

CITY OF LOS ANGELES
CALIFORNIA



GRANADA HILLS
NORTH
NEIGHBORHOOD
COUNCIL

11139 Woodley Ave.
Granada Hills, CA 91344
Telephone (818) 923-5592
www.ghnnc.org

BOARD MEMBERS

PRESIDENT
Leon Marzillier

VICE PRESIDENT
Anne Ziliak

Carl Buettner
Patti Costa
Sue De Vandry
Neysa Frechette
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Wayde Hunter
Joshua Jordahl
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Ralph Kroy
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William Lillenberg
Scott Manatt
Cherie Mann
Lydia Plescia
Ray Pollok
Steven Steinberg
Jan Subar
Kim Thompson

Granada Hills North Neighborhood Council
Board Meeting

Monday, June 25, 2012

6:30 p.m.

St Euphrasia Church

11766 Shoshone Ave, Granada Hills, CA 91344

The Agenda is posted for public review at GHNNC Office, 11139 Woodley Ave, Fresh & Easy Market located at 11900 Balboa Blvd., Sugar Suite located at 11858 Balboa Blvd., Bee Canyon Park Kiosks (2) – one located across from 17160 Van Gogh St. and the other at the playground between Van Gogh and Sesnon 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 3 business days (72 hours) prior to the meeting you wish to attend by contacting Leon Marzillier at (818)831-0578.

AGENDA

All agenda items are subject to discussion and possible Board action

1. Call to Order, Roll Call, Pledge of Allegiance, President's Comments
2. Approval of May 29, 2012 Board Meeting Minutes
3. Comments from CD 12, Senior Lead Officers, Mayor's Valley Rep, any government agencies
4. Public Comment on non-agenda items
5. Sunshine Canyon Landfill update – Anthony Bertrand, Area Environmental Manager
6. Emergency Preparedness Item of the Month – Bill Hopkins
7. **Motion** (Marzillier) That GHNNC Board have a retreat with a mediator to resolve differences and move forward
8. **Motion** (Marzillier) That GHNNC approve DONE's changes to our previously Board-approved bylaws
9. **Motion** (Kroy) That GHNNC approve the following proposal and submit it to our Councilman: The City of Los Angeles allow the placement of one cargo style storage container, of size and color appropriate for the area, and approved by Building and Safety, on private property, churches and other approved designated areas, such as schools, at no additional fees or costs. These containers are only for safety related items as designated by CERT/and/or the Fire Department. The containers are to be controlled, locked, as needed, with approved key distribution that may include the Fire Department emergency crew(s)
10. Committee Reports and possible action items:
 - a. PLUM
 - b. Treasurer Report
Motion: To approve the Treasurer's Report for May
 - c. Financial Officer Report
Motion: To approve the GHNNC budget for FY 2012-13
 - d. Outreach Committee
 - e. Public Safety
 - f. Policy and Rules
 - g. Citywide Issues
11. Board comment on non-agenda items
12. Adjournment

Please be advised that the Bylaws of the Granada Hills North Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the Bylaws are available on our website: www.ghnnc.org. 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 www.GHNNC.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 us at (818) 923-5592.

Granada Hills North Neighborhood Council

Motion reference public safety item storage to be forwarded to Councilman Englander.

It is proposed:

The City of Los Angeles allow the placement of one cargo style storage container, of size and color appropriate for the area, and approved by Building and Safety, on private property, churches and other approved designated areas, such as schools, at no additional fees or costs.

These containers are only for safety related items as designated by CERT/and/or the Fire Department.

The containers are to be controlled, locked, as needed, with approved key distribution that may include the Fire Department emergency crew(s).

Discussion:

History: During a time of emergency, such as an earthquake, safety items are needed immediately. It is too late to then decide to order or get something. Having these items for immediate use and distribution aids and supports the task of the fire and police during a crisis.

During discussions of the faith based committees and members of GHNNC and GHSNC, the cost and difficulties in permits was brought to attention. This was later discussed with Councilman Mitch Englander, as an item to pursue.

Ralph Kroy

GHNNC, Faith Based representative

Granada Hills North Neighborhood Council

PROPOSED BUDGET

Fiscal Year 2013 (FY12): July 1, 2012 - June 30, 2013

Prepared June 18, 2012

		FY2011-2012 Budget	FY2012-2013 Exec. Comm.
(100) Operations (61%)			
FAC	Facility Rent	\$ 15,000.00	\$ 14,500.00
FAC	Moving Cost	\$ 1,500.00	\$ 1,500.00
FAC	Facility Furnishings/Signage	\$ -	\$ -
FAC	P.O. Box Rental	\$ 125.00	\$ 125.00
FAC	Conference Table & Chairs	\$ -	\$ -
FAC	Phone and Internet Systems	\$ 1,500.00	\$ 1,440.00
BOK	Departmental Books/Magazines	\$ 100.00	\$ 100.00
COP	PLUM Copying Expense	\$ 400.00	\$ 200.00
OTH	Congress	\$ 500.00	\$ 500.00
EDU	PLUM Training/Conferences	\$ 1,400.00	\$ 600.00
OFF	Office Supplies	\$ 500.00	\$ 500.00
OTH	Misc. General Operations	\$ 825.00	\$ 739.00
RET	Annual Retreat	\$ -	\$ -
FAC	Wireless mic system for Board mtgs	\$ -	\$ -
TRC	Staffing-Transcription/AppleOne	\$ 400.00	\$ 2,400.00
SUBTOTAL		\$ 22,250.00	\$ 22,604.00
(200) Outreach (26%)			
OTH	Selections for Board seats	\$ 1,000.00	\$ 100.00
OTH	Faith Based Meetings	\$ 150.00	\$ 150.00
OTH	Summer Social	\$ 300.00	\$ 1,500.00
ADV	General Neighborhood Outreach	\$ 1,805.00	\$ 1,000.00
MAT	Postage/Mailings	\$ -	\$ -
MEE	Meeting Space Rental	\$ 500.00	\$ 600.00
MEE	Meeting Refreshments	\$ 2,000.00	\$ 1,700.00
MEE	Committee Refreshments	\$ -	\$ 300.00
NEW	Newsletters (1, 8-page) (\$2925 for 4-page)	\$ 7,500.00	\$ 4,100.00
OTH	Movie in the Park	\$ -	\$ -
OTH	Street Fair	\$ 500.00	\$ -
OTH	Holiday Parade	\$ 350.00	\$ 300.00
WEB	Website Expenses	\$ 2,900.00	\$ -
SUBTOTAL		\$ 17,005.00	\$ 9,750.00
(300) Community Improvements (11%)			
EMR	Emerg. Prep. Promo items	\$ 250.00	\$ -
EMR	VEPT Disaster Prep. Fair (2013)	\$ 350.00	\$ 513.00
OTH	NW signs & hardware	\$ -	\$ 100.00
OTH	Safety projects & events	\$ -	\$ 300.00
EMR	GHNNC Safety Fair	\$ -	\$ 200.00
EMR	Board-approved EP items (Note 1)	\$ -	\$ 474.41
OTH	Park safety signs	\$ 250.00	\$ -
EMR	CERT Kits (Note 2)	\$ -	\$ 1,350.00
GRA	West Valley Alliance (Graffiti Removal)	\$ 250.00	\$ 500.00
OTH	General Community Projects	\$ 100.00	\$ 500.00
Note 1 Moved from FY2011-12 budget to FY2012-13 budget			
Note 2 Removed from FY2011-2012 and reworked for FY2012-2013			
SUBTOTAL		\$ 1,200.00	\$ 3,937.41
(400) Neighborhood Purpose Grants (2%)			
GRT	Neighborhood Purpose Grants	\$ -	\$ 99.59
GRT	VST speaker mics (Note 3)	\$ -	\$ 609.00
Note 3 Moved from FY2011-12 budget to FY2012-13 budget			
SUBTOTAL		\$ -	\$ 708.59
BUDGET TOTAL		\$ 40,455.00	\$ 37,000.00

2010 carryover

\$ 45.00
\$ 40,500.00

6/22/2012 11:28 PM

DONE's Changes to the Bylaws

Please note in the following, what I wrote is in green like this. Any language in our existing Board-approved bylaws is in black, and new language written by DONE is in red.

The bylaw changes that we made last year were submitted to DONE but with the wrong paperwork. Thanks to Carl, they were correctly submitted a couple of months ago and they have been substantially accepted with some changes.

I have written and spoken extensively with Grayce Liu of DONE. She informs me of the following: Stakeholders do NOT vote on bylaw changes – Grayce has no idea how that was ever approved in our bylaws. Only the Board votes on bylaw changes.

The language on emergency meetings does not pertain to NCs.

Schedule and exhibits should not be in the bylaws, because they are not in the Citywide template. They should be placed into our Standing Rules.

So, the bylaws that I sent to you yesterday have the following changes from the bylaws that we approved last year:

Under ordinance, DONE can make changes and we can vote to approve them at the Board.

Article 8 Section 1(b)

This language has been cut:

If such meeting is held for the purpose of amending these Bylaws per Article XIII, then all qualified Stakeholders present (those who have completed a valid Stakeholder Verification Form substantially in the form attached hereto as Exhibit I) shall enjoy equal standing during said meeting with complete authority to vote; offer motions, friendly amendments, procedural challenges, etc.; and otherwise participate fully in the process; provided, however, that roll-call votes shall not be allowed at such a meeting of the Board's constituents. No other business may be transacted except that for which the meeting was called.

Article 8 Section 1(c)

This language has been cut:

c) *Emergency Meetings:* In the case of an emergency situation involving matters upon which prompt action is necessary to respond to an item or situation, an Emergency Meeting may be convened by any Director with the written concurrence of at least five (5) other Directors. Per Brown Act §54956.5, such meeting may be held without complying with the usual notice and posting requirements. However, notification of such Emergency Meeting, including the names of the concurring Directors, must be posted on the Council's official web site as soon as possible after such meeting has been scheduled; and each local newspaper of general circulation and radio or television station which has requested notice of Special Meetings shall be notified by the

presiding officer of the Board, or designee thereof, at least one hour prior to the Emergency Meeting by telephone or email and all telephone numbers or email addresses provided in the most recent request of such newspaper or station for notification of special meetings shall be exhausted. In the event that communication services are not functioning, the notice requirements of this section shall be deemed waived, and the Board, or designee of the Board, shall notify those newspapers, radio stations, or television stations of the fact of the holding of the Emergency Meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible. No other business may be transacted except that for which the meeting was called.

Article XI: Grievance Process

Formal Grievance Process:

a) Those seeking redress of alleged violations relating to matters of procedure or law that concerns the entire Board or its committees, not an individual Director, must submit such grievance in writing to the Board substantially in the form attached hereto as Exhibit II. Such form will state Stakeholder status, outline the reason the complaint is being lodged, describe the grievant's proposed remedy, and include any documentation the petitioner wishes to provide.

This has been changed to:

A. Those seeking redress of alleged violations relating to matters of these Bylaws or the GHNNC Standing Rules that concerns the entire Board or its committees, not an individual Director, must submit such grievance in writing to the Board substantially in the form attached to the GHNNC Standing Rules. Such form will state Stakeholder status, outline the reason the complaint is being lodged, describe the grievant's proposed remedy, and include any documentation the petitioner wishes to provide.

Article XIII: Amendments

All suggested amendments to these Bylaws may be submitted in writing to any Director, either via hardcopy, facsimile transmission, or e-mail. Any such Director who receives a suggested amendment shall immediately forward said amendment to the Policy & Rules Committee for consideration at its next meeting.

At such time as the Policy & Rules Committee recommends that the Board schedule a Special Meeting for the purpose of having Stakeholders vote on whether to adopt such committee's proposal to amend these Bylaws, the Secretary, President, or Vice-President shall place such recommendation on the agenda of the next Council meeting for action by the Board.

These Bylaws shall only be amended by the affirmative vote of two-thirds (2/3) of Stakeholders present and voting, exclusive of abstentions and recusals, at a Special Meeting called for that purpose.

Amendments approved by such Stakeholders shall be forwarded within fourteen (14) days to DONE and shall not be valid, final, or effective until approved by DONE and BONC. DONE has the responsibility to respond to GHNNC with a written opinion or its concurrence within the time limit outlined in the DONE guidelines.

This language has been changed to:

Article XIII: Amendments

All suggested amendments to these Bylaws may be submitted in writing to any Director, either via hardcopy, facsimile transmission, or e-mail. Any such Director who receives a suggested amendment shall immediately forward said amendment to the Policy & Rules Committee for consideration at its next meeting.

These Bylaws shall only be amended by the affirmative vote of two-thirds (2/3) of the Directors present and voting, exclusive of abstentions and recusals, at a Special Meeting called for that purpose.

Amendments approved by the Board shall be forwarded within fourteen (14) days to the Department and shall not be valid, final, or effective until approved by the Department and the Board of Neighborhood Commissioners. The Department has the responsibility to respond to GHNNC with a written opinion or its concurrence within the time limit outlined in the Department guidelines.

In addition, since the Board voted two months ago to have a selection process rather than an election process, the following changes to the bylaws are necessary:

Article X: Elections

This Article explains the administration of Council elections and provides information regarding Stakeholder membership, the Board's structure, and Stakeholder eligibility for voting and being selected or elected to a Board seat.

10.1 Administration of Elections: Elections shall be conducted every two (2) years in even numbered years and may be administered by the City Clerk if required by the City. If any election is not administered by the City Clerk, then an "Independent Election Administrator" as approved by DONE shall be used in lieu of the "City Clerk" where applicable throughout these Bylaws.

This has been replaced by:

Article X: Elections

This Article explains the administration of Council s/elections and provides information regarding Stakeholder membership, the Board's structure, and Stakeholder eligibility for voting and being selected or elected to a Board seat.

10.1 Administration of Elections: The Council shall hold a selection process instead of an election to fill the Board. The Board shall be chosen at a meeting which will be held during the month of October in even number years. All selection procedures shall be in conformity with the selection rules established by the City of Los Angeles and shall be approved by the Department at least ninety (90) days prior to the date of the selection.

10.4 Method of Verifying Stakeholder Status: To run for a seat on the GHNNC, an eligible Stakeholder must be eighteen (18) years of age or older by the date of the election, except for the candidate for Student Representative, who must be at least sixteen (16) but no more than twenty-five (25) years of age by the date of the election. Each candidate must present documentation including, but not limited to, a valid picture ID in the form of a California Drivers License, California ID, passport, school ID, or any other such ID; plus documentation

showing proof that the individual is a qualified Stakeholder. All verifying documents will be returned immediately after being viewed. For the homeless, or others with special circumstances, this requirement may be waived at the discretion of the City Clerk (or Independent Election Administrator)

This has been changed to:

10.4 Method of Verifying Stakeholder Status: Each candidate must present documentation including, but not limited to, a valid picture ID in the form of a California Drivers License, California ID, passport, school ID, or any other such ID; plus documentation showing proof that the individual is a qualified Stakeholder. All verifying documents will be returned immediately after being viewed. For the homeless, or others with special circumstances, this requirement may be waived at the discretion of the City poll worker during an election or the neutral third party overseeing a selection process.

Election of officers after (s)election:

6.4 Officer Terms: In non-Board-election years, Officers will be elected in March each year to serve for one (1) year. An Officer may not hold the same office for more than four (4) consecutive years. When a vacancy occurs between elections, such vacancy may be filled by appointment by the President with confirmation by a majority vote of the Board. If a vacancy occurs in the office of the President, then the Vice-President will assume that position for the remainder of the term.

This has been changed to:

6.4 Officer Terms: Officers shall serve for one (1) year. An Officer may not hold the same office for more than four (4) consecutive years. When a vacancy occurs between s/elections, such vacancy may be filled by appointment by the President with confirmation by a majority vote of the Board. If a vacancy occurs in the office of the President, then the Vice-President will assume that position for the remainder of the term.