

# LAKE BALBOA NEIGHBORHOOD COUNCIL

## Board Meeting Agenda

**June 7, 2017**

**6:30pm - meet and greet**

**7:00 pm - meeting starts**

**Gault Street Elementary - Auditorium**

**17000 Gault St. - Lake Balboa, CA 91406**



The public is requested to fill out a **"Speaker Card"** to address the Board on any item of the agenda prior to the Board taking action on an item. Agenda is posted for public review at **Ralph's Market**, 17250 Saticoy St. 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 you wish to attend by contacting (213) 978-1551 or toll-free at (866) LA HELPS, or [email ncsupport@lacity.org](mailto:ncsupport@lacity.org)

**Welcome - Please Sign In – Speaker Cards - Refreshments are in the back of the room - We are a department within the city of Los Angeles, we are therefore required to follow city and state laws. The Brown Act does not allow us to discuss anything that is NOT on tonight's agenda. Items are on time limits so that the meeting will end around 930p for the school staff. Time allocations are approximate and may be shortened or lengthened at the discretion of the President. The time keeper is: \_\_\_\_\_.**

**Please USE THE MICROPHONE for the convenience of our stakeholders.**

*"The challenge of leadership is to be strong, but not rude. Be kind, but not weak. Be bold, but not a bully. Be thoughtful, but not lazy. Be humble, but not timid. Be proud but not arrogant. Have humor, but without folly." Jim Rohn*

### 1. Roll Call Quorum is 9

2. **Board Certification:** Poll board regarding the status of Ethics Training Gravani 1 min -

3. **Adoption of the Agenda June 7, 2017**

4. **President's comments on Minutes for May 3, and May 27, 2017**

Since the May 3<sup>rd</sup> meeting was the last opportunity for LBNC to spend as much of the remaining \$42,000 provided by the City of LA, there were a lot of funding items. Not knowing which items would be approved or not, the agenda was written in a way to capture whatever money was left in the budget and still provide the community with what we wanted to achieve. Each item was discussed with time for questions and answers before the final vote as required by **Rosenburg's Rules of Order**. After the meeting a complaint was filed with the Dept Of Neighborhood Empowerment (DONE) and we were requested by DONE and the City Attorney to redo the funding items because of that complaint. Being conscientious, I wanted to know why our agenda was not correct. I asked for documentation several times as to where I could find the requirements. **No Answers**. I scoured the official **Treasurer's Handbook**, I looked through **EmpowerLA's website** as well as the **City Clerk's website** since they now handle NCs funding. I could not find a procedure or policy to guide me. In order to get the funding processed, I used the suggested example forwarded to me by LBNC's Neighborhood Council ADVOCATE. LBNC Board Members attended a special meeting held on a holiday weekend to comply with the unwritten rules. I want it on record that at no time was LBNC trying to embezzle funds or use them inappropriately. We just wanted to spend all money that was available to us for the good of our community. Extraordinary amounts of time were spent on this issue by the Treasurer, Jim Hart; the 2<sup>nd</sup> Signer, Jim Stein and myself.

- 5. **Approval of Minutes** For May 3, 2017 Meeting,
- 6. **Approval of Minutes** For Special Meeting Saturday May 27, 2017 (absent and ineligible to vote were: Linda Pruett, Sandy Joseph, Ruth Doxsee, Tom Riley, Karen Schatz)
- 7. **Guests from Bassett St. School**, Mrs. Madrid and Students are here with a Video Kristen - 10 minutes
- 8. **Announcements and Reports: 22 minutes** **if present, PLEASE IDENTIFY YOURSELF – Representatives of** LAPD, Local, City, County, State and Federal Government **Two-minute limit per speaker.**

- West Valley LAPD Captain Beverly Lewis - Senior Lead Officers (SLOs) - **1-877-ASK-LAPD**
  - 1. Officer Parra - [34488@lapd.online](mailto:34488@lapd.online)
  - 2. Officer Olivares - [34728@lapd.online](mailto:34728@lapd.online)
- LA Councilwoman's Martinez's office (Council District 6) 818-778-4999 – Lauren Padick-Field Deputy
- LA Mayor Garcetti's office –[Brian.Gavidia@lacity.org](mailto:Brian.Gavidia@lacity.org) cell 213-713-0960
- LA City Attorney's Office – 213-978-8100
  - 1. Neighborhood Prosecutor – Raffy Astvasadoorian - [raffy.a@lacity.org](mailto:raffy.a@lacity.org) 818-374-6842
- LAUSD Scott Schmerelson's office (District 3) 818-654-3776 - [Ankur.Patel@lausd.net](mailto:Ankur.Patel@lausd.net)
- LAUSD Kelly Fitzpatrick-Gonez office (District 6) 213-241-6388 - [Julio.Anleu@lausd.net](mailto:Julio.Anleu@lausd.net)
- LA County Supervisor Shiela Kuehl's office (District 3) 213-974-3333
- CA Assemblymember Adrin Nazarian's office (District 46) 818-376-4246 [Emma.Taylor@asm.ca.gov](mailto:Emma.Taylor@asm.ca.gov)
- CA State Senator Robert Hertzberg's Office (District 18) - 818-901-5588 - Barri Worth Girvan
- CA State Senator Henry Stern's Office (District 27) - 818-876-3352—[Nancy.Farias@sen.ca.gov](mailto:Nancy.Farias@sen.ca.gov)
- US Representative Tony Cardenas –(District 29) – 818-782-7407 - Kenny.Lasalle
- US Representative Brad Sherman – (District 30) - 818-502-9200 -

- 5. **Guest Speaker Ata Khan, Planning Assistant Community Plan Group 15 min presentation/10 min Q& - Riley**
- 6. **PUBLIC COMMENT: 10 MIN** - Comments from Public on Non-Agenda items, Issues, Announcements and Complaints within the jurisdiction of the Lake Balboa NC. Please fill out a speaker card, TIME PERMITTING 1 minute limit per speaker, you may be asked to select a spokesperson. **The California State Law known as the Brown Act requires PUBLIC COMMENT to be a NON-DISCUSSION PERIOD.**

**5 minute break to mingle with the stakeholders**

- 7. **ANNOUNCEMENTS and REPORTS:** Committee Chairs and Board Members - **30 min TOTAL (2 min each)**
    - President -
    - Emergency Preparedness - Pruett/Joseph
    - Health & Public Safety- Brown
    - Land Use - Riley
    - Outreach - Nelson/Kurland
    - Ad Hoc Database - Gutierrez
    - Ad Hoc Education - Gutierrez
    - Ad Hoc Newsletter - Fujitaki/Kurland
    - Ad Hoc Recreation & Park -Stein/Riley -
    - [June 17<sup>th</sup>, Balboa Park Sports Center w/Encino NC Kids Fitness Challenge](#)
    - Sepulveda Basin Wildlife Areas Steering Committee (SBWASC) -Doxsee/Kurland
    - Youth Affairs - McKay
    - Liaisons
      - Animal Services - Jennifer Freel
      - Homeless - Kurland/Schatz
      - Sustainability-ByRoN Gutierrez
- BOARDMEMBERS**

- 8. **Budget Advocate** - Update: Carol 5 min      Carol & Karen-reps      [Budget Day is June 24, 2017, 730a-4p](#)

9. **Treasurer's Report** - review & request adoption of the monthly Expenditure Report (MER) for May 2017 - Hart 5 min
10. **BUDGET** - Discussion and possible action to update 2016/17 LBNC Budget - Hart 15 Min
14. **BUDGET** - Discussion and possible action regarding 2017/18 LBNC Budget and authorization to pay bills due during July and August- Hart 15 min
  - a) Public Storage \$336 per month - total of \$4,032
  - b) At&t - \$17 per month, \$204 for the year.
  - c) Up to \$200 for the year to pay for web site ownership fees
  - d) Mike the Printer - up to \$3,000 per year for newsletter expenses (we can do more later I'm still finalizing the budget)
  - e) \$200 for Post office box
  - f) \$1,800 for AppleOne Transcription Services
  - g) Up to \$100 per month for Web Hosting services
  - h) Up to \$400 per committee per year for refreshments
  - i) Up to \$55 per month for the monthly full board mtg
  - j) Up to \$60 per committee per month for copies - Up to \$120 for board mtgs per month
  - k) Up to \$2,100 for rental of Gault Auditorium per year
  -
15. **MURAL**: Discussion and possible action regarding City Clerk/DONE's refusal to pay invoices/payments associated with the May 13/14 mural - Nelson-Gravani 20 MIN
16. **FUNDING** - Discussion and possible action regarding the reimbursement of \$205.71 to Board Member Linda Gravani for refreshments at an LBNC event - Gravani 2 Min
17. **FUNDING** - Discussion and possible action: Health and Safety Committee requests up to \$3000 for the purchase of 100 Neighborhood Watch Signs and sign mounts from the 2017/18 budget- Brown 5 min
18. **LANDUSE: 6933 De Celis Place** AA 2016-714-PMLA - Tom Riley, the chair of the LBNC Land Use committee recommends denial of this project due to the fact that no one representing the project came to any Land Use meeting. Gravani - 5 min
19. **Strategic Plan**-Discussion and possible action regarding LBNC's plan for 2017/18 Gravani 15 min.
20. **Committees**: Discussion on Committee Goals as it relates to the Strategic Plan - Gravani 10 min
21. **Selection of 2017/18 executive board**. According to LBNC's bylaws the position of Officers shall be filled annually. Executive Board: President, 1<sup>st</sup> Vice-President, 2<sup>nd</sup> Vice President, Secretary, Treasurer, 2<sup>nd</sup> Signer, Communications Officer - Gravani 15 min
22. **DEADLINES**
  - Jun 7, 2017 - Last day to issue an online check payment using Union Bank Account
  - Jun 11, 2017- Last day to use the NC Bank Card
  - Jun 30, 2017 - Last day to submit Strategic Budget Package for 2017/18 fiscal year (\$42,000)
23. **NO JULY MEETING**, next LBNC meeting is August 2, 2017
24. **ADJOURNMENT**

**Next Regular Meeting of the**

**Lake Balboa Neighborhood Council**  
**Wednesday August 2, 2017 at 7:00 PM**

For your convenience, the Bylaws are available on our website [www.lakebalboanc.org](http://www.lakebalboanc.org)

"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 by clicking on the following link:

[www.lakebalboanc.org](http://www.lakebalboanc.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 Carol Newman our current secretary.

**P.O. Box 7720, Lake Balboa, CA 91409 -- Voicemail (818) 779-9026**

**Visit our website: [www.LakeBalboaNC.org](http://www.LakeBalboaNC.org)**

**ALL MEETINGS ARE OPEN TO THE PUBLIC**



**Lake Balboa Neighborhood Council Members are  
ELECTED UNPAID VOLUNTEERS  
Trying to keep our community the best it can be.**



## **Lake Balboa Neighborhood Council – COMMITTEES**

**Emergency Preparedness** – 2<sup>nd</sup> Saturday of the Month 9am – \*Flyaway Bus Terminal 2<sup>nd</sup> floor meeting room – [Co-chairs Lindap@lakebalboanc.org](mailto:Co-chairs Lindap@lakebalboanc.org) & [Sandy@lakebalboanc.org](mailto:Sandy@lakebalboanc.org)

**Amateur Radio Check-in** – Every Sunday 9am – Simplex 145.570  
If busy, go down by 10's to 145.530 – NO FURTHER – Dan [Tomlinson KI6YOW@gmail.com](mailto:Tomlinson KI6YOW@gmail.com)

**Land Use** – 3<sup>rd</sup> Monday of the Month 7pm– \*Flyaway Bus Terminal 2<sup>nd</sup> Floor meeting room Chair - [Thomas@lakebalboanc.org](mailto:Thomas@lakebalboanc.org)

**Health & Public Safety** -- 3<sup>rd</sup> Saturday, 10am - \*Flyaway Bus Terminal 2<sup>nd</sup> floor meeting room - Chair – [jamesb@lakebalboanc.org](mailto:jamesb@lakebalboanc.org)

**Outreach** - 4<sup>th</sup> Tuesday of the Month 7pm- \*Flyaway Bus Terminal 2<sup>nd</sup> Floor meeting room  
Chair [allen@lakebalboanc.org](mailto:allen@lakebalboanc.org)

**Community Police Advisory Board – CPAB** – 630pm – 2nd Wednesday of month at West Valley Police Department – 19020 Vanowen St, Reseda CA 91335

**Van Nuys Airport - Citizens Advisory Commission – CAC** - 7pm 1<sup>st</sup> Tuesday of month at \*Flyaway

**\*The Flyaway Bus Terminal – Community Meeting Room, Second Floor**  
**GO INSIDE** – take elevator at north end of the building to 2nd floor – turn right to the end of the hall  
7610 Woodley Avenue (NE Corner of Saticoy and Woodley) Van Nuys, CA 91406 **PARK FREE** out front in the spaces closest to Woodley Avenue