



CITY OF LOS ANGELES

GRANADA HILLS SOUTH NEIGHBORHOOD COUNCIL GENERAL (Special – Rescheduled) MEETING AGENDA

Thursday June 11, 2015, Time: 6:30 pm – 8:30 pm

Granada Hills H.S. Rawley Hall 10535 Zelzah, Granada Hills CA 91344

BOARD OF DIRECTORS

President: Brad Smith (Member-at-Large)	Varun Khurana (Students)
Vice President: Jerry Askew (Business)	Sally Kolstad (Education)
Secretary: Anthony Matthews (Parks & Arts)	Deron Lopez (Youth Organizations)
Treasurer: Brandon Schindelheim (MaL)	Eric Mansker (Homeowners)
Michael Benedetto (MaL)	Mark Morris (Faith-Based)
Jeffrey Bohrer (MaL)	Jim Summers (MaL)
Bonnie M. Bursk (Commercial Prop. Owners)	Rene R Trinidad (MaL)
Krisna Crawford-Velasco (MaL)	Ross Turmell (MaL)
Arthur A. Daush (Seniors)	Cindy Wu Freedman (MaL-CI)
Jett Dunlap (MaL)	Michael J. Kabo (Parliamentarian)
Gina Greschner (Renters)	Community Organizations: Pending

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: **1)** Granada Hills Chamber of Commerce, 17723 Chatsworth St. Granada Hills, CA 91344; and **2)** GHSNC Website: www.ghsnc.org and address: 11024 Balboa Blvd., Box 767; Granada Hills, CA 91344. In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the committee members in advance of a meeting may be viewed at our website by clicking the following link: www.ghsnc.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 Anthony Matthews at amatthews@ghsnc.org. 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 the Neighborhood Council c/o the president, via e-mail to board@ghsnc.org or Richard Ray, Los Angeles Department on Disability, ADA Coordinator, at Richard.Ray@lacity.org or (213) 202-2753. Meetings may be recorded.

Note that any stakeholder comments must be made during the appropriate public comment period, and either during an individual’s allotted time or if an individual stakeholder has been invited to speak by a board member. Audience members may not approach the board during a meeting except to hand out materials during the allotted speaking time, and then only with the permission of the presiding officer. If a stakeholder has any requests that cannot be addressed during the allotted speaking time, the items may be e--mailed to the board or to our Secretary. **Note that Government Code section 54957.9 provides:**
In the event that any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the members of the legislative body conducting the meeting may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section. Nothing in this section shall prohibit the legislative body from establishing a procedure for readmitting an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting.

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Please note further that Penal Code section 403 states:

Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 302 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor.

The board reserves its rights to exercise appropriate remedies in the event of disruption of board or committee meetings.

All agenda items are subject to discussion and possible board action.

I. Call to order and the pledge of allegiance (Smith)

II. Roll Call (Matthews)

III. Approval of Minutes from the April 3, 2015 regular meeting (Matthews)

IV. Public Comment: Community and Public Comment on non-agenda items. The Public may present concerns to the Board on any issue of interest in the Community. The Board will not be able to discuss or take action on any matters brought up during public comment. However, issues raised during public comment may be agendized for discussion at a future board meeting.

V. Community Speakers:

(1) Council District 12 – Tania Oronez

(2) LAPD Senior Lead Officer - Dario Del Core

(3) Granada Hills Charter High School Executive Director – Brian Bauer

VI. Board Issues & Updates: Note that members voting on financial issues must have passed the necessary Department of Neighborhood Empowerment (DONE) training courses. – For consideration/response/ratification by the board:

1. Appointment and confirmation and/or oath of office of new board members/assignments (note: will require quorum+1)

a) Community Organizations: Discussion and possible action appointing Mike Benedetto to the Community Organizations Seat on the Granada Hills South Neighborhood Council. Mr. Benedetto is currently an at-large member who has volunteered to fill the seat (vacant since 2014), and, if appointed, would serve a term until the end of the current (DONE Region 2) council term, presumably 2016.

Public Comment; then: Mr. Benedetto to present his qualifications; further action requires a motion to remove Mr. Benedetto from his current at large seat and re-appoint him to the Community Organizations seat; motion requires a second and a vote. If appropriate, oath of office to be administered by president.

b) Note that if a), above, goes forward, we will need to fill an at-large seat; we have another community member who has asked to be considered for the community organizations seat. If a) goes forward, we will advertise the at large seat and ask the other candidate to apply again.

2. Discussion and Possible Board action on the Administrative and 2016 Elections Stipulations Worksheet: The stipulations worksheet asks the Board to make decisions as to the Board's position on policies and procedures recently implemented by the City Council, Board of Neighborhoods Commission, and the Department of Neighborhood Empowerment, including, but not limited to, online and telephone voting for the 2016 Board elections, installation of new boards after the 2016 Board elections, selecting a representative for the regional Neighborhood Council grievance review panels, definition of how Board official actions are taken, agenda posting locations, and Board member training compliance.

3. Appointment to Regional Grievance Panel – Mr. Matthews has volunteered; any other members with interest in this post may address issue.

4. Appointment of Mr. Bohrer to Bylaws and Rules and (pending) Government Affairs committees, at his request.

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VII. Officer's Reports – for consideration/response/ratification by the board

1. **President:** - Agendize formation of grievance panel for next meeting.
2. **Vice President:**
3. **Treasurer:** See attached:
 - a) Granada Hills South Neighborhood Council Budget Report FY 2014 - as of April-May 2015
 - b) Monthly Expenditure Report(s) for: April, 2015
 - c) NC Budget Advocates report (Crawford-Velasco /Wu Freedman)
 - d) Appointment/re-appointment of budget advocates
4. **Secretary:**

VIII. Committee Reports

- 1) **Public Safety and Emergency Preparedness (Turmeil)** – Report from the Chair; nothing from committee. Note the two NPG applications will require seconds from the board to be considered.
 - a) Request for \$750 NPG from the Southern California Preparedness Foundation, a 501(c)(3) nonprofit corporation (EIN: 47-2811120) to support 8th Annual Valley Disaster Preparedness Fair at Fire Station 87. (Balboa and Devonshire). This event serves Granada Hills South; GHSNC's sponsorship would be publicized in the materials produced for the event.
 - b) Request for \$5,000 NPG from the Devonshire SOLID, a 501(c)(3) nonprofit corporation (EIN: 95-4418512) to support renovations of the facilities at the Devonshire LAPD station that house both the Gang Detail and Narcotics Division Officers. Devonshire LAPD houses the officers and units that serve Granada Hills South. GHSNC's sponsorship would be publicized and included in the appropriate spot within the station.
2. **Budget (Schindelheim)** - Report from the Budget Chair; nothing from committee.
 - a) Elect/appoint two Board Members or Stakeholders as GHSNC Budget Representatives for the June 27th LA City Budget Day (if not already appointed/elected).
 - b) Approval of up to \$1,400 to the Budget Advocates account to host one hour radio show for operations, outreach and for events such as Budget Day, Regional Budget Day, etc. Will need second.
3. **Bylaws and Rules (Mansker)** – Report from the Bylaws and Rules Chair and possible board actions/updates on the following:
 - a) Motion for adoption of standing rules; will need second.
- 4) **Education (Kolstad)** - Report from the Education Chair; nothing from committee. Note that Tulsa Avenue elementary has sent a thank you presentation for GHSNC's funding of their field trip to the San Fernando Mission.
- 5) **Planning and Land Use (Askew)** – Report from the PLUM Chair; nothing from committee. Upon advice of counsel, please note that PLUM agenda item *in re DIR-2015-1858-RAO* will not be heard at this board meeting.
- 6) **Outreach (Summers)** - Report from the Outreach Chair; nothing from committee.
- 7) **Beautification (Bursk)** - Report from the Beautification Chair; nothing from committee.

IX. Board Member comments, announcements and agenda Items for next general meeting and committee meetings.

X. Adjournment.

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	Original Total	Re-Allocations	Annual Total	Actual	Encumbered	Remaining	% Remain
100 Operations							
Outreach Committee Budget	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 739.40		\$ -	0.0%
≤\$ 3.23 (500-496.77) GH Halloween Petit Park (candy) ≤\$ 57.37 (300-242.63) GHSNC frame signs ≤\$ 200.00 GHSNC table and chairs							
Facilities and Space Rental	700.00	1,000.00	1,700.00	1,359.50		\$ 340.50	20.0%
Office Supplies	-	-	-	-		\$ -	0.0%
Temp Services	9,000.00	(6,040.00)	2,960.00	1,269.85		\$ 1,690.15	0.0%
Sub Totals	\$ 10,700.00	\$ (5,040.00)	\$ 5,660.00	\$ 3,368.75	\$ 260.60	\$ 2,030.65	35.9%
200 Outreach							
Elections	\$ -	\$ -	\$ -	\$ -		\$ -	0.0%
Newsletter	5,000.00	-	5,000.00	-		\$ 5,000.00	100.0%
Web Site/Virtual Office	3,500.00	-	3,500.00	2,019.97		\$ 1,480.03	42.3%
Meeting Expenses	600.00	-	600.00	1,031.66		\$ (431.66)	-71.9%
General Outreach	8,600.00	4,000.00	12,600.00	10,901.29		\$ (1,193.02)	-9.5%
≤\$ 500.00 Business Cards (LA City) ≤\$ 7.86 (500-492.14) CERT Class ≤\$ 300.00 GHSNC table and chairs ≤\$ 100.00 Candidate Forum ≤\$ 1,500.00 GH Holiday Parade (support) ≤\$ 100.00 Little League BB Opening Day Event ≤\$ 250.00 Citrus Sunday ≤\$ 133.87 (500-366.13) Spring Egg Hunt at GH Rec Center							
Sub Totals	\$ 17,700.00	\$ 4,000.00	\$ 21,700.00	\$ 13,952.92	\$ 2,891.73	\$ 4,855.35	22.4%
300 Community Improvement							
Community Improvement	\$ -	\$ -	\$ -	\$ -		\$ -	0.0%
NPG	8,600.00	1,040.00	9,640.00	4,640.00		\$ -	0.0%
≤\$ 5,000.00 GH Chatsworth clock							
Sub Totals	\$ 8,600.00	\$ 1,040.00	\$ 9,640.00	\$ 4,640.00	\$ 5,000.00	\$ -	0.0%
GRAND TOTAL	\$ 37,000.00	\$ -	\$ 37,000.00	\$ 21,961.67	\$ 8,152.33	\$ 6,886.00	18.6%
Allocation Remaining after Actual Expenses: \$ 15,038.33 Allocation Remaining after Actual Expenses and Encumbrances: \$ 6,886.00 Total Spent with Encumbrances: \$ 30,114.00							

Highlighted items = encumbered from prior year's budget
 Bold Highlighted items = to be unencumbered

Changes from 3/31/15
 Outreach: Web Site/ Virtual Office:

General Outreach:
 Paid (UB Pcard) \$117.00 to Togo's for April 2015 General Board Meeting (food)
 Encumber \$580.00 Tulsa Elem School Field Trip
 Paid (UB online) \$580.00 to Tulsa Elem School for Field Trip

Meeting Expenses:
 Paid (UB Pcard) \$163.66 to UPS Store for April 2015 General Board Meeting and others (copies)

Operations: Temp Services:
 Facilities and Space Rental:
 Paid (UB Pcard) \$244.00 to Public Storage (GHSNC storage facility fee - March and April 2015)



Department of Neighborhood Empowerment
 Reporting Month: APRIL
 NC Name: Granada Hills South

MONTHLY EXPENDITURE REPORT
 Submitted: 5/5/2015 13:33:14

Budget Fiscal Year: 2014-2015
 (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy)

FILL IN ALL THE UNSHADED (WHITE) FIELDS (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)

EXPENDITURES BY LINE ITEM		BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	1099 Reportable	TOTAL	
A	Date / Item / Service Description							
1	4/02/15 / Food / Board Meeting Food	OUTREACH	Togo's	N/A			\$117.00	
2	4/21/15 / Rent / GHSNC Storage Facility	OPERATIONS	Public Storage	546385726			\$244.00	
3	4/21/15 / Copies / Board Meetings	OPERATIONS	UPS Store	N/A			\$163.66	
4	4/14/15 / Support / Field Trip for Students	OUTREACH	Tulsa Elementary School	N/A			\$580.00	
5								
6								
7								
8								
9								
10								
11								
12							\$1,104.66	
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$20,857.01	
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS							
C	OUTSTANDING COMMITMENTS							
	C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)							
	C 2. Rent/Lease							
	C 3. Contractual Services							
	C 4. Large Purchases							
	C 5. Neighborhood Purpose Grants (pending or in process)							
	C 6. Temporary Staffing Services							
	C 7. Storage							
	C 8. Other Outstanding Commitments ==> Description: VARIOUS							
SUBTOTAL: Outstanding Commitments							\$1,652.33	
SUBTOTAL: Outstanding Commitments							\$8,152.33	
D	Total Expenditures & Commitments							\$30,114.00
E	Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)							
F	Approved Budget 2014-2015							\$37,000.00
G	Balance of Budget							\$6,886.00

Reporting Month:	APRIL
NC Name:	Granada Hills South

MONTHLY CASH RECONCILIATION			
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)
\$1,137.54	\$1,870.60	\$3,008.14	\$1,104.66
			Remaining Balance (E) = C - D
			\$1,903.48

MONTHLY BUDGETARY ANALYSIS					
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	Total Spent in Prior Months (C)	Unspent Budget Balance (D) = A - B - C
100	Operations	\$5,660.00	\$407.66	\$3,124.75	\$2,127.59
200	Outreach	\$21,700.00	\$697.00	\$13,092.26	\$7,910.74
300	Community Improvement	\$0.00	\$0.00	\$0.00	\$0.00
400	NPG	\$9,640.00	\$0.00	\$4,640.00	\$5,000.00
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00
900	Unallocated	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$37,000.00	\$1,104.66	\$20,857.01	\$15,038.33

NEIGHBORHOOD COUNCIL DECLARATION	
We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Department of Neighborhood Empowerment upon request.	
Treasurer Signature	Signer's Signature
Print Name	Print Name
Date	Date
BRANDON SCHINDELHEIM	BRAD SMITH
5/7/2015	5/7/2015

NC Additional Comments

Revision Date 1-26-15

Reporting Month:	APRIL
NC Name:	Granada Hills South

ADDITIONAL EXPENDITURES BY LINE ITEM (Optional, do not print page 3 unless you use it)							
A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE	1099 Reportable	TOTAL
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
32							
33							
34							
35							
36							
SUBTOTAL: Expenditures by Line Item							\$0.00