

IT'S OUR NEIGHBORHOOD. LET'S BUILD A COMMUNITY.



## West Hills Neighborhood Council

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### **Joint BEAUTIFICATION COMMITTEE/BOARD MEETING MINUTES Tuesday March 22, 2016 West Hills Hospital, West Hills**

The meeting was called to order at 6:34 PM by Tony Brosamle and Reeyan Raynes, Committee Co-Chair's.

Those in attendance were Tony Brosamle, Reeyan Raynes, Aida Abkarians, Tom Booth, Dan Brin, Matthew Davine, Heidi Manning, Steve Randall, Ron Sobel, and Brad Vanderhoof. A quorum was established.

Matthew Davine, a West Hills stakeholder and El Camino Charter High School student, was welcomed by the committee.

The February 2016 meeting minutes were approved.

Tony suggested there is a need to form working groups or subcommittees to address specific issues. Reeyan agreed with Tony.

Reeyan updated the committee regarding the storage shed at Orcutt Ranch. A Right of Entry questionnaire was required and the Co-Chairs took executive action to complete and submit the required documentation.

Public Comment Period: no comments made

#### March 12, 2016 Cleanup Event

Tony apologized for the late change of location and explained the process and events that led to the decision. Reeyan stated that the El Camino Key Club has committed to participate in all cleanup events this summer. Tony suggested an outreach subgroup be formed to reach out to more clubs. The Co-Chairs thanked Heidi for distributing flyers. Dan commented that a tree branch near Fallbrook and Ingomar was missed. Tom suggested a 311 call would be preferable to the committee trying to go back and correct this. Tony asked that committee members make multiple 311 calls. Tom commented he is concerned about the change of location issue circumventing the committee process. Tony proposed each project have a person designated as the focal point to take ownership and coordinate any modifications needed after the committee meeting. Dan expressed the need to have a secondary site and a backup plan. Tom suggested increasing the level of scouting activity to improve the site selection process.

Tony and Reeyan led discussion on possible sites and dates for the next two months. The following sites were suggested: Reeyan - Valley Circle Blvd.; Dan - lots of locations have weeds but it is still growing season; Steve - north side of Roscoe east of Fallbrook; Tony - Medical Center Drive east of Woodlake; Tony - north of Roscoe across from Orcutt; Joe - Platt hill north of Sherman Way. Tony suggested the committee request that the Communication Committee create a suggestion button on the web page to engage the community in identifying target areas. Aida said it could be a competition based on how many volunteers commit to the different projects. Dan suggested the Beautification Committee also focus on trash pickup.

Dates chosen were 4/16/16 and 5/14/16. Reeyan stated event time will remain 8:30 to 11:00 until summer. It was determined by consensus that Valley Circle Blvd. between Strathern St. and Roscoe Blvd. will be the cleanup location on 4/16/16. Meeting place is Valley Circle and Strathern.

#### Neighborhood Draft Letter

Dan reported the draft letter is completed. Tony requested a working group be created to prepare a letter for review at the next meeting. Tony also mentioned there are three different types of letter required. The letter types are; 1. Notice of upcoming event, 2. Review after completion of event, 3. Special letters for specific issues e.g. falling fences. Aida suggested using a list form for the letters and stressed the letters be kept as short as possible. Tony also suggested the committee create a list and map of street addresses that have side street responsibility for future use. A working group was created with Reeyan, Heidi and Dan as members.

#### School Collaboration

Aida stated it is too late to partner with schools for this school year. Heidi said she could go to year end PTA meetings. Aida suggested using the monthly school calendars as a communication vehicle to reach parents.

#### FY 2015-2016 funds

Reeyan reported that a sum of \$150 is available. Reeyan stated the most urgent needs are for brooms, scoop shovels and gloves. Tony suggested spending \$150 on push brooms. Reeyan and Tony then modified this proposal to \$120 on brooms and \$30 on gloves. The committee voted to authorize Reeyan and Steve to make the sourcing decision and proceed with the purchase of brooms and gloves with the expenditure not to exceed \$150. Tony said the committee needs to have wish lists ready for the Budget Committee for both remaining FY 2015-2016 funds and FY 2016-2017 budget. Dan brought up the need for replacement line for the string trimmers.

#### Platt Library and Potential Donation of Trees

Tom recommended the committee stop pursuing the donation of trees. The committee voted to end the activity. Reeyan reported the Platt Library looks much better.

Tony encouraged committee members to download and log into MYLA311 app.

Dan commented on the removal of parkway trees by a liquor store on Roscoe east of Farralone. Dan contacted Urban Forestry and Bureau of Street Services Enforcement Division and found out the tree removal was illegal but the violation is unenforceable because the plantings were not in compliance with policy. Dan would like the committee to take an action to plant a crepe myrtle tree at the location and requested his proposal be added to the for the next meeting.

The next cleanup was scheduled for Saturday April 16, 2016, to clean the area on Valley Circle Blvd, between Strathern St. and Roscoe Blvd. at 8:30 AM.

The next meeting of this Committee will be held on April 19, at 6:30 PM at West Hills Hospital, first floor Conference Room.

Meeting was adjourned at 7:58 PM by Tony Brosamle and Reeyan Raynes.