

**Lake Balboa Neighborhood Council Board Meeting Minutes**  
**Wednesday, July 6th, 2011, 7pm**  
 Lake Balboa Studios  
 7412 Balboa Boulevard  
 Lake Balboa, California 91406

**1. Meeting called to order by President Lisa Reveen at 7 P.M.**

**Roll Call**

David Bernardoni	Residential Rep., 1 <sup>st</sup> V.P.	P
Linda Schwering	Residential Rep., Treasurer	Arrived @ 8:20
Cynthia Weichelt	Residential Rep.	P
Jack Baird	Residential Rep.	P
Linda Pruett	Residential Rep., EP Committee Chair	P
Allen Nelson	Residential Rep., Communications Officer	P
Steve Leffert	Organizational Rep.	P
Ruth Doxsee	Organizational Rep.	P
Lisa Reveen	Organizational Rep., President	P
Roxan Hartstein	Business Rep.	P
Bahman Mojallal	Business Rep.	P
Teresa Pollock	Business Rep.	Absent
Carl Schwering	Senior Rep.	Arrived @ 8:20
Evan Doxsee	Youth Rep.	P
Sylvia Silva	At-Large Elected Rep.	Absent
Roger Ortiz	At-Large Appointed Rep., 2 <sup>nd</sup> V.P.	P
Frank Ahn	At-Large Appointed Rep., Secretary	Arrived @ 7:15

**2. ADOPTED Agenda by a unanimous vote** – Agenda Items #3 & 4 were addressed towards the end of the meeting, after Treasurer Linda Schwering arrived with the Minutes and the Treasurer’s Report. Dave Bernardoni brought a motion to adopt the Agenda, seconded by Allen Nelson. Vote: (9-0). Motion passes.

**3. APPROVED Minutes of the June 1, 2011 meeting** – Allen Nelson brought a motion to approve the Minutes, seconded by Roxan Hartstein. Vote: (11-0). Motion passes.

**APPROVED Minutes of the June 13, 2011 Special meeting** – Roxan Hartstein brought a motion to approve the Minutes, seconded by Allen Nelson. Vote: (10-0). Motion passes.

**4. RECEIVED Treasurer’s Report** – Linda Schwering

**A. Review and approval of financial report for period ending June 30, 2011 and Bank Purchase Card Report** – The Financial Report for the period ending June 30, 2011 was not made available at this meeting, so a Special Meeting will be arranged with a date to be determined, no later than the 28<sup>th</sup>.

\* The Bank Purchase Card Reconciliation Report for the 4<sup>th</sup> Quarter ending June 30, 2011 was distributed to the Board for review. It was noted that transactions in this report are also included in the June 30, 2011 Financial Report to be presented at the Special Meeting.

**B. Review and approval of FY 2010 – 2011 Revised Budget (funds allocation adjustments)** – The Revised Budget was distributed showing reallocation of funds from Outreach and Neighborhood Purposes Grants to Operations - Office Equipment and Supplies before the end of the fiscal year when unspent funds were to be swept away.

David Bernardoni brought a motion to accept the 2010-2011 Revised Budget, seconded by Bahman Mojallal. Vote: (13-0). Motion passes.

Linda Schwering requests that in the future the Board review letters of support, etc. before they are sent rather than acknowledge them after, if at all possible.

**C. Review and approval of FY 2011 – 2010 Budget** - Dave Bernardoni brought a motion to approve the Fiscal Year 2011-2012 Budget, seconded by Cynthia Weichelt (Vote: 12-0). Motion passes.

**5. RECEIVED Announcements and Reports - LAPD, Local, City, State and Federal Representatives**

**A. LAPD** – Senior Lead Officer Steve Olivares: National Night Out, August 2<sup>nd</sup>, hot dogs and a movie for the kids, thanks the Board for their contribution to support this event; Transients in the area have been served notices to relocate; Asks stakeholders to keep up on neighborhood watch and to help prevent burglaries from vehicles by keeping valuables out of the car, keeping them locked, and not leaving the windows down; Residential burglaries are targeting homes with alleys behind them; Distraction burglaries are on the rise, so be aware when you have solicitors on your property who may try to distract you at your front door as their partners in crime break in through the back door/windows; Mail theft also on the rise, so although it can be inconvenient, stakeholders are urged not to leave outgoing mail in their mailbox for thieves to steal, and to drop it off at USPS mailbox or post office instead; please remember to Dial 311 for any city services and you will be directed to the proper department, for all non-emergency calls and to report concerns about out of place vehicles or people in your area, dial (877) ASK-LAPD, and save life-threatening emergencies for 911. Allen Nelson reminds everyone that there has also been a rise in people stealing from the recycling bins in front of homes and even while the bins are on the property.

**B. Lynda Levitan, Field Deputy, CD 6, Councilman Tony Cardenas' Office** (818) 778-4999 Medians on Balboa & Woodley have been tended to and more work will be done on Haskell; LBNC Community Clean Up on July 17<sup>th</sup>, 7:30 – 11am, and don't forget about the 405 Freeway Closure at the 101 Freeway on that weekend, July 16 & 17; An education-oriented Non-Motorized Boat Program is in the planning stages for the Sepulveda Basin, more details to come; Swimming and lessons made available to the community this summer through funding and by working with the Recreations & Parks Dept. An 11-12 week program of swimming lessons at the Panorama High School Pool on Van Nuys and Blythe St is about to begin; August 2<sup>nd</sup> "National

Night Out” with a focus on Emergency Preparedness; A reminder to attend a CPAB meeting at the West Valley Police Station, open to the public, on the 2<sup>nd</sup> Wednesday of every month at 7:00 pm to find out a lot of great information; October Health Fair is in the works; September Coastal Clean Up Day to come, with focus on the Sepulveda Basin.

**C. Amber McDonald, Field Representative, Assembly Member Bob Blumenfield - (818) 904-3840**

Budget has passed on time; working to eliminate any loopholes of the Mobile Billboards Bill that was passed last year to restrict trailers and other vehicles with advertisements from parking on the valley’s streets; Please call office to report these illegal advertisements.

**D. Seme Park, Field Deputy, introducing Erik Richardson, Field Deputy for City Councilmember Mitchell Englander (CD 12) – [erik.richardson@lacity.org](mailto:erik.richardson@lacity.org) (818) 756-8501**

In support of AB 1298, Mobile Billboard Bill; Introduced a motion to install a Remote Access Weather Station in the hillside of the Northwest Valley to provide LAFD with the tools to monitor accurate weather data and to have more real-time data to help curtail fires; Introduced a motion to improve public transportation, with the Orange Line coming in off of Canoga which will connect the Chatsworth train station down to Warner Center and into Woodland Hills, working with MTA, Metrolink, CSUN, and some of the businesses along the Northridge Corridor to provide a shuttle to connect the Chatsworth Train Station to the Northridge Train Station; DWP Measure I passed in March which creates an office of public accountability, like a ratepayer advocate or inspector general for DWP to create more transparency and accessibility and, with funding from the DWP, they will have the ability to go into their records, conduct independent reporting, and a public committee is to be established by August 15<sup>th</sup>, and have asked that they hold off on the Smith Report (3<sup>rd</sup> party independent review by auditor/consultant to see whether or not rate increases are warranted) until an office of public accountability is created.

**RECEIVED Announcements and Reports - Board Members and Others, Committee Reports**

**E. Linda Pruett** – “Emergency Survival Guide” from the City of LA distributed; Next Emergency Preparedness Meeting, now with movie - Sat. July 9<sup>th</sup> at the Van Nuys Flyaway, 2<sup>nd</sup> Floor at 9am; Also urges stakeholders to attend CPAB Meeting (Community Police Advisory Board) held the 2<sup>nd</sup> Wednesday of every month at the Police Dept. on Vanowen, refreshments served; LBNC will have a booth at the upcoming “National Night Out” event on August 2<sup>nd</sup> at the park on Vanowen next the West Valley Police Dept. and the theme will be Emergency Preparedness; The supplies for our community’s 2<sup>nd</sup> Emergency Cargo Bin have finally been paid for and ordered, and will be stocked one weekend in August; Urges everyone in the community to take a Cert class, Cert 1, Cert 2, and Cert 3 to get prepared. Also, there will be no Emergency Preparedness Meeting in August.

**F. Steve Leffert** – July 17<sup>th</sup> LBNC Clean Up T-Shirts are ready, with food and drinks to be served at the event; Meet us just South of Roscoe on the West side of Balboa Blvd., between the Shell gas station and Strathern St.; Bring gloves, tools, shears, clippers, pruners, kneepads, a hat and any other helpful supplies.

**G. Roxan Hartstein** – The first “Welcome to Lake Balboa” signs will be erected at Haskell and Haynes, the second at Sherman Way and Haskell, and more to come; Lake Balboa has

received a tree grant in coordination with the expansion of the 405 Freeway in which the city has sent mailers to homes in a certain area which included permission slip for all the homeowners and business owners there to plant as many trees as will fit from a list of approved trees (check website) in the parking medians in front of their properties, under the condition and with the agreement that the property owners water them until they are established; Also within this grant were able to get some commercial streets planted with trees and we will water those until established; More trees, landscaping, planters to be seen to beautify the area; Inviting volunteers, businesses and stakeholders to join in this effort and offer to help by providing planting materials and more at a discounted rate.

**H. Roger Ortiz** – A grant proposal has been submitted to create a new park to improve quality of life in the community through the purchase of a vacant lot near Vanowen & Balboa.

**6. Public Comment –**

**A. Karen, Stakeholder** – Broken tiles in Sherman Way tunnel need to be replaced.

**B. Debra Helt, ICON (Initiating Change in Our Neighborhoods) Community Development Business Program** – Offering comprehensive services for entrepreneurs and small business owners; Free upcoming events include: QuickBooks Workshop on July 26 (in Spanish) and July 27 (In English), Basics of Small Business Administration Loans Workshop on July 12<sup>th</sup> (in both English and Spanish), and a Marketing Workshop on July 13<sup>th</sup>; Workshops are recurring monthly at 12502 Van Nuys Blvd. Suite 120, Van Nuys, CA 91331; Cards and flyers distributed.

**C. Matt Coles, Stakeholder** – Introduced himself to the Neighborhood.

**D. Ernie Eichberg, Stakeholder** – Suggests coming up with a creative solution regarding the delivery method of the LBNC Newsletter, a safety concern to reduce home burglaries in the area, maybe putting it under the mat or somehow making it invisible from the street.

**E. Bahman Mojallal** – Reminder that this location, Lake Balboa Studios, is available to the community, if there is an issue which comes up that everyone wants to get together about, just let him know in advance instead of waiting for the next Neighborhood Council meeting.

**7. Brief Presentation by Jennifer Brent of Found Animals Foundation**

Cats spay & neutering: \$25 females, \$15 males; providing microchip; Adoption events; Brochures distributed. [www.foundanimals.org](http://www.foundanimals.org) (310) 574-5323

**8. Discussion regarding proposed development of a child care center at 7028 Balboa Blvd – Possible Motion - Leffert**

A presentation of the proposal to create a new 46 (50 maximum) child care center at 7028 Balboa Blvd.; 5 Possible concerns include traffic, noise, drop-off and pick-up of the children, landscaping, and noise with the adjacent properties; Resolution ideas include having one driveway in and one driveway out, dual lane monitored by two teachers directing and monitoring children into the school approved by the zoning administrator, LA DOT stated no concerns with the left turn issue; pushing out the driveway an additional 6 ft.; a “Right Turn Only” sign at the exit of the property; Duramax vinyl sound absorbing wall, increased from 6ft. to the maximum height allowed of 8ft; playtime to be staggered into smaller divided dedicated activity groups, with quiet play only prior to 11 am; conditions to be agreed upon with parents as to which entrance routes and drop-off/pick-up procedures are to be agreed upon; A plan review to be held after one year open to the public to make sure that the school has been

compliant; Napping hours from 2 – 5pm; Plant a gardening area for the kids along the south boundary wall to keep playground noise away from the property's edge;

Advisory period to send comments to the Zoning Administrator ends August 22.

**Letter of Support** - Steve Leffert brought a motion to write a letter for the Zoning Administrator before July 22 in support of the child care development, if the restrictions mentioned can be a part of the conditional use, seconded by Bahman Mojallal (Vote: 7-5). Motion passes.

- 9. Discussion regarding possible website updating @ additional cost – Possible Motion – Reveen**  
Several Board members raise concern about the website not being updated regularly and that it has a very basic format that needs to be enhanced, and thinks the Board should look into other options.  
Dave Bernardoni brought a motion to add Trumba software to our website, to make it easier to update, at a cost not to exceed \$5 a month, seconded by Cynthia Weichert (Vote: 11-2). Motion passes.  
Roger Ortiz and Frank Ahn join the Communications Committee with Allen Nelson, to create an Ad Hoc Committee on Website Administration.
- 10. Update on the re-revised Bylaws – Leffert**  
By Laws have basically been approved as they have been written and are awaiting a written approval, with the exception of two ideas: A person cannot be counted as part of a quorum via Video conferencing or via telephone; and in elections those running for Board seats may not be prevented from running for positions in multiple Boards.
- 11. Request for \$100 to cover refreshments for July 17<sup>th</sup> Clean Up – Possible Motion – Doxsee**  
A motion is brought by Ruth Doxsee to approve expenditure of up to \$100 for refreshments for the July 17<sup>th</sup> Clean Up, seconded by Roger Ortiz (Vote: 13-0). Motion passes.
- 12. Unfinished Business** – Steve Leffert reminds the Board that the elections of officers will be held at the next meeting.
- 13. Adjournment** – A motion is brought by Linda Pruettt to adjourn the meeting, seconded by Roger Ortiz (Vote: 11-0); Motion passes. Meeting adjourned by unanimous decision at 9:30 pm.