

**Sun Valley Area Neighborhood Council
General Meeting Minutes for
Tuesday, July 09, 2013
6:30pm – 8:30 pm**

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

Board Member	Title	Status
Gary Aggas	President	Present
Angelica Dueñas	1 st Vice President	Absence excused
Mike O’Gara	2 nd VP/Secretary	Absence excused
Julie Monroy	Treasurer	Present
Linda Housden	Board Member	Absence excused
Susan A. Bartlett	Board Member	Present
Imelda Padilla	Board Member	Absence excused
Monica Vacas	Board Member	Present
Gerry Prieto	Board Member	Present
Carmen Perez	Board Member	Present
Luis Medina	Board Member	Present
Mark Mardirossian	Board Member	Present
Barbara O’Gara	Board Member	Absence excused
Gene Culley	Board Member	Present
Sergio Carbajal	Board Member	Present
Samuel ‘Sammy’ Palomino	Board Member	Absence excused
Sam Khalaf	Board Member	Present
Don Harward	Board Member	Present
Lysander Cuevas	Board Member	Present

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

- Gary called the meeting to order at about 06:32 pm
- The Pledge of Allegiance and SVANC’s Code of Civility were recited
- Gary took roll

ITEM 2: Opening Remarks, (President) Self- introduction of Board Members

- Mr. Aggas thanked fellow board members and stakeholders for helping out at various community events.
- Mr. Aggas stated that with the new fiscal year there will be challenges, and asked everyone for their patience and understanding while Empower LA rectifies certain technical financial issues with the banking institution.
- Mr. Aggas asked fellow board members to introduce themselves, the street they live on, and/or what neighborhood/company they represent.
- Luis Medina, resident, lives on Case Ave
- Don Harward, resident, lives on Roscoe Blvd
- Gerry Prieto, works at the corner of Fountain and DeGarmo, in Sun Valley
- Mark Mardirossian, lives on Rincon
- Julie Monroy, lives on Beck Avenue
- Lysander Cuevas, lives on Wheatland Place and Vinedale
- Monica Vacas, lives on Lanark and Glenoaks
- Sergio Carbajal, lives on Vineland
- Sam Khalaf, lives on Arleta

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- Gary Aggas, lives near Saticoy and Tujunga
- Carmen Perez, crossing guard at Roscoe Elementary School, lives in North Hollywood
- Susan Bartlett lives on Edmore Place and Landmark Street

ITEM 3: Emergency Personnel from Fire and Police Departments Officer Esther Vasquez, Senior Lead Officer, and Officer Michelle Rodriguez, Senior Lead Officer.

- Officer Vasquez reported the following crime update for Sun Valley in the month of June: 2 robberies; 2 aggravated assaults (shootings, fighting, domestic violence-type crimes); 3 home and 1 commercial burglaries; 2 petty thefts; the number of grand theft autos has declined significantly; a couple of burglaries from motor vehicles; 1 "peeping Tom" incident. Officer Vasquez announced that a triathlon will take place on August 18, at Hansen Dam.

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

- None

ITEM 5: Public Comment on matters within the Board's subject-matter jurisdiction. Members of the public are limited to **three (3) minutes** per speaker

- None

ITEM 6: 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.

- None

OLD Business:

ITEM 7: Review, correct and approve minutes from **May 14th, 2013 and June 11th, 2013** Board meeting.

- Mr. Don Harward made a motion to approve the May 14 (no changes made) and June 11 minutes as amended, and the motion was seconded by Sam Khalaf
- The motion was put out for a vote
- All members present voted in favor to approve this motion
- The motion carried unanimously

NEW Business:

ITEM 8: Committee Chair Volunteers: Outreach; Planning; Community Affairs; Sun Valley Homeless; By-Laws; Treasurer; Beautification; C-PAB; VANC; PlanCheck

- Outreach: no report
- Planning: Mr. Aggas will talk about Planning projects on Item 20
- Community Affairs: no report
- Sun Valley Homeless: Ms. Vaca stated that a meeting was held on Wednesday, July 3, to discuss strategies to identify and register all homeless people. The organizations that might be providing services to the homeless population will be contacted in order to get the names of the homeless people who have not yet registered. There is an effort to register all the service-provider organizations for the homeless in order to create a guide in an effort to know where to send the homeless population for specific services. The service-provider organizations can register by calling 211. Ms. Vaca added that the Sun Valley Homeless meetings are held on the 3rd Wednesday of each month, 2:30pm, at L.A. Housing Center on Lankershim.
- By-laws: Don had no report. Don asked for a list of names of the board members who are members of the by-laws committee. Mr. Aggas will get back to Mr. Don regarding his question.
- Treasurer: Ms. Monroy announced that DONE is working on getting the approval of new bank accounts that all the NCs were supposed to have as of July 8th from Wells Fargo Bank. Unfortunately, the checking and debit accounts promised to the NCs for on-line access have not been approved.
- Ms. Monroy said that she has submitted all the required documents to DONE/Empower LA in order for SVANC to have its own checking account, which will facilitate payment to its vendors.
- Ms. Monroy stated that by Friday, July 12, 2013, SVANC had to submit a Strategic Plan which had to include SVANC's plans for the upcoming fiscal year, and a current SVANC's Board roster. Also,

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SVANC has to do an 'outreach survey' and submit it as part of its budget, which has to be approved through a Board's resolution. The subject items that need to be included on the budget list are: Outreach, operations, neighborhood purpose grants, neighborhood improvements, elections and selections categories.

- Ms. Monroy stated that what was presented to DONE for SVANC's FY2013-2014 budget requirements include:
 - Outreach: the amount allocated in the budget was \$7,900
 - Operations: the amount allocated in the budget was \$20,000
 - Neighborhood Purpose Grants: the amount allocated in the budget was \$2,000
 - Neighborhood Improvements: the amount allocated in the budget was \$6,500
 - Elections/Selections: the amount allocated in the budget was \$600
- Ms. Monroy said that part of the Strategic Plan should include the use of social media outreach in order to reach out to the neighborhood stakeholders, with the goal to enhance stakeholder participation, and she asked for everyone's help to achieve this goal of reaching out to as many community stakeholders as possible. Also, Ms. Monroy stated that the second goal included as part of the Strategic Plan was to have more of SVANC's Board Member participation in the outreach events in which it participates, and at the same time increase the number of events in which SVANC can participate---preferably at least twice a month.
- A motion was made by Mr. Khalaf and it was seconded by Ms. Perez to approve the Treasurer's report as presented.
- Part of the Item's discussion included instructions to the Board members on how to include an Item for action in the agenda, then the motion was put out for a vote
- The motion carried unanimously (all 'yes' votes for this Item)
 - Beautification: Ms. Vacas stated that a debriefing took place on June 20th regarding the event that took place on June 1st, 2013, about the Sun Valley Neighborhood Pride Parade Day spearheaded by Vicki Burch from Sun Valley Chamber of Commerce, and Susan Bartlett from Graffiti Busters and Mr. Sanchez with L.A. Neighborhood Housing Services and Ms. Monica Vacas. Mr. Sanchez itemized and/or invoiced the \$1,000 assigned by SVANC for this event. However, there was some negative feedback regarding the logistics of this event.
 - Ms. Monica stated that there is an opportunity to present a response for a matching grant with the City of L.A. of \$3,000.
 - Ms. Vacas passed out a volunteer sign-in sheet for the beautification committee, and asked for stakeholders' participation.
 - C-PAB: Ms. Bartlett said that the last meeting took place one month ago and the next meeting will be held on July 11, 2013, at 06:00pm. Ms. Bartlett added that these meetings take place every second Thursday of the month, at the Japanese Center, on Branford, close to Laurel Canyon. Ms. Bartlett invited all community members to attend this meeting.
 - VANC committee: no report
 - Plan Check: no report

ITEM 9: Motion /Discussion/Vote to approve the LANCC By-Laws

- Mr. Aggas asked the rest of the Board members if they had a chance to look over the by-laws, but since the majority of the members have not read the by-laws, Mr. Mardirossian asked for this item to be tabled and included in next month's agenda
- Mr. Mardirossian made the motion to table Item 9 to August 2013 general board meeting and Julie M. seconded.
- The motion was put out for a vote
- All members present voted in favor to approve this motion
- The motion carried unanimously

ITEM 10: Discussion NC Plan Review Committee's recommendations (emailed to you).

- Mr. Aggas said that this document was emailed to each Board member for their review. This document is an accumulation of the last four meetings' working groups. Mr. Aggas asked every Board member to look over the results of each report. The reports include the combined opinions of each NCs' working groups which were presented to the Board of Neighborhood Commissioners (BONC), and then these reports will be presented to the City Council for approval.

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ITEM 11 Reminder that all Board Members **must** complete the **Ethics Training** every 2 years. If you do not complete the on-line or the live training by **September 1, 2013**, you will not be allowed to vote on funding matters until the training has been completed

- Mr. Aggas reminded all board members to complete this training by DONE's set due date. Mr. Aggas added that per DONE's/EmpowerLA's requirements, if a Board member is present but has not completed the Ethics Training, he/she can be counted as part of the quorum but cannot cast a vote on an Agenda Item.
- Ms. Monroy made a suggestion to request of DONE that an Ethics Training be scheduled in Sun Valley on a Tuesday night in order to facilitate the board members' attendance and fulfillment of this requirement.
- Mr. Harward stated that there is no date scheduled on DONE/EmpowerLA's website
- A discussion continued amongst member of the Board regarding the logistics/legality of this requirement set by DONE for the NCs' board members

ITEM 12: All Board Members **must** complete the **Funding Training** (the first 20 minutes). If you do not complete the on-line or the live training by **September 1, 2013**, you will not be allowed to vote on funding matters until the training has been completed

- Mr. Aggas stated that one of the requirements to complete the funding training is that a Board member must first complete the Ethics Training.
- Ms. Monroy made a suggestion to request of DONE that a Funding Training be scheduled in Sun Valley, on a Tuesday night in order to facilitate the board members' attendance and fulfillment of this requirement.
- Mr. Harward stated that there is no Funding Training dates scheduled on DONE's/Neighborhood Empower LA's website
- A discussion continued amongst member of the Board regarding the logistics/legality of this requirement set by DONE for the NCs' board members

ITEM 13: Motion /Discussion/Vote to approve Gary Aggas, who is the Board's Second Signatory, to be the debit card holder for the new funding system

- Mr. Aggas stated that in the past Mike O'Gara had been the card holder's signatory.
- A motion was made by Don and seconded by Mr. Mardirossian
- A brief discussion took place regarding this Item
- The motion was put on floor for a vote
- The motion carried unanimously (all 'yes' votes for this Item)

ITEM 14 Motion /Discussion/Vote to approve the Neighborhood Council Strategic Plan to accompany the 2013-2014 SVANC Budget

- Please see Item 8 above.
- This motion passed unanimously (all 'yes' votes for this Item)

ITEM 15: Motion /Discussion/Vote to approve the **July 2013** Budget, including rent

- Mr. Aggas made a correction to this item to approve the Budget for FY2013-2014.
- Mr. Sam Khalaf made the motion and was seconded by Ms. Carmen Perez
- The motion was on the floor for discussion (please see Item 8-Treasurer's report above)
 - The motion was put out for a vote
 - All members present voted in favor to approve this motion
- The motion carried unanimously

ITEM 16: Motion /Discussion/Vote to allocate funds not to exceed \$100.00 for the purchase of 2 dozen work vests from Abbot to be used by Hope of the Valley's 'guests' to wear when working in Sun Valley on Community Beautification Projects. (Susan Bartlett)

- Ms. Bartlett stated that Hope of the Valley brought about 20 volunteers to support the Community Pride Day event. Ms. Bartlett is in contact with Hope of the Valley's administration staff and has suggested continuing to enhance the relationship with its staff/volunteers in order to get their participation and support at future Sun Valley's events and/or beautification projects.
- Mr. Aggas made the motion to table this item and was seconded by Mr. Harward
- During the discussion phase, a question was asked by one of the Board members regarding whether the vests would have SVANC's logo. Ms. Bartlett answered that it is possible but at a higher cost. Ms. Monroy added

Minutes were approved as amended by the Board at the general meeting held August 13, 2013 that in order for this Item's expense to be approved by DONE/EmpowerLA, as an 'outreach expense Item', it needs to have SVANC's logo.

- Ms. Vacas added that she understands from other organizations' organizers that there is a risk of 'misuse' of t-shirts that have the organizations' sponsorship logos which can result in negative-type behavior by people who are not authorized to wear the t-shirt.
- The motion was put out for a vote
- 13 members voted in favor of tabling this item with one 'no' vote by Ms. Vacas.
- The motion carried

ITEM 17: Motion /Discussion/Vote to allocate funds not to exceed \$50.00 for 4 laminated door signs for the office. (Mark Mardirossian)

- Mr. Mardirossian said that the sign will look exactly as a Board Member's badge, except that it will have the City of L.A.'s logo, and it will be laminated and encased in a plexiglass. One sign will be placed on the door, another sign on the gate and two will be kept for other uses.
- Mr. Sam Khalaf made the motion and was seconded by Ms. Monroy
- The motion was on the floor for discussion
- The motion was put out for a vote
- 9 members present voted in favor to approve this motion and 4 opposed
- The motion carried

ITEM 18: Discussion regarding the duties of the other *Standing Committees Ad Hoc Committees* and appoint the chairperson(s) as needed

- Gary suggested tabling this item for next month's meeting, and everyone agreed

ITEM 19: Motion /Discussion/Vote to grant permission to the Planning Committee to write a letter in support of the appeal against the approval by the City Zoning Administrator of the proposed Eldercare Facility on Laurel Canyon at Jerome.

- Gary stated that this proposed facility is located at 9041 Laurel Canyon Blvd.
- Gary said that the Zoning Administrator granted the developer's application to build this facility. However, Mr. O'Gara, filed an appeal—as an individual, it was accepted and the hearing will be held on July 18. If this Item is approved, the letter will be used to support the appeal filed.
- Gary made the motion and Susan seconded it
- The motion was on the floor for discussion
- The motion was put out for a vote
- All members present voted in favor to approve this motion
- The motion carried unanimously

ITEM 20: Discussion and Possible Action of the items on the last Planning Committee Agenda:

- Proposed Housing development on Petaluma Drive at the top of the hill:
 - Mr. Aggas stated that this project is still in its planning stages; therefore no action is needed at this time.
- Proposed apartment complex on Sheldon St and Telfair Ave:
 - Mr. Aggas said that this Item is set for a hearing on July 26, therefore, Mr. Aggas amended this Item to read "request SVANC's board to grant permission to SVANC's Planning Committee to write a letter on conditions, not limited to, that this project will not include 4 bedrooms. The Planning Committee is against the project as proposed by the builder.
 - Mr. Aggas made the motion and Ms. Vacas seconded it
 - The motion was on the floor for discussion, this included parking issues, very limited handicapped parking and the majority of units being proposed are for 4 bedrooms; instead the community would like to see more 1 and 2 bedrooms.
 - Mr. Aggas encouraged the Board members to attend these type of hearings for support.
 - The motion was put out for a vote
 - 11 members present voted in favor to approve this motion and two opposed (Mr. Khalaf and Mr. Don Harward)

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- The motion carried
- Crown Disposal FEIR and the community Working Group:
 - Mr. Aggas said that there is nothing to report on this project
- The LADWP Tujunga Spreading Grounds (TSG) Environmental Impact Report (EIR):
 - Mr. Aggas said that there is nothing to report on this project
- 7-11 Project on Rincon & Sheldon:
 - Mr. Aggas said that this 7-11 store is now open, 24-hours, but no alcohol sales.
 - It was mentioned that the City did not notify the NC of the date of when this hearing was going to take place.
- The Ratner Recycling Center at 10970 Ratner St., Sun Valley CA 91352
 - Mr. Aggas said that there is nothing to report on this project

These planning Items on agenda are subject to Discussion and Possible Action.

ITEM 21: PUBLIC COMMENT – none

ITEM 22: Adjournment – a motion was made to adjourn the meeting at approximately 08:25pm.