Neighborhood Council Valley Village
Board Meeting
12-03-03

Draft

Meeting was called to order by Matthew Fitzgerald at 7:10 pm.

Board members in attendance were: Mr. Tony Braswell (renter), Ms. Debra "DJ" Harner (cultural organization), Ms. Ginny Hatfield (community senior organization), Mr. Paul Hatfield (at large), Ms. Jody Hidey (residential homeowner), Ms. Ann Hull (business), Mr. Walter Katz (residential renter), Mr. Tom Paterson (residential renter), Mr. Chris Pechin (residential homeowner), Mr. Nick Pool (business), Ms. Breice Reiner (community service organization), Mr. Peter Sanchez (residential homeowner), Mr. Stuart Simen (business), Dr. Daniel Wiseman (faith based).
Board members absent were Mr. Sean Jasso (education).

Mr. Fitzgerald reviewed his responsibility to chair the initiation of the meeting, and coordinate the meeting along the agenda until the election of officers of the Board.

Agenda Item 1 – Call to Order, Roll Call and Welcoming Remarks. Mr. Fitzgerald welcomed the newly elected Board members, and the public in attendance, and thanked them all for their participation in the meeting.

Agenda Item 2 – Introduction of Board. Each Board member was asked to introduce themselves and the stakeholder affiliation, and state in brief manner their commitment to Valley Village and their desire to serve on the Board.

Mr. Fitzgerald thanked the Board for their commitment and congratulated them on their election. It was noted that packets were sent to the Board members in advance of the meeting and that the information would be reviewed over the course of the meeting. Mr. Fitzgerald further stated he would continue to be available as a resource for the Board if any members had questions in the future related to their service, responsibilities, or function of the Board itself.

Agenda Item 3 – Introduction of Distinguished Guests. Mr. Fitzgerald introduced Maricela Gomez, representing City Councilwoman Wendy Greuel's office. Ms. Gomez extended congratulations from Councilwoman Greuel and presented the Board with certificates of recognition from The City of Los Angeles.

Mr. Fitzgerald reviewed for the Board the history of the formation of Neighborhood Councils. He added that there are unique ways of conducting business within each Neighborhood Council and over time we will develop structure that is correct for our Board.

Agenda Item 4 – Adoption of Bylaws as Certified. Mr. Fitzgerald stated that the bylaws were developed by the Formation Committee. Chris Pechin asked if we could open the floor to comment from neighborhood representatives who were in attendance at the meeting. Mr. Fitzgerald expressed his appreciation for the request and respectfully declined the suggestion, deferring to the agenda item for public comment later in the meeting, as he felt the Board should move through the administrative items as listed on the agenda.

Mr. Fitzgerald reminded the Board that they should have received mailed copies of the bylaws prior to the meeting, and asked the Board to move approval of the bylaws. *A motion was made by Stuart Simen, and seconded by Tom Paterson, to approve the bylaws.* Mr. Fitzgerald called for discussion.

Chris Pechin complimented the Formation Committee on their hard work. He asked if upon approval of the bylaws were they still malleable. Mr. Fitzgerald answered affirmatively by referring to article X of the bylaws.

Walter Katz asked for clarification on the requirement of two-thirds majority to approve any amendment – was this a standard for all Neighborhood Councils? Mr. Fitzgerald stated that the requirement does vary with different Neighborhood Councils, and the intent is to require a significant effort to change any bylaws. Mr. Katz asked for clarification of what constitutes the two-third number, and Mr. Simen stated that the number is indeed two-third of the entire voting membership of the Board. Further discussion reminded the Board that significant changes to the bylaws would require approval of the Board of Neighborhood Commissioners and Department of Neighborhood Empowerment.

The question was called by Mr. Pechin. Dr. Dan Wiseman asked if a quorum required nine members present at any meeting and should the quorum number be revisited? Mr. Katz referred to Article 8, subsection 4, asking if there indeed be 6 Board members and 3 officers to constitute a quorum of nine. Mr. Simen answered affirmatively. Mr. Fitzgerald asked if all Board members were clear in their understanding of what constitutes a quorum. No further questions were raised. Mr. Fitzgerald reminded the Board that if this or any issue were unwieldy in the future it could be addressed through the work of a Board Bylaw Committee.

The question was called. The Board voted unanimously to adopt the Bylaws For Neighborhood Council Valley Village as submitted.

Agenda Item 5 - Review of Citywide System of Neighborhood Councils.
Mr. Fitzgerald asked if there were any immediate questions related to the function and operation of Neighborhood Councils. Mr. Pechin asked for clarification on communication between Neighborhood Council and City of Los Angeles. Mr. Fitzgerald stated that all communication should begin with the City Council and The Office of The Mayor. Feedback would include quarterly meetings with the Neighborhood Council Executive Board (e.g. by Ms. Gomez). The City also expected the Board to learn about issues like City budgets, so that issues that arise related to Valley Village can be properly connected with correct resources (Ms. Gomez reminded the Board of the popularity of the day to fill pot holes in Valley Village). Mr. Pechin expressed concern that more public attendance could be achieved with additional city resources. Ms. Gomez stated that public events are a great motivator to get the public involved, and that the city would support specific activities that address issues related to Valley Village, and committed resources such as printing flyers and neighborhood mailings.

Ms. Jenny Hatfield asked if minutes of Board meetings would be distributed. Mr. Fitzgerald stated that meetings are public and Board would determine how minutes would be available.

Mr. Fitzgerald advised that if the Board had a specific action item for which it wished to advocate, a position statement be constructed and presented to The City Council. There are many ways to communicate a position (e.g. of a street light), from a phone call of a Board member or Board President/officer, to the formation of a formal resolution to be presented to The City Council. The latter would be most effective and carry more weight with The City Council.

Agenda Item 6 - Review of The Ralph M. Brown Act.

Mr. Fitzgerald briefly reviewed the background, intent and importance of The Brown Act, a statewide law designed to eliminate "back room deals" in governance. He reiterated the importance of all meetings being conducted in public, and in a place where the public can participate. The Board was encouraged to read and familiarize themselves with The Brown Act. Consequences of conducting business in a manner that violates the Brown Act could result in a Board action being reversed. This should be taken very seriously, and includes other issues like posting of meeting agendas.

Ms. Breice Reiner asked if all committee meetings must also be conducted in a public place. The answer was yes. Mr. Fitzgerald stated that there would be exceptions but referred the Board to attend a workshop on The Brown Act for a better understanding of the law.

Mr. Paterson asked if there were anyone in attendance from the office of City Councilman Weiss. The answer was no.

Agenda Item 7 - Review of Ethics Code. Mr. Fitzgerald mentioned to the Board that the Ethics Code, as presented in the mailing to Board members prior to the meeting, was very specific. All Board members would be held to conflict of interest guidelines as applied to The City Council. Dr. Wiseman added that he had attended the Committee Meeting of The City Council that reviewed this issue and there was some concern voiced even upon the vote of approval. Mr. Fitzgerald stated that as elected officials the Board members would want to pay close attention to the Conflict of Interest Policy. Dr. Wiseman asked that this be a future agenda item for further discussion.

Mr. Fitzgerald reminded the Board of Form 770, and that it was constructed to apply to any citizen of The State of California, making it very broad. Specific questions related to the application of Form 770 to individual Board members should be referenced to the phone numbers in the Form 770 packet. Mr. Fitzgerald stated that Form 770 has yet to be approved by the full City Council, and once it is approved, there will be a 30-day implementation period during which Board members will be required to complete the form. This should take place sometime in January or February.

Mr. Paterson asked if Form 770 and The Ethics Code are related. The answer was yes.

Dr. Wiseman asked if there would be educational assistance for completing the form. The answer was yes.

Mr. Pechin asked for clarification on how notification of future meetings would be distributed. Mr. Fitzgerald answered that his office and Board officers would be responsible.

Mr. Fitzgerald added that elected Treasurer of Neighborhood Council Valley Village would be required to attend additional training from the City. This training must be completed before the NCVV budget could be approved.

Agenda Item 8 - Election of Officers. Mr. Fitzgerald referred the Board to the Bylaws, which review the role of elected officers. There are four officer positions – Chair, Vice Chair, Treasurer and Secretary.

Discussion reminded the Board of the responsibilities of elected officers, and election format. Question was raised by Mr. Katz related to the responsibility of The Treasurer, answered by reference to Article 11. Dr. Wiseman asked for clarification on how the Board would break a tie vote.

Mr. Fitzgerald interrupted discussion to move the agenda back to Item 3, and introduced John Bwarie from Mayor Hahn's office. Mr. Bwarie (jbwarie@mayor.lacity.org) extended on behalf of The Mayor congratulations to all elected Board members, and expressed the Mayor's excitement about and commitment to the work of The Neighborhood Councils. Mr. Bwarie will attend as many meetings as possible, and pledged his support and that of the Office of The Mayor.

Mr. Pechin asked that the Board thank the offices of The Mayor and Councilwoman Greuel for their attendance.

Mr. Fitzgerald moved the meeting back onto the agenda, Item 8. The discussion continued on the mechanism for breaking a tie vote.

Mr. Katz stated his perception of a lack of guidance in the bylaws for removal of officers, and member vacancies. Mr. Fitzgerald recommended that this issue be assigned to a committee.

Mr. Pechin motioned that the election of officers be conducted according to Roberts Rules of Order. A mention was made of ballot voting. Mr. Fitzgerald stated that voting should not be secret.

Dr. Wiseman referred the conversation back to the discussion of how to break a tie vote, expressing concern of the even number in attendance. Mr. Paul Hatfield asked if absent member could be contacted. The answer was no. Mr. Simen reminded the Board that proxy vote is not permitted in the bylaws. Mr. Fitzgerald stated that most of these issues could be addressed after election of officers and refining of the bylaws.

A concern was raised from an audience member – no public discussion was held on any of these issues or any other agenda item. Additionally, there were not public comment/question cards in the room. The person was allowed to express their concern to the Board – her comments stated that the bylaws do not allow for removal of officers, and that a formal manner of breaking tie votes needs to be established, and that the inability of more than one officer to attend any future meeting could hinder ability of the Board to properly conduct meetings. The comments were based on experience from meetings of other Neighborhood Councils.

Ms. Jenny Hatfield thanked the person for her public comments, and asked that these issues be referred to a committee to be addressed.

Mr. Katz stated the importance of voting for officers, and his lack of comfort voting on persons with whom he was not familiar. *A motion was made by Mr. Katz to elect officers for one month, and utilize the January meeting to elect permanent officers. Second by Mr. Pechin.*

An amendment was made by Mr. Katz to table Agenda Item 8 for one month, in an effort to remain within the bylaws.

An amendment was made by Ms. Anne Hull to extend the election to a term of one quarter (three months).

Mr. Simen stated that he believed the motion to be out of order. It would be a violation of bylaws and that a motion would need to be made to disregard the bylaws, specifically sections 7 a, 7 b and 7 c.

Clarification was requested if the election must be held at this evening's meeting. The answer was yes. Question also raised if Agenda Item 8 could be tabled. Mr. Simen replied no.

Mr. Katz asked for clarification on the definition of terms of officers. Mr. Sanchez referred to the bylaws to state terms are for one year. Dr. Wiseman voiced his support for a three month term for initial election of officers. Mr. Simen reference Article 7 in stating that terms must be for one year.

Mr. Paterson called the question on the amendment to the motion. The motion to conduct the vote carried by a vote of 9 – 5.

The vote on the amendment failed by a vote of 14-0.

The question was called by Ms. Hull for a vote on the motion. Discussion was held on the motion. Mr. Paterson asked that anyone interested in serving in an officer position should publicly state their credentials. *Mr. Fitzgerald recognized a call to vote on the question. A vote of 12-0 to approve the vote on the motion.*

The vote on the motion was to deny the motion, 13 yes votes, 0 no votes, and 1 abstention.

Mr. Paterson made a motion that anyone who has interest in running for an elected office publicly present their credentials for the office, explain why they want to serve in the office, and that the election be conducted in rank order of office, from Chairman to Secretary.

Mr. Hatfield seconded the motion. Discussion was held. *Mr. Sanchez offered an amendment that nominations from the floor for officers be accepted – as opposed to only self-nomination. Mr. Paterson accepted the amendment.*

Mr. Katz again asked for clarification of how to break a tie vote. Dr. Wiseman asked if we could conduct the vote and discuss breaking a tie at a later meeting.

Ms. Reiner asked for clarification on public statement of qualification. *The question was called, and the vote was 14-0 to approve the motion and the amendment.*

The floor was opened to nominations.

Tom Paterson nominated Peter Sanchez for Chair. Upon no further nominations, *a motion was made by Dr. Wiseman to close the floor to nominations. The motion was seconded by Ms. Hidey.* Mr. Sanchez shared his quailifications for and desire to serve in the office of Chair. *Mr. Paterson called for a vote. Mr. Sanchez was approved as the Chair of the Board by a vote of 14 – 0.*

Mr. Fitzgerald turned the meeting over to Mr. Sanchez. Mr. Sanchez thanked the Board, and thanked Mr. Fitzgerald for his assistance in conducting the meeting.

The floor was opened for nominations for Vice Chair. *Mr. Pechin nominated Mr. Paterson. Mr. Paterson declined. Ms Hatfield was nominated, she declined. Ms. Heidi was nominated, she declined.* All thanked their nominators and stated conflicts in schedule or inability to commit required time as their reasons. *Mr. Sanchez nominated Ms. Reiner. The nomination was seconded by Ms. Hatfield.* Ms. Reiner shared her qualifications for and desire to serve in the office of Vice Chair. Upon no other nominations, *Mr. Katz motioned to close nominations. Seconded by Mr. Pechin.*

Mr. Pechin motioned to vote on nomination of Ms. Reiner for the office of Vice Chair. The motion was seconded by Ms. Hale. The motion carried by a vote of 14-0 to elect Ms. Reiner Vice Chair of the Board.

Mr. Sanchez opened the floor for nominations for Treasurer. *Dr. Wiseman nominated Paul Hatfield. The nomination was seconded by Ms. Reiner.* Upon no further nominations, *Dr. Wiseman called for the vote.* Mr. Hatfield shared his qualifications for and desire to serve in the office of Treasurer. *Mr. Hatfield was approved as Treasurer by a vote of 14 – 0.*

Mr. Sanchez opened the floor for nominations for the office of Secretary. *Dr. Wiseman was nominated by Mr. Simen. Mr. Braswell was nominated by Mr. Paterson.* Upon no further nominations, *Mr. Pechin motioned to close the floor to nominations, seconded by Ms. Herner.* Dr. Wiseman and Mr. Braswell shared their qualifications for and desire to serve in the office of Secretary. *Ms. Hatfield called the question. Dr. Wiseman received 4 votes, Mr. Braswell received 6 votes, and there was 1 abstention.* Mr. Braswell was elected to the office of Secretary.

Dr. Wiseman expressed concern of an even number on the Executive Committee (4) and should there be a division of duties of The Secretary? *Motion made by Mr. Pechin for Secretary position to delegate duties for alternate secretary as allowed in the bylaws, seconded by Ms. Hale. The vote was 14-0 to approve Dr. Wiseman as alternate secretary.* Mr. Katz offered point of order that Executive Committee remained a committee of four.

Agenda Item 9 – Discussion and vote for establishing meeting dates and venues for future meetings. Peter Sanchez pointed out the Colfax elementary school is available for our meetings, and meets city requirement related to physical access. However, the meetings must end at 9 pm as the janitor must lock the doors at that time. Mr. Paterson asked what the time frame for the meetings would be? *Ms. Hale motioned that meetings begin at 6:30.* Dr. Wiseman asked for further clarification whether the meeting has to be held the first Wednesday of the month. *To remain in* *discussion of meeting dates, Ms. Hale withdrew her motion to change the meeting time. Several motions related to change and date were filed, and all withdrawn.* The Board was polled by Mr. Sanchez to the dates that they could make the meeting without any conflict.

The results of the poll were 7 with no conflicts on the first Wednesday, 12 with no conflict on the second Wednesday, 13 with no conflicts on the third Wednesday, and 14 with no conflicts on the fourth Wednesday. It was decided that the third or fourth Wednesday would be voted on.

Mr. Pool motioned for a vote between the third and fourth Wednesday of each month as the scheduled meeting time. Ms. Hull seconded. Six board members voted for the fourth Wednesday, three for the third Wednesday. Ms. Hale motioned and Dr. Wiseman seconded that the fourth Wednesday of each month be the regularly scheduled meeting time of the Neighborhood Council of Valley Village. The motion carried 14-0.

Mr. Sanchez reminded all Board members that they are expected to attend all meetings. If for any reason they cannot make a meeting the Board member must call the Secretary prior to the meeting day.

Mr. Sanchez distributed two identification lists – one for Board distribution only and one for distribution to the public. All Board members were asked for address, phone and email if available.

Mr. Fitzgerald reminded the Board that VVNC has a P.O. Box at the Valley Village Post Office. The Box number is 4221, Valley Village, California, 91617. Mr. Sanchez reminded Board members of the unique zip code for the Post Office.

A motion was made by Ms. Reiner, and seconded by Mr. Paterson, to hold all Board meetings at Colfax Elementary School. The motion carried 14-0.

Agenda Item 10 – Discussion and vote on establishment of Mailing address for NCVV. *A motion was made by Dr. Wiseman and seconded by Ms. Hidey to make the Valley Village Post Office box the official mailing address of the Valley Village Neighborhood Council. The motion carried 14-0.*

Mr. Sanchez pointed out that Valley Village Neighborhood Council already has a web address, NCVV.info. He asked that Board members review Studio City web site for ideas of how to enhance our own site.

Dr. Wiseman reminded the Board that DONE produces a listing of Council members and identifies them on their website.

Mr. Pool asked how items are added to meeting agendas? Mr. Sanchez asked that any Board member who wishes to add an item to the agenda send that request to Mr. Braswell.

Agenda Item 11 – Discussion and Possible Action to Support/sponsor local community ("Holiday") events. Ms. Hatfield asked the Board for their approval to use NCVV Board name for a community-based event that would be a fund raiser. The program is a support for Senior Citizens in our community.

Ms. Harner added that this would not only raise funds, but also awareness of the need to support this cause and the services that the group provides.

After discussion, Dr. Wiseman motioned to lend NCVV's name to this event, and Ms. Reiner seconded. The motioned carried with nine votes yes, zero votes no and two abstentions. Mr. Braswell asked that in the future, all events that request the use of NCVV's name be considered under a structure that lends uniformity and guidelines to the process, and possibly assign a committee to the issue. Ms. Hull suggested that NCVV Board host a community event in the future to raise profile of the group.

Agenda Item 12 – Board Member Comment – Comments from the Board on subject matters within the Board's jurisdiction.

Mr. Paterson asked that the Board endorse the concept of a fully irrigated and landscaped Chandler corridor through Valley Village. Other discussion added that the Board should also adopt a request for landscaping other than "drought resistant", and that a jogging path be endorsed.

This was made into a motion by Mr. Paterson, seconded by Mr. Pool. Mr. Fitzgerald stated that the Board should bring this issue up as a future agenda item, and have a committee discuss.

Mr. Sanchez disagreed, and advised that the Board needs to discuss this issue in a more immediate manner. Mr. Fitzgerald reminded the Board that under The Brown Act, an issue may be raised more immediately if it is considered an emergency. Ms. Hull reviewed her position of the need for walkways and pathways, endorsed by Dr. Wiseman on behalf of the orthodox community's pedestrian needs, and by Mr. Katz. Mr. Paterson advised the Board of his knowledge that the MTA intends to plant drought resistant landscaping and not irrigate the Chandler corridor.

Mr. Paterson asked that the Board hear from Ms. Lori Dinkin, President of The Valley Village Homeowner's Association, as she attended a recent meeting with MTA on this issue. Ms. Dinkin addressed the Board with a review of the issue, the MTA meeting, and reminded the Board that MTA would hold another meeting on December 8.

Dr. Wiseman asked that NCVV be represented at this meeting by himself, Ms. Dinkin and Mr. Paterson. The Board agreed. Mr. Sanchez and the Board thanked Ms. Dinkin for her hard work on this and other issues related to the community.

Other discussion concluded, and Mr. Pechin asked that the Board vote on this issue as an emergency issue outside of the agenda. Mr. Katz endorsed this idea, stating that there has already been much work on the corridor and to delay any further might do permanent harm.

Mr. Pechin asked that the motion be amended to add "that this issue be raised in the form of a letter from the Board and presented at the MTA meeting on Monday December 8". Dr. Wiseman was asked to write the letter and that it be given to Ms. Dinkin to deliver to the MTA meeting. Ms. Hull asked additionally that the letter be given to news outlets for distribution. *The question was called, and the motion carried by a vote of 12 yes, 0 no and 1 abstention.*

Mr. Fitzgerald commended the Board on their proper evaluation of an issue under guidelines of The Brown Act, and their appropriate manner of reaching resolution.

The issue of neighborhood crime was raised by Mr. Pechin. He stated that there has been a rise in crime and we need to add this to the next agenda. Mr. Katz asked that the Senior Lead Officer (SLO) be invited to the next Board meeting. The Board agreed.

A motion was made by Mr. Pechin to add criminal activity to the next agenda, seconded by Ms. Hull, and approved by a vote of 13-0.

Agenda Item 13 – Public Comment. Ms. Kathy McCloskey, 11658 Addison Street identified herself as a current resident of Valley Village and addressed the Board on the issue of the wall at 170 Freeway above the Park. Not only is there an issue of sound abatement, but more important several holes in the fence between the freeway and the park pose a danger to children playing in the park, and the possibility of a vehicle leaving the freeway and entering the park at a high speed.

Mr. Sanchez stated that the fence should be fixed through the Neighborhood Council. He also asked that the sound wall on the freeway be added to the next agenda.

No further comment from the community, Ms. McCloskey was thanked for her patience in waiting to address the Board.

Agenda Item 14 – Future Agenda Items and Other Calendar Events. Dr. Wiseman stated that the Board needs to use the next agenda to study/establish/assign committee work. Mr. Sanchez assigned homework to each Board member to come to next Board meeting with 2 issues identified on which each wants to work. 1 must be public works, 1 must be community concerns. This was assigned as "homework" for the Board.

Possible committees mentioned included:

Bylaws	Traffic/Transportation
Grievance	Arts/Humanities
Finance	Beautification
City Departments	Schools
Communications	Outreach
Planning	Public Safety
Land Use	
Housing	

Mr. Sanchez reminded the Board should learn about area building codes. Mr.Katz was asked to distribute them.

Issue 14 – Future Issues Items and other calendar event. Mr. Sanchez stated for the record could not do the job alone, and there will be clear expectations of all Board member to do their part in each issue.

Ms. Dinkin added a final congratulations to the elected Board members, and pledged her support and that of the Homeowners Association in working on difficult issues ahead.
Mr. Sanchez advised the Board that he will delegate many tasks and duties, and expects hard work of all Board members. Meetings will begin on time, and end by 9:00 pm. All input of Board members is expected and encouraged, but comment will be held to specific time constraints to respect the overall meeting schedule.

The next meeting of NCVV is January 28.

Mr. Braswell gave his email address – tbraswell@aol.com. Mr. Sanchez asked that all Board members send the committee assignment requests/areas of interest feedback to Mr. Braswell.

Mr. Sanchez asked that any item that is to be added to the agenda should be sent to Mr. Braswell before a deadline of 72 hours prior to the scheduled meeting.

A request was also made by several Board members to add a review of the Chandler corridor bus plan to the January agenda.

Mr. Hatfield asked that a financial overview be added to the January agenda. Mr. Sanchez agreed, and asked for a review of how NCVV secures funding.

Mr. Sanchez asked Mr. Fitzgerald how NCVV secures the computer that is to be given to Board use? Mr. Braswell will follow up with Mr. Fitzgerald.

Mr. Paterson raised the issue of a zoning approval for a car wash to be built on Laurel Canyon. Discussion related to the issue occurred, and Mr. Paterson agreed to be at the City Council meeting to appeal to the full Council to deny the zoning. Mr. Sanchez reminded the full Board that this location for a car wash is a violation of Valley Village planning requirements. A variance was granted by a City Council committee. NCVV opposes approval.

A request was raised to hold a special meeting to review the Valley Village Community Plan, and Mr. Katz advised that The Valley Village "Specific" Plan is very easy to understand and self-explanatory.

A motion to adjourn was made by Mr. Pechin, seconded by Ms. Hatfield. The meeting was adjourned at 10:12 pm.

CITY OF LOS ANGELES

CALIFORNIA

NEIGHBORHOOD COUNCIL VALLEY VILLAGE OFFICERS

Peter Sanchez
PRESIDENT
Breice Reiner
VICE-PRESIDENT
Paul Hatfield
TREASURER
Tony Braswell
SECRETARY

NEIGHBORHOOD COUNCIL VALLEY VILLAGE

C/O Department of Neighborhood Empowerment
8121 Van Nuys Blvd #401
Panorama City, CA 91402

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NEIGHBORHOOD COUNCIL VALLEY VILLAGE
MEETING AGENDA

January 28, 2004
Colfax Elementary School Auditorium
11724 Addison Street
Valley Village, CA, 91607

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 by the presiding officer of the Board. Agenda is posted for public review at: Beth Hillel Temple, 12326 Riverside Drive, Valley Village 91607, Shaarey Zedek Congregation, 12800 Chandler Blvd, Valley Village 91607, The Hemster, 5244 Laurel Canyon Blvd., Valley Village 91607, East Valley Senior Center, 5000 Colfax Ave., Valley Village 91601, Jons Market, 12122 Magnolia Blvd., Valley Village 91607, Stevens Nursery, 12000 Riverside Drive, Valley Village 91607, Valley Photo, 12466 Magnolia Blvd., Valley Village 91607, Marie et Cie, 11704 Riverside Drive, Valley Village 91607, Bank of America, 5201 Laurel Canyon Blvd., Valley Village 91607, Boutique Voila, 12500 Magnolia Blvd., Valley Village 91607. 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 prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment Project Coordinator, Matthew Fitzgerald (818) 756-9421or via e-mail mfitzgerald@mailbox.lacity.org.

1. Call to Order, Roll Call and Welcoming Remarks
2. Approval of December Minutes
3. Chairman's Comments, Introduction of Distinguished Guests
4. Report from the Office of Council Jack Weiss
5. Report from Senior Lead Officer of LAPD, Valley Village
    a. Criminal Activity Update
6. MTA Presentation, Board and Public Comment
7. Carwash Presentation, Board and Public Comment
8. Treasurer's Report
    a. Valley Village Computer Application
9. Board Liaison and Committee Assignments
10. Update on Brown Act Training, Form 700 Compliance
11. Planning and Land Use – 11800 Riverside Condominiums
12. Other Items for Consideration per NCVV President
13. Future Agenda Items (table Soundwall Discussion until February 04 per Ms. Hatfield)
14. Public Comments – Comments from the public on non-agenda items within the Board's subject matter jurisdiction. Public comments are limited to two minutes per speaker.
15. Chairman's Closing Comments
16. Adjournment

Next Meeting of NCVV Board February 25, 2004

Process for Reconsideration – *The Board may reconsider and amend its action on items 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 for Reconsideration and, if approved, (2) hear the matter and Take an Action. If the motion to reconsider an action 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 for Reconsideration on the described matter and (2) a [Proposed] Action should the motion to reconsider be approved. A motion for reconsideration can only be made by a Board member who has previously voted on the prevailing side of the original action taken. If a motion for reconsideration 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 all be in compliance with the Brown Act.*

Neighborhood Council Valley Village
Board Meeting
01-28-04

Draft

Meeting was called to order by NCVV Board President Peter Sanchez at 6:35 pm.

Board members in attendance were: Mr. Tony Braswell (renter), Ms. Debra "DJ" Harner (cultural organization), Ms. Ginny Hatfield (community senior organization), Mr. Paul Hatfield (at large), Ms. Jody Hidey (residential homeowner), Ms. Ann Hull (business), Mr. Walter Katz (residential renter), Mr. Tom Paterson (residential renter), Mr. Chris Pechin (residential homeowner), Mr. Nick Pool (business), Ms. Breice Reiner (community service organization), Mr. Peter Sanchez (residential homeowner), Dr. Daniel Wiseman (faith based).
Board members absent were Mr. Stuart Simen (business), Mr. Sean Jasso (education).

Agenda Item 1 – Call to Order, Roll Call and Welcoming Remarks. Mr. Sanchez welcomed the Board members, and the public in attendance, and thanked them all for their participation in the meeting. He recognized the first full meeting of the Board, and the commented on the demands of the evening's full agenda, and asked that all participants remain aware of the time constraints necessary to complete the agenda. Mr. Sanchez asked the secretary to conduct a roll call. All members were present except for Ms. Harner, Mr. Simen, Mr. Jasso. Mr. Sanchez informed the Board that Mr. Simen and Mr. Jasso were excused absences, and Ms. Harner would be late due to an unexpected family illness. (secretary's note: Ms. Harner arrived and joined the meeting at 7:50 pm).

Mr. Sanchez thanked the Board for their prompt arrival at the evening's meeting. Mr. Sanchez introduced the officers of the NCVV Board, and reintroduced the Board by their elected affiliation.

Agenda Item 2 – Approval of Minutes. The minutes of the December meeting were mailed to the Board, and copies were available for the public at the January meeting. A motion was made by Ms. Reiner to accept the minutes, and seconded by Ms. Hull. The minutes were approved by a vote of 12-0.

Agenda Item 3 – President's Comments, Introduction of Distinguished Guests. Mr. Sanchez thanked all in attendance, noting a large turnout of public for the meeting. He advised the members of the audience that speaker cards were available for anyone who desired to speak to an agenda item, and that there would be additional time for other comments at the end of the agenda.

Mr. Sanchez introduced Fortuna Ippoliti from Councilman Jack Weiss' office.

Agenda Item 4 – Report from the Office of Councilman Jack Weiss. Ms. Ippoliti thanked all in attendance and extended election congratulations of Mr. Weiss' office to the members of the Board. Ms. Ippoliti also congratulated Valley Village on their certification. She encouraged the Board and community members present to pick up a guide to city services that she brought to the meeting. She reminded the Board of the boundaries of Councilman Weiss' district within Valley Village, and stated that she would be attending every-other meeting of the NCVV Board.

Agenda Item 3 – President's Comments, Introduction of Distinguished Guests. Mr. Sanchez introduced John Bwarie from Mayor Hahn's office. Mr. Bwarie thanked the Board for their work and briefly discussed the current budget process of the City.
Mr. Sanchez introduced Manny Arreygue, Senior Lead Officer from the North Hollywood Police Station, and reminded the Board that he would be making a full presentation later. Officer Arreygue thanked the Board for the opportunity to be at the meeting, and briefly reviewed crime statistics, including:

For 2003, homicides in LA decreased 21.6%, in San Fernando Valley down 24%, in North Hollywood down 21.7%; total violent crime for LA decreased 6%, in San Fernando Valley decreased 4%, and in North Hollywood decreased 2.6%.

For all of Los Angeles County, the City of Los Angeles is the only city in 2003 with a reduction in crime. He stated that it remains a high priority for the Mayor and Police Chief to make Los Angeles the safest city in America and this is evidenced by the focus on safety in the new budget.

As many Board members had questions for Officer Arreygue, Mr. Sanchez asked that the meeting move to agenda item 5. There were no objections to the President's request.

Agenda Item 5 – Report From Senior Lead Officer North Hollywood, Manny Arreygue. After the overview of statistics and recent crime activity in Valley Village, Officer Arreygue entertained questions from the Board. Mr. Pechin thanked Officer Arreygue for his time and his statistical data, and asked how the Board might best disseminate information to the public related to reducing crime. In particular he spoke to the priorities of many of his neighbors to ask for additional street lighting, police patrols and protection against vandalism of cars. Officer Arreygue confirmed there had been a recent increase in vandalism of cars in Studio City and Thousand Oaks. Since January 1 the incidence had declined somewhat. Some of the perpetrators had been apprehended. Officer Arreygue reminded the Board and public multiple times of the importance of not leaving valuables visible in the seat of any vehicle. Further, he advised those living in apartment complexes to take special caution to ensure that the gates to their secured parking were closed fully before they exit their vehicle. If any apartment residents witness an intruder sneaking in while the gate is open they should call the police.

Mr. Paterson asked about recent gun shootings in the Valley Village area. Officer Arreygue said there were 2 recent shootings, one was related to road rage, one other near North Hollywood High School involved a "bb" gun.

Ms. Hatfield asked for further clarification on the statement of a recent "rash" of crime. Officer Arreygue stated that the increased statistics included crime outside the boundaries of Valley Village. Ms. Hatfield asked for clarification of the time frame under which the data was collected. Officer Arreygue explained that the data was collected over the past several months, and the arrests were in the past few weeks. It was important to note that the individuals arrested for specific burglaries were connected to other crimes, usually through fingerprints.

Ms. Hull asked for information on traffic accidents involving pedestrians. Mr. Sanchez suggested that the Board allow Officer Arreygue to complete his presentation and hold specific questions until the end. Officer Arreygue pointed out that although there had been an overall decrease of 7% in crime for the area in 2003, there had been an increase in vehicle burglary for the first of this new year. Most of the criminal activity has been centered in apartments around Magnolia and Whitsett. Mr. Pechin asked that in relation to the recent budget shortfall within the city what can neighborhoods do to better protect themselves? What would be "A, B, C" priorities for security? Mr. Katz stated that in his position of criminal defense for L.A. County he can verify that there is a limit to the actual protection against crime that can be provided through the police department. Mr. Katz stated that much of the apprehension of criminals is by chance, and the product of successful neighborhood watch. Officer Arreygue added that the police department has been aggressively conducting education, and trying to do "more with less". They believe they can extend the effectiveness of the police protection through education.

Mr. Sanchez asked Officer Arreygue to explain how crime should be reported. There must be a report related to crimes. Many people don't call and report crime committed against them or in their neighborhood. The data compiled from police reports builds "monthly maps" of criminal activity for police statistics. Based on these "maps" the police department allocates resources of personnel. It is very important to report crimes so that the statistics properly reflect the problem and resources can be dedicated appropriately.

Ms. Ippoliti encouraged an active neighborhood watch. This is a definite deterrent to crime and areas with successful neighborhood watch programs have indeed witnessed an improvement in statistics related to crime. She suggested a guest speaker (Gil Escontrias) for the Board at a future meeting who can advise on crime issues.

Mr. Paterson asked about parking – especially trucks in residential areas, stating that parking enforcement of existing law doesn't seem to help. Officer Arreygue has been actively working on a project to enforce vehicle and parking codes. Comment was also given by Lori Dinkin, President of Valley Village Homeowners Assocation, related to illegal parking around Jon's Market. Officer Arreygue gave statistics related to recent tickets written to vehicles parked in that area, especially commercial vehicles, and stated that many vehicles there had been impounded.

Dr. Wiseman thanked Officer Arreygue for his hard work and commented that Lead Officers are some of the finest public servants in the city, and in comment to a brief discussion of the spread of criminal activity related to "gypsies" stated that there are criminal elements in every ethnic group in our communities and cautioned against categorizing crime to any particular group.

Ms. Reiner asked that the Board and public again be reminded of the importance of reporting crime – and requested that Officer Arreygue give his direct phone number. The number to reach Senior Lead Officer Manny Arreygue is 818-634-0829. Most calls are returned within 24 hours, but Board was advised to remember that all officers must have some off time on their schedule and in some instances calls may be returned over a greater time frame.

Mr. Katz asked for explanation of how the North Hollywood Police Department coordinates with High School Police? The Board was informed that police force routinely meets with the North Hollywood High School Police and other city representatives including City Council representatives.

Mr. Sanchez thanked Officer Arreygue for his time and his detailed presentation.

Mr. Sanchez introduced Lori Dinkin. Mr. Sanchez introduced Maricela Gomez from Councilwoman Wendy Gruel's office. Ms. Gomez thanked all in attendance. She stated that City Council is working to maintain public services in current budget constraints. Issues related to homelessness are growing, and the community is actively being asked to help create more services. Ms. Gomez reviewed "Bring L.A. Home", a 10 year plan to prevent and end homelessness in L.A. County. The County is currently in the first phase of the project, gathering input from members of the community. There will be a meeting related to this issue February 17 in the Tujunga office of the Councilwoman. On Saturday, February 7, the Department of Transportation will be identifying and moving abandoned vehicles, starting at 10am with a meeting at Laurel Canyon and Victory.

Mr. Sanchez thanked Ms. Gomez for her presentation.

Agenda Item 6 – MTA Presentation, Board and Public Comment. A presentation of the SFV Chandler Busway was given by Ms. Devon Brown. She announced the project has an official name, "The Orange Line". Formerly the San Fernando Valley Metro Rapidway. An overview included statistics – 14 mile dedicated busway from North Hollywood Metro Station to Warner Center. 13 Stations, 5 Park/Ride lots. The entire project would be landscaped. Sound walls would be erected in areas where public property actually meets private property. Construction has already begun, including drainage system, fiber optic cabling, CCTV all in Valley Village. Project is working in coordination with LADOT.

Intersection construction will begin first week of February, including new materials for actual intersection (related to bus weight), crosswalks, light signals, drainage, and new left turn pockets along Chandler.

Intersections that will have temporary closures over the next several months include Chandler at Tujunga, Corteen, Bel Air. Partial closures will occur at Chandler and Laurel Canyon, Whitsett.

Mr. Sanchez asked the Board to begin their questions. Mr. Paterson asked for the purpose of the chain link fence along Chandler. Ms. Brown stated the law requiring environmental "clearance" for any construction project near a school. Ms. Brown was asked to comment on landscaping. She stated that MTA has met with citizen committees regarding landscaping and made some recommended changes. Ms. Brown asked the Board to refer to architectural drawings on display at the front of the room. A typical section of Chandler corridor was drawn and on display for the public. She stated that attendance from Valley Village was very helpful in the process, and that all recommendations were currently under review and final suggestions related to the feedback would be presented to the MTA in early to mid February.

Mr. Paterson asked if there was a drawing of station design? Ms. Brown said yes. Mr. Paterson asked if stations would look like The Gold Line. Ms. Brown said no. Mr. Paterson asked that the Board be given a copy of the architectural plans. He also asked for information about the irrigation system, reminding Ms. Brown that irrigation has been specifically requested by the citizen committee. Ms. Brown replied that the original plan was a permanent irrigation system at stations, and no irrigation in between. Feedback from the community has been completed and the process to issue a change order to tell the contractor to put in an irrigation system has been started. This has not yet been approved but has the support for Third District Supervisor Zev Yaroslavsky's office.

Ms. Hull asked for two minutes to address the issue of pedestrian, jogging and bike paths. She stated that these issues are very important to the constituency she represents, and shared specific statistics related to each. She also asked for information on plans related to landscaping, water fountains, sidewalks along Chandler Boulevard right-of-way, and parking along same.

Mr. Sanchez asked that Ms. Brown answer each – related to irrigation he asked for a report back from Ms. Brown. Water fountains installed? No. Bike paths and sidewalks? The length of street along Chandler before Whitsett will have striped-on-street bike paths. This is due to limited right of way along Chandler just in Valley Village. East of Ethel, the bike path will move from the roadway. Related to pedestrian traffic, the MTA staff are working with LADOT to install sidewalks along all of Chandler Boulevard, with most improvements on the north side.

Mr. Pool asked about the intersection of Laurel Canyon and Chandler, related to parking availability for the proposed station. Ms. Brown stated there will be no additional parking. Will there be restroom facilities? No. Mr. Pool stated that parking for the bus service and businesses in the area is inadequate now, and will only become worse when the system is operational. Ms. Brown added that this is a system designed to be "connecting" bus service, and that parking is available at the North Hollywood station.

Mr. Paterson said that the Neighborhood Association will be exploring legal action to require public facilities, especially for seniors and those who are disabled. He asked for further clarification on the dimensions of Chandler – roadway vs. landscaping. Ms. Brown replied that the width of Chandler Boulevard is 60 ft, the busway is 26 ft, and the difference would be landscaped.

Dr. Wiseman asked for specific information related to pedestrian crossing for Chandler Boulevard. All existing crossings will be maintained, and additional pedestrian crossings will be added at Agnes, Goodland and Lakehorn.

Mr. Braswell asked why the palms scheduled for removal along Chandler were not removed on schedule. The schedule has been delayed to the first week of February.

Mr. Hatfield asked if MTA would coordinate with CRA on pedestrian issues? Yes. There are also preliminary plans to renovate the train station near North Hollywood Rail station.

Mr. Sanchez asked for Public Comment. Dr. Wiseman introduced Rabbi Block, who gave a statistical overview of the important needs of the orthodox Jewish community, including statistics. He stated that there are 1000 orthodox families in Valley Village, many of whom fought against the installation of the bus service. Strong concern was voiced related to the impact of the busway on property values, ability to observe religious practices, families with children, and overall sense of community. There are 12 synagogues in Valley Village, average family has 4-5 children, and much of the community is split evenly between North and South Chandler, requiring multiple safe crossing opportunities. Rabbi Block felt that the community concerns have not been heard by MTA. Ms. Brown offered to meet with Rabbi Block and offered her name and contact information for him.

A concern was raised by a resident from Hesby & Bel-Air that there is insufficient lighting along Chandler. Will there be new lighting installed? No, only lighting improvements will be at the actual stations.

Ms. Gomez stated that the city of Los Angeles has a current contract with "Viacom" to install public facilities in the areas of bus service that do not have them. These are public pay facilities, that are self maintained, and can be installed by request of NCVV at no cost to the community. Further, the styles and décor can be designated by the community. Mr. Braswell asked that a presentation be given in the February meeting by this company, and Mr. Sanchez approved the request. Ms. Gomez and Ms. Ippoliti were asked to coordinate the presentation.

Public questions – does the right of way that exists currently include the space for the new bike paths? Yes. Will there be parking? Parking will be available at Van Nuys & Oxnard, Sepulveda & Victory, Victory & Balboa, Resada & Oxnard. There will also be parking at Werner Center. A study is underway to add a new parking structure at the Red Line Station.

Ms. Dinkin stated that there is strong concern from the Neighborhood Association regarding the crossing lights (pedestrian) and the inability of orthodox Jewish community to press the crossing signal activation buttons on Sabbath and Holy Days. Ms. Brown stated that timers could be installed. Ms. Dinkin reminded Ms. Brown that only three intersections currently have timers.

Ms. Ippoliti offered to contact Bill Show with the city's Engineering Department to be certain this issue was addressed.

Mr. Sanchez asked that public comment and agenda item 6 be concluded. He thanked Ms. Brown for her presentation and asked that she leave the architectural drawings for the Board and public to view after the meeting.

Agenda Item 7 – Carwash Presentation, Board and Public Comment. A carwash has been proposed for a lot located at Laurel Canyon and 101. Representing the owner of the property was Mr. Ben Resnick, Esq., a land use attorney for the owner. Mr. Resnick was given 10 minutes to present to the Board. An overview was presented of the history of the site, including the past use as a gasoline station as well as a breakdown of current zoning for the property and adjacent property.

Ms. Harner joined the Board at 7:50 pm.

NCVV was asked by Mr. Resnick to support the proposed use of the property by the owner as a hand wash with limited mechanical support. It was stated by Mr. Resnick that many issues related to sound, water, parking, traffic flow, and others, had been addressed at Community Planning level with commissioners. Information was given to the Board related to potential volume of customers, sound walls, addition of a left turn lane on Laurel Canyon, and restricted access for entry and exit.

Mr. Sanchez asked the Board for questions. Mr. Pechin stated that the traffic at this location is already difficult, and asked for clarification on how this has been addressed by the owner's proposal. Mr. Resnick referred NCVV members to several traffic and business flow handouts he distributed.

Mr. Sanchez reminded the Board that there was an action item on the table for discussion, as the request had been formally made for NCVV Board to support the use of the land for a commercial car wash.

Mr. Braswell asked if the residential home still exists at the corner of the property. Yes. Has funding been secured for the project? Yes. Mr. Paterson asked what the source of the funding was? Rough breakdown was given by Mr. Resnick, including private financing and public SBA loan. Ms. Hull expressed a concern about noise from the carwash and traffic pattern for cars trying to access the lot, particularly those turning left across Laurel Canyon. Mr. Paterson stated that this is a project that is prohibited by the specific plan for the area. Area planning commission approved the project but it is under appeal from the Valley Village Homeowners Association. Mr. Paterson further stated that statements from the owner and counsel were misleading, and that C-4 zoning is clear and owner's interpretation of the zoning was incorrect. The city has the right to review and deny a carwash, based on the "real" issues of inconvenience for residents of Valley Village, and the impact on traffic flow. The Commissioners proposed no left turn on Laurel Canyon, but this proposal limits the access of residents of Valley Village, which the business states it intends to serve. Mr. Paterson further added that the historical use of a property cannot be used to approve the new use.

Mr. Pechin stated that the actual reason the prior business (gas station) closed was a lack of business. Mr. Hatfield asked for information on the economic viability of the new carwash. He stated that the Board would not want a business to fail at this location.

Mr. Pool asked if the underground fuel tanks had been removed from the property? Yes. He also asked if the Board were to vote affirmative, or negative, what would be the actual consequences? Mr. Resnick stated that the Board's decision is a recommendation. To answer Mr. Hatfield's question, Mr. Resnick stated that the maximum number of cars that could be washed in a day is 950. The business plan requires 250 cars per day to break even. The gas station had traffic of 1348 cars per day. And the owners have secured funding through a Small Business Administration Loan and private funding through Wells Fargo.

Mr. Katz asked if left turns could be limited or eliminated? Yes. How far is the egress from 101 entry? 150 feet.

Mr. Paterson stated that alternative uses for the property have been suggested – including public storage and senior housing. The owner has been unwilling to consider any alternatives for property use, and unwilling to consider the neighborhood concerns.

Dr. Wiseman asked about employee benefits (in light of the fact that the area has been impacted by the 100 day grocery employee strike). The owner, Laura Davidoff stated that there would be 25 employees who would have access to a benefits program.

Mr. Sanchez closed Board comment and asked for Public comment on the issues. There was none.

Mr. Sanchez pointed out that Tom Paterson has been involved with this issue on behalf of the Homeowners Association, and Mr. Paterson stated that he would recuse himself from any action on this issue.

Mr. Braswell asked if there had to be a vote at this meeting? No. Mr. Katz asked if action could be tabled and more detailed information from counsel for the owners and Homeowners Association be sent to NCVV Board members? Yes.

Mr. Sanchez asked Mr. Resnick to complete his presentation in two minutes. Mr. Resnick added that the owner has done community outreach, a business plan, and that the interpretation of use for this property as stated by Mr. Paterson is incorrect. He further stated that the Valley Village specific plan is not being interpreted properly, that the project is low impact on traffic. Mr. Sanchez thanked Mr. Resnick for his presentation.

Mr. Sanchez asked the Board for their consideration of action on this item.

Dr. Wiseman asked if we could table the issue until the February meeting and asked that both sides of the issue present information to the full Board by mail.

Mr. Katz asked if one month delay would hurt the viability of the business. Mr. Resnick stated no.

Mr. Katz made a motion to table the issue for consideration at the February meeting. Dr. Wiseman seconded. The vote was 13 in favor, 0 against with 1 abstention.

Mr. Resnick was asked to send the information via email to Tony Braswell.

Agenda Item 8 – Treasurer's Report. Three financial items were presented by Mr. Hatfield. First, the NCVV Board is required to participate in financial training. This was done by Dr. Wiseman and Mr. Hatfield, and is completed. Second, the Board must pass a budget resolution. Third, financial forms must be filed with the city to initiate the inflow of funding for use by NCVV.

The initial funding will be split between debit card and check requisitions. Up to $1000 per transaction can be requested by debit card.

Funds total $50,000 in the year, and should be requested in $12,500 increments. Funds can roll over quarterly, but must be expended by year end and cannot be rolled over into a new year.

The Budget must be divided between General Funds and Community Projects. Any Community Project must have a specific budget. The Board should pass an initial budget resolution of $12,500 at this meeting.

Signature authority will rest with two persons, a primary and secondary signatory.

The Board will be given one debit card, and as a body must determine which members are authorized to use the card.

Mr. Hatfield made a motion that a budget be approved for $12,500 for the first quarter of the year, split between General Funds and Community Projects. Ms. Hidey seconded. The motion was approved 14-0. Mr. Paterson asked if we could change the allocation later? Yes.

Ms. Hull asked if the Board could purchase business cards? Not with these funds according to Mr. Fitzgerald and Mr. Hatfield.
Mr. Fitzgerald stated that a formal budget must be completed and presented as an agenda item for approval by the Board. This could be done at the February meeting. Mr. Hatfield was asked by Mr. Sanchez to produce the budget as requested by the Board.

Dr. Wiseman asked to introduce Maria Chong Castillo, Deputy in the office of Third District Supervisor Zev Yaroslavsky. She stated there would be a meeting January 31, 9am – 12 noon in the district office. Thanked all of the Board for their involvement and commended the community attendance at the meeting.

Agenda Item 10 – Brown Act Training, Form 700 Compliance. While Mr. Hatfield was presenting, Mr. Sanchez asked that Mr. Fitzgerald give an update on these two issues. Brown Act Training dates have been sent to the Board. There has been no action by the City Council on Form 700 Compliance so there is no new information to share.

Mr. Sanchez thanked Mr. Hatfield for his report and Mr. Fitzgerald for his update.

Agenda Item 9 – Board Liaison and Committee Assignments. Mr. Sanchez clarified his intent for Board Committees, stating that he does not intend for them to be "Board heavy". His desire is for active participation of community and neighborhood members in these committees. This would better utilize time of Board members, and give valuable Board process exposure to the community. Each Board member should identify one or two issues in which they have interest and to which they will commit to keep the Board informed. Also he asked that Board members not take on multiple committees at this time. Finally he reminded the Board to consider the constituency they represent as they select a committee assignment.

Liaison assignments are different. Mr. Sanchez stated he received volumes of mail from all city areas, and asked that the Board take on one particular area of responsibility to report back to the Board. He gave the example of David Mays' involvement with city Public Works and the need for a Board contact between NCVV and Public Works.

Mr. Paterson asked if DONE could provide a master list of City services? Yes. Mr. Sanchez began to review possible city liaison opportunities.

Mr. Pool – North Hollywood Police Station and Chamber of Commerce.
Mr. Simen – Bylaws.
Mr. Pechin – CalTrans.
Ms. Hidey – Community Development.

Mr. Katz – Community Redevelopment.
Ms. Harner – Cultural Affairs.
Ms. Hatfield – Department of Aging.
Mr. Paterson – Building Safety and Community Planning.
Ms. Reiner – Public Works.
Dr. Wiseman – Water and Power (DWP).
Mr. Pool – Fire Department.
Mr. Katz – LA World Airport.
Mr. Hatfield – Matching Funds.

Ms. Reiner asked that the Board consider a logo for NCVV. A proposed logo was developed by Ms. Ellen Kay, graduate of CSUN. The logo was distributed and a brief explanation was given by Ms. Reiner. Mr. Paterson stated that any motion to approve should include Ms. Reiner's explanation of the logo. Ms. Hatfield asked that if the logo were adopted, it be clearly stated where it would be used (e.g. business cards, stationery).

Ms. Hatfield asked if the artist would need to be compensated? Ms. Reiner stated that compensation could be considered at $20 per hour for 8 hours.

Mr. Sanchez asked that the issue be added to the February agenda. Dr. Wiseman added that the logo was well done and should be considered. Mr. Paterson asked if the artist could consider donation of the work.

Agenda Item 11 – Planning and Land Use. The item was tabled for February meeting by Mr. Sanchez. He asked that Mr. Paterson put the issue in writing for the Board prior to the February meeting.

Agenda Item 14 – Public Comment. Ms. Dinkin asked if a list of committee and liaison assignments could be sent to Homeowners Association.

No further public comments.

Agenda Item 13 – Future Agenda Items. Mr. Sanchez asked that Office Space discussion be added to the agenda of the February meeting.

Dr. Wiseman stated that NCVV has been added to the DONE website. Would be good to discuss at the February meeting how NCVV is listed on the site.

Mr. Pechin reminded the Board that we should invite security presentation at next meeting.

Ms. Hatfield reported that NCVV co-sponsoring of Electra Theater event raised $625.00 for Senior Programs. She thanked the Board for their support.

Mr. Pool distributed information related to a benefit golf tournament for North Hollywood police station.

Agenda Item 15 – Chairman's Closing Comments. Mr. Sanchez thanked the Board for their hard work, the public for their attendance, and repeated his goal for NCVV to be in the top 10 Neighborhood Councils of the City.

Mr. Pechin made a motion to adjourn, Ms. Hidey seconded. Meeting was adjourned at 9:24.