

DRAFT

LBNC Board Meeting Minutes
Wednesday, June 6, 2018 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, 13 board members satisfied quorum of 9. About 22 stakeholders were present at the beginning of the meeting.
2. Pledge of Allegiance
3. Roll Call Quorum is 9

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, Second Vice President	E
Linda Gravani	Business Stakeholder Representative (BSR); President	P
Byron Gutierrez	At-Large Elected CISR	E
James Hart	RSR; Treasurer	P; Arrived 7:05 pm
Sandy Joseph	RSR	P
Cindy Kurland	RSR	P
Madeleine McKay	Youth Stakeholder Representative	E
Allen Nelson	OSR	P
Carol Newman	BSR; Secretary	P
Mary L Pennomon	Senior Stakeholder Representative	P
Linda Pruett	OSR	P
Tom Riley	RSR	P
Karen Schatz	RSR	P
Jim Stein	BSR; 2 nd signer	P

James Hart arrived at 7:05 pm, just after the roll call was taken.

Tom Riley is ineligible to vote on any matters because he did not complete the renewal of his ethics training.

4. Adoption of the Agenda June 6, 2018

Carol Newman brought a motion to adopt the Agenda for June 6, 2018, with the amendment that the word "passion" in #25 be changed to "possession," seconded by Sandy Joseph

13 AYES: Bautista, Brown, Doxsee, Gravani, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruetz, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (13-0-0-1-0) MOTION PASSES

5. Approval of Minutes for March 7, 2018

Ruth Doxsee brought a motion to approve the Minutes for March 7, 2018, seconded by Mary Pennomon

13 AYES: Bautista, Brown, Doxsee, Gravani, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruetz, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (13-0-0-1-0) MOTION PASSES

6. Approval of the Minutes for April 4, 2018

Carol Newman brought a motion to approve the Minutes for April 4, 2018, as corrected by Ruth Doxsee, seconded by James Brown. The corrections are as follows: p. 3, #8: Line 6, add a space between "decision" and "making; p. 5, #111, Line 5, change "Auburn" to "Audubon"

13 AYES: Bautista, Brown, Doxsee, Gravani, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruetz, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (13-0-0-1-0) MOTION PASSES

Jim Stein was absent from the meeting from 7:08pm to 7:27pm

7. Announcements and Reports

A. Lauren Padick – Field Deputy, Councilwoman Martinez’s Office (CD6)

Valley Pride will take place on June 30, 2018 from 6:00-10:00pm at Van Nuys City Hall. The theme is Family Acceptance.

B. Emma Taylor – Field Representative from Assembly Member Adrin Nazarian’s Office (District #46) (818) 376-4246

Assemblyman Nazarian and Councilman Krekorian are sponsoring a hike on Saturday, June 9, 2018 at 9:00am at Coldwater Canyon Park.

C. Samantha Stafford – Field Representative from State Senator Robert Hertzberg’s Office (District 18)

She gave an update on the Senator’s bills: SB913 (Graffiti Abatement); SB898 (Bail Reform); AB818 (Bill Text); Box Bill to prevent spread of fake news.

D. Nigel Sanchez – Congressman Cardenas’ Office (CD 29) 818-782-7407

A Veteran Workforce Development Workshop will be held on Saturday, July 7, 2018 from 10:00am – 2:00pm at Las Palmas Park in San Fernando.

E. Kevin Haseley – Branch Manager of West Valley Library on Vanowen near Vanalden

A summer reading program for kids has started, so they should come down and sign up. Last weekend the library was one of 12 early voting sites, #2 in the county just behind Norwalk. They will do that again in November.

F. Betty Wong-Oyama – Department of Neighborhood Empowerment

Monthly announcements have been sent to all board members. NC elections will take place in 2019. The stipulation sheet is due August 1, 2018. The LBNC election will be in late May 2019. Betty will see if she can get LBNC an extension. Councilman Ryu has made a motion for council reform (CF 18-0467) which will include the ability to roll over \$10,000 per year. We have 90 days to submit a CIS. The NC assessment is due July 13, 2018. Betty will request an extension for us. Look at the Monthly Profile for information. The Funding Packet was received from the City Clerk. The City Clerk is requiring a new signed letter of acknowledgment annually by the Treasurer and Second Signer and to confirm name and address, contact information for office space, meeting space, storage, P.O. Box and Websites. All board members are required to renew Code of Conduct and Ethics every two years. A funding refresher course should be taken every two years. A live ethics training will take place on Monday, June 11, 2018 from 6:00-8:00pm at the Braude Center. Registration is at 5:30pm.

8. PUBLIC COMMENT

Linda Schwering

She expressed concerns about Lake Balboa Neighborhood Council's identity within the community. Consider having a community meeting space in the next fiscal year to provide a permanent meeting place for the Neighborhood Council, Town Hall meetings, public meetings, events, etc. It would require a contract with the City.

Jim Stein returned from his break at 7:27 pm.

The Neighborhood Council took a break from 7:31-7:33pm.

9. ANNOUNCEMENTS AND REPORTS: Committee Chairs and Board Members

A. President Update:

The credit card payments deadline is June 20, 2018. Lake Balboa Neighborhood Council received a Certificate of Recognition presented by Assemblymember Adrin Nazarian for the chess tournament.

B. Education Committee – Byron Gutierrez

No report was given because Byron was not present.

C. Emergency Preparedness – Linda Pruett

The EP Meeting will be Saturday, June 9, 2018 at 9:00am at the Flyaway, second floor Community Room. Erin Huey will be speaking about 3 upcoming classes and new procedures for taking care of people with heat issues. As of July 1, 2018, we can go online and register for the Fair on September 29, 2018 at SoCalPrep.us. On June 22, 2018 from 4 to 7 pm, Del Taco on Balboa at Vanowen will be contributing to the Foundation 20% of all money spent at Del Taco. There will be no EP Meeting in July.

D. Health and Public Safety – James Brown

CPR Training is ongoing. More than 600 people have been trained at the Flyaway. CPR Training at LAUSD schools has also been instituted. The Volunteer Community Patrol has been launched, and more individuals are needed to help reduce crime in the area.

E. Land Use – Tom Riley

On June 18, 2018, the Planning Committee for the Community Plan will be coming to the Land Use meeting. This is very important. The meeting is tentatively scheduled for Gault St. School. Input from the stakeholders is requested.

F. Ad Hoc Newsletter – Linda Gravani for Kristen Fujitaki

The June Newsletter has been sent out electronically. There is a correction of 9.9 billion dollars for the City Budget instead of 9.9 million.

G. Outreach – Allen Nelson

Kristen sent out the June newsletter and did a great job on it. At the meeting, we discussed how to bring high school students to the NC meeting to help us set up and greet stakeholders. We might be able to give community service credits.

H. Ad Hoc Rec and Parks – Jim Stein

We had the 4th annual Movies in the Park. We are hoping to get the chess tables in around July 2, 2018. We are making sure the concrete pads will be in place. Next year we will be an ad hoc committee. Jim hopes to get Movies in the Park moved to the Outreach Committee.

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

This is the report from the meeting held on May 22, 2018:

- CNPS (California Native Plant Society) put out its quarterly journal, "Fremontia," the focus of which is URBAN WILDLANDS! The SBWA is called a World Class Urban Refuge! Also, Bull Creek, which leads into the LA River and the LA River Greenway in Studio City, is featured. Each board member has a copy and a few are available in the back. Let Ruth know if anyone would like one who didn't get one.
- The clean-up on April 14, 2018 had 50 volunteers.
- The ACOE (Army Corps of Engineers) has not approved the application for the music event, so there will be no concert yet in Woodley II in November.
- Why should you care about the wildlife area? To quote Fremontia: 1-16-18 LA Times said, "simply listening to the chirping of birds, glimpsing the sky and even noticing a scrawny city tree can boost your mental well-being."

J. Youth Affairs – Linda Gravani for Madeleine McKay

Linda Gravani read the following statement from Madeleine:

“Hi everyone. Sorry I couldn’t be there. I’ve been in contact with an intern at Tree People and learned much more about their interactions with high schools. Since I haven’t yet met with the administration of the schools other than Daniel Pearl and it is the end of the year, I’m taking the summer to plan a scheduled program for high school volunteer opportunities so that schools can simply distribute the information rather than research. Part of that will include local cleanups in our community which will be organized by me with the help of some students. Ultimately, I would like to recognize students who are very active in the community. Thanks again everyone.”

K. Ad Hoc-Election – Karen Schatz

An election meeting will take place sometime during the summer, and board members need to attend to plan for the election next year. Linda Gravani said that we are looking for candidates for the Board.

L. Liaisons

Animal Services – Jennifer Freel

No report was given. Jennifer Freel will no longer be able to serve as the liaison.

M. Homeless – Cindy Kurland

A group met with the Mayor at City Hall. There is a critical need for temporary housing. The problem is Nimbyism (“not in my backyard”). The Mayor has a program to reward districts that build shelters. Every council district that commits to the program will get \$1.3 million. The deadline to commit to the program is January 2019, and any district which fails to commit to the program by then will be ineligible to receive the money. The districts which commit will receive greater police coverage and increased sanitation. Our district has not yet approved any temporary housing. The goal is to house a hundred people within each district with temporary housing. There was a separate goal to build 222 units of new permanent supportive housing which will take three years to start. According to the recent homeless census, homelessness was down 3% in the County of Los Angeles but has increased 6% in the Valley. The biggest increase in homelessness was 22% for people who were 62 years old and older.

N. Resilient Los Angeles – Linda Pruett

The City’s Resiliency Chief gave a great talk at the Neighborhood Council Emergency Preparedness Alliance Meeting at the Emergency Operation Center downtown. The LA Resilient book still hasn’t been given to us. We tried to print it out without success.

Board Members

- O. **Carol Newman** – Carol thanked Jim Stein for providing the refreshments for the evening even though it wasn’t his responsibility.

- P. **Jim Hart** – The April and May MERS will be submitted for approval at the next meeting.
- Q. **Karen Schatz** – We need to get involved in the Planning Meeting for Land Use because land use and zoning are very important. The draft of the flyer for the Land Use Meeting was discussed, and board member input was requested.
- R. **James Brown** – The next Public Safety Meeting will be held on Saturday, June 16, 2018 at 10:00am at the Flyaway and will teach how to survive an active shooter event. The next free CPR Training Meeting will be held on July 21, 2018 at the Flyaway. Flyers need to be distributed in neighborhoods regarding the Fourth of July problem with illegal fireworks. Let police know who the violators are.
- S. **Mary Pennomon** – The Senior Symposium in May was well attended. Seventy-two people signed up.
- T. **Tom Riley** – The new Chief of Police, Michel Moore, said he will visit 99 different communities and districts. Will we be one of them? Tom requested having three minutes to make presentations instead of one minute.

10. Budget Advocate – Update, discussion and possible action – Carol Newman

It is the end of the fiscal year for Budget Advocates. Budget Advocates' terms were extended to two years, and they are in the middle of their two-year terms. Elections will be in 2019. Budget Day will take place on June 23, 2018 starting at 7:30am at City Hall. The Budget Advocate Survey has been collated, and Lake Balboa had the most responses of any neighborhood.

11. Discussion and possible action regarding the selection of Budget Representatives – Budget Day June 23, 2018 at City Hall – Selection of Budget Advocates.

Budget Reps selected were: Carol Newman, Dan Burt (Stakeholder).

12. Budget – Discussion and possible reallocation of funds in 2017/18 budget - Hart

No action was taken. We have \$1.80 left.

13. FUNDING: Discussion and possible action regarding: Feb MER - Hart

James Hart brought a motion to approve the February MER, seconded by Ruth Doxsee

13 AYES: Bautista, Brown, Doxsee, Gravani, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruet, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (13-0-0-1-0) MOTION PASSES

14. FUNDING: Discussion and possible action regarding: Mar MER - Hart

James Hart brought a motion to approve the March MER, seconded by Ruth Doxsee

13 AYES: Bautista, Brown, Doxsee, Gravani, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruet, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (13-0-0-1-0) MOTION PASSES

15. FUNDING: Discussion and possible action regarding Apr MER - Hart

Item #15 was tabled until the next meeting.

16. FUNDING: Discussion and possible action regarding May MER - Hart

Item #16 was tabled until the next meeting.

17. FUNDING: requesting Councilwoman Martinez to roll over funds from 2017/18 budget to 2018/19 budget due to City Clerk funding errors - Hart

Item #17 was tabled.

18. FUNDING: Discussion and possible action regarding up to \$2000 expenditure for outreach, printing and/or promotional items - Hart

Item #18 was tabled.

19. BUDGET: Requesting Approval of 2018/19 Budget - Hart

James Hart brought a motion that Lake Balboa Neighborhood Council approve the Administrative Packet for Fiscal Year 2018/19 including the Administrative Agreements and the proposed Budgetary Guidelines of \$15,000 for Neighborhood Purpose Grants, \$2,000 for Community Improvement Projects, \$4,000 for Election Expenses and the remainder be allocated to Office and Outreach, seconded by Linda Gravani.

Carol Newman brought a motion to amend the motion, seconded by Jim Hart, to state Lake Balboa Neighborhood Council approves the Administrative Packet for 2018/19, including the Administrative Agreements or Requests for Administrative Agreement specifically LAUSD, Public Storage, USPO and Concept to Web and then the proposed Budgetary Guidelines of \$15,000 for Neighborhood Purpose Grants, \$2,000 for Community Improvement Projects, \$4,000 for Election Expenses and the remainder be allocated to Office and Outreach, seconded by James Hart

13 AYES: Bautista, Brown, Doxsee, Gravani, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruet, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (13-0-0-1-0) MOTION AS AMENDED PASSES

20. FUNDING: Requesting approval to pay recurring items for 2018/19 - Hart

Jim Hart brought a motion, seconded by Linda Gravani, that Lake Balboa Neighborhood Council approve ongoing expenses in the following amounts including: website hosting and administrative fees up to \$1800 for the year, up to \$300 per month for Public Storage, up to \$200 for voice mail for

the year, up to \$2000 for Outreach printing, up to \$100 per month for emails, up to \$1000 in stamps and mailing supplies, up to \$200 for post office box, up to \$500 in general office supplies, up to \$1000 for LAUSD permits, up to \$1000 in meeting refreshments.

13 AYES: Bautista, Brown, Doxsee, Gravani, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruet, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (13-0-0-1-0) MOTION PASSES

- 21. FUNDING: Discussion and possible action for Reimbursement of FUNDS spent by board members during fiscal year 2018/19 MOTION: I move that LBNC authorize LBNC Treasurer to submit for payment any receipt to reimburse board members for funds spent on LBNC purchases in fiscal year 2018/19 up to the amount authorized by LBNC board vote for that item - Gravani**

Linda Gravani brought a motion that Lake Balboa Neighborhood Council authorize Lake Balboa Neighborhood Council Treasurer to submit for payment any receipt to reimburse board members for funds spent on LBNC purchases in fiscal year 2018/19 up to the amount authorized by LBNC board vote for that item, seconded by Jim Hart

13 AYES: Bautista, Brown, Doxsee, Gravani, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruet, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (13-0-0-1-0) MOTION PASSES

- 22. Bylaws required yearly selection of LBNC officers – Discussion and possible action to appoint President, 1st Vice President, 2nd Vice President, secretary, Treasurer, Communications Officer, in addition authorize Second Signer, Alternate Signer to take effect 7/1/18**

Elected/appointed: President – Linda Gravani; 1st Vice President – James Brown; 2nd Vice President – Kristen Fujitaki; Secretary – Carol Newman; Treasurer – Jim Hart; Communications Officer – Allen Nelson; 2nd Signer – Jim Stein; Alternate Signer – Karen Schatz

13 AYES: Bautista, Brown, Doxsee, Gravani, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruet, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (13-0-0-1-0) RATIFIED

- 23. Bylaws give president power to appoint committee chairs, ratified by Board - Discussion and possible action to appoint committee chairs for: Outreach, EP, Land Use, Health & Public Safety, Ad Hoc Education, Ad Hoc Rec and Park, Ad Hoc Election**

Appointed: Outreach - Allen Nelson; EP – Linda Pruet; Land Use – Tom Riley; Health & Public Safety – James Brown; Ad Hoc Education – Byron Gutierrez; Ad Hoc Rec and Park – Jim Stein; Ad Hoc Election – Karen Schatz

President Linda Gravani requested that the chairs identify who is on their committees at the first meeting of each committee. There should only be 2-3 members for each committee, to make it easier to have a quorum.

24. Discussion and possible action for 2018/19 promotional items specific to event - Nelson

No action was taken.

25. Discussion and possible action regarding verification and certification of property owned by LBNC: DONE requires vote by 7/15/18 – Prepared motion by DONE: “Discussion and motion to approve and certify the LBNC’s inventory list is correct and complete, containing all items in the possession of LBNC; as reported to the Department of Neighborhood Empowerment during Fiscal Year 2017-2018” -- Gravani

Linda Gravani brought a motion that Lake Balboa Neighborhood Council approve and certify the Lake Balboa Neighborhood Council’s inventory list is correct and complete, containing all items in the possession of LBNC; as reported to the Department of Neighborhood Empowerment during Fiscal Year 2017-2018, second by James Brown

Linda Gravani read the following statement: “On January 8, 2018, Kyle Stone, Betty Wong Oyama and I met at the LBNC storage unit to take inventory. This resulted in the e-mail sent by Kyle Stone identified as “Approval/Salvage Instructions – LBNC 2017/2018 Inventory” which was sent to the entire board on May 29, 2018. Today, June 6, 2018, we are being asked to approve and certify the accuracy of that list compiled on January 8, 2018 in addition with photos of any purchases made after 1/8/18. The EmpowerLA imposed deadline is 7/15/18. I am required to agendize this item with the following motion template:

Discussion and motion to approve and certify the Lake Balboa Neighborhood Council’s inventory list is correct and complete, containing all items in the possession of Lake Balboa NC; as reported to the Department of Neighborhood Empowerment during Fiscal Year 2017-2018.

I sent a message to Kyle and advised him items were purchased for OUTREACH which means we GIVE THEM AWAY, we don’t have those items any more. I’m wondering how EmpowerLA handles the inventory for their mop head pens, or LADWP controls the light bulbs they give away. Who at these departments within the City of LA handle the inventory list and to whom do they report?”

1 AYE: Gravani

12 ABSTENTIONS: Bautista, Brown, Doxsee, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruett, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (1-0-12-1-0)

26. Discussion and possible action regarding Council File 18-0045 – To have one or more City Council meetings at 5pm - Fujitaki

Linda Gravani brought a motion that Lake Balboa Neighborhood Council support the suggestion that the Los Angeles City Council hold evening meetings and amend the Council File to reinstate the live interaction between stakeholders at the Braude Building and the City Council during meetings held at LA City Hall for the convenience of the Valley stakeholders and authorize a Community Impact Statement to be forwarded, seconded by Carol Newman

13 AYES: Bautista, Brown, Doxsee, Gravani, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruett, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (13-0-0-1-0) MOTION PASSES

27. Discussion and possible action regarding Council File 15-0389-S1 – To include Non-Certified Community Councils with extended time allowance before City Council - Fujitaki

*Linda Gravani brought a motion that Lake Balboa Neighborhood Council **oppose** Council File 15-0389-S1 and authorize a Community Impact Statement to be forwarded, seconded by Sandy Joseph*

13 AYES: Bautista, Brown, Doxsee, Gravani, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruetz, Schatz, Stein

1 INELIGIBLE: Riley

VOTE: (13-0-0-1-0) MOTION PASSES

28. Discussion and possible action on Outreach item to create LBNC Trifold specific to NC and each committee - Fujitaki

No action was taken.

29. Discussion and possible action regarding Mural/Art Project – Riley/ Nelson

No action was taken.

30. Discussion and possible action regarding policy for LBNC gas stations selling beer/wine/liquor - Riley

Item #30 was tabled until the next meeting.

31. Discussion and possible action Outreach item to create a Video tape of committees for website - Nelson

No action was taken.

32. REMINDER – NO REGULAR LBNC MEETING IN JULY

33. ADJOURNMENT – The meeting adjourned at 9:06pm.