

Minutes of the
FOOTHILL TRAILS DISTRICT NEIGHBORHOOD COUNCIL (FTDNC)
General Board Meeting
Thursday, December 13, 2007
Lake View Terrace Recreation Center Community Room
11075 Foothill Blvd., Lake View Terrace, Ca.

- A. President Cile Borman called the meeting to order at 7:05 p.m. The Pledge of Allegiance was said. Roll Call was taken by Ms. Borman. Board Members present:

Cile Borman, President	Kevin Davis, 1 st Vice-President
Royan Herman, 2 nd Vice-President	Mary Benson, Treasurer
Ken Keeble, Recording Secretary	Terry Kaiser, Correspondence Secretary
John Blue, Board Member	Frank Buchanan, Board Member
Erwing Davis, Board Member	Mary Ann Geyer, Board Member
Cheryl Greslie, Board Member	Billy Hays, Board Member
Cris Hughes, Board Member	Electra Kruger, Board Member
Bart Paul, Board Member	

A quorum was noted as being present.

Board Members absent were: Fritz Bronner, Equestrian Rep. (excused), and Frank Buchanan, Board Member (excused).

Also present were approximately nine Stakeholders and Guests.

- B. Public officials updates – No updates were reported.
- C. Public comments – No public comments were made
- D. Approval of November 15, 2007 General Meeting Minutes
The following corrections were requested by Ms. Geyer:
Page two, Section 4, Line two: “. . . that the Wealtha . . .” (replace “Walther”).
Page two, Section 4, Line three: “. . . criminal, not civil.” (reverse “civil, not criminal.”).
Page two, Section 4, next-to-last Line: “Phil Tabbi” (misspelled “Tabby”).
Page two, Section 6a, Line three: “Ms. Geyer thanked Mr. Davis . . .” (delete “commends”).
Page two, Section 6a, Line four: “. . . wants the NC’s six areas . . .” (delete “boundaries”).
Page two, Section 6a, Line five: (delete “, the maps are wrong.”)
Page two, Section 6a, Line six: “. . . correctly identified area boundaries . . .” (add “area”).
Page two, Section 6a, Line seven: “. . . a draft election procedure submitted . . .” (add “election procedure”).
Page two, Section 6a, Line nine: “. . . changing the word . . .” (delete “list’s”).

Page three, Section 6e, Line three: “. . . NC has always had . . .” (delete “almost”).

Page three, Section 6e, Line five: “As proposed, as little as six Board Members saying “Yes” could amend the By-Laws.” (replace the sentence, “Currently, as little as six Board Members saying “Yes” would apply; this change would make it ten Members saying “Yes” to apply.”)

Page three, Section 6e: add to the end, “By-Laws Article XI remains unchanged.”

Page four, Section 7, next-to-last line: “. . . activities with 100 yards . . .” (delete “feet”).

MOTION (by Ms. Geyer, seconded by Ms. Herman): to accept the Minutes as amended.

MOTION APPROVED by unanimous voice vote.

E. Reports and Board Actions

1. Treasurer’s Report (Ms. Benson) – Ms. Benson made no report at this time.
2. Watershed Committee update regarding conditions and compliance at Angeles National Golf Course (ANGC) (Mary Benson)
Ms. Benson reported that the Committee has yet to have the on-site ANGC walk-through. L.A. City Councilwoman Wendy Gruel set up a \$250,000 trust account for improvements. ANGC acknowledged that a south side trail wouldn’t violate their entitlements or anything else. No trail alignment has been drawn yet. A trail that would encircle the golf course was again requested; all agree on that, as proposed 15 years ago.
3. Land Use Committee (LUC) update: discussion and possible action on letter of support concerning CUP for J-Bar Ranch (Fritz Bronner)
Mr. Paul reported for Mr. Bronner. There was extensive discussion regarding previous General Board and LUC actions regarding NC voting technicalities in regard to the applicability of Robert’s Rules of Order, the City Charter, and the Brown Act to the J-Bar Ranch (JBR) and Summer Hawk Ranch (SHR) issues. It was agreed to TABLE this issue until later in this Meeting after Melvin Canas, L.A. Dept. of Neighborhood Empowerment (DONE) Project Coordinator, arrives.
4. Discussion/possible action concerning 1) How FTDNC correspondence is handled and processed; 2) providing telephone answering machine and a security bar on rear entrance to FTDNC office; 3) leasing a Ricoh copier @ \$107.00 per month; and 4) purchasing of office furniture.
Ms. Geyer declared that all original mail should be stamped, logged and remain at the NC Office, signed out and returned if needed, and anything so far taken returned to the Office by January 1st. She would like a Motion for \$5,000 to set up the Office with all necessary supplies, but that we need to avoid getting a copier with a copy counter, and Ms. Benson agrees. Ms. Herman offered to get the supplies. Kevin Davis offered to get supplies previously owned by the City and available at a discount; Erwing Davis agrees with this idea. Mr. Keeble and

Ms. Benson verified the phone bill charge. Ms. Herman pointed out that there weren't any phone jacks in the Office, so she authorized the installation of two. Mr. Blue and Ms. Geyer agree that that we need to establish a list of where the current files are. Mr. Keeble urged the Board to authorize phone and copier purchases tonight. Mr. Blue suggested a supplier. Ms. Benson wants to lease the Ricoh copier for three years, and for the NC to vote for DONE to investigate this option; Erwing Davis agrees that a cheap copier will break.

MOTION (by Mr. Kaiser, seconded by Ms. Geyer): to approve a \$5,000 allocation to set up the NC Office.

MOTION APPROVED by unanimous voice vote.

Mr. Kaiser volunteered to lead a Committee to set up the Office.

MOTION (by Ms. Geyer, seconded by Ms. Benson): that all NC mail will remain and be logged in at the Office, all material taken from the Office will be returned to the Office by January 1st, 2008, and a mail chain of custody list be kept.

MOTION APPROVED by voice vote, with Mr. Keeble opposed.

DISCUSSION: Mr. Kaiser agreed to lead a Committee to carry this out. There was discussion regarding getting mail sent to the correct NC address by DONE.

5. Discussion/possible action on the adoption of the final version of Election Procedures, including a) making Lake View Terrace Recreation Center the polling place for the FTDNC election. Kevin Davis requested and it was agreed to TABLE this discussion until the By-Laws changes are finished later in this Meeting.
6. Discussion/possible action to adopt By-Laws changes regarding 1) Election Procedures and 2) new FTDNC election boundaries. Ms. Geyer noted that the first item refers to Article XIII [**CONFIRM:** , Section A] of the NC Election Procedures, _____.

MOTION (by Ms. Geyer, seconded by Erwing Davis): to accept, as Kevin Davis said, [**CONFIRM** ____]: to adopt the By-Laws changes that Kevin Davis described at this Meeting.]

MOTION APPROVED by unanimous voice vote.

Ms. Geyer clarified that item 2) above is regarding new election descriptions, not new election boundaries. Ms. Benson proposed and it was agreed to change, in Election Procedures Article Six, the word "District" to "Area." Ms. Geyer noted that there are eight, not nine, Areas. There was discussion regarding the

revision of Election Procedures. Ms. Benson reminded that a draft needs to be submitted by January 6th to DONE, and adopted by February 5th.

MOTION (by Ms. Geyer, seconded by Ms. Herman): to adopt by resolution concerning Election Procedures Article Six that the word "District" be changed to "Area."

MOTION APPROVED by unanimous voice vote.

Kevin Davis indicated that the Independent Election Administrator (IEA), Jerry Kvasnicka, has revised the Election Procedures, including approving the vote-by-mail (VBM) component. Kevin Davis reviewed Election Procedure details and deadlines. There was discussion regarding Area boundaries; Kevin Davis will confirm them with the IEA, especially regarding Area Two and Mr. Blue.

7. Update/possible action to combine the FTDNC election with the Sunland-Tujunga and Sun Valley NCs, to take place April 5, 2008, pooling resources and money for greater outreach opportunities.

Kevin Davis reported that he met twice with Sun Valley and Sunland-Tujunga representatives. They concluded that because procedures are different, they cannot combine their elections, but that they can pool resources to advertise the elections. They'll continue to meet, as they're learning from each other; as soon as newspaper advertising rates are available, he'll advise the NC. Ms. Benson reminded that the first ad will be paid for by DONE. Stakeholder Cindy Claghorn, NC Review Commissioner and Sunland-Tujunga NC Chair, said that it's great that the three NCs are working together, and that her research is that door-to-door is the best election outreach. Kevin Davis has contacted Neighborhood Watch, schools, and other groups regarding the NC and elections. Ms. Herman encouraged the use of direct mail.

5. Discussion/possible action on the adoption of the final version of Election Procedures, including a) making Lake View Terrace Recreation Center the polling place for the FTDNC election. [Brought back from being Tabled earlier in this Meeting.]

Kevin Davis would like the NC to have the election as part of another community event, to help draw people to the election.

MOTION (by Ms. Geyer, seconded by Mr. Keeble): that, in regard to Election Procedures Article II, Section (C), the election polling place be at the NC Office at 9747 Wheatland Avenue, Shadow Hills.

DISCUSSION: Mr. Paul disagrees, saying there's no parking at the Office and that it's not a well-known location; Erwing Davis agrees with him. Kevin Davis remarked that the Pacoima NC combined their election with a tamale festival. Ms. Geyer believes that it's more important to get people familiar with the Office.

Ms. Borman responded that it's more important to have a good election turn-out than to increase the public's Office location knowledge. Ms. Benson and Mr. Keeble noted that the vacant lot across from the Office would be available for parking. Ms. Benson expressed that we can take time to set up the Office for an election and that Wheatland and Sunland is a major, easy-to-find intersection; at a swap meet, for example, we wouldn't be able to take as much time and would have to set up and take down the same day, and that, anyway, most Stakeholders have repeatedly indicated that they want to vote by mail. Mr. Blue voiced that we need to make parking and getting to the election easy; it's better outreach in the long run, and Office location knowledge is less important.

MOTION _____;

in favor: Ms. Benson, Ms. Geyer, Ms. Herman, Mr. Kaiser, Mr. Keeble, Ms. Kruger;

opposed: Mr. Blue, Ms. Borman, Kevin Davis, Mr. Hays, Mr. Paul.

[WHAT ABOUT: Frank Buchanan, Erwing Davis, Cheryl Greslie, Cris Hughes]

MOTION (by Ms. Geyer, seconded by Mr. Keeble): to have the April 5, 2008 election at the same place as the last election, the church at Johanna Avenue and Sunland Boulevard.

MOTION APPROVED by unanimous voice vote.

Kevin Davis reviewed the language that Mr. Kvasnicka added to the Election Procedures. He reminded that voter verification must be by self-affirmation, whether in-person or VBM, which have and must be the same requirements.

MOTION (by Mr. Keeble, seconded by Mr. Hays): to require that election voting eligibility have the same self-affirmation requirements, whether in-person or vote-by-mail.

DISCUSSION: Mr. Blue is concerned, in regard to the Election Procedures' Article V, about the potential for many ineligible voters to attempt to vote. Mr. Canas distributed copies of "Neighborhood Council Election Procedures for the [FTDNC] . . . for the Year 2008." There was discussion that written self-affirmation could be required of voters, which could be verified later, if necessary.

MOTION _____;

in favor: Ms. Benson, Kevin Davis, Mr. Hays, Ms. Hughes, Mr. Kaiser, Mr. Keeble, Mr. Paul;

opposed: Mr. Blue, Ms. Geyer, Ms. Herman, Ms. Kruger;

abstentions: Ms. Borman, Erwing Davis.

Ms. Geyer wants the record to show that _____ voter self-identification was approved.

Kevin Davis, with Board approval, will change Article VIII, Section (A), to read “9 (nine)” instead of “8 (eight),” if necessary.

MOTION (by Ms. Geyer, seconded by Mr. Hays): that the verification of candidates be done by the IEA, along with Election Committee members.

MOTION APPROVED by unanimous voice vote.

There was discussion regarding Article XI, Section (B), Subsection (iv), regarding the timing and receipt of VBM applications. Mr. Canas clarified that the IEA will not accept postmarked VBM applications because the postal service could be a problem, so the applications must be received by the date specified.

Kevin Davis clarified that Article XI, Section (B), Subsection (v) contains the IEA’s phone number, not fax number.

There was discussion regarding the Election Procedures distribution process, and whether and when the Procedures need to be approved by the NC. Kevin Davis requested and it was agreed to TABLE this discussion until the Election Committee can meet to resolve election issues.

3. Land Use Committee update: discussion and possible action on letter of support concerning CUP for J-Bar Ranch (Fritz Bronner) [Brought back from being Tabled earlier in this Meeting.]
Mr. Paul reported for Mr. Bronner. Mr. Canas clarified, regarding NC voting procedures, that if a Board Member leaves the room, that Member’s vote does not count toward a quorum.

MOTION (by Mr. Kaiser, seconded by Mr. Paul): that the NC write a letter in favor of the J-Bar Ranch CUP (Conditional Use Permit).

DISCUSSION: Ms. Herman clarified that the CUP is only for the JBR operations.

MOTION APPROVED by a show of hands. Ms. Benson wants the record to show that Ms. Geyer was not present for this vote, that Mr. Keeble and Ms. Kruger abstained from voting, and that Ms. Herman recused herself from the vote.

8. Comments from FTDNC Board – There were no additional comments.

9. Adjournment

Ms. Borman adjourned the Meeting at 9:14 p.m.