

FINAL

Lake Balboa Neighborhood Council Board Meeting Minutes
Wednesday, June 7, 2017 6:30 pm
Gault Elementary School - Auditorium
17000 Gault St., Lake Balboa, California 91406

Meeting called to order by Linda Gravani, President, at 7:00pm.

- 1. Roll Call, 15 board members satisfied quorum of 9. About 16 stakeholders were present at the beginning of the meeting.**

Carla Bautista	At-Large Appointed SR	P
James Brown	Residential Stakeholder Representative (RSR); 1 st Vice President	P
Ruth Doxsee	Organizational Stakeholder Representative (OSR)	P
Kristen Fujitaki	At-Large Appointed SR	P
Linda Gravani	Business Stakeholder Representative (BSR); President	P
Byron Gutierrez	At-Large Elected CISR	P
James Hart	RSR; Treasurer	P
Sandy Joseph	RSR; 2 nd Vice President	P
Cindy Kurland	RSR	P
Madeleine McKay	Youth Stakeholder Representative	P
Allen Nelson	OSR	P
Carol Newman	BSR; Secretary	P
Mary L Pennomon	Senior Stakeholder Representative	P
Linda Pruett	OSR	E
Tom Riley	RSR	E
Karen Schatz	RSR	P
Jim Stein	BSR; 2 nd signer	P

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

All members are up to date. Madeleine McKay and Ruth Doxsee have completed their training.

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

Linda Gravani stated that there are two item #s 5 through 8's by mistake and that the first set should be 5-8A and the second 5-8B. Additionally, there are no items #s 11-13. Jim Stein said that #14 should be operating expenses for July-August, and Ruth Doxsee said that item #14(i) should be refreshments.

James Brown brought a motion to adopt the Agenda as corrected for June 7, 2017, seconded by Ruth Doxsee

14 AYES: Bautista, Brown, Doxsee, Fujitaki, Gravani, Gutierrez, Joseph, Kurland, McKay, Nelson, Newman, Pennomon, Schatz, Stein

1 ABSTENTION: Hart

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

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

Linda Gravani referenced Government Code Sections 54950-54963, and read Section 54954.2(a)(1). She also stated: "Since the May 3rd 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. Trying to be 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 **Empower LA'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 do 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 2nd Signer, Jim Stein and myself."

5A. Approval of Minutes for May 3, 2017 Meeting: *Carol Newman brought a motion to approve the May 3, 2017 Meeting Minutes, seconded by James Brown*

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

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

6A. Approval of Minutes for Special Meeting Saturday, May 27, 2017 (absent and ineligible to vote were: Linda Pruet, Sandy Joseph, Ruth Doxsee, Tom Riley, Karen Schatz)

It was suggested that the draft minutes reflect that the persons not present for that meeting should be marked "A."

Ruth Doxsee brought a motion to approve as amended the Special Meeting Minutes for Saturday, May 27, 2017, seconded by James Brown

12 AYES: Bautista, Brown, Fujitaki, Gravani, Gutierrez, Hart, Kurland, McKay, Nelson, Newman, Pennomon, Stein

3 ABSTAIN: Doxsee, Joseph, Schatz

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

7A. Guests from Bassett St. School

Mrs. Madrid and students introduced themselves and gave a brief summary of their activities with robotics at the school. The robotics team made it to the national championship. This year the school will have 2 teams, and one will be all girls. Mr. Duplessis, a parent, also spoke and said that we will build a great community. Lake Balboa Neighborhood Council was thanked for their support.

8A. ANNOUNCEMENTS AND REPORTS – Representatives of LAPD, Local, City, State and Federal Government

A. Lauren Padick – Field Deputy LA Councilwoman Martinez’s office (818) 778-4999

The councilwoman will host a concert and resource fair in celebration of National Pride Month on Saturday, June 17, 2017, 5:00-9:00pm at the Van Nuys Civic Center.

- B. Barry Stone – DONE –** The Strategic Budget must be sent through a portal on the monthly statement. Greg Good and Ben Winters from the Mayor’s office will be coming to VANC on June 8 to get feedback on CF #17-0274, affordable housing linkage fees. The Department is getting new blood involved in the Neighborhood Councils. DONE needs help contacting business and organizations so a training session can be set up to teach them about the Neighborhood Councils.

5B. Guest Speaker Ata Khan, Planning Assistant Community Plan Group

He is with the City Planning Department. He discussed community planning. LA has a general plan, part of the City charter, which is a blueprint for growth. One chapter is land use. LA has 35 community plans. They have not been updated. Ours hasn’t been updated since 1999. The Mayor and Council instructed City Planning to update all plans within 6 years. That is a tall order. There are 5 cluster teams. Ours is the Southwest Valley team. Our hope is to bring the current plan up to date. The plan predates Neighborhood Councils. Lake Balboa sits in 2 community plan areas, so we will have to do 2 plan updates. How does Lake Balboa envision growth? There will be a series of workshops. The Lake Balboa workshop will take place July 25, 2017 at Birmingham High School. The website is swvalleyplans.org. If we want a name change to the community plan we should say so. On June 17, 2017 the Department will be doing Planning 101 for the Southwest Valley.

6B. PUBLIC COMMENTS:

Sharon Brewer - She discussed a program called Finders Keepers that Animal Services is working on. A person who finds your animal can keep it and doesn’t have to return it. There is an article in City Watch by Phyllis Duarte. Neighborhood Councils should be aware of this.

(5 minute break to speak with stakeholders.)

7B. ANNOUNCEMENTS AND REPORTS Committee Chairs and Board Members

- A. President Linda Gravani**– West Valley LAPD sent a notice there is a Facebook page that’s called West Valley Crime Busters. It is not sanctioned by the commanding officers and not promoted by the LAPD.

B. Emergency Preparedness Committee – Sandy Joseph

The next EP meeting will be Saturday, June 10, 2017 at 9:00am at the Flyaway, second floor Community Room. The speaker will be Erin Huey, and she will be speaking about the EMR class in the Valley beginning in July. It will meet all requirements for CERT 3. There will also be a pet CPR class on Sunday, June 18, 2017 from 9:00am to 3:00pm at the Flyaway. Cost is \$30, must register in advance. The July EP Meeting will be at the EP Bin, at Woodley Lakes Golf Club at 8:00am. Battalion 10 Coordinator Christy Adar will have a meeting on Sunday, June 11, 2017

from 12:30 – 2:30pm at the Sherman Oaks Van Nuys Recreation Center, 5056 Van Nuys Blvd., Sherman Oaks in the auditorium. She will do CERT review.

C. Health & Public Safety – James Brown

On May 13, 2017, we trained and certified 18 NC and community members in Reseda. On May 20, 2017, we held the usual Lake Balboa class and trained and certified 20. We presented Daniel Pearl Magnet High School with their own AED. On June 12, 2017 with West Valley LAPD we will start training citizen volunteers on patrol to help the LAPD. On June 17, 2017 we will be doing Lake Balboa CPR training. June 1 through July 4 will be “fireworks safety days.” On June 24, 2017, we will be doing a Lake Balboa Neighborhood Watch meeting at West Valley LAPD in anticipation of July 4. We will be discussing what neighbors can do to mitigate fireworks, and will hand out Neighborhood Watch signs. A first aid trainer will be there.

D. Outreach Committee – Allen Nelson

The mural was painted on May 13-14, 2017. There was lots of coverage.

E. Ad Hoc Database – Byron Gutierrez

He needs volunteers to help with the database.

F. Ad Hoc Education – Byron Gutierrez

He made a powerpoint presentation focused on helping the Lake Balboa schools. The committee pursued 3 programs for the schools: chess, Go, and robotics. Chess will easily be approved, as Assemblyman Nazarian supports it, and we have buy-in from the schools. Go is a little harder. There will be a congress in San Diego in August. Robotics will be high effort, high impact. We need to reach out to engineers. We should be able to get coaches. We will leverage contacts in other LAUSD schools.

G. Ad Hoc Newsletter – Kristen Fujitaki

She is working on the June newsletter. Articles need to be submitted by June 20, 2017 for the July newsletter.

H. Ad Hoc Recreation & Parks – Jim Stein

The Kids Fitness Challenge for elementary school kids will take place on June 17, 2017 at the Balboa Sports Center. Linda Gravani stated that Movies in the Park was a great success and she met a mentor for the chess program there.

I. Sepulveda Basin Wildlife Areas Steering Committee (SBWASC) --Ruth Doxsee

Only 4/7 members were present and the motion to make NCs voting members of the committee was tabled.

New homeless encampments have sprung up and the committee will communicate with the Army Corps of Engineers (ACOE) to get them cleared.

Unpermitted Raves (loud parties) are still occurring in the Basin. RAP doesn't shut them down due to lack of resources. West Valley LAPD is in charge of enforcing violations of smoking, drinking and parking and these need to be called in as much as possible to force enforcement. Neighborhood Councils need to let Councilwoman Martinez and the rest of the Council know that the basin needs a ranger presence.

J. Youth Affairs – Madeleine McKay

She will be meeting this summer with the peer mentoring group that educates students about sexual assault. She wants teenagers in the community to know they can make a difference. She stated she has a contact at Birmingham who arranges events and organizes groups for outreach projects if anyone wants to have a meeting there.

K. Homeless Liaisons – Cindy Kurland – Homeless event is Thursday, June 15, 2017 from 10:00am – 1:00 pm at Hope of the Valley in Van Nuys at 6425 Tyrone Avenue. They will give out I.D. cards, haircuts, showers, and provide vision screening and veteran peer support.

L. Sustainability – Byron Gutierrez – Nothing to report.

BOARD MEMBERS:

M. James Hart –He discussed the end of the year process.

N. Mary Pennomon – She gave an update on the Senior Symposium. She thanked Ruth Doxsee, Tom Riley, Carla Bautista, Jim Stein, Kristen Fujitaki, James Brown, and Linda Schwering for helping.

O. James Brown – He discussed the dangers of shooting off illegal fireworks. More pets are lost on July 4 than on any other holiday. We can't rely on the police to be everywhere.

8B. Budget Advocate Update: Carol Newman

Budget Day will be June 24, 2017 at City Hall. She discussed the importance of Budget Day. Three Budget Advocates are needed for Region 3 (Lake Balboa, Encino, Tarzana, West Hills, Winnetka and other communities in the Southwest Valley). All stakeholders are welcome to attend.

9. Treasurer's Report -review and request adoption of the monthly Expenditure Report (MER) for May 2017

Originally Jim Hart moved and Carol Newman seconded to adopt the MER for May 2017. Then James Brown moved to amend the MER to change "newsletter printing" to "newsletter distribution," seconded by Jim Hart. Going back to the original motion, Karen Schatz moved that we adopt the MER as amended, seconded by Kristen Fujitaki.

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

1 INELIGIBLE: McKay

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

10. BUDGET – Discussion and possible action to update 2016/17 LBNC Budget

Jim Hart brought a motion to adopt this new version of the budget to reflect actual spending for this year, seconded by Sandy Joseph

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

1 INELIGIBLE: McKay

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

NO #s 11, 12, 13 ARE LISTED ON THE AGENDA

14. BUDGET - Discussion and possible action regarding 2017/18 Lake Balboa Neighborhood Council Budget and authorization to pay bills due during July and August

- 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 (should have been PIP)– up to \$3,000 per year for newsletter expenses
- e) \$200 for Post office box
- f) \$1,800 for Apple One 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 meeting
- 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

As previously indicated, Item (i) was amended to state that it was intended to provide for refreshments.

After discussion, Item #14 was tabled.

15. MURAL: Discussion and possible action regarding City Clerk/DONE's refusal to pay invoices/payments associated with the May 13/14 mural

After discussion, no action was taken. However, the Neighborhood Council expressed dissatisfaction with the City Clerk's decision not to pay the expenses for the community mural.

16. FUNDING – Discussion and possible action regarding the reimbursement of \$205.71 to Board Member Linda Gravani for refreshments at a Lake Balboa Neighborhood Council event
Linda Gravani brought a motion that Lake Balboa Neighborhood Council approve the reimbursement of \$205.71 to Board Member Linda Gravani for refreshments at a Lake Balboa Neighborhood Council event, seconded by Karen Schatz

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

1 INELIGIBLE: McKay

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

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 - Item #17 was tabled.

18. LAND USE: 6933 De Celis Place AA2016-714-PMLA – Tom Riley, the chair of the Lake Balboa Neighborhood Council Land Use Committee recommends denial of this project due to the fact that no one representing the project came to any Land Use meeting

Carol Newman brought a motion to deny this project based on the fact that no one represented this project, seconded by James Brown

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

VOTE: (15-0-0-0-0) MOTION PASSED

19. Strategic Plan – Discussion and possible action regarding Lake Balboa Neighborhood Council’s plan for 2017/18

Item #19 was tabled.

20. Committees: Discussion on Committee Goals as it relates to the Strategic Plan

Item #20 was discussed. No action taken.

21. Selection of 2017/18 executive board. According to Lake Balboa Neighborhood Council’s bylaws the position of Officers shall be filled annually. Executive Board: President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, 2nd Signer, Communications Officer

A. *Carol Newman nominated Linda Gravani as President, seconded by Sandy Joseph*

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

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

B. *Linda Gravani nominated James Brown as 1st Vice President, seconded by Kristen Fujitaki*

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

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

C. *Sandy Joseph nominated Kristen Fujitaki as Second Vice President, seconded by James Brown*

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

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

D. *Linda Gravani nominated Carol Newman as Secretary, seconded by James Brown*

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

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

E. *James Brown nominated James Hart as Treasurer, seconded by Linda Gravani*

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

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

F. *James Brown nominated Jim Stein as 2nd Signer, seconded by Kristen Fujitaki*

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

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

G. *Linda Gravani nominated Allen Nelson as Communications Officer, seconded by Sandy Joseph*

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

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

22. DEADLINES

June 7, 2017 – Last day to issue an online check payment using Union Bank Account

June 11, 2017 – Last day to use the NC Bank Card

June 30, 2017 – Last day to submit Strategic Budget Package for 2017/18 fiscal year (\$42,000)

23. NO JULY MEETING, next Lake Balboa Neighborhood Council meeting is August 2, 2017

24. ADJOURNMENT - The meeting was adjourned at 9:04pm.