

SCNC BOARD

Patrice Berlin
Brian Carroll
Claire Curet
Alex Izbicki
Lisa Karadjian
Patrick Lewis
Heidi MacKay
Janine Milne
Richard Niederberg
Eric Preven
Craig Radow
Keith Schwalenberg
Rob Schiller
Andrew Sussman
Richard Welsh
Denise Welvang



BOARD MEETING
Wednesday December 19,
2018
Light Buffet 6:30 PM
Meeting 7:00 PM

4024 Radford Avenue Bldg. 8 MPR 3
Studio City, CA 91604
(818) 655-5400

PRESIDENT

Patrick Lewis

VICE PRESIDENT

Rob Schiller

TREASURER

Richard Welsh

SECRETARY

<Vacant>

CORRESPONDING SECRETARY

<Vacant>

www.StudioCityNC.org

1. Call to Order & Roll Call (1 min).
2. Approval of November Minutes Link to [AUDIO](#)
3. Update by the President (2 min).
4. Public Comments on non-agenda items within the boards jurisdiction (1 minute per stakeholder)
5. Vicki Nussbaum, Business Improvement District
6. Coyotes: Questions asked and Answered
7. Government Affairs Committee Report, Eric Preven

Open Forum on Campaign Finance and City Elections

Councilmember Paul Koretz, Mike Bonin and David Ryu have been invited and are making plans to attend an Open Forum at the library one evening during the week ending January 11, 2019. GAC requests board funding up to \$400. Budget: \$216 Library Security + \$184 Copies/Refreshments = \$400

Motion 7A: Approve funding for the Open Forum

Bucket Brigade

The Studio City Neighborhood Council joins LADWP and LAUSD and possibly other schools in this innovative program to promote water conservation education for as many students as possible.

Motion 7B: Approve outreach to schools to encourage conservation.

Mobile Pit Stop for Universal City Red Line

The Gov't Affairs Committee recommends a Public Toilet with an attendant and requests that the Council District join forces in that endeavor. The request: [Video link](#) The program (starts at 1:48): [Video link](#)

Motion 7C: Send a letter from GAC to Council member Paul Krekorian and Council member David Ryu of CD4 about feasibility, immediate funding and implementation.

- 8. Homeless Committee Report, Keith Schwalenberg
- 9. Sustainability Committee Report, Brian Carroll

Protecting our urban forest and combatting illegal tree removals in Studio City. To be submitted as a CIS, as well as letters to Council Members BLUMENFIELD, RYU, BONIN, HUIZAR, KORETZ & KREKORIAN

MOTION 9A: The Board of the Studio City Neighborhood Council request that the review of "City Tree and Biodiversity Efforts" called for in CF 15-0499-S1 include the following measures:

Adoption of the recommendations made by the [Encino Neighborhood Council](#) in their August 22, 2018 motion on the subject. [\(See Attached Documents\)](#)

Additionally, we request that the City add a policy and mechanism whereby all emergency calls to clear downed branches from street trees, due to high wind events, motor vehicle accidents, etc, causes the tree or trees involved to be scheduled for a follow up inspection by qualified personnel, to determine what additional action, such as pruning, wound sealing, disease diagnosis, etc, may be required to preserve and protect them, with said inspection and treatment to occur within 30 days of the original call.

Setting proper standards for green groundskeeping pilot program. To be submitted as a CIS. Re: Council File 18-0131

MOTION 9B: The SCNC recommends that the City of Los Angeles takes steps to ensure that their pilot program to achieve zero emission operations for groundskeeping on all city properties can maintain long term success.

Common pitfalls that come with transitioning municipal grounds crews from gas to manual and/or electric include: poor equipment choices, untrained crew adoption, loss of work production, equipment strain and failure, crew resistance and resentment, program rejection, and loss of money and time. Crew education and training on electric tools is a key factor to success that is often overlooked or under appreciated.

The SCNC recommends a structured process of implementation that involves an evaluation of existing practices and infrastructure requirements, selection of the appropriate equipment and battery band, education and training of operators. Development of a program that meets American Green Zone Alliance (AGZA) standards or higher would provide a mechanism for accountability, ensuring that the pilot avoided such pitfalls and could demonstrate potential for long term sustainability.

10. Budget Committee Report, Eric Preven

Open Forum on Campaign Finance

Funding up to \$400 = \$216 Library Security + \$184 Copies/Refreshments

Motion 10A: Approve _____ for the Open Forum

Board business card re-order

Funding up to \$450 = only on request at approximately \$30 x 15 board seats.

Motion 10B: Approve _____ for business cards

Election funding

Funding up to \$5,000 or more on presentation of coherent plan.

Motion 10C: Approve _____ for elections

11. Public Safety Committee Report, Craig Radow

The Public Safety committee requests \$1000 for a CPR class for Studio City stakeholders. Critical Care Training Center, based in North Hollywood, will oversee the class of up to 25 people.

Motion 11A: Approve _____ for CPR class

12. Treasurer's Report by Richard Welsh

The Board of the Studio City Neighborhood Council has reviewed the [Monthly Expenditure Report for November 2018](#), and hereby accepts and approves the report as presented. MERs

Motion 12A: Approve MER for November 2018

13. Bylaws Committee Report, Eric Preven

"10/5" Board Composition

The Government Affairs Committee held a duly noticed public meeting on November 7, 2018 with a quorum and again on December 5, 2018 before referring to the bylaws committee, a board composition proposal that envisions ten (10) seats for registered voters within the boundaries of a Neighborhood Council and five (5) seats open to a wide variety of other stakeholders and one (1) non-voting youth member.

The Bylaws committee held a duly noticed public meeting with a quorum on December 9 to review and discuss, and here propose the necessary revisions to make the "10/5" board composition idea practicable.

In that process we took public comment and moved as many items as is permissible by the Department of Neighborhood Empowerment to the operating procedures, where the board has more autonomy. The attached draft of our bylaws and operating procedures have also been amended to comport with the basic minimum requirements of the city.

On December 15, 2018 after meeting with a quorum and taking public comment, the Bylaws committee voted unanimously to recommend to the board adoption of the [Revised Bylaws](#) and [Operating Procedures](#).

Motion 13A: Approve the Revised Bylaws and Operating Procedures, as amended, and send it to the City Clerk, DONE and BONC for immediate consideration and approval.

14. Comments from members on subject matter within the Board's jurisdiction (2 min per member, 10 Min Total)
15. Closing comments from the president (1 min)
16. Adjournment (1 min).

ACCESS — The SCNC meetings are held on an active studio lot. Due to security issues, all stakeholders are required to park in the studios parking structure. There are a limited number of accessible parking spaces in front of the meeting room and while there is no direct path of travel to the meeting room via a sidewalk, the studio and NC want to assure that stakeholders with disabilities are able to access the meeting without difficulty. Stakeholders with disabilities who have a valid DMV placard, use a wheelchair, walker or cane, and/or those who have difficulties walking distances should contact (818) 384-1942 or plewis@studiocitync.org to request shuttle assistance at least 24 hours prior to the meeting in order for the studio to arrange services for the meeting. "Sign Language Interpreters, Communication, Access, Real-Time Transcription(CART), Assistive Listening Devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. Due to difficulties in securing Sign Language Interpreters, five or more business days notice is strongly recommended. For additional information, please contact: contact (818) 384-1942 or plewis@studiocitync.org

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a "Speaker Card" to address the Board on any item on 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 on other matters, not appearing on the Agenda that are within the Board's subject matter jurisdiction, will be heard during the Public Comments On Non-Agenda Items period.

THE AMERICAN WITH DISABILITIES ACT - 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 and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least three (3) business days (72 hours) prior to the meeting you wish to attend by contacting the Studio City Neighborhood Council (818) 384-1942 or by e-mail to plewis@studiocitync.org.

PUBLIC ACCESS OF RECORDS

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at our website by clicking on the following link www.StudioCityNC.org : or, at the scheduled meeting.

RECONSIDERATION PROCESS - Reconsideration of a vote by the Board may be called as a motion by the Board members that voted on the prevailing side of the decision.

GRIEVANCE PROCESS - A stakeholder or group of stakeholders may present a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board and the decisions may be appealed to the Department of Neighborhood Empowerment.

PUBLIC ACCESS OF RECORDS - In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at our website by clicking on the following link - <http://studiocitync.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 plewis@studiocitync.org.

SCNC BYLAWS - Please be advised that the Bylaws of the Studio City Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the Bylaws are available during every meeting.

**STUDIO CITY NEIGHBORHOOD COUNCIL ("SCNC")
VOTER SIGN-IN
ELECTION FOR MEMBERS OF BOARD**

I do hereby certify that I am a qualified, registered voter of the City of Los Angeles and that my present, precise residential address is listed right below my name and that I was at least 18 years of age at the time of signature. I further declare under penalty of perjury that the following information is true and correct to the best of my knowledge and belief.

LINE	NAME OF VOTER	ADDRESS	DATE	CITY CLERK OFFICE USE ONLY
1.	PRINT NAME	RESIDENCE ADDRESS (NO P.O. BOX)	BIRTHDATE	
	SIGNATURE	CITY ZIP	TODAY'S DATE	
2.	PRINT NAME	RESIDENCE ADDRESS (NO P.O. BOX)	BIRTHDATE	
	SIGNATURE	CITY ZIP	TODAY'S DATE	
3.	PRINT NAME	RESIDENCE ADDRESS (NO P.O. BOX)	BIRTHDATE	
	SIGNATURE	CITY ZIP	TODAY'S DATE	
4.	PRINT NAME	RESIDENCE ADDRESS (NO P.O. BOX)	BIRTHDATE	
	SIGNATURE	CITY ZIP	TODAY'S DATE	
5.	PRINT NAME	RESIDENCE ADDRESS (NO P.O. BOX)	BIRTHDATE	
	SIGNATURE	CITY ZIP	TODAY'S DATE	
6.	PRINT NAME	RESIDENCE ADDRESS (NO P.O. BOX)	BIRTHDATE	
	SIGNATURE	CITY ZIP	TODAY'S DATE	
7.	PRINT NAME	RESIDENCE ADDRESS (NO P.O. BOX)	BIRTHDATE	
	SIGNATURE	CITY ZIP	TODAY'S DATE	
8.	PRINT NAME	RESIDENCE ADDRESS (NO P.O. BOX)	BIRTHDATE	
	SIGNATURE	CITY ZIP	TODAY'S DATE	
9.	PRINT NAME	RESIDENCE ADDRESS (NO P.O. BOX)	BIRTHDATE	
	SIGNATURE	CITY ZIP	TODAY'S DATE	
10.	PRINT NAME	RESIDENCE ADDRESS (NO P.O. BOX)	BIRTHDATE	
	SIGNATURE	CITY ZIP	TODAY'S DATE	

RECEIPT
Ballot # _____

**STUDIO CITY NEIGHBORHOOD COUNCIL ("SCNC")
OFFICIAL BALLOT FOR 20__**
ELECTION FOR MEMBERS OF BOARD

Detach here before handing ballot and ballot receipt to voter

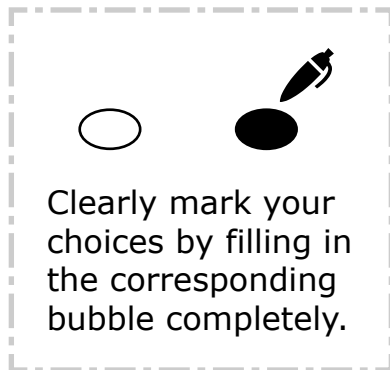


Ballot # _____

**STUDIO CITY
NEIGHBORHOOD
COUNCIL ("SCNC")
OFFICIAL BALLOT
FOR 20__**
ELECTION FOR
MEMBERS OF BOARD

1. Check to see if your ballot number matches the number on your detached ballot receipt.

2. Choose up to four (4) Resident Seat candidates AND up to two (2) Stakeholder Seat candidates



3. If you make a mistake or have questions, please see a poll worker.

4. Return completed ballot to the poll worker.

5. Save your detached ballot receipt.

Resident Seat

a registered voter residing in my primary residence within the established boundary of the SCNC.

Choose up to four (4) candidates

- Resident 1
- Resident 2
- Resident 3
- Resident 4
- Resident 5
- Resident 6
- Resident 7
- Resident 8
- Resident 9
- Resident 10
- Resident 11
- Resident 12
- Resident 13
- Resident 14
- Resident 15
- Resident 16
- Resident 17
- Resident 18

Stakeholder Seat

a business owner, employee, contractor, at-large stakeholder or member of a community based organization duly and actually operating within the established boundary of the SCNC.

Choose up to two (2) candidates

- Stakeholder 1
- Stakeholder 2
- Stakeholder 3
- Stakeholder 4
- Stakeholder 5
- Stakeholder 6
- Stakeholder 7
- Stakeholder 8

RECEIPT
Ballot # _____

**STUDIO CITY NEIGHBORHOOD COUNCIL ("SCNC")
OFFICIAL BALLOT FOR 20__**
ELECTION FOR BOARD YOUTH MEMBER

Detach here before handing ballot and ballot receipt to voter

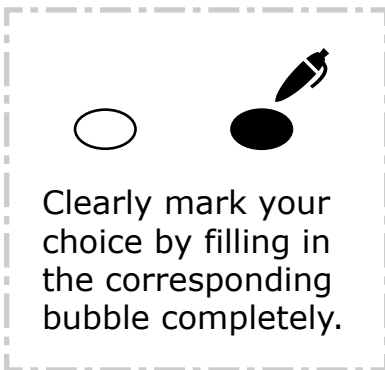


Ballot # _____

**STUDIO CITY
NEIGHBORHOOD
COUNCIL ("SCNC")
OFFICIAL BALLOT
FOR 20__**
ELECTION FOR BOARD
YOUTH MEMBER

1. Check to see if your ballot number matches the number on your detached ballot receipt.

2. Choose one (1) Youth Member Candidate.



3. If you make a mistake or have questions, please see a poll worker.

4. Return completed ballot to the poll worker.

5. Save your detached ballot receipt.

Youth Member Seat

age 15-17 who, when elected, resides, works or attends school within the established boundary of the SCNC.

Choose one (1) candidate

- Youth Candidate 1
- Youth Candidate 2
- Youth Candidate 3
- Youth Candidate 4
- Youth Candidate 5
- Youth Candidate 6
- Youth Candidate 7
- Youth Candidate 8