

FINAL

**Lake Balboa Neighborhood Council Board Meeting Minutes**  
**Wednesday, May 3, 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, 17 board members present fulfill the quorum of 9. About 10 stakeholders were present at the beginning of the meeting.**

Carla Bautista	At-Large Appointed SR	<b>P</b>
James Brown	Residential Stakeholder Representative (RSR); 1 <sup>st</sup> Vice President	<b>P</b>
Ruth Doxsee	Organizational Stakeholder Representative (OSR)	<b>P; Left at 9:22pm</b>
Kristen Fujitaki	At-Large Appointed SR	<b>P</b>
Linda Gravani	Business Stakeholder Representative (BSR); President	<b>P</b>
Byron Gutierrez	At-Large Elected CISR	<b>P</b>
James Hart	RSR; Treasurer	<b>P</b>
Sandy Joseph	RSR, 2 <sup>nd</sup> Vice President	<b>P</b>
Cindy Kurland	RSR	<b>P</b>
Madeleine McKay	Youth Stakeholder Representative	<b>P</b>
Allen Nelson	OSR	<b>P</b>
Carol Newman	BSR; Secretary	<b>P</b>
Mary L Pennomon	Senior Stakeholder Representative	<b>P</b>
Linda Pruettt	OSR	<b>P</b>
Tom Riley	RSR	<b>P</b>
Karen Schatz	RSR	<b>P</b>
Jim Stein	BSR; 2 <sup>nd</sup> signer	<b>P</b>

- 7. (Taken out of sequence) Board Certification:** Poll board regarding the status of Ethics Training: McKay and Schatz are eligible, Doxsee is ineligible.
- 2. Adoption of the Agenda May 3, 2017:** *James Brown brought a motion to adopt the Agenda for May 3, 2017, seconded by Kristen Fujitaki*  
**16 AYES:** Bautista, Brown, Fujitaki, Gravani, Gutierrez, Hart, Joseph, Kurland, McKay, Nelson, Newman, Pennomon, Pruettt, Riley, Schatz, Stein  
**1 INELIGIBLE:** Doxsee  
**VOTE: (16-0-0-1-0) MOTION PASSES**
- 3. Minutes of the Meeting:** *Ruth Doxsee brought a motion to approve the April 5, 2017 Meeting Minutes, seconded by James Brown*

**16 AYES:** Bautista, Brown, Fujitaki, Gravani, Gutierrez, Hart, Joseph, Kurland, McKay, Nelson, Newman, Pennomon, Pruet, Riley, Schatz, Stein

**1 INELIGIBLE:** Doxsee

**VOTE: (16-0-0-1-0] MOTION PASSES**

**4. Announcements and Reports – Representatives of LAPD, Local, City, State and Federal Government**

**A. LAPD Officer Parra – 34488@lapd.online**

An update was given on the cleanups in the area. The police are focusing attention on Burbank between Balboa and Hayvenhurst for cleanup. The Army Corps of Engineers is working on having their area cleaned up. Vehicles burglaries are down. Crime is down in Lake Balboa.

**B. LAPD Officer Steve Olivaras – 34728@lapd.online**

Lake Balboa made his area look great. An update was given on the homeless cleanups. We found a new encampment on Aqueduct. Send him locations of homeless encampments that need to be cleaned up.

**C. LAPD Sergeant Avila and Officer Mark McKeegan, Community Relations at West Valley Division**

Lake Balboa Neighborhood Council volunteers and financial support are needed. Officer Mark is the volunteer coordinator at West Valley LAPD. They are starting a West Valley Citizens Patrol. It will have high visibility in marked vehicles. It will go out into high crime areas and report. This Monday May 8 there will be a meeting to answer questions at the West Valley Station Community Room from 6:30 to 7:30. The CPAB meeting is the second Wednesday of the month. There are other volunteer programs as well.

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

A new contract with Street Services is being worked out for maintenance of the medians. The outside contractor which had a contract to clean and maintain them ran out of money. Lauren is asking the Office of Beautification teams to clean them up as best they can for now. She is asking the city for funding for tree trimming, urban forestry and tree removal. Email: [Lauren.Padick@lacity.org](mailto:Lauren.Padick@lacity.org).

**E. Brian Gavidia – LA Mayor Garcetti’s office (818) 778-4990 – (213) 713-0960 Cell**

Mayor Garcetti recently gave his speech on the budget. The speech can be read at [www.lamayor.org](http://www.lamayor.org). The budget focuses on ending homelessness, basic services, Measure M, and HHH.

**F. Julio Anleu – LAUSD Monica Ratliff’s office [Julio.Anleu@lausd.net](mailto:Julio.Anleu@lausd.net)**

LAUSD Service Calls Mobile Application is available to report any maintenance problems regarding the schools. It can take pictures of graffiti and areas that need maintenance.

**G. Linda Gravani for Emma Taylor CA Assemblymember Adrin Nazarian’s office**

Nazarian’s office sent out notice that on May 20, 2017 between 9 a.m. to 1 p.m. stakeholders can have an appointment to have their car seat inspected.

**H. Lee Marks – LA City Department of Rec and Parks**

The Valley is putting on the Hawaiian Festival on June 2-4, 2017 at Northridge Park. It is partly a children's festival, and there will be a senior dance and dinner on Friday night. It is free.

**5. PUBLIC COMMENT:**

- A. **Victoria Swarthout, CSUN Institute for Sustainability** – Lake Balboa Neighborhood Council was asked to join the Sustainability Alliance, to set a goal of 100% sustainable energy by 2030. An update was given on renewable energy.
- B. **Miriam Preissel** – Supports Rec and Parks. Every councilperson was shocked at the budget and what it cut from Rec and Parks. Over 50 critical maintenance provisions are being cut.
- C. **Steve Leffert** - Monica Ratliff is not going to be the school board member come July 1<sup>st</sup>. He reminded stakeholders of the upcoming election on May 16.

A 5-minute break was taken to speak with stakeholders.

**6. ANNOUNCEMENTS and REPORTS: Committee Chairs and Board Members**

**A. President – Linda Gravani**

A few board members mentioned the possibility of all 96/97 NC's chipping in to pay for advertising of NC's. A member of the VANC executive committee said he agreed 1000% and another concurred. Linda will bring it up at the next VANC meeting.

We are looking into GoDaddy e-mail addresses for the e-mail assigned to LBNC for the 2017-18 fiscal year.

We may need a special meeting to determine what funds are still available and how to spend them, perhaps in the week of May 15.

LAWA (LA World Airports) says it does not want any one group to control their meeting room at the Flyaway. All future requests must be handled by the President. No EMR training will be able to take place at the Flyaway.

The Civic Youth Leadership Academy 2017 application was due 4/24/17 for youth 14-24. Go to [www.empowerla.org](http://www.empowerla.org) for details. There will be 6 to 8 sessions.

**B. Emergency Preparedness Committee – Linda Pruett, Sandy Joseph**

**Linda Pruett** - There were 24 students who graduated as CERT trained and several others only need 1-2 more classes. EP meeting is Saturday, May 6, 2017. Jeff Edelstein will speak on the big sidewalk sale on June 2-3. There will also be a representative of Blankets of Love. We hope EP will adopt that group.

**Sandy Joseph** – Linda Pruett was the one person who put out a fire in 3.4 seconds.

**C. Health and Public Safety – James Brown**

The largest CPR training class to date was on April 15, 2017 with 40 people attending and getting certified. We have already trained more than 100 people. On May 13, 2017 we will be collaborating with the Reseda NC at their office at 4 p.m. to get CPR. Our normal class will be May 20, 2017 at 10 a.m. at the Flyaway.

**D. Land Use Committee – Tom Riley**

We will be part of the Southwest Valley Community Plan. The Planning Department must update its Five Year Plan. They have 6 years to do so. It was last updated in 1999. The Planning Department will work with Lake Balboa, and the Land Use Committee will get deeply into this. The key questions will be:

- What are the distinguishing characteristics of your community that you wish to preserve?
- What are some things you are concerned about?
- What are some examples of other communities you like that you think we can draw from and why?
- What are the types of development you would like to see and where?'
- How would you like to see housing needs in your community addressed?
- What services and amenities is your neighborhood in need of?

The Land Use Committee meeting will be the third Monday of May, 2017.

**E. Outreach Committee – Allen Nelson**

The Spring Egg Hunt was very successful. Levi Ponce and 4 other professional muralists will be finishing off the blank space on the wall on Haskell on May 13 and 14, 2017 from 10 to 6. Lauren Padick made sure the weeds were all cleared off. He encouraged board members to stop by and get their picture taken. News agencies will be attending.

**F. Ad Hoc Database – Byron Gutierrez**

The database is in a holding pattern.

**G. Ad Hoc Education – Byron Gutierrez**

The Education Committee wanted to learn more about the LAUSD. Byron mailed out a proposal for funding. We are going really gung ho, with a lot of parental involvement.

**H. Ad Hoc Newsletter – Kristen Fujitaki**

Door to door delivery of the newsletter will be May 15 and 16, 2017 to 25,000 Lake Balboa stakeholders. It will have information about the 24 CERT people who graduated as well as Movie in the Park June 3. LASD Fire Service Day is having an Open House Saturday, May 13, 2017 from 10:00am – 4:00pm.

**I. Recreation & Parks – Jim Stein**

The Healthy Kids event will be June 17, 2017. It will be in conjunction with the Encino Neighborhood Council on Diamonds 3 and 4 at Balboa Park.

**J. Sepulveda Basin Wildlife Areas Steering Committee (SBWASC) – Ruth Doxsee/Linda Gravani**

There was nothing new. However, the next meeting will determine if the Encino NC and Lake Balboa NC will become voting members.

**K. Youth Affairs – Madeleine McKay**

She reached out to a group called the Talk Project, an interactive project with high schools. It would be great to bring to Lake Balboa. Perhaps we could do an assembly in the next school year.

**L. Liaisons – Animal Services – Jennifer Freel**

On April 17, 2017 there was a meeting with the general manager of Animal Services. The canine flu happening in the area is serious. There is a vaccine available. The Department is trying to do more with volunteer programs at the shelters. There will be a free spay-neuter clinic on May 15, 2017 at the East Valley Shelter. Wildlife clinics workshop is May 25, 2017 at East Valley Shelter from 6:00-7:30pm to learn more about the wildlife in the area. She left flyers on what to do about possums.

**M. Ad Hoc Bylaws – Linda Pruett**

The Bylaws were submitted to DONE before the deadline. BONC should have them after DONE is done.

**N. Homeless Liaisons– Cindy Kurland, Karen Schatz**

Cindy Kurland stated she attended a meeting for the homeless liaisons. There are at least 47,000 homeless people in L.A. Under Proposition HHH, which passed in November, \$1.2 billion in funds will be used to build 1000 permanent supportive housing units per year over 10 years. Under Measure H, which passed in March 2017, a one-quarter-cent sales tax will be used to support services like mental health, emergency housing, job training. Under Proposition JJJ, which also passed in November, developers would be required to designate a percentage of units as low income. Under Council File #17-0274, the Affordable Housing Linkage Fee, developers will be required to pay the city a percentage of add-on's to pay for affordable housing.

Karen Schatz stated that she attended a meeting to look at affordable housing buildings. She visited permanent supportive housing in Sun Valley, which is a fantastic place. She would like someone to come to speak to the LBNC about housing.

**O. Sustainability – Byron Gutierrez**

There is a big push for making LA energy -self-sustainable. He stated he needs someone to take over this committee.

**P. Mary Pennomon** spoke about the Senior Symposium on May 20, 2017. She has seven people volunteering for setup at 8:30am and most said they will be there until 2:00pm. She thanked her volunteers.

**Q. James Hart:** We will need to work together quickly to finish our fiscal year.

- 8. Budget Advocate** - Discussion and possible action on **the selection 2 LBNC Budget representatives for 2017/18 -- Newman**  
**Carol Newman** – Two Budget Representatives need to be appointed from Lake Balboa Neighborhood Council for the year 2017/18. She explained what a Budget Rep does. Carol Newman and Karen Schatz were appointed the Budget Reps.
- 9. BUDGET** – Discussion and possible action to update 2016/17 LBNC Budget - Hart  
 The Budget was discussed by James Hart. There was an adjustment to the newsletter category and now we have \$16,652.28.
- 10. Treasurer’s Report** – Review and request adoption of the Monthly Expenditure Report (MER) for April 2017 - Hart  
*James Hart brought a motion that Lake Balboa Neighborhood Council approve the MER for April 2017, seconded by Jim Stein*
- 15 AYES:** Bautista, Brown, Fujitaki, Gravani, Gutierrez, Hart, Joseph, Kurland, Nelson, Newman, Pennomon, Pruet, Riley, Schatz, Stein
- 2 INELIGIBLES:** Doxsee, McKay
- VOTE: (15-0-0-2-0] MOTION PASSES**
- 11.** Discussion and possible action regarding **“NC Resolution on Timing of the NC 2020 Elections”** - Gravani  
 Linda Gravani stated: The city clerk is responsible for elections. The 2020 NC elections are in conflict with Municipal Elections. Having both Municipal and NC elections at the same time would overwhelm their office. NCs are being asked to vote on 1 of the 3 recommendations DONE has provided:
1. Conduct 2018 NC elections as scheduled, board will have a 3 year term
  2. Extend current board terms 1 year and conduct elections in 2019 (no election until 2019)
  3. Conduct 2018 NC elections as scheduled, board will have a 1 year term and conduct another election in 2019
- Since LBNC bylaws committee recommended and LBNC approved 4 year terms at the April meeting, I move that LBNC extend the current board term 1 year.  
*Linda Gravani brought a motion that Lake Balboa Neighborhood Council extend the current board term one year, seconded by Sandy Joseph*
- 16 AYES:** Bautista, Brown, Fujitaki, Gravani, Gutierrez, Hart, Joseph, Kurland, McKay, Nelson, Newman, Pennomon, Pruet, Riley, Schatz, Stein
- 1 INELIGIBLE:** Doxsee
- VOTE: (16-0-0-1-0] MOTION PASSES**
- 12.** Discussion and possible action regarding **parking placard at LA CITY HALL parking lot for LBNC business** - Gravani  
 Linda Gravani stated: The city allows 2 “AVI Tag key cards” for each NC, 1 for the president and 1 for any other board member. IF AVI card is not returned, or is damaged, lost or stolen, the NC will be charged \$40/each. This requires a vote because of the \$40 replacement charge. This card will allow the holder to park in the underground parking at City Hall.

*Linda Gravani brought a motion that Lake Balboa Neighborhood Council identify two board members who will be responsible for the parking permits for City Hall, seconded by Sandy Joseph. The persons having the permits will be Linda Gravani and Carol Newman, Secretary.*

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

**2 INELIGIBLES:** Doxsee, McKay

**VOTE: (15-0-0-2-0) MOTION PASSES**

**13.** Discussion and possible action regarding the **3<sup>rd</sup> Annual Movie in the Park -Stein**

This is on schedule for June 3, 3017. No action was taken.

**14.** Discussion of the **Measure A** Implementation meeting and possible action regarding Park Funding 101 – Stein

Jim Stein went to a meeting last week with regard to the Measure A implementation timeline and expenditure plan. Prop A funds were completely depleted. Measure A is the next step. Funds will be closely supervised and must be used according to the needs assessment and not for capital improvement. If the Sepulveda Basin is used for the Olympics, we will have more needs and more money. No action was taken.

**15A.FUNDING: Discussion and possible action regarding the support of the following:**

1. Consensus vote: These 4 items are normally funded and are a benefit to LBNC board education.

a) **Budget Advocates** approx \$500

b) **Valley Alliance of Neighborhood Councils (VANC)** approx \$500

c) **Congress of NCs** approx \$500 (Saturday 9/9/17 at City Hall)

d) **Empower LA Awards** approx. \$500

*Linda Gravani brought a motion that Lake Balboa Neighborhood Council fund the Budget Advocates, Valley Alliance of Neighborhood Councils, Congress of Neighborhood Councils and Empower LA Awards \$500 each, for a total of \$2,000, seconded by James Brown*

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

**2 INELIGIBLES:** Doxsee, McKay

**VOTE: (15-0-0-2-0) MOTION PASSES**

**15B. FUNDING:** Short Summary of all Funding Requests not already discussed on this agenda

A summary was provided.

**16. FUNDING** -Discussion and possible action regarding the purchase of a Guidon (flag) Cadets \$500

- Doxsee

Item #16 was tabled.

**17. FUNDING:** Discussion and possible action utilizing the donated frame for a LBNC retractable banner. Requesting up to \$125 - Doxsee

*Ruth Doxsee brought a motion that Lake Balboa Neighborhood Council purchase a retractable banner made with a donated frame from Mike the Printer for up to \$125, seconded by Sandy Joseph*

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

**2 INELIGIBLES:** Doxsee, McKay

**VOTE: (15-0-0-2-0] MOTION PASSES**

**18. FUNDING:** Discussion and possible purchase of Chess Club Packages – approximately \$2000 for Lake Balboa Neighborhood Council school(s) - Gutierrez

**19. FUNDING:** Discussion and possible purchase of Robotics Start-up Package (approx. \$2500) for LBNC school(s) - Gutierrez

**20. FUNDING:** Discussion and possible purchase of “GO” Club packages (approx. \$1000) for LBNC schools – Gutierrez – There is no charge for “GO”

**21. FUNDING:** Discussion and the possible expansion of Robotics Program at Bassett (approx. \$2000) - Gutierrez

*Byron Gutierrez brought a motion that Lake Balboa Neighborhood Council fund Robotics, Chess, and GO in the following amounts for Bassett Elementary and Lemay in the amount of \$9,532.38 listed in Items #18, 19, 21, seconded by Linda Pruet*

Speaker: Brandon Duplessie, parent, has two children at Bassett, one at Lemay, and one at Mulholland. The community should get behind this endeavor.

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

**2 INELIGIBLES:** Doxsee, McKay

**VOTE: (15-0-0-2-0] MOTION PASSES**

**22. FUNDING:** Discussion and possible contribution for the purchase of specific household amenities for LAFD station 100 up to \$1100 - Stein

*Jim Stein brought a motion that Lake Balboa Neighborhood Council approve up to \$900 for the purchase of a grill for LAFD station 100, seconded by Mary Pennomon*

**8 AYES:** Bautista, Brown, Gravani, Hart, Pennomon, Pruet, Riley, Stein

**7 NAYS:** Joseph, Schatz, Kurland, Fujitaki, Gutierrez, Nelson, Newman

**2 INELIGIBLES:** Doxsee, McKay

**VOTE: (8-7-0-2-0] MOTION PASSES**

**23. FUNDING:** Discussion and possible contribution for the purchase of commercial grade exercise equipment for LAFD station 100 up to \$2000 - Stein

Item #23 was tabled.



**24. FUNDING:** Discussion and possible contribution for the purchase of commercial grade tools to maintain fire station apparatus - Stein

*Jim Stein brought a motion that Lake Balboa Neighborhood Council approve \$820 for the purchase of commercial grade tools to maintain fire station apparatus, seconded by Linda Pruett*

**7 AYES:** Bautista, Brown, Gravani, Pennomon, Pruett, Riley, Stein

**8 NAYS:** Fujitaki, Gutierrez, Hart, Joseph, Kurland, Nelson, Newman, Schatz

**2 INELIGIBLES:** Doxsee, McKay

**VOTE: (7-8-0-2-0] MOTION FAILS**

Ruth Doxsee left the meeting at 9:22 p.m.

**25. FUNDING:** Discussion and possible contribution up to \$500 for the purchase of food/paper goods for West Valley LAPD Open House - Stein

Item #25 was tabled.

**26. FUNDING:** Discussion and possible contribution of up to \$550 toward printing, advertising and other supplies for the Making the Arts Real for Youth Foundation (M.A.R.Y.) - Stein

*Jim Stein brought a motion that Lake Balboa Neighborhood Council approve up to \$550 toward printing, advertising and other supplies for the Making the Arts Real for Youth Foundation (M.A.R.Y.), seconded by Byron Gutierrez*

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

**1 INELIGIBLE:** McKay

**VOTE: (15-0-0-1-0] MOTION PASSES**

**27. FUNDING:** Discussion and possible action to fund up to \$2400 Volunteer Citizens Patrol uniforms - Brown

*James Brown brought a motion that Lake Balboa Neighborhood Council approve up to \$1,700 for Volunteer Citizens Patrol uniforms, seconded by Linda Gravani*

**11 AYES:** Bautista, Brown, Fujitaki, Gravani, Joseph, Kurland, Nelson, Newman, Pennomon, Pruett, Riley

**4 NAYS:** Gutierrez, Hart, Schatz, Stein

**1 INELIGIBLE:** McKay

**VOTE: (11-4-0-1-0] MOTION PASSES**

**28. FUNDING:** Discussion and possible action to fund up to \$3000 for the purchase of Lake Balboa Neighborhood Council Neighborhood Watch Signs & Mounts - Brown

Item #28 was tabled.

**29. FUNDING:** Discussion and possible action to fund up to \$7000 for CPR Training Kits for Lake Balboa Neighborhood Council school(s)- Brown

Item #29 was tabled.

**30. FUNDING:** Discussion and possible action to contribute up to \$2000 to Valley Interfaith Council (VIC) Meals on Wheels Program servicing the San Fernando Valley - Riley

*Tom Riley brought a motion that Lake Balboa Neighborhood Council contribute up to \$3000 to Valley Interfaith Council (VIC) Meals on Wheels Program servicing the San Fernando Valley, seconded by Sandy Joseph*

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

**1 INELIGIBLE:** McKay

**VOTE: (15-0-0-1-0] MOTION PASSES**

**31. DEADLINES**

- a) May 1, 2017 – Last day to forward Bylaws amendments (DONE acknowledged receipt 4/27/17)
- b) May 5, 2017 Last day to submit NC Elections Timing Resolution (#on this agenda)
- c) May 24, 2017 – Last day to apply for NC Civic Youth Program
- d) June 1, 2017 – Last day to submit funding request (FRF) to NC funding
- e) June 7, 2017 - Last day to issue an online check payment using Union Bank Account
- f) June 11, 2017 – Last day to use the NC Bank Card
- g) June 30, 2017 – Last day to submit Strategic Budget Package for 2017/18 fiscal year (\$42,000)

**32. ADJOURNMENT** - The meeting was adjourned at 9:32pm.