

DRAFT

**Lake Balboa Neighborhood Council Board Meeting Minutes  
Wednesday, September 6, 2017 6:30 pm  
Gault Elementary School - Auditorium  
17000 Gault St., Lake Balboa, California 91406**

**Meeting called to order by Linda Gravani, President, at 7:01pm.**

- 1. Roll Call, 13 board members were present at the start of the meeting, which satisfied quorum of 9. About 31 stakeholders and others were present at the beginning of the meeting.**

|                  |   |                           |
|------------------|---|---------------------------|
| Carla Bautista   | At-Large Appointed SR   | <b>P; Left at 9:01pm</b>  |
| James Brown      | Residential Stakeholder Representative (RSR);<br>1 <sup>st</sup> Vice President | <b>P</b>                  |
| Ruth Doxsee      | Organizational Stakeholder Representative (OSR)                                 | <b>P</b>                  |
| Kristen Fujitaki | At-Large Appointed, Second Vice President                                       | <b>P</b>                  |
| Linda Gravani    | Business Stakeholder Representative (BSR);<br>President                         | <b>P</b>                  |
| Byron Gutierrez  | At-Large Elected CISR   | <b>P; Arrived 7:06pm</b>  |
| James Hart       | RSR; Treasurer  | <b>P</b>                  |
| Sandy Joseph     | RSR   | <b>E</b>                  |
| Cindy Kurland    | RSR   | <b>P</b>                  |
| Madeleine McKay  | Youth Stakeholder Representative  | <b>P; Left at 9:06 pm</b> |
| Allen Nelson     | OSR   | <b>P; Arrived 7:07pm</b>  |
| Carol Newman     | BSR; Secretary  | <b>P</b>                  |
| Mary L Pennomon  | Senior Stakeholder Representative   | <b>P</b>                  |
| Linda Pruett     | OSR   | <b>E</b>                  |
| Tom Riley        | RSR   | <b>P</b>                  |
| Karen Schatz     | RSR   | <b>P</b>                  |
| Jim Stein        | BSR; 2 <sup>nd</sup> signer   | <b>P</b>                  |

President Linda Gravani turned the running of the meeting over to James Brown, First Vice President, because Linda had a family emergency that she was monitoring.

**2. Adoption of the Agenda September 6, 2017**

*Carol Newman brought a motion to adopt the Agenda for September 6, 2017, seconded by Linda Gravani*

**13 AYES:** Bautista, Brown, Doxsee, Fujitaki, Gravani, Hart, Kurland, McKay, Newman, Pennomon, Riley, Schatz, Stein

**VOTE: (13-0-0-0) MOTION PASSES**

Byron Gutierrez came in at 7:06 p.m. and Allen Nelson came in at 7:07 p.m.

**3. Approval of Minutes for August 2, 2017**

*Karen Schatz brought a motion to approve the minutes for August 2, 2017, seconded by Linda Gravani*

**13 AYES:** Bautista, Brown, Fujitaki, Gravani, Gutierrez, Kurland, McKay, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**2 ABSTENTIONS:** Doxsee, Hart

**VOTE: (13-0-2-0-0) MOTION PASSES**

**4. ANNOUNCEMENTS AND REPORTS**

**A. LAPD Officer Smith (formerly Officer Parra)**

Burglaries and car crimes in the area are down. The Citizens Police Academy is starting September 28, 2017, every Thursday for eight weeks, free, at West Valley Community Room.

**B. LAPD Officer Steve Olivares**

Make sure you have a plan in case there's an emergency. Prepare for emergencies with a go bag with important papers and prescriptions, passport, etc.

**C. Lauren Padick – Field Deputy LA Councilwoman Martinez's Office (818) 778-4999**

Coastal Clean-Up Day is Saturday, September 16, 2017 from 9:00 – 12:00 in Lake Balboa Park.

**D. Gonsalo Garay - LAUSD Northwest District Administrator/Parent Community Engagement**

We want to develop a partnership between Neighborhood Councils, schools, and the District. We support 100% graduation. Almost every school should have a parent center, empowering parents to be leaders.

**E. Emma Taylor – Assembly Member Adrin Nazarian's Office (818) 376-4246**

Assemblyman Nazarian will be teaming up with Senator Ben Allen and Councilman David Ryu to do a hike in Runyon Canyon with the legislators on Saturday, September 9, 2017 at 10:30am at the Fuller Entrance.

On Sept. 17, 2017 our office will be hosting an Open Forum from 2:00-3:30pm at the Unitarian Universalist Church in Studio City with the Assemblyman and community members.

**F. Nigel Sanchez – Field Rep from US Rep. Tony Cardenas' Office**

The 2017 Job Fair will take place on Thursday, September 21, 2017 from 9:00am – 1:00pm at L.A. Mission College in Sylmar.

**G. Vanessa Serrano, DONE**

The 2017 Congress of Neighborhoods will take place on Saturday, September 9, 2017 at Los Angeles City Hall. Registration is still open and is open to the public. This event is targeted toward NC board members. There will be over 40 workshops. Reminders are on the monthly profile sent to board members. (Linda Gravani stated that we will have 2 of our board members speaking.) All board members need to take the survey showing the diversity of NC's. The City Clerk needs the budget package submitted.

**H. Antoinette Broussa– Principal of Gault Street School**

She introduced herself and where she has worked in the past and talked about her plans for the school. She hopes to bring all of her skills to Gault St. and is very excited to be here.

**5. Guest Speaker LAPD Community Relations Unit/Communications Division**

A presentation was given by Ashley Norman and her partner Robin Nash about 911. In 2016, operators took a total of 4.5 million calls on 911 and the nonemergency number 877-ASK-LAPD, of which 2.5 million were on 911. Of those, 30% were actual emergencies. The nonemergency number should be used for such things as making police reports, noisy parties, and nonviolent disputes.

**6. Public Comment**

**A. Linda Schwering**

The 10th annual Valley Disaster Preparedness Fair will take place on October 7, 2017 from 10:00am – 2:00pm at the northwest corner of Northridge Fashion Center, at Plummer and Shirley. Emergency supply kits will be given to all who register. Register at [www.ValleyDisasterFair.com](http://www.ValleyDisasterFair.com).

**B. Steve Argubright – Pacific Aviation Development**

He stated that his company is back and he will come to the meetings to give updates. He spoke about the Propeller Park.

**C. Kevin Hasely, West Valley Regional Library**

He encouraged stakeholders to visit their library and outlined the programs being presented, including Latin History Month.

**D. Tony and Laura Armstead**

They have a problem with parking in their neighborhood (Gaviota) due to apartment parking.

**E. Jennifer Freel**

She spoke about social media. The board should use social media to its advantage. The agenda is not on social media.

**F. James Cordaro**

He spoke regarding a major problem with parking in his neighborhood with overflow parking from apartments.

The board took a 5-minute break to speak with stakeholders.

**7. Announcement and Reports**

**President's Update**

**Linda Gravani**

Committee Chairs need to advise her who the vice chairs and committee members are and which City Council committees they are monitoring. A meeting needs to be set up to discuss the Lake Balboa Master Plan. There will be a meeting on Park Funding 102 at the Encino-Balboa Sports

Complex on October 12, 2017 from 9:30 a.m. to 11:30 a.m. to provide an update on the implementation of Measure A.

**Education Committee – Byron Gutierrez**

The chess and robotics programs are moving forward. We've reached out to schools. We're committed to Bassett and Lemay and we've reached out to Mulholland. A committee meeting will be coming up.

**Health and Public Safety – James Brown**

There was a Neighborhood Watch meeting on August 19, 2017 at the Flyaway. Four people volunteered to become block captains and to organize Neighborhood Watch groups. Anyone interested in forming a Neighborhood Watch group should contact James. Neighborhood Watch street signs are available. Free community CPR and AED Training will take place on Saturday, September 16, 2017 at 10:00am at the Flyaway with same day certifications. Last year we trained 680 people. This year the goal is 1000. Heart disease is the #1 cause of death. Jim Stein was appointed co-chair of the Health and Public Safety Committee, and Carla Bautista is on that committee. The Community Impact Statement that Lake Balboa Neighborhood Council issued in April 2015 having to do with false alarms has not yet come up for a vote in Council.

**Land Use – Tom Riley**

Planning has an application for a 54-unit, 5-story apartment complex at the corner of Sherman Way and Woodley. There will be a special meeting on September 26, 2017, probably at Bassett Street School, to invite the entire community to express thoughts and feelings. We are getting huge complexes in that area and no way to absorb the traffic.

**Outreach – Allen Nelson**

The new Co-Chair of the Outreach Committee is Carla Bautista, and the voting members have been chosen. Trash-related problems were discussed at the last meeting. It was suggested that we contact Kroger to see if they would be willing to freeze the wheels of grocery carts to stop them from being taken. Aaron DeVandry was released from the hospital after emergency brain surgery.

**Ad Hoc Rec and Parks – Jim Stein**

Park Funding 102 will take place on October 12, 2017 from 9:30 – 11:30 a.m. at 17015 Burbank Blvd. at the Burbank Sports Multipurpose Center. The next committee meeting will be Tuesday, October 10, 2017 at 7:00pm.

**Ad Hoc Newsletter – Kristen Fujitaki**

Articles for the newsletter are due by Monday, Sept. 11 at 5:00pm.

**Sepulveda Basin Wildlife Areas Steering Committee (SBWASC) – Cindy Kurland**

The committee did not meet last month, so there was nothing to report.

### **Youth Affairs – Madeleine McKay**

She stated she wants students to understand they can make an impact on the community through their schools. She is working with Daniel Pearl High School. She's working on a tentative date for a speaker to come in late October or early November. She is still waiting on Birmingham to get back to her. She is very excited about this project.

### **Liaisons**

#### **Animal Services – Jennifer Freel**

This week there are discounted fees for adoption at all the animal shelters. There will be an L.A. Animal Services public meeting at Mission Hills next week with animal rights organizations. Temporary foster care is needed for dogs and cats due to the fires. Animal issues are shared on social media – 135 people are on Facebook in the Lake Balboa area on Animal Network.

#### **Homeless – Karen Schatz and Cindy Kurland**

Cindy stated she attended the meeting last Wednesday. A census was done in January, and, according to the census, there are 57,794 homeless people in the County, an increase of 28% over last year. In Council District 6, there was a 10% increase. There has been a huge increase in homeless Latinos, African Americans, and Asians. The problem is that rents are increasing and there isn't enough housing. Two Housing Ordinances are being proposed: the Permanent Supportive Housing Ordinance and the Interim Motel Conversion Ordinance. There will be a public information meeting September 23, 2017 from 9:30 – 11:30 a.m. and a public outreach meeting September 25, 2017 at 5:00pm at the Braude Services Center on Van Nuys Boulevard.

### **Board Members**

There was a discussion about the homeless issue. Carol Newman stated that there is a disconnect between our trying to limit housing in Lake Balboa and our community's desire to get the homeless people off the street, and that we have to come to grips with the housing issue – homeless people simply won't disappear from Lake Balboa. Jim Stein stated that the apartments being built aren't doing anything for the homeless. Linda Gravani stated the difficulty with the apartment buildings is the parking situation. Karen Schatz said that the apartments are so expensive they have to have numerous people living in them to meet the rent, which increases the number of cars.

#### **8. Budget Advocate – Update, discussion and possible action – Carol Newman**

Budget Advocates meet twice a month. There are 36 Budget Advocates. Regional Budget Day will take place early next year so they're planning for that in advance. We need to hear from stakeholders as to what they want in the City budget.

#### **9. Budget – Discussion and possible action to update 2017/18 LBNC Budget -- Hart**

Lake Balboa Neighborhood Council's budget this year is \$42,000. The budget does not need an update. The net available now is \$37,182.99.

**10. Treasurer's Report – Review and Request adoption of the monthly Expenditure Report (MER) for June 2017**

*James Hart brought a motion to adopt the MER report for June 2017, seconded by Jim Stein*

**14 AYES:** Bautista, Brown, Doxsee, Fujitaki, Gravani, Gutierrez, Hart, Kurland, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**1 INELIGIBLE:** McKay

**VOTE: (14-0-0-1-0) MOTION PASSES**

**11. Treasurer's Report - Review and Request adoption of the monthly Expenditure Report (MER) for July 2017**

*James Hart brought a motion to adopt the MER report for July 2017, seconded by Jim Stein*

James Hart stated that he no longer produces the report for the NC – it is done by the City Clerk.

**14 AYES:** Bautista, Brown, Doxsee, Fujitaki, Gravani, Gutierrez, Hart, Kurland, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**1 INELIGIBLE:** McKay

**VOTE: (14-0-0-1-0) MOTION PASSES**

**12. Treasurer's Report - Review and Request adoption of the monthly Expenditure Report (MER) for August 2017**

The August MER has not been generated yet.

**13. COUNCIL FILE 17-0851 – what options are available to fund and register LB Murals – Discussion and possible action**

*Allen Nelson brought a motion to approve Council File 17-0851, seconded by Linda Gravani*

**15 AYES:** Bautista, Brown, Doxsee, Fujitaki, Gravani, Gutierrez, Hart, Kurland, McKay, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**VOTE: (15-0-0-0-0) MOTION PASSES**

**14. CLEAN STREETS LA – Discussion and possible action – Applications due 9-21-17, Challenge from Oct 1-Nov 30, 2017**

*Byron Gutierrez brought a motion to table Item #14, seconded by Mary Pennomon*

**14 AYES:** Bautista, Brown, Doxsee, Fujitaki, Gravani, Gutierrez, Hart, Kurland, McKay, Nelson, Newman, Pennomon, Riley, Stein

**1 ABSTENTION:** Schatz

**VOTE: (14-0-1-0-0) MOTION PASSES**

**15. LAND USE: 16903 Strathern AT&T above ground facility – Land Use Committee approved – Discussion and possible action**

*Tom Riley brought a motion to approve the project, seconded by Karen Schatz*

**12 AYES:** Bautista, Brown, Doxsee, Gravani, Hart, McKay, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**3 ABSTENTIONS:** Fujitaki, Gutierrez, Kurland

**VOTE: (12-0-3-0-0) MOTION PASSES**

Carla Bautista left the meeting (9:01 p.m.).

**16. LAND USE: 15951 Sherman Way APCSV20172616, CPC2017-877 & VTT-74895 – Development of 2 single family homes – Land Use Committee approved – Discussion and possible action**

*Tom Riley brought a motion to approve the project, seconded by Carol Newman*

**11 AYES:** Brown, Fujitaki, Gutierrez, Hart, Kurland, McKay, Nelson, Newman, Pennomon, Riley, Stein

**3 NAYS:** Doxsee, Gravani, Schatz

**VOTE: (11-3-0-0-0) MOTION PASSES**

**17. LAND USE: Update on RESEDA-WEST VAN NUYS COMMUNITY PLAN Ad Hoc Committee**

Tom Riley gave an update on Reseda-West Van Nuys Community Plan. The Land Use Committee felt we should have a committee of younger stakeholders, to meet every other month. We want 12-15 people. There will be a meeting on Sept. 20, 2017 at the Flyaway at 7 p.m.

Madeleine McKay left the meeting (9:06 p.m).

**18. FUNDING: Discussion and possible action to purchase business cards for Fujitaki, Joseph, Brown, Pruettt, Pennomon, Gravani - \$90 one time set-up fee, \$21 for 250 cards, \$27 for 500 cards.**

**Request up to \$275**

*Linda Gravani brought a motion that Lake Balboa Neighborhood Council spend up to \$275 for business cards, seconded by James Hart*

**13 AYES:** Brown, Doxsee, Fujitaki, Gravani, Gutierrez, Hart, Kurland, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**VOTE: (13-0-0-0-0) MOTION PASSES**

**19. FUNDING: Discussion and possible action to purchase Outreach promotional items, T-shirts, tote bags, pens & flashlights. Request UP to \$4000 promotional items**

*Jim Stein brought a motion that Lake Balboa Neighborhood Council approve up to \$4000 to purchase Outreach promotional items, T-shirts, tote bags, pens & flashlights, seconded by Karen Schatz*

**13 AYES:** Brown, Doxsee, Fujitaki, Gravani, Gutierrez, Hart, Kurland, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**VOTE: (13-0-0-0-0) MOTION PASSES**

**20. FUNDING: Discussion and possible action to purchase 6 CPR Training kits to be used by several Lake Balboa Schools. Funding request up to \$4700**

*James Brown brought a motion that Lake Balboa Neighborhood Council approve up to \$4700 to purchase 6 CPR Training kits to be used by several Lake Balboa Schools, seconded by Karen Schatz*

**1 AYE:** Brown

**12 NAYS:** Doxsee, Fujitaki, Gravani, Gutierrez, Hart, Kurland, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**VOTE: (1-12-0-0-0) MOTION FAILS**

**21. FUNDING: Discussion and possible action to purchase 100 Neighborhood Watch Signs including mounts. Request up to \$3,400**

*James Brown brought a motion that Lake Balboa Neighborhood Council approve up to \$3,400 to purchase 100 Neighborhood Watch Signs including mounts, seconded by Tom Riley*

**11 AYES:** Brown, Doxsee, Gravani, Gutierrez, Hart, Kurland, Nelson, Pennomon, Riley, Schatz, Stein

**2 NAYS:** Fujitaki, Newman

**VOTE: (11-2-0-0-0) MOTION PASSES**

**22. FUNDING: Discussion and possible action to use Mailchimp for sending unlimited e-blasts for up to 5,000 email addresses each month. Request \$600/year (\$50/month x 12 months)**

*Linda Gravani brought a motion that Lake Balboa Neighborhood Council spend \$600/year for Mailchimp e-blasts, seconded by James Hart*

**13 AYES:** Brown, Doxsee, Fujitaki, Gravani, Gutierrez, Hart, Kurland, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**VOTE: (13-0-0-0-0) MOTION PASSES**

**23. FUNDING: Discussion and possible action for official board email addresses**

*Linda Gravani brought a motion that Lake Balboa Neighborhood Council approve official board email addresses, seconded by James Brown*

**13 AYES:** Brown, Doxsee, Fujitaki, Gravani, Gutierrez, Hart, Kurland, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**VOTE: (13-0-0-0-0) MOTION PASSES**

**24. FUNDING: Discussion and possible action to use Google Mail (G-Suite) for board member email addresses. Request \$1020/year (\$5/mo x 12/mos x 17 board members)**

*Linda Gravani brought a motion that Lake Balboa Neighborhood Council request \$1020/year for G-Suite, seconded by Ruth Doxsee*

**13 AYES:** Brown, Doxsee, Fujitaki, Gravani, Gutierrez, Hart, Kurland, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**VOTE: (13-0-0-0-0) MOTION PASSES**

**25. FUNDING: Discussion and possible action to hire Aaron Devandry to set-up G-suite email for all LBNC board members. Request \$100 for this project**

*Linda Gravani brought a motion that Lake Balboa Neighborhood Council request \$100 for this project, seconded by James Hart*

**13 AYES:** Brown, Doxsee, Fujitaki, Gravani, Gutierrez, Hart, Kurland, Nelson, Newman, Pennomon, Riley, Schatz, Stein

**VOTE: (13-0-0-0-0) MOTION PASSES**

**26. ADJOURNMENT** - The meeting was adjourned at 9:58pm.