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## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BEAUTIFICATION COMMITTEE/BOARD MEETING MINUTES

Tuesday April 25, 2017  
Chaminade High School, West Hills  
Revised April 26, 2017

Those in attendance were: Tony Brosamle, Reeyan Raynes, Faye Barta, Simone Best, Tom Booth, Dan Brin, Heidi Manning, Steve Randall, Ron Sobel, Joan Trent, and Brad Vanderhoof. Those joining the meeting in progress were: Olivia Naturman 6:40 PM, Matthew Davine 6:44 PM, David Burg 6:55 PM, Bonnie Klea 7:20 PM, and Myrl Schreiber 7:30 PM.

Committee Co-Chair Tony Brosamle called the meeting to order at 6:31 PM. Tony called roll and a quorum was established.

The March 2017 Joint Beautification Committee/Board Meeting Minutes were approved.

Numbers refer to agenda items:

3. Chair Comment: Reeyan commented that El Camino Real Charter High School is interested in having a joint community service project with the WHNC. They were unable to work out the details for the current school year and will be in contact in the fall.
4. Public Comment: Faye related she requested Senior Lead Officer Brown contact the residents of the house on top of the hill at Highlander and Platt to ask them to clean up the overgrown hillside that is part of their property. SLO Brown did speak to the residents but there has been no action yet.
5. Next Two Months' Cleanup Projects: After a discussion of conflicting events scheduled on May 20<sup>th</sup>, and a straw poll by Tony, the group agreed to change the date of the May cleanup from May 20<sup>th</sup> to May 13<sup>th</sup>. The group also agreed with Reeyan to move the start time from 8:30 to 8:00 AM. The May event is scheduled for Saturday, May 13, 2017 from 8:00 to 11:00 AM along the east side of Valley Circle from Victory north to Kittridge and beyond as time permits. Meeting place is the southeast corner of Valley Circle and Kittridge.  
Tony asked the group for suggestions for the June clean-up event: Reeyan read a list of previously discussed locations; Roscoe north of Orcutt Ranch, Highlander and Platt, Highlander and Valley Circle, Medical Center Drive, Dan; Saticoy west of Woodlake, Woodlake north of Saticoy, Tom; the east side of Fallbrook near Criswell, Matt; the Platt hill. By popular consensus the group selected Fallbrook near Criswell as the location for the June cleanup. The group set June 17, 2017 from 8:00 to 11:00 AM as the date and time for the June cleanup. Meeting place is the Fallbrook Mall parking lot at Criswell.

Heidi suggested setting locations for an entire year so stakeholders can plan for a cleanup event in their neighborhood. Tony will add this item to the May agenda. Tony reminded the group to think about projects for the November service day with the Church at Rocky Peak.

6. Letters to the Community: Tom and Reeyan reviewed the concept purpose behind the letters to homeowners. Reeyan presented the proposed template for a follow-up letter discussing municipal code sections and possible penalties. Steve recommended a section of the letter be changed to a bold font for emphasis. Tony reminded the committee members that use of the letters requires a vote at meeting where the recipient address appears on the agenda. Tom stated his belief that a letter delivered by the mail service would have more impact than a hand delivered letter. Ron mentioned the postal service has special rates for area mailings and will check on the details.  
Tony moved to approve the letter presented as a template. Reeyan seconded.  
The motion was approved by unanimous consent.
7. Parkway Maintenance Brochure: Reeyan presented and showed a copy of the proposed brochure. The vendor is Crystal Graphics, who quoted \$320 for a quantity of 2500. The brochure will be printed on ten-point card stock, scored and folded. Tony explained the funds would come from the Orcutt Ranch NPG line item in the Beautification Committee budget for 2016-2017 (as previously discussed the WHNC will not be giving a grant to Orcutt Ranch). Dan asked that the font size be increased for the small print.  
Steve made a motion to approve the brochure with a larger font, use of the NPG funds for the brochure, and a funding request of an amount not to exceed \$350. Ron seconded.  
Ayes – 11, Noes – 0, Abstain – 0     The motion passed.  
The funding request is approved and will be sent to the Budget Committee.
8. FY 2017-2018 Operating Budget: Reeyan announced the Committee Co-Chairs have decided to request a total of \$1500, which is equal to the Clean Streets LA award. Tony reviewed the Beautification Committee budget allocations for the past two years; 2016-2017 \$750, 2015-2016 \$150.  
Reeyan made a motion to approve a budget request of \$1500 for FY 2017-2018. Steve seconded.  
Ayes – 11, Noes – 0, Abstain – 0     The motion passed.  
The budget request is approved and will be sent to the Budget Committee.
9. Trash Bins in West Hills: Reeyan read a list of proposed locations. Tony stated the deadline for submitting a list to the CD12 office for the first round of installations has passed so the WHNC request will be sent directly to the Department of Sanitation with a copy to CD12. Reeyan will research and identify the appropriate contact person at the Dept. of Sanitation.
10. Beautification Strike Teams and My311LA Walks: Tony explained the strike teams are a concept in development for deployment in conjunction with the My311LA effort.
11. Mulch Location in West Hills: Item tabled until May.
12. Curb / Fire Hydrant Painting: Item tabled until May

Committee Co-Chair Tint Brosamle adjourned the meeting at 7:36 PM.

The next cleanup event is scheduled for Saturday, May 13, 2017 from 8:00 to 11:00 AM. Meeting place is the SE corner of Valley Circle and Kittridge.

The next meeting of this committee will be held: Tuesday, May 23, 2017 at 6:30 PM, Chaminade High School Condon Center, second floor conference room.

**Public Input:** The public is requested to fill out a Speaker Card to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. 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, an issue raised by a member of the public may become the subject of a future committee meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the committee.

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