (which includes the budget). (6m)

- 7:32 16. Consideration and possible action regarding committees, and committee reports.** The Board may change its committees and its committee chairs at any time to meet its needs. No committees are named in the current bylaws. The Board has a policy that all Board members and Alternates are automatically members of all committees, and that committees will be scheduled as joint meetings with the Board. People who are not on the Board are also welcomed to serve on committees. (5m)

The Board that will be elected on April 27 will set up its own committees. Before that date, this Board may want to use its committees to engage new candidates in the election and members of the public with the work of their Neighborhood Council. The Board has a commitment to operate in both English and Spanish. Committee chairs who speak only one language should probably have a co-chair or a vice chair who speaks the other language, or arrange for regular translation at committee meetings.

Beautification and Community Services: Severiana Pablo

Education: Evelyn Mendoza

Election: Italia Lagunas

Executive: Tony Wilkinson

Finance: Italia Lagunas (Board Vice President, required by bylaws)

Land Use: Punam Gohel

Outreach: Perla Lagunas

Public Safety: [vacant]

Rules: Perla Lagunas

- 7:37 17. Appointment of special representatives and alternates, including DWP, Homeless, Public Works, Animal Services, Aging and other representatives to citywide efforts.** These representatives do not need to be members of the Board. The positions do require occasional meetings downtown. At least one of the representatives of a particular type should read English because many information materials are not translated into Spanish. (3m)

- 7:40 18. Consideration and possible action on the recommendation of the Treasurer that the Board approve a Neighborhood Purposes Grant of up to \$850 for the Southern California Preparedness Foundation for the 12th Annual Valley Disaster Preparedness Fair in October 2019. (5m)**

- 7:45 19. Consideration and possible action on the request of the Chair of the Beautification Committee that the Board support a community cleanup to be sponsored by the Neighborhood Council on Saturday, May 25, and authorize up to \$250 for light food and refreshments for the volunteers.** A very large area was suggested for the cleanup: between Norhoff Street and Rayen Street, clean up the following North-South streets: Orion Ave, Langdon Ave, Sepulveda Blvd, Columbus Ave, and Burnet Ave. If this event is approved, an Event Request form must be submitted for approval by the City Clerk's NC Funding section. A committee meeting should be held to plan the exact area to cover, the place to meet, and to seek the participation of other organizations. (13m)

- 7:58 20. Comments by Board members and seated Alternates on matters within the jurisdiction of the Neighborhood Council. (2m)**

- 8:00 21. Adjournment.** (The times in this agenda are estimates. The meeting is not scheduled to adjourn at a

particular time.)

*The North Hills East Neighborhood Council Agenda is posted for public review at the **Penny Lane Center, Rainbow Room Door, 15314 Rayen Street, North Hills, CA 91343**. It is also posted on the NHENC website: **northhillseast.org**. This council uses the city's ENS mailing list as its agenda email list. You may sign up for the ENS agenda system at: <http://lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>.*

In addition to the Penny Lane Rainbow Room, agendas MAY occasionally be posted at the following locations: Noble Elementary School, 8329 Noble Avenue, North Hills, CA 91343 (818-892-1151), El Redil, 15226 Parthenia Street, North Hills, CA 91343 (818-920-1908), North Hills United Methodist Church Mission, 15435 Rayen Street, North Hills, CA 91343 (818-892-1164).

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – *Please fill out “Speaker Card” and give it to the Secretary so that we can identify your input. You do not need to fill out a speaker card in order to make a public comment. You are welcome to make a brief comment on any item on the agenda at the time that it is heard. Comments on other matters that are within the Board’s jurisdiction will be heard during the General Public Comment period. There is no General Public Comment at a Special Meeting.*

THE AMERICANS WITH DISABILITIES ACT - *As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting any Board officer or by contacting the Board by email at info@northhillseastnc.org.*

RECONSIDERATION PROCESS - *Reconsideration of a vote by the Board may be proposed with a motion by a Board member that voted on the prevailing side of the decision.*

GRIEVANCE PROCESS - *If you believe that the Board is not following its own rules or any of the other rules by which it must operate, you may file a Grievance in writing with the Secretary. The Grievance will be placed on the agenda for the next Board meeting. If the Board cannot easily resolve the Grievance with you, it shall refer it to a Grievance Panel, as described in the Council's Bylaws. The report of the Grievance Panel will be considered at the following Board meeting. Board members may not file a Grievance.*

PUBLIC ACCESS OF RECORDS - *In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting may be viewed at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda please contact the Board Secretary.*

NHENC BYLAWS - *The Bylaws of the North Hills East Neighborhood Council are available at EmpowerLA.org/nhenc and on the Council's website at northhillseast.org. For your convenience, the Bylaws are available during every meeting.*