



CITY OF LOS ANGELES

GRANADA HILLS SOUTH NEIGHBORHOOD COUNCIL
11024 Balboa Blvd., Box 767; Granada Hills, CA 91344



PRESIDENT: **Dave Beauvais** (Community Organizations)
VICE PRESIDENT: **Brad Smith** (Member At-Large)
SECRETARY: **Anthony Matthews** (Education)
TREASURER: **Brandon Schindelheim** (Member At-Large)

Jerry Askew (Business)
Bonnie M. Bursk (Commercial Prop. Owners)
Krisna Crawford-Velesco (Member-at-Large)
Arthur A. Daush (Seniors)
Jett Dunlap (Member-at-Large)
Gina Greschner (Renters)
Bob Hudson (Faith Based)
Suraj Khurana (Students)
Sally Kolstad (Education)

GENERAL MEETINGS HELD
Granada Hills Charter High School
10535 Zelzah Avenue
Granada Hills, CA 91344
Every 1st Thursday of the Month
6:30 pm

Joel M. Lyle (Member-at-Large)
Deron Lopez (Youth Organizations)
Bob Luszczak (Member-at-Large)
Eric Mansker (Homeowners)
Ross Turmell (Member-at-Large)
Daniel Wall (Member-at-Large)
Cindy Wu Freedman (Member-at-Large)
Debbie Wubben (Recreation/Cultural Arts)
Michael J. Kabo (Parliamentarian)

Minutes of the General Board Meeting of the
GRANADA HILLS SOUTH NEIGHBORHOOD COUNCIL (GHSNC)
February 6th, 2014
Granada Hills Charter High School

Call to Order

President Dave Beauvais called the meeting to order at 6:35 p.m.

Roll Call

Roll Call was taken by Secretary Anthony Matthews.

P	President: Dave Beauvais (Community Org.)	A	Suraj Khurana (Students)
P	Vice President: Brad Smith (Member-at-Large)	P	Sally Kolstad (Education)
P	Secretary: Anthony Matthews (MaL, Factual Basis))	P	Joel M. Lyle (Member-at-Large)
P	Treasurer: Brandon Schindelheim (Member-at-Large)	P	Deron Lopez (Youth Organizations)
E	Jerry Askew (Business)	A	Bob Luszczak (Member-at-Large)
P	Bonnie M. Bursk (Commercial Prop. Owners)	P	Eric Mansker (Homeowners)
E	Krisna Crawford-Velesco (Member-at-Large)	E	Ross Turmell (Member-at-Large)
P	Arthur A. Daush (Seniors)	A	Daniel Wall (Member-at-Large)
P	Jett Dunlap (Member-at-Large)	E	Cindy Wu Freedman (Member-at-Large)
P	Gina Greschner (Renters)	E	Debbie Wubben (Recreation/Cultural Arts)
P	Bob Hudson (Faith Based)	P	Michael J. Kabo (Parliamentarian)

P: Present, **E:** Excused, **A:** Absent

Approval of the Minutes

Minutes of January 2nd, 2014 General Board Meeting were approved. There was a discussion as to the level of detail which needed to be inserted into the minutes, especially regarding discussion and points raised by stakeholders.

Public Comment

Mr. Kuzmin expressed concern that the Board was not following appropriate procedures during its meetings, especially with regards to allowing enough time for public comments.

The frequency of previous newsletters was discussed, and it was stated that newsletters were sent out once or twice annually. Mr Kuzmin stated that he would make a PRA request for previous newsletters.

Bonnie Bursk from the Chamber of Commerce invited everyone to the annual Installation to be held at the Odyssey Restaurant on 2/21/14. She reiterated the impact that the COC has on the community.

Thomas Smith, a junior at Granada Hills Charter High School, presented his Eagle Scout project, to landscape areas around the school. He has a plan created by Gene Behrens. The cost is around \$700 of which \$600 is materials, and he is asking for financial support. He also has a larger plan to provide 4 benches, for which the total cost would be \$5,000.

Jorge Castenada spoke about Nextdoor.com. It is a password protected system for neighborhoods, and includes things like Watch Programs. They have 28,000 registered neighborhoods. Neighborhood Councils have their own page, and Jorge will get us the information.

Ida Mack spoke about the Because I Love You program, held at the school on Tuesdays from 7-9.30. www.Phoenixhouse.org.

Matthew Vallecilla from Brad Sherman's office introduced himself. The congressman is holding a phone-in Town Hall on 2/27 from 7-8.30 pm.

Melvin Canas from DONE introduced himself, and stated that the DONE focus this month was election administration.

Three candidates for the Board introduced themselves – Jim Summers, Rene Trinidad, and Mike Benedetto.

Community Speakers

Daro Del Core spoke about how crime is being reduced in the precinct. He is proud to serve in the community. However, there is no task force on drugs in the San Fernando Valley, and heroin is at an epidemic rate. Councilman Englander has been responsible for the closure of many marijuana outlets.

Board Issues

The next item was taken out of order. Eric Rosenberg, a representative of Young Israel of Northridge came in support of their permit to modify the parking lot. They need to expand by 20%. After discussion the motion to support the application was approved unanimously.

Officer Reports

The treasurer presented his report. A \$44 deficit in rent for meetings will be taken from the newsletter budget. Motion to approve (Schindelheim/Greschner) passes unanimously 11/0/0.

Board Issues

Elections: The Rec center is double-booked but there is room for us there anyway.

Mark Hovator put together the graphics for the park benches, and was awarded a vote of thanks.

We already have a budget for election advertising and will coordinate with the Daily News initiative for Region 2. An email blast was also suggested.

The Board will host a candidate Forum on 2/27 at 6.30 at the High School. Motion on date and time (Lyle/Mansker) passes unanimously.

Discussion and possible Board action to approve funding to the Granada Hills Rotary Foundation in the amount of \$2,000.00 for maintenance of Veteran's Memorial Park (Chatsworth and Zelzah). This generated much discussion about the roles and responsibilities for the Park and recognition to the GHSNC for its support. Motion (Mansker/Bursk) carried unanimously 12 voting.

Discussion and possible Board action to approve \$300.00 to Mark Hovator for editing of video tape of the November 19, 2013 City Attorney training. The video would then be posted on the website. This was the subject of some discussion regarding the accuracy of all the information. Motion (Mansker/Bursk) carried unanimously.

Discussion and possible Board action regarding Neighborhood Council Working Group recommendations. See attached list of motions under consideration. Votes were taken by voice.

NCWG Motions Set 2	Proposed/Seconded	Board voice vote
1	Mansker/Matthews	Passed
2	Lyle/Hudson	Not Passed
3	Beauvais/Mansker	Passed
4	Mansker/Lopez	Passed
5	Hudson/Mansker	Passed
6	Beauvais/Mansker	Passed
7	Lyle/Mansker	Passed
8	Matthews/Beauvais	Passed

Discussion and possible Board action of Executive Board recommendations regarding the Grievance Panel report of January 2, 2014. This item was tabled to the following meeting.

Board Comments

Bob Hudson: there will be a faith-based meeting 3/12/14

Joel: Sad not to be running for the Board again

Bonnie: 1) We have a very good board. 2) Invites all to the C of C installation

Art: Happy Valentine's Day

Jett: Came onto the Board with Joel and sad to see him go

Dave: 1) This has been the best board he has been on, a true excellent board. Not running again but will be there to help out. 2) The mayor is coming to see a pothole on 2/13. 3) The next Board meeting is less than 5 full days after the election so the new Board will be sworn in at the April meeting. Melvin chimes in to suggest basic training be held at that meeting. 4) The Bylaws and Rules committee will not be meeting

All others: no comment

Motion to adjourn 9.35 pm (Dunlap/Mansker) unanimous.

A handwritten signature in cursive script that reads "Anthony Matthews". The signature is written in dark ink and is positioned above the typed name.

Respectfully submitted

Anthony Matthews, Board Secretary

Master - append to minutes for
copy 2/6/14

The Commission started the process for examining policy topics in December 2012 when it established 3 regional committees to conduct a review of the "Plan for a Citywide System of Neighborhood Councils." In the spring, the committees met over 20 times, and have now returned with recommendations. Before acting on the recommendations, the Commission has decided to solicit additional input from Neighborhood Councils.

The committees have proposed motions recommending to amend the City's Administrative Codes which touch upon numerous topics and would ultimately require City Council action. In some cases, the changes (or reaffirmation of current policy) can be implemented at the Commission or Department level.

IMPORTANT: Every motion is followed by a "Note" or "Background Note" to offer clarification and context, but these notes are NOT part of the original motions that the Commission will be considering. Please focus your input on the motions which are "**bolded and in quotation marks.**"

MOTIONS

1) Elections

Neighborhood Council Plan Review Committees' Recommendation
(Recommendation):

"The Department of Neighborhood Empowerment is to be permanently placed in charge of administering elections."

(Background note: Since 2008, the City Clerk was given the authority to conduct Neighborhood Council elections, which it did in 2008 and 2010. In 2012, the City Clerk authorized the Department of Neighborhood Empowerment to conduct the elections instead. On September 17, 2013, the City Council voted to authorize the Department of Neighborhood Empowerment to partner with the City Clerk to administer the 2014 elections. The full text of Ordinance No. 182723 can be found in Council File: 11-1912-S1 at LAcouncilFile.com.)

2) Training and leadership development

Recommendation:

- a. **"Neighborhood Council board members be required to complete Ethics, Financial Policy, Sexual Harassment, and ADA Compliance training, and that the Department offer classes including, but not limited to leadership, City government basics, parliamentary procedures, land use, and candidate training."**
- b. **"There be a citywide standard period of time from date of seating, not to exceed 90 days, that a Board member will have to pass the**

required training, and that this be enforced by the Neighborhood Council bylaws, which shall prohibit voting on any matter coming before the Neighborhood Council board. Inability of any board member(s) to vote for failure to timely complete training will not affect quorum."

Background note: Current Department of Neighborhood Empowerment policy already requires Neighborhood Council board members to complete Ethics and Funding training. The Department also offers leadership training classes covering most of the topics identified. The Plan Review Committees were aware of the current policy and chose to reinforce the requirements by including them in their recommendation while at the same time proposing new additions.)

3) Early Notification System

Recommendation:

"An Early Notification System be established by each city department, commission, and the City Council, and its committees to provide Neighborhood Councils with a minimum of 60 days notice of any proposed action.

For any proposed ballot measure or ordinance Neighborhood Councils must receive at least 60 days notice."

(Background note: The Los Angeles City Charter Sec. 907 establishes an Early Warning System stating that "... Regulations shall establish procedures for receiving input from neighborhood councils prior to decisions by the City Council, City Council Committees and boards and commissions. The procedures shall include, but need not be limited to, notice to neighborhood councils as soon as practical, and a reasonable opportunity to provide input before decisions are made....")

(Additional background note: While some proposed legislation may take many months to move through City Council before becoming law, some items are introduced and passed into law within days. When items move rapidly through City Council, Neighborhood Councils do not have sufficient time to agendaize the item and issue an official statement. Based on their volunteer capacity, most Neighborhood Councils are able to have full board meetings once a month.)

4) Initiation of Council files

Recommendation:

"Neighborhood Councils should have the right to open Council files. No Neighborhood Council board member shall be required to file a financial

disclosure form for a Neighborhood Council to open a Council file. There shall be no limit on the number of Council files that a Neighborhood Council may open each year.”

(Background note: Currently, Council files are initiated either by a City Council Motion or when a City department submits a report to Council. In 2009, City Council adopted a two-year pilot project whereby Neighborhood Councils (with the support of a fellow Neighborhood Council) could create up to three new Council Files per calendar year, provided that board members submitted individual financial disclosure forms. The pilot project expired with no Neighborhood Council having participated in it. For more details, see Council File 08-0351 at LAcouncilFile.com.)

5) Review of delivery of City services

Recommendation:

“The Board of Neighborhood Commissioners, with the aid and advice of citywide Neighborhood Councils, will adopt policies establishing best practices for monitoring the delivery of City services.”

(Background note: Los Angeles City Charter Sec. 910 states that, “Neighborhood Councils shall monitor the delivery of City services in their respective areas and have periodic meetings with responsible officials of City departments, subject to their reasonable availability.”)

6) Community Impact Statements

Recommendation:

“City agendas should once again include the full text of the brief Community Impact Statement (CIS) from each NC submitting one, with links to any background materials that were provided as support. Any time a CIS is, for whatever reason removed from a subsequent agenda, the City Clerk will send a notice to the Neighborhood Council.”

(Background note: Community Impact Statements (CISs) are official statements or positions adopted by a Neighborhood Council on issues pending before the City’s decision makers. When the process was first instituted in 2003, CISs were limited to 100 words. The first Neighborhood Council to submit a CIS on a particular Council file would have the first 100 words printed on the physical agenda. If the CIS ran longer, the additional words would be left off. Subsequent NCs who filed CISs on the same file would only have their position of “for, against, or general comments” indicated on the agenda. In later years, once the Council File Management System was implemented and all documents became accessible to both the Councilmembers and the public, there was no longer a 100 word limit for CISs and none of the CIS language was

placed on the agendas. Per Council instruction, there continues to be a line for Community Impact Statements, regardless of whether or not one is filed. If a CIS is filed, the agendas indicate the name of the Neighborhood Council and their position of for, against, or general comments relative to the item.)

(Additional background note: A new CIS must be submitted after each Council action, because while the CIS will stay in the Council file, it will not reappear on subsequent agendas. The reason for this is that the original position taken by a Neighborhood Council may not be the same position after the Council has acted. The Neighborhood Council must follow the item, determine their new position on the item and communicate it to the Council via the City Clerk.)

7) Neighborhood Councils presenting at public meetings

Recommendation:

“Official Neighborhood Council or Neighborhood Council Alliance representatives addressing the City Council, its committees, City commissions, and boards be granted up to 5 minutes of presentation time separate from general public comment, to present the official view of the Neighborhood Council Board or Alliance. Neighborhood Councils should receive priority as city entities and be called for comment before general public comment.”

(Background note: Currently, official Neighborhood Council representatives speak during general public comment and receive the same amount of time as other members of the public.)

8) Funding and Grants

Recommendation:

- a. **“Unexpended Neighborhood Council funds should be kept in the Neighborhood Council system, received and administered by the Department of Neighborhood Empowerment.”**
- b. **“Neighborhood Councils should be allowed to provide funds to City departments provided that the equipment benefits stakeholders, that in addition to the initial requestor there is documentation of the need from a higher level of the department, and that the transfer is accompanied by an MOU, agreement, or a form similar to a neighborhood purposes grant.”**
- c. **“Overriding principle should be that in the absence of conflicts of interests, the Department of Neighborhood Empowerment should be empowered to seek and receive funds appropriate to their mission and support their operations.”**

(Background note: Currently, at the end of a fiscal year, unexpended Neighborhood Council funds are swept and not allowed to carry over to the next fiscal year. Prior to fiscal year 2011-2012, NCs were able to roll over funds year to year for a maximum of 3 years.)

(Additional background note: Neighborhood Councils are allowed to provide funds to City departments to buy equipment to benefit their local stakeholders, but sometimes this equipment is moved to other locations. There is also no higher level communication within the department receiving the funds required and no MOU or agreement is necessary, which would provide clarification on the intent of the funds to all levels of the departments.)

(Additional background note: The Department is able to receive funds from outside organizations such as non-profits, foundations, etc.)