Northridge West Neighborhood Council



Public Meeting Agenda Tuesday, August 9, 2011 at 7:00 PM Beckford Elementary School 19130 Tulsa Street, Northridge, CA 91326

LEGALLY REQUIRED OFFICIAL POSTING: Please do not remove until AFTER above date and time.

Gerry Malais

President – At-Large-1 (2012)

Glen Wilson

VP Administration - Community/Faith Based (2014)

Juativa Spurlock

VP Outreach & Communication – Homeowner - 2 (2014)

Craig Michayluk

Secretary - Homeowner- 1 (2012)

Tom Johnson

Treasurer - General Business-1(2014)

Freddie Rymond

Open-At-Large (2012)

Pamela Bolin

At-Large-2 (2014)

Jerry Bloom

Senior-1 (2012)

Ken Futernick

Senior-2 (2012)

Don Ward

At-Large-3 (2012)

Vacant

Renter (2012)

Chris Williams

General Business-2 (2012)

Robert Graf

At-Large-4 (2012)

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS: The public is requested to fill out a "Speaker Card" to address the Board on any item of the agenda prior to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the Agenda that is within the Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived or additionally restricted by the presiding officer of the Board.

The NWNC Agenda is posted for public review at the following Northridge locations below and posted on NWNC website www.NorthridgeWest.org

| Northridge Fashion Center (Information Desk) |
|-------------------------------------------------------------|
| The Discovery Shop 9719 Reseda Blvd. |
| Beckford Avenue Elementary School 19130 Tulsa St. |
| Albertsons Market 18555 Devonshire St. |
| Gelson's Market 19500 Plummer St. |
| Alliance Service Station 8900 Corbin Ave. |
| North Valley Regional Chamber of Commerce 9401 Reseda Blvd. |

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 4 business days prior to the meeting you wish to attend by contacting Neighborhood Council Support Help Line (213) 485-1360 or email MCSupport@lacity.org and best not on Friday for now.

BASIC NEIGHBORHOOD COUNCIL MEETING RULES

ALL MEETINGS ARE CONDUCTED IN ACCORDANCE WITH THE RALPH M. BROWN ACT AND ROBERT'S RULES OF ORDER. The basic council rules listed here are contained either in that act, the governing bylaws of this Council or in rules adopted by the Governing Board.

All Neighborhood Council meeting locations shall be compliant with the Americans with Disabilities Act.

DEFINITION OF STAKEHOLDER: [Bylaws Article 3 (G)] STAKEHOLDER shall mean all persons who live, work, or own property in the neighborhood and also those who declare a stake in the neighborhood and affirm the factual basis for it. The affirmation may require verification of said stake. Furthermore, each stakeholder class within the NWNC's boundaries has the ability to vote and run for office on the board. The geographic area of this council is from the 118 - Simi Valley Freeway south to Nordhoff and Reseda west to Corbin with the centerline of each street as the boundary. (Bylaws Article 5)

AGENDAS – Unless otherwise posted, the Northridge West Neighborhood Council meets the 2nd Tuesday of every month at 7:00 PM at the Beckford Avenue Elementary School Auditorium. The agendas for Neighborhood Council meetings contain a brief general description of those items to be considered at the meetings.

Items on the "Consent Agenda" may be voted on as a group unless a councilmember or stakeholder wishes to be heard on that item. In the event a councilmember or stakeholder wishes to be heard on an item, it will be called special and heard under the "Public Hearing" section of the agenda.

The presence of at least seven Council members shall constitute a quorum for the transaction of business. The Council may consider an item not on the agenda only if it is determined by a two-thirds vote of the existing council that the need for action arose after the posting of an Agenda.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at: 9401 Reseda Blvd. Ste. 100, Northridge, CA 91324, at our website by clicking on the following link: www.northridgewest.org, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Gerry Malais at (702) 285-9353 or via email at: gmalais@northridgewest.org.

COUNCIL DISCUSSION AND TIME LIMITS – Council members requesting to address the Council will be recognized by the Council President in the order requested. A motion calling the "previous question" may be introduced by any member during a Council debate. If adopted, this motion will terminate debate and the Chair will instruct the Secretary to call the roll on the matter.

Other Board Rules will be put in place and this section will be updated as necessary.

The Council is always looking for volunteers to organize speakers, educate our stakeholders on new property developments, and discuss community issues. If you are interested in volunteering on a Committee, please contact: Gerry Malais at (702) 285-9353 or email gmalais@northridgewest.org. Events and Calendar Postings should be sent to Glen Wilson and email to vpadmin@northridgewest.org. For information about the Council, and Your Community see our website: www.NorthridgeWest.org. If you want something put on the agenda, make sure the request is submitted in writing and emailed to gmalais@northridgewest.org, vpadmin@northridgewest.org and one of NWNC Committee chairs that item is about on their committee prior about two weeks before next month's NWNC general meeting so it will be on that NWNC Committee agenda.

Process for Reconsideration – The Board may reconsider and amend actions listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall: 1) make a Motion to Reconsider and, if approved, 2) hear the matter and take an action. If the Motion to Reconsider is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: 1) a Motion to Reconsider on the described matter and, 2) a Proposed] Action should the Motion to Reconsider be approved. A Motion-to-Reconsider can only be made by a Board Member who has previously voted on the prevailing side of the original action. If a Motion-to-Reconsider is not made on the date the action was taken, then a Board Member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall be in compliance with the Brown Act.

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- 1. Call to order and this meeting will now be audio taped by NWNC (2 minutes)
- 2. Flag ceremony and Pledge of Allegiance Cub Scout 911 (3 minutes)
- **3. Roll call** (2 minutes)
- **4. Acceptance of Minutes –** (5 minutes)

 Motion on General Board Meeting of July 12, 2011.
- Senior Lead Officer, LAPD Devonshire Division Senior Lead Officer Ignacio Morillo (2 minutes)
- **6. CD12 Councilman Mitchell Englander's Representative –** Semee Park (3 Minutes)
- 7. CSUN Daren Hause Filling in for Brittny McCarthy Director, Government & Community Relations with updates from CSUN (3 Minutes)
- 8. Guest Speakers
 - a. William Vietinghoff from Boeing will give a presentation on the Rocketdyne Santa Susana Field Laboratory (SSFL) with Q/A. (15 minutes)
- 9. Other Public Officials not listed (3 minutes each)
- **10. Public Comments:** Comments from the public on non-agenda items within the Board's Jurisdiction and this is a **"NO Discussion Period".** *Limited to 2 minutes per speaker (Total time is 15 minutes)
- 11. President's Report Acting President for this meeting is Glen Wilson (4 minutes)
 - a. Canceled NWNC Board Member Re-Treat training for now.
 - b. Ethics & Open Government training required of all board members every two years. You can do it online at DONE website www.empowerla.org then click on "NC Ethics Training.", wait for the next NC Ethics Training or contact the Department's Help Line at (213) 485-1360 for hard copy of NC Ethics Training with quiz send by mail. Who has not taken Ethics & Open Government training on NWNC board at this time?
 - c. Neighborhood Council Permits for FY 2011-2012 to City Hall Downtown this time is allocated two (2) parking permits per Neighborhood Council for only total of two persons for NWNC.
 - d. L. A. City Sewer Service Charge rate increase of 40% over 5 years may be approval by City Council on Aug. 12, 2011.
 - e. List of who got a "Councilmember Mitchell Englander's Community Excellence Awards" to recognize and honor exceptional individuals living in Council District 12 who make volunteering and community service a way of life. This was at Movies Under the Stars & LAPD National Night Out event on

Tuesday, August 2 at 7:00 pm at Mason Park, located at 10500 Mason Ave., in Chatsworth before showing of movie at about 8PM.

12. Treasurer's Report and Budget & Finance Committee Report: (Johnson)

Motion: NWNC August 2011 Budget Report. NWNC 2011/2012 Budget update.

13. Old Business (2 minutes each)

a. Motions: The NWNC does not support proposed LADWP water and power rate increase. Notify Tony on July 16, 2011 which he notify LADWP. (Government Affairs Committee - Wilson) Below is motion and resolution:

On August 9, 2011 the Northridge West Neighborhood Council, upon sending notification to the LADWP pursuant to the NC/DWP MOU had been made, voted at a duly noticed regular meeting as follows:

Motion #1 "The Northridge West Neighborhood Council SUPPORT the Los Angeles Neighborhood Council Coalition and other Neighborhood Councils in strongly urging that the Board of Water and Power Commissioners and the City Council not consider or act upon the proposed water and power rate increases until the Ratepayers Advocate is established and has thoroughly reviewed and analyzed the proposed rate increases and presented such review and analysis to the Ratepayers and the public for their careful consideration"

Motion #2 "The Northridge West Neighborhood Council SUPPORTS the motion, as introduced by Councilman Englander (Council file# 11-0452-S4) is calling for the OPA to review the current DWP rate increase proposal."

Motion #3 "The Northridge West Neighborhood Council OPPOSES any rate increases until the Ratepayers Advocate has reviewed and analyzed these rate increases and discussed the review and analysis with the Ratepayers and the public."

Motion #4 "The Northridge West Neighborhood Council AUTHORIZES the filing of a COMMUNITY IMPACT STATEMENT to Council File # 11-0452-S4 declaring the above."

b. Motions: (Government Affairs Committee - Wilson) Paul Kerkorian's four Motions about Neighborhood Councils which NWNC may support(s) or/and not support(s) as resolutions to Paul Kerkorian's and City Council. Original motions from June 15, 2011 are below:

Motion #1: NWNC does not support extra required all training courses on Council File # 11-1017 (Currently in City Council - Education & Neighborhoods Committee) below:

"Currently, the only required training courses for neighborhood council board members are ethics and funding program administration. The latter is only for Treasurers and second signatories. Many activists within the Neighborhood Council system have expressed concerns that new board members will be ill equipped to take their seats and become effective community leaders unless DONE implements a new training regimen.

I THEREFORE MOVE that the Council DIRECT the Department of Neighborhood Empowerment and the City Attorney to report back to council with a plan for the implementation of a training program for Neighborhood Council board members that covers the following topics: (1) Ethics and Legal Issues (including the Brown Act, Public Records Act and Conflicts of Interest); (2) workplace Violence and Sexual Harassment; (3) Funding Program; (4) City Government Basics; (5) Parliamentary Process; and (6) Community Leadership. The report should consider implementing the training program on the web, include a discussion of which board member classification types should complete each training course, a discussion about which courses should be mandatory and which should be optional and consider a defined process for sanctioning board members who fail to complete the required training."

Motion #2: The NWNC does not support changing Neighborhood Council Funding Program as written on Council File # 11-1020 (Currently in City Council - Education & Neighborhoods Committee) and refer to Council File # 11-0600-S58 (also in in City Council - Budget & Finance Committee) below:

"The Neighborhood Council system has grown and matured over the last ten years. The needs of the system have shifted, and the role and mission of the Department of Neighborhood Empowerment (DONE) must be evaluated to best serve the Neighborhood Councils and promote their mission of public engagement and community empowerment.

DONE was originally created to establish Neighborhood Councils and foster their development. Ten years and 93 councils later, DONE must now focus on maintaining a robust, effective, accountable and transparent NC funding program.

The Neighborhood Council Funding Program gives Neighborhood Councils resources to address the immediate concerns of their community and enhance their neighborhood. Management of the funding program has been challenging for DONE, but out of necessity, DONE has reorganized and implemented several reforms to the funding program. Working closely with the Council's Committee on Education and Neighborhoods, the Office of the Controller and the Neighborhood Councils and their stakeholders, DONE has streamlined the demand warrant process, standardized forms and reporting, and increased accountability. DONE is also exploring the feasibility of an online system that would accept demand warrants, provide real time account information, and assist treasurers with reporting and financial management.

As the needs of the Neighborhood Councils change, the structure of the funding program may also need to change. The model established over ten years ago may no longer be the most appropriate. For more than a year, the Committee on Education and Neighborhoods has drawn extensive input from the public, including Neighborhood Councils and their stakeholders, to determine the best ideas for policy changes to make the Neighborhood Council system more effective, efficient, transparent and accountable, Among other things, the Committee conducted two public forums, a detailed online survey, and multiple informational committee hearings. The recommendations in this motion are the product of that outreach effort.

I THEREFORE MOVE that the Council, subject to the approval of the Mayor:

- 1. INSTRUCT the Department of Neighborhood Empowerment, with assistance from the Controller to report back in 90 days on the status of the Neighborhood Funding Program and DONE's efforts to (a) clarify the encumbrance process; and (b) standardize financial templates, forms, and reporting; and (c) streamline approvals and management of the program; and (d) increase accountability.
- 2. ADOPT a policy that requires all Neighborhood Councils to utilize the budget and reconciliation templates provided by the Department of Neighborhood Empowerment and adhere to all budget and reconciliation deadlines.
- 3. ADOPT a policy that requires all Neighborhood Councils to conform to the accounting system prescribed by the Department of Neighborhood Empowerment.
- 4. ADOPT a policy that empowers the General Manager and Board of Neighborhood Commissioners to freeze funds if a Neighborhood Council does not comply with Council policy and Department of Neighborhood Empowerment mandates, or if any of the following circumstances exist: (a) the Neighborhood Council has failed to submit a budget in a timely manner; (b) an audit of the Neighborhood Council is past due; (c) the Neighborhood Council has made prohibited or inappropriate purchases; (d) the Neighborhood Council is not in compliance with training requirements; (e) the Neighborhood Council Board does not have a Treasurer; or (f) the Neighborhood Council Board is deemed dysfunctional,
- 5. CONTINUE a policy to prohibit the rollover of unencumbered funds and DIRECT the Department of Neighborhood empowerment, with assistance from the City Administrative Officer, Chief Legislative Analyst, and City Attorney, to report back on alternative funding models, including a grant based funding system.
- 6. DIRECT the Department of Neighborhood Empowerment, with assistance from the City Administrative Officer, Chief Legislative Analyst, City Attorney, Controller, and Board of Neighborhood Commissioners, to report back in 90 days with a mechanism for Neighborhood: Councils to request rollover funds on a projects by project basis and as deemed appropriate by the Board of Neighborhood Commissioners or a committee comprised of representatives from the CLA,CAO, and DONE that (a) defines the types of projects that will qualify for rollover funds; and (b) details the application and approval process; and (c) establishes deadlines to complete an approved project.
- 7. DIRECT the Department of Neighborhood Empowerment, with assistance from the City Administrative Officer, Chief Legislative Analyst, City Attorney, and Controller, to report back in 90 days on equipment purchases made by Neighborhood Councils in fiscal year 2010-11 for city and proprietary departments and guidelines to maximize the benefit to the department and the Neighborhood Council.
- 8. DIRECT the Department of Neighborhood Empowerment, with assistance from the City Administrative Officer, Chief Legislative Analyst, and the Information Technology Agency, to report back in 180 days on the feasibility of developing an electronic system for the Neighborhood Council Funding program that will (a) integrate purchase card and FMIS data

for real time tracking of expenditures and fund balances; (b) accept electronic submission and approval of budgets, demand warrants and reconciliations; and (c) provide an interface to track and create financial statements and treasurer reports for the board

9. DIRECT the Department of Neighborhood Empowerment, upon adoption of these policies, to immediately notify all Neighborhood Councils of the changes to the policies and procedures that govern the Neighborhood Council Funding Program, and to report back in 90 days on outreach efforts."

Motion #3: The NWNC does not support the reform and streamlines the Neighborhood Council system and governance structure with more control by Neighborhood Councils because it will take funds out of each Neighborhood Council funds like funding and doing & funding NC elections under Council File # 11-1019 (Currently in City Council - Education & Neighborhoods Committee) which is below:

"The Department of Neighborhood Empowerment (DONE) functions as a day-to-day advisor to the Neighborhood Councils of the City of Los Angeles, provides training and guidance to new Neighborhood Councils and board members, and, when issues arise it has the authority to correct abuses and sanction against bad behavior.

Our city's system of organized neighborhood activism stands at a crossroads. The system is no longer nascent, but DONE's work to assist the neighborhood councils in their advocacy, realize efficiencies and train neighborhood council board members how to work within the sometimes labyrinthine city bureaucracy - as well as administer the neighborhood council funding program - 18 unceasing.

Many neighborhood council leaders have expressed their desire to see a sweeping reform of the neighborhood council system and the Department of Neighborhood Empowerment that puts neighborhood councils in charge of their own destinies and grants much greater autonomy for day-to-day functions.

This objective necessitates a system that balances the City's need for orderly administration with the desire by neighborhood activists for greater autonomy, and also allows the next generation of neighborhood leaders to benefit from the guidance and wisdom of the leaders that continue to shape the system, and our City, today.

Over the past 18 months, the Education and Neighborhoods Committee and my office have embarked on a mission to collect input and thoughts on ways to reform and streamline the Neighborhood Council system and governance structure. After conducting dozens of Committee meetings on this subject, as well as two regional town halls attended by over 250 stakeholders, combined with an exhaustive and extensive survey that asked more than 80 questions, we have reached the conclusion that a regionalized system of governance, whether by ad hoc or standing committees, that provides self-governance and autonomy for Neighborhood Councils is the preferred and most efficient way to reform the Neighborhood Council system. Of the 217 respondents who responded to the survey my office conducted earlier this year (41% of whom identified themselves as neighborhood council members), a wide majority (69%) called for some type of regional governance structure.

Further, a model already exists for the implementation of this regional approach. City planning decisions are considered, analyzed and implemented by Area Planning Commissions without the direct involvement of the Mayor's office or the City Council.

I THEREFORE MOVE that the Council DIRECT the Department of Neighborhood Empowerment, the Chief Legislative Analyst, the City Administrative Officer and the City Attorney to report back in 6 months with a plan to implement, in the next budget year, a structure of governance and administration that provides greater autonomy and self-governance for neighborhood councils and reduces DONE's workload. The report should consider transferring responsibility for many aspects of the operations of the neighborhood council system, including, but not limited to, funding, elections, communications between the city and its neighborhood councils, outreach between Neighborhood Councils and stakeholders, dispute resolution and training, to permanent or as-needed regional authorities or bodies that can operate with the oversight of the Department of Neighborhood Empowerment."

Motion #4: The NWNC supports a regional complaint panels composed of board members of various Neighborhood Councils from similar regions that will convene to address stakeholders and board member grievances as-needed, and at the request of the General Manager for the

DONE. Council File # 11-1018 (Currently in City Council - Education & Neighborhoods Committee) which is below:

"When a stakeholder files a complaint against the action(s) taken by a Neighborhood Council, there is no system-wide standardized process for handling that grievance. Furthermore, processes that do exist are established by the Neighborhood Council against which a grievance is filed, which leads many stakeholders to question the validity of Neighborhood Council actions when it comes to controversial issues.

In those circumstances, it is critical for the integrity of the Neighborhood Council system that the complaints be handled swiftly, transparently and fairly.

I THEREFORE MOVE that the Council DIRECT the Department of Neighborhood Empowerment, the City Attorney, City Administrative Officer and Chief Legislative Analyst to report back to Council in 90 days with a plan for the implementation of a system of regional complaint panels composed of board members of various Neighborhood Councils from similar regions that will convene to address stakeholder and board member grievances as-needed, and at the request of the General Manager for the Department of Neighborhood Empowerment. The report should consider guidelines for panel selection, implementation and range of authority."

c. Motion: The NWNC support funding up to \$500 mainly on items to put in handout bags, some refreshments and other items needed for North Valley Emergency Preparedness Fair on Sat. Oct. 1, 2011 at Fire Station #87 10124 Balboa Blvd., Granada Hills, CA. and take the funds out of Outreach Events un allocated funds for this event. (Outreach Committee - Spurlock and presentation by Government Affairs Committee - Wilson)

14. New Business (2 minutes each)

- **a. Motion:** The NWNC support funding up to \$300 for Northridge Vision to have pre-launch or launch event which will invite key stakeholders, VIP's, media and dignitaries to a "by invitation only event" for a celebration of the Northridge Vision and move from the study phase to the implementation phase of the project which event will be around September 2011. Northridge Vision is asking each neighborhood council to fund food, refreshments and other collateral material for this event with amount of \$300 from each Northridge Neighborhood Council in Northridge. Take the funds out of Outreach Events un allocated funds for this event. (Outreach Committee Spurlock and presentation by Government Affairs Committee Wilson)
- **b. Motion**: The NWNC approves **\$250** for business cards as replacements and for new members. (Executive Committee Malais)
- **c. Motion:** The NWNC approves **\$250** for NC Congress of Neighborhood Sept. 24, 2011 event. (Executive Committee Malais) Note on NWNC 2011/2012 Budget.
- **d. Motion:** NWNC to fund up to **\$500** for maintenance of NWNC Operation Clean Sweep (weekly clean up in NWNC area) with funding coming out of NWNC Community Improvement funds. NWNC Beautification Committee voted 5 YES and 0 NO on this at NWNC Beautification Committee meeting on Aug. 3, 2011. (Beautification Committee Williams)
- e. Motion: NWNC to fund up to \$200 for lawn signs for NWNC Operation Clean Sweep (weekly clean up in NWNC area) with two type of signs like one sign "Need volunteers for parkway clean up here this Thursday 8-11AM" and one other sign like "Another Project Done By Northridge West Neighborhood Council" with funding coming out of NWNC Community Improvement funds. NWNC Beautification Committee voted 5 YES and 0 NO on this at NWNC Beautification Committee meeting on Aug. 3, 2011.

15. Committee Reports:

NWNC Committee Chairperson's will select the committee members and went to have their NWNC Committee meetings. Items for NWNC Agendas now come from NWNC Committee Chairs.

- a. Beautification Chris Williams
- **b.** Bylaws Robert Graf

- **c.** Community Outreach Juativa Spurlock
- **d.** Education Ken Futernick
- e. Elections Gerry Malais
- f. Executive Gerry Malais
- g. Government Affairs -Glen Wilson
- **h.** Grievance Craig Michayluk
- i. Planning / Land Use / Zoning Don Ward

16. Report on Meetings: Most meetings are listed on NWNC website with date and time of the meetings.

- a. Oakridge Estate Park Advisory Board (Oakie House) Steve Harris Meets the fourth Thursday of every odd numbered month at 3PM at Fire Station #87 10124 Balboa Blvd., Granada Hills, CA. between Devonshire and Mayall Street.
- **b.** Northridge Vision Steve Harris
- c. LA DWP MOU and/or DWP Committee Glen Wilson
- d. Los Angeles Neighborhood Council Coalition (LANCC) Glen Wilson
- **e.** Valley Alliance of Neighborhood Councils (VANC) Glen Wilson Meets the second Thursday each month at 6:30 p.m. at Sherman Oaks Hospital.
- **d.** Valley Vote Glen Wilson

 Meets the third Monday each month at 6:30 p.m. at Galpin Ford.
- f. North Valley Disaster Preparedness Fair Committee Glen Wilson Meets the third Wednesday each month at 4PM at Fire Station #87 10124 Balboa Blvd., Granada Hills, CA.
- 17. Board Member Comments Comments from the Board on subject matters within the Board's jurisdiction. *Limited to 2 minutes per board member.*
- 18. Request for items to be placed on the agenda must be made in writing and emailed to the NWNC Committee chair that the item is about, copy to NWNC President gmailais@northridgewest.org and a copy to NWNC VP of Administration vpadmin@northridgewest.org about two weeks prior to the first of the month of next NWNC general meeting so the NWNC Committee chair can put your agenda item on their Committee's agenda.

19. Adjournment

20. Upcoming Events

a. Los Angeles Citywide Neighborhood Council Congress 2011 "Increasing Public Participation in Government" Saturday, September 24, 2011 at City Hall Downtown starting at 7:45AM and ending at 4PM and RSVP for it.

