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North Hills East  
NEIGHBORHOOD  
COUNCIL

**Regular Board Meeting  
Agenda  
Carl's Jr. 9505 Sepulveda Blvd  
North Hills, CA 91343  
September 22, 2025  
6.45 PM**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Vincent Autiero, al (213) 978-1929 o por correo electrónico [vincent.autiero@lacity.org](mailto:vincent.autiero@lacity.org) para avisar al Concejo Vecinal.

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 1 minutes per speaker, unless adjusted by the presiding officer of the Board.

## I. CALL TO ORDER

- a. Board Roll Call

## II. APPOINTMENT OF OPEN SEATS

- a. Discussion and/or possible action to fill the following open board seats:  
 (1)Renter Stakeholder Rep, (1)Business Owner, (1)Employee Stakeholder Rep,  
 (1)Organizational Stakeholder Rep, (1 Each Region) Regional 3 & 4 Stakeholder Rep

### III. SEATING OF THE NEW NEIGHBORHOOD COUNCIL BOARD

- a. Neighborhood Council Board Member Oath

#### IV. ELECTION OF EXECUTIVE OFFICERS

- Discussion and/or possible action to appoint President
- Discussion and/or possible action to appoint Vice President
- Discussion and/or possible action to appoint Secretary
- Discussion and/or possible action to appoint Treasurer

## V. ELECTION OF FINANCIAL OFFICERS

- Discussion and/or possible action to designate up to two (2) Bank Card Holders
- Discussion and/or possible action to designate a Second Signer
- Discussion and/or possible action to designate an Alternate Signer

## VI. ADMINISTRATIVE

- a. Discussion and Possible Approval of June 2025 MER
- b. Discussion and Possible Approval of July 2025 MER
- c. Discussion and Possible Approval of August 2025 MER
- d. Discussion and Possible Approval of Amended Budget for Administrative Packet (Ad Pac) 2025/2026
- e. Discussion and possible approval of up to \$500 per month for Moore Business Solutions/Wendy Moore for website
- f. Discussion and possible approval of up to \$400 per month for translation services

## VII. NEW BUSINESS

- a. Discussion and possible approval of a Neighborhood Purpose Grant (NPG) up to \$5,000.00 for North Valley Caring Services (NVCS) to help fund year end community celebrations in North Hills East.

North Valley Caring Services (NVCS) is requesting support to help fund our Year-End Community Celebrations, which include Harvest Fest, Thanksgiving, and Christmas events serving low-income and unhoused families in the San Fernando Valley. These events provide exciting entertainment and opportunities for families to have fun, receive resources and more in a safe, family friendly environment.

Funds will be used for event supplies, food distribution, entertainment, festive decorations, staging, and outreach materials that support a welcoming and inclusive environment for all attendees. These elements help promote health, safety, community engagement, and public well-being. No funds will be used for individual prizes or rewards; all activities are designed to serve a broad public purpose and strengthen the sense of connection within the local community.

- b. Discussion and possible action to approve a Neighborhood Purpose Grant (NPG) of up to \$5000 for Mission Community Police Council for Mission Foot Pursuit 5k Run.

Mission Community Police Council is requesting a grant to assist with the overall cost of the Mission Foot Pursuit 5K run. Most of the cost will be covered by sponsorship, allowing the participants and their families as well as any community member to enjoy the event free of cost. Funds raised from the run are used to help with the general costs of the program to benefit youth. The event will be held at Davis Training on facility on November 2, 2025, from check-in at 6am till completion at around 12pm.

The Mission of the 5K/1k run is to promote a healthier lifestyle and close the gap between the police department and the community by having all participants run through the actual police academy at the Davis training center in Mission hills. During and after the run, we invite the community to visit and enjoy free snacks, food, drinks, jumpers, face painting, music and many other activities provided with the help of our sponsors. Community can also visit LAPD static police displays such as K-9, SWAT and more. Your grant would make a great impact towards the cost of some of the above mentioned items. We are expecting over 1000 people to attend and enjoy the free fair and displays.

- c. Discussion and Possible Approval to streamline and cut down the number of NHENC Standing Committees to five and name the five Standing Committees.

NHENC may later revisit Standing Committees and add or remove from committee list.

Current Standing Committees:

- Executive Committee – made up of the Board President, Vice President, Treasurer and Secretary
  - Budget and Finance Committee – Chaired and co-chaired by the Treasurer and the Vice President, respectively
  - Educational and Youth Resources Committee – Connecting students with resources for higher education, tutoring; building relationships with school principals, parent centers; working with churches and non-profits on projects that serve our students
  - Outreach Committee
    - Outreach Strategy Subcommittee
    - Outreach Materials Development, Tools and Equipment Subcommittee
  - Land Use Committee – Zoning, Early Notification System monitoring, new development, etc.
  - Public Safety Committee - Emergency/disaster preparation, traffic lights, crosswalks at schools, child protection, Neighborhood Watch, Community Emergency Response Team training, Safer City Initiative, Captain's Quarterly Meetings, etc.
  - Beautification – Gateway project, bulky item pick up, Adopt-A-Basket, graffiti removal and reporting, potholes, lights, sanitation and other city services
  - Rules and Election Committee – serve as the experts of NHENC Bylaws, Standing Rules, Code of Civility, Brown Act, Roberts Rules, Empower L.A. Code of Ethics and other rules and guidelines governing NHENC's activities; advising Board Members, Committee members, stakeholders when necessary
  - City Life Committee – Cultural Affairs, The Environment, Social Health and Welfare, The Internet and Social Media.
- d. Board Members assignment to Committees (maximum of three board members per committee, except Executive Committee).
- e. Discussion and possible approval to designate a “committee meeting day”.

Multiple committee meetings may be held on this night or none at all. Having a set day will help with planning and scheduling committee meetings more often. Special committee meetings may still be held on a different day as needed.

#### **VIII. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS**

Comments from the public on non-agenda items within the Board's jurisdiction (Up to two minutes per speaker)

#### **IX. President's Report**

#### **ADJOURNMENT**

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, or 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 by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

#### **Public Posting of Agendas -**

Neighborhood Council agendas are posted for public review as follows:

- [Lucky's Donuts 9500 Sepulveda Blvd, North Hills, CA 91343](#)
- [www.NHENC.Org](http://www.NHENC.Org)
- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

#### **Notice to Paid Representatives -**

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

#### **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 our website: [www.NHENC.org](http://www.NHENC.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Vincent, at (213) 978-1929 or email at: [vincent.autiero@lacity.org](mailto:vincent.autiero@lacity.org)

#### **Reconsideration and Grievance Process -**

For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website [www.NHENC.org](http://www.NHENC.org)