

**Sun Valley Area Neighborhood Council  
General Meeting Minutes  
for  
Tuesday, November 08, 2011  
6:30pm – 8:30 pm**

**Villa Scalabrini Retirement Center  
10631 Vinedale Street  
Sun Valley, CA 91352**

Board Member	Title	Status
Angelica Dueñas	President	Present
Julie Monroy	1 <sup>st</sup> Vice President	Present
Mike O'Gara	2 <sup>nd</sup> Vice President	Present
Robert Lim	Treasurer	Absence Excused
Karina Garcia Valles	Secretary	Present
Gary Aggas	Board Member	Absence Excused
Linda Housden	Board Member	Absence Excused
Imelda Padilla	Board Member	Absence Excused
Susan A. Bartlett	Board Member	Absence Excused
Monica Vacas	Board Member	Present
Art Kalantarian	Board Member	Absence Excused
Vic Hernandez	Board Member	Absent
Gerry Prieto	Board Member	Absence Excused
Guy Dionne	Board Member	Present
Josephine Navares	Board Member	Absent
Nicholas Dalton Pawle	Board Member	Present
Fern Romans	Board Member	Absent
Carmen Perez	Board Member	Present
Luis Medina	Board Member	Present
Stella Arrington	Board Member	Present

**ITEM 1: Call to Order, Pledge of Allegiance, Code of Civility, Roll Call**

- Angelica called the meeting to order at approximately 6:43 pm.
- Angelica took roll
- The Pledge of Allegiance was recited and the Code of Civility was read

**ITEM 2: Opening Remarks (President)**

- Ms. Dueñas reminded fellow board members who have not taken the Ethics and Open Government Training to visit the following web site to take it online.

**ITEM 2A: Ethics and Open Government Training** – Reminder for the members of the SVANC to complete Ethics and Open Government Training for City Officials. Please visit:

<http://ethics.lacity.org/education/education.cfm>

**ITEM 3: Emergency Personnel from Fire and Police Departments** will always be allowed to address the Board when they are ready in order to facilitate their schedule. (Officer Esther Vasquez, Senior Lead Officer, and Officer Michelle Rodriguez, Senior Lead Officer).

- Officer Vasquez stated that crime rates are still down in spite of the upcoming holiday season. Officer Vasquez informed the community that gold-type jewelry crimes, such as gold chains, are still being snatched off people walking down the street and no suspects have been identified; motor-vehicle/car break-ins has not increased; Officer Vasquez asked stakeholders to be aware of their surroundings, especially

during the upcoming holiday season because this is the time to ‘Lock it, Hide it, Keep it’; commercial burglaries have occurred in the Penrose area, where big-rigs and containers have been stolen;

- Officer Vasquez said that the LAPD Foothill Division has a volunteer surveillance team targeting different areas. The last couple of details took place around the Roscoe/Laurel Canyon area by Kohl’s & the Carl’s Jr. in a two week period and it resulted in the arrest of two guys tagging.
- A community member announced that a new-high-tech, vehicle break-in type crime is occurring targeting vehicles that use remote control lock systems; the lock code is picked up through a signal by a nearby burglar. It is suggested to use the manual/automatic mode from the inside of a vehicle to lock your vehicle when in a very congested place.

**ITEM 4:** Presentation/announcements from **elected officials** or their representatives.

- Mary Benson, CD2 Field Representative, announced that the San Fernando Valley Veteran’s Day Parade will be held on Friday, November 11, at 11:00 am, at Laurel Canyon and Sun Fernando Mission Blvd.
- Mary announced that the Council member allocated \$250,000 from his discretionary fund back to the Department of Public Works. The funds will be used for the Bureau of Street Services and Urban Forestry’s staff for Saturday overtime work. The work will include the removal of stumps from the ground and major large repairs of asphalt—not street pavement--where a crew will be sent out to do hot-patch repairs; also, the work will include tree trimmings.
- Quincy Reid, Assembly member Fuentes’s office, announced a Town Hall meeting, November 9, 2011, 11-12 noon, L.A. Valley College, Monarch Hall, 5800 Fulton Avenue, Valley Glen

**ITEM 5A:** Mark Akahoshi, LAFD’s Battalion Chief, Battalion 12, "C" Platoon-for this area, and the members of Engine 77, which serves the Sun Valley area, presented a summary of the “*Ready, Set, Go*” program.

- Get Ready: The first step is to prepare your property, home and family to be prepared in the event of a wildfire:
  - Watch the Ready, Set, Go video on line
  - Download the Family Safety video at MySafe:LA
  - Watch the Evacuation video at MySafe:LA
  - Learn about creating an Escape Plan at MySafe:LA
  - Brush Clearance Information (View Brush Information)
- Ready!
  - Protect your property by creating defensible space around your home; remove brush for a minimum of 100 feet.
  - Replace shake-shingle roofs with tile or other fire-resistant materials.
  - Assemble emergency supplies and prepare a list of things you need/want to take with you if an evacuation is ordered. The list should include things like cash, meds, phone chargers, computers, food for pets, etc. Plan escape routes—at least two different ways out of your neighborhood.
- Get Set!
  - If a wildfire threatens your neighborhood, act immediately. Back your vehicle into the driveway with the hood (front) facing the street. Next, roll up your windows, and load your vehicle.
  - Remove flammable materials from around your house, including patio furniture, firewood, decorations, etc. Monitor the news, your fire department’s web site and MySafe:LA for info regarding the fire.
- Go!
  - Go early! Don’t wait to be told to leave; by leaving, you give fire fighters the best chance to protect your property.
- Los Angeles Equestrian Evacuation Center: Pierce College
- Think Clearly!
  - The ‘stay and defend’ concept though it sounds reasonable on paper, it is extremely dangerous in real life.
- It’s up to you to be prepared in the event of a wildfire. The LAFD urges you to learn, adopt, and practice the Ready, Set, Go initiative.
- Remember the 6-P’s: People and pets, Papers and important documents, Phone numbers, Prescriptions and eyeglasses, Pictures and irreplaceable memorabilia, Personal computers/info on a hard drive and plastic—credit cards.

**ITEM 6A: Public Comment** on matters within the Board's subject-matter jurisdiction. Members of the public are limited to **three (3) minutes** per speaker.

- Mr. Michael Dilley, Senior at Cal State Northridge, representing SAFE – Smoke Free for Everyone, asked for SVANC's support for an ordinance to require Apartment Buildings to be smoke-free
- David Hernandez – community resident, is organizing the Best of the Valley event for June 10<sup>th</sup>, 2012; announced the Veteran's Day Parade, Friday, 11-11-2011, at 11:00 am., and the Pacoima X-Mas Parade, December, 3<sup>rd</sup>, 2011 for more info visit the web site Pacoima chamber of commerce for applications online to participate on this parade.
- Mr. Jack Lindblad, community resident, candidate for State Assembly

**ITEM 6B: Board member comments** on matters within the Board's subject-matter jurisdiction. Board members are limited to **three (3) minutes** per speaker; and additional discussion time if request is made to place an item on an agenda of a future meeting.

- Stella talked about the successful Halloween event at Fernangeles park, and encouraged SVANC's participation at similar events at parks for next year. A fellow board member stated that SVANC did not participate in this event because there was an admission charge, and in the past the organizers did not include SVANC's logo on their event's flyers as promised.
- Nick said that he met with Council member Krekorian, Mary Benson, a representative from the Theodore Payne Foundation, and a member of LAFD's Station 77 to discuss creating partnership to beautify the community. One immediate project would be to beautify an area of Station 77 by planting fire-safe landscaping, and drought-tolerant plants—with an interpretative and educational element of each plant. A sign/placard will be placed with the names of the partners who participated in the project.
- Mike O' stated that SVANC participated in Poly's homecoming event, which was a success. Mike O' thanked Ms. Vaca, Ms. Valles, and Daniel's Tacos for their family's assistance and participation in various events.
- Mike O' said that the City Clerk's Election Task Force has not scheduled any elections until 2014, but a large group of NCs want to hold elections in 2012. However, the NCs cannot hold an election but can hold a selection---the difference between an election process and a selection process is that a ballot has to be signed or by a show of hands at a town hall meeting. Mike said that SVANC spent \$10,000 on the last election, but if SVANC holds an election after July 1<sup>st</sup>, 2012, around September 2012, then some of SVANC's funds can be rolled-over from this fiscal year to next fiscal year for this purpose. The roll-over amount would be decided by the City.
- Mike said that the City Council is having a survey: the purple survey is to be completed Board members, and the orange survey is for stakeholders who can mail it in or bring it back to SVANC's next month's general board meeting. Both surveys are the same just in different colors, and the deadline to be turned in is January 6<sup>th</sup> 2012.

## **OLD Business:**

**ITEM 7:** Review, correct and approve minutes from our October 2011 Board general and special meetings. (GARCIA-VALLES)

- Mike O' asked the minute taker to turn in the minutes within two weeks from the date of the meeting, per SVANC's bylaws. The minutes for Committee meetings must also be turned in within two weeks from the date of each respective meeting.
- No action taken on October 2011 minutes because they were emailed late to the Board, thus not given enough time for their review. This item was tabled and will be included in next month's agenda.
- Mike O' gave the following summary of SVANC's special meeting minutes, held on October, 17<sup>th</sup>, 2011:
  - Item 1: Pledge of Allegiance
  - Item 2: Roll Call - Present: Mike O'Gara, Angelica Duenas, Gary Aggas, Monica Vacas, Luis Medina, Carmen Perez, Stella Arrington and Art Kalantarian.
  - Item 3: Public comment: Mike O' talked about Strathern Park stating that a letter needed to be written to the Electeds to add amenities and name the park. This item will be on SVANC's next month's regular board meeting.
    - No action taken on this item.
  - Item 4: Motion/discussion/ vote to approve \$350 for SVA Park's Halloween event; and also to participate in Fernangeles Park's Halloween event.
    - David Vallastro, Park Director at SVA Park, requested \$350 to support the Park's Halloween event.
    - Mr. Vallastro presented the park's flyers which mentioned SVANC's support with its logo prominently displayed on it.
    - A vote was taken to approve this item
    - The motion carried unanimously
- No one was present from Fernangeles Park. Mike O' had a copy of the park's flyer sent to him by the Park's Director, which prominently displayed SVANC's logo. However, Mike also had a copy of the

flyer that was actually distributed at the park which DID NOT have SVANC's logo prominently displayed.

- Discussion took place regarding the festival which was scheduled for Friday, three days before the Halloween event, and the park was charging \$1.00 admission to children.
- Motion was put up for a vote
- The motion did not carry

Item 5: Motion/Discussion/Vote to support giving a \$500 Neighborhood Purposes Grant to Los Angeles Family Housing for the express purpose of paying for identification papers for the homeless living in the streets in close proximity to the SVA Park.

- Motion was put up for a vote
- The motion carried

Item 6: Motion/Discussion/Vote to participate in Poly's homecoming: Karina to get the balloons, Monica to provide her son's truck.

- The motion was put up for a vote
- The motion carried

## **NEW Business:**

### **ITEM 8:** Committee Reports - Outreach- Planning- Community Affairs- By-Laws —Treasurer

- Outreach Report- Mike and Monica were at the park distributing flyers. Mike also mentioned that the homecoming at Poly HS was successful, and Gary will distribute flyers at the Veteran's Day parade.
- Planning Report – Monica said that a hearing is coming up on December 1<sup>st</sup>, 2011 for the 46-unit apartment building, at 8554 Glenoaks.
- Community Affairs – none
- By-laws- none
- Treasurer's October's 2011 Purchase Card Transactions are the following:

Date	Vendor	Description	Amount	Purchaser
10/11/2011	Papa John's	Pizza for August Board Meeting	\$51.10	M. O'Gara
10/30/2011	Smart N Final	Candy for Sun Valley Rec. Ctr.	\$292.53	R. Lim
10/31/2011	Time Warner	Phone and Internet (office)	\$130.50	R. Lim
		Total Spent:	<b>\$474.13</b>	

- Mike stated regarding SVANC's budget:
  - SVANC's budget to date is \$35,230.53.
  - \$500 was encumbered at SVANC's special meeting to get ID's for the homeless
  - If lease is approved tonight (see Item 9 below) for February 2012 – February 2013, the 1-year lease is for \$10, 800 which would leave a balance in SVANC's budget of \$23, 830.53 for the remaining 7 months for 2011-2012 fiscal year.
  - \$16, 170.47 have spent from SVANC's budget in the last five months.
- Mike said that DONE announced that they are going to cut back on the use of the P-card and the NCs have to do more with Demand Warrants and almost every Demand Warrant may require a Neighborhood Purposes Grant. Payment of a Demand Warrant takes up to five months. The Valley Alliance will be meeting to take a position on this issue and is planning on opposing it.
- Julie made the motion and was seconded by Nick was made and voted on to approve the Treasurer's report
- The motion carried

### **ITEM 9:** Motion/Discuss/Vote To allocate \$10,800 to pay for the office lease which starts in February 2012 for one year (O'Gara)

- Mike O' said that it's \$900/month as before.
- Mike made the motion and was seconded by Nick.
- The motion carried

### **ITEM 10:** Motion/Discuss/Vote to allocate \$70 to buy white copy paper for the office (O'Gara)

- Mike said that in the past the P-card was able to be used to purchase office supplies, etc. The P-card card had a limit of \$500. Julie mentioned that a past Item had been approved to allocate \$300/month for office supplies, this item will be researched.
- Mike made the motion to spend up to \$70 to purchase white copy paper, and was seconded by Angelica.
- The motion carried

**ITEM 11:** Motion/Discuss/Vote to purchase balloons, with SVANC's logo, for outreach projects not to exceed \$75.00 (O'Gara)

- Mike made the motion and was seconded by Monica.
- The motion carried

**ITEM 12:** Motion/Discuss/Vote to rent helium tank for Balloons (For 3 different Events) not to exceed \$210 (O'Gara)

- Julie suggested buying a tank rather than renting it. Mike stated that he gets the tank and valve free, the cost is for the helium.
- Stella offered to lend a helium tank free of charge---the helium would have to be purchased.
- Mike made the motion not to purchase the tank but to continue buying the helium as needed and was seconded by Nick.
- The motion carried, with one opposed

**ITEM 13:** Motion/Discuss/Vote to allocate \$100 to the Valley Alliance of Neighborhood Councils for their annual MARCH get together of civic leaders and awards presentation (O'Gara)

- Mike said that this Thursday, November 10, Valley Alliance of NC will hold a meeting at which time one of the subjects will be taking a position on DONE's intent to replace the purchases of the P-Card with Demand Warrants. At this meeting, Mike will also suggest having award presentations: 1 for Panorama City and Sun Valley for their citizenship workshop, and for Foothill Trails NC for their participation in the homeless count project.
- Mike made the motion and was seconded by Nick.
- The motion carried

**ITEM 14:** Motion/Discuss/Vote to allocate up to \$800 to install Bulletin Boards at the two parks (O'Gara)

- Mike stated that the bulletins would be installed at Fernangeles and Sun Valley parks.
- Mike made the motion and was seconded by Julie.
- The motion carried

**ITEM 15:** Motion/Discuss/Vote to write letter to Elected's regarding the proposed amenities at Strathern Water Park To advise them that the SVANC has taken a vote and would like the facility to be named Rory Shaw Memorial Park (O'Gara)

- Mike stated that the amenities should include: an amphitheater, a berm, tennis and basketball courts, boulders, the kids' play area should be a universal jungle gym, etc.
- Mike made the motion and was seconded by Nick.
- The motion carried

**ITEM 16:** Motion/Discuss/Vote to allocate \$75 for the remainder of the fiscal year to the planning committee to pay for photos of properties in violation of zoning regulations and/or proposed sites for projects and \$75 to pay for photos for outreach Committee. (not to exceed total of \$150) (O'Gara)

- Nick made the motion and was seconded by Mike.
- The motion carried

**ITEM 17:** Motion/Discuss/Vote allocate up to \$425 to pay to a temporary employee from the cities approved vendors to pay for help in reconciling our budget for the past year 2010-2011 and the first quarter of 2011-2012 (O'Gara)

- Mike said that Julie and he used to share this work, but now the closing of last year's budget and last quarter's budget need to be reconciled.
- Mike made the motion and was seconded by Julie.
- The motion carried

**ITEM 18:** Motion/Discuss/Vote to allow the Credit Card holder leeway to spend up to \$300 for items to keep the office and committees running smoothly. (O'Gara)

- Mike mentioned that a monthly and quarterly report will be presented accounting for these expenditures.
- Monica made the motion and was seconded by Nick.
- The motion carried

**ITEM 19:** PUBLIC COMMENT

- Gary, stakeholder

**ITEM 20:** Adjournment, a motion was made and approved, the meeting adjourned at approximately 08:15 pm.