

FINAL

**Lake Balboa Neighborhood Council Board Meeting Minutes
Wednesday, August 2, 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, 15 board members satisfied quorum of 9. About 15 stakeholders were present at the beginning of the meeting.**

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

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

All Board Members are presently certified.

- 3. Adoption of the Agenda August 2, 2017**

Ruth Doxsee brought a motion to adopt the Agenda for August 2, 2017, seconded by James Brown

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

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

- 4. Approval of Minutes for June 7, 2017**

Ruth Doxsee brought a motion to approve the June 7, 2017 Minutes, seconded by James Brown

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

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

5. Approval of Minutes for Special Meeting June 19, 2017

James Brown brought a motion to approve the Special Meeting Minutes for June 19, 2017, seconded by Karen Schatz

12 AYES: Bautista, Brown, Fujitaki, Gravani, Gutierrez, Nelson, Newman, Pennomon, Pruet, Schatz, Stein

3 ABSTENTIONS: Doxsee, McKay, Riley

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

6. ANNOUNCEMENTS AND REPORTS

A. LAPD Officer Dave Ham

Officer Ham reminded stakeholders not to leave valuables in the car. For home security lock windows and doors, keep valuables in a lock box or safety deposit box. He discussed the knock knock burglars. Start or join a Neighborhood Watch Group. Call if you see something unusual in your neighborhood.

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

We’ve had issues getting reimbursed for the mural on Haskell. The Councilwoman introduced a motion to get funds for this project and to make this a smoother process.

C. Benita Trujillo– District Director for Supervisor Sheila Kuehl’s Office (818) 901-3831

She introduced Jessica Orellana, Field Deputy/ Caseworker. An update was given on Measure H: \$350 million expected to be allocated for Measure H to provide housing and services for the homeless. Stakeholders should feel free to contact their office to discuss this.

D. Nigel Sanchez– Representative for US Rep. Tony Cardenas (818) 781-7407

Their office is hosting Immigration Workshops to help fill out paperwork. Neighborhood Legal Services will be providing pro bono services. There will be a workshop on Thursday, August 10, 2017 from 9:30am to 11:30am at the Mid Valley Recreational Center in Van Nuys. Their office also has an outstanding internship program.

E. Emma Taylor, Field Rep from CA Assemblymember Adrin Nazarian’s Office (818) 376-4246

There will be a presentation on the changes at LAX on Thursday, August 3, 2017 from 11:00am – 12:00pm at the State Building auditorium in Van Nuys, 6150 Van Nuys Blvd. Also, their office is hosting the 37th Annual Government Day on August 19, 2017 from 10:00am to 1:00pm at Panorama City Mall.

F. Barry Stone – DONE

DONE is working with Allen Nelson to register the mural on Haskell with Cultural Affairs so that the City Clerk can then process reimbursement. The Congress of Neighborhoods will be September 9, 2017 (congressla.com). Treasurer’s training will be at the Congress. We still have not heard whether NC elections will be held in 2019 or 2018, so plan for 2018 and set up your election committees and create an outreach strategy. The City Council will determine when

elections will be held. The Department needs to go through the inventory of each NC. The Planning Department will hold Planning 101 on August 28 at the Pacoima City Hall at 6 p.m.

7. Guest Speaker Ron Galperin – LA City Controller

He spoke on issues of: watching the people's money and make sure it is spent well, efficiently and effectively. Their office handles payroll, financial reports for the city, financial and performance auditing, distribution of the money, and making all of this transparent. He explained the functions of his office. Their goal is Transparency, Trust, and Transformation. The City's General Fund is only about 10-15% of the City's treasury. There are about 900 special funds with their own rules and governing documents. Mr. Galperin gave examples of the various different tools and metrics that his office uses, referring to such matters as housing, airport noise emissions, parking fines, marijuana dispensaries, and City-owned properties. It was a very informative presentation.

8. Guest Speaker Erica Lee of SEIU on SB349 (LARA) CF17-0002-S98 (Dialysis Patient Safety Act)

Erica Lee was not present so Allen Nelson made the presentation on her behalf. Her group is supporting the Bill (SB 349, Dialysis Patient Safety Act, Lara) which will come up for a vote at the end of the month. The City has agendized it under CF 17-0002-S98. It will require safer staffing levels. *Linda Gravani brought a motion to support CF17-0002-S98 (Dialysis Patient Safety Act, Lara), seconded by James Brown*

13 AYES: Bautista, Brown, Doxsee, Fujitaki, Gravani, Joseph, McKay, Nelson, Newman, Pruett, Riley, Schatz, Stein

2 ABSTENTIONS: Gutierrez, Pennomon

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

9. Public Comment

A. Lorna Paisley – She commented on picking up litter in her neighborhood due to no street sweepers on her street (Balboa Blvd.).

B. Bryan Parent

He introduced himself and stated he has been on the Hollywood Studio District Neighborhood Council and recently moved to Lake Balboa. He is interested in disaster preparedness.

C. Jeff Witherill – He lives on Enadia Way near White Oak. Front the Band is located on Sherman Way. He stated there are music concerts there every Friday and Saturday with a lot of noise, drinking, smoking and there was a shooting recently. The police won't do anything.

10. Discussion of City Plan & distribution of City Plan Survey

Linda Gravani stated that the City is in the process of planning what to do in our community. The Southwest Valley Feedback Questionnaire should be filled out by our stakeholders.

11. Announcement and Reports

A. Emergency Preparedness Committee – Linda Pruett

There was a special meeting in July at the bin and they had a disaster drill. Both bins have been painted with a special reflective paint supplied for free thanks to North Hills West. The Disaster Preparedness Fair will take place on October 7, 2017 at Northridge Fashion Center. There will be no EP meetings in August or September 2017.

B. Health & Public Safety – James Brown

The next Public Safety Committee Meeting will focus on Neighborhood Watch and will be held August 19 at the Flyaway at 10 a.m. Stakeholders will be able to receive Neighborhood Watch street signs and the club.

C. Land Use – Tom Riley

The City Planning Department is doing a Community Plan. The last time this was done was the 1990's. This will be the future of Lake Balboa. Everyone should get involved in the plan and fill out the Questionnaire.

D. Outreach Committee – Allen Nelson

The question came up at the last meeting as to who is in charge of events. Whoever brings the event is in charge. We will follow through with any beautification project. Seme Park and I discussed the application.

E. Ad Hoc Education –Byron Gutierrez

Lemay and Bassett Elementary Schools gave feedback and both have robots and chess. At the next meeting we will have a roadmap as to what we want to accomplish. Next week is the National Go Conference and Byron will meet with the President. We had a meet and greet with the new Gault School principal, and she is interested in robots and chess. Byron has a meeting with Michelle King next week.

F. Ad Hoc Newsletter – Kristen Fujitaki

Newsletter articles need to be sent by Monday. Schools were asked if they would like to submit an article for the "Back to School" issue.

G. Ad Hoc Recreation & Parks – Jim Stein

Rec and Park Committee will meet regularly on the second Tuesday of every other month. The first meeting will be August 8, 2017 at 7:00 pm at the Balboa Recreation Center Conference Room. We hope to have six permanent members of the Rec and Park Committee

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

Linda Gravani – The election was held, and Encino Neighborhood Council and Lake Balboa Neighborhood Council did not pass to become voting members. Beverly Lewis lobbied Councilwoman Martinez for more police patrols. Ruth stated that the LAPD Captain in charge of West Valley Division is assigning extra police patrols during August and September from 1:00-7:00pm on Saturday and Sunday in the basin.

I. Youth Affairs – Madeleine McKay

The Talk Project (which is a peer on peer mentor education seminar) is moving forward. It goes out to high schools to educate kids about sexual assault prevalent on high school and college campuses. Daniel Pearl is interested in gathering students from those campuses and is already working on that. Birmingham is also interested. Maddie will be graduating in 2018 and wants to get more students involved. Schools are interested in working with the Neighborhood Council to gather students from across the campuses to do clean ups and to do homeless outreach and

to offer resources. She is meeting with the Planner at Birmingham every 5-8 weeks to make sure the campuses are doing well.

J. Homeless Liaisons – Karen Schatz

The next homeless meeting is August 30, 2017 downtown.

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

Budget Day was June 24, 2017 at City Hall. Carol was re-elected as a Budget Advocate for Region 3 and she was elected Parliamentarian sitting on the board.

13. Budget – Discussion and possible action to update 2017/18 Lake Balboa Neighborhood Council Budget

No report was given and no action was taken due to the absence of the Treasurer.

14. Treasurer’s Report – Review and Request adoption of the monthly Expenditure Report (MER) FOR June 2017

No report was given and no action was taken due to the absence of the Treasurer.

15. Treasurer’s Report - Review and Request adoption of the monthly Expenditure Report (MER) for July 2017

No report was given and no action was taken due to the absence of the Treasurer.

16. Land Use: Discussion and possible action to change City Plan Map entitled West Van Nuys – Reseda to Lake Balboa –Reseda and to include the area of Lake Balboa which is west of the 405 in this plan.

Tom Riley stated that the City map created years ago did not include part of Lake Balboa and we are asking for the map to be re-drawn. Linda Gravani stated that our Councilwoman would need to make that happen.

Tom Riley brought a motion to send a letter to Nury Martinez describing the area that Lake Balboa covers and explain why the City map should be changed, seconded by Karen Schatz

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

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

17. Land Use: Discussion and possible action to create an Ad Hoc committee for “Lake Balboa” portion of the City Plan

Tom Riley stated that the last plan was in 1997 and it will be a 3-year process to amend it. The Land Use Committee has recommended having a subcommittee of younger residents. We have our own Planning representative and we want to work closely with her. We are off to a good start. We will work with the Planning Department and will have a meeting in mid-September.

Ruth Doxsee left the meeting at 8:55.

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

19. **Funding: Discussion and possible action to purchase 100 Neighborhood Watch Signs including mounts. Request up to \$3,400**
20. **Discussion and possible action to purchase Outreach promotional items, T-shirts, tote bags, pens and flashlights. Request Up to \$4000 promotional items**
21. **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)**
22. **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)**
23. **Funding: Discussion and possible action to hire Aaron Devandry to set-up G-suite email for all Lake Balboa Neighborhood Council board members. Request \$100 for this project**
24. **Funding: Discussion and possible action to purchase business cards for Fujitaki and Joseph. Request up to \$75.00**
Sandy Joseph brought a motion to table Items #18-24 in the absence of the Treasurer, seconded by Byron Gutierrez
12 AYES: Bautista, Brown, Fujitaki, Gravani, Gutierrez, Joseph, Nelson, Newman, Pennomon, Pruett, Riley, Schatz
1 NAY: Stein
1 INELIGIBLE: McKay
VOTE: (13-1-0-1-0) MOTION PASSES
25. **Discussion and possible action to appoint specific board members (s) to submit Community Impact Statements on behalf of the Lake Balboa Neighborhood Council**
Linda Gravani brought a motion to appoint Linda Gravani and Carol Newman to submit Community Impact Statements on behalf of the Lake Balboa Neighborhood Council, seconded by James Brown
14 AYES: Bautista, Brown, Fujitaki, Gravani, Gutierrez, Joseph, McKay, Nelson, Newman, Pennomon, Pruett, Riley, Schatz, Stein
VOTE: (14-0-0-0-0) MOTION PASSES
26. **Discussion and possible action to appoint Committee Chairs**
- a) **Emergency Preparedness – Linda Pruett**
 - b) **Ad Hoc Education – Byron Gutierrez**
 - c) **Health and Public Safety – James Brown**
 - d) **Land Use – Tom Riley**
 - e) **Outreach – Allen Nelson**
 - f) **Ad Hoc Rec and Parks – Jim Stein**

Linda Gravani stated that we need a chair and vice chair of each committee and to identify who is on each committee who can vote. You must be a member to vote. Barry Stone from DONE stated that the Board must create a process to have committees and to appoint committee members. Linda

Gravani stated that at this meeting we would appoint the chairs, and at the next committee meetings the vice chair and committee members would be appointed.

Linda Gravani brought a motion to appoint the following chairs: Linda Pruett for Emergency Preparedness, Byron Gutierrez for Ad Hoc Education, James Brown for Health and Public Safety, Tom Riley for Land Use, Allen Nelson for Outreach, Jim Stein for Ad Hoc Rec and Parks. James Brown seconded.

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

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

27. ADJOURNMENT - The meeting was adjourned at 9:10pm.