

**Sherman Oaks  
Neighborhood Council**

**Officers**

Jeffrey Hartsough, Pres 2-CI  
Howard Katchen, 1<sup>st</sup> VP 3-R  
Lisa Petrus, 2<sup>nd</sup> VP 4-R  
Candy Williams, Tres 1-R  
Gil Imber Secretary 6-R

**Board Members:**

Vacant, 1-CI  
Levon Baronian, 1-B  
Lisa Gilford, 2-R  
Vacant, 2-B  
Vacant, 3-CI  
Fran Kerzner, 3-B  
Lisa Cappelletti, 4-CI  
Joe Cappelletti, 4-B  
Christy Adair, 5-CI  
Sarah Manuel, 5-R  
Avo Babian, 5-B  
Harold Shapiro, 6-CI  
Christine Kim, 6-B  
Jeffrey Kalban, 7-CI  
Michael Binkow, 7-R  
Neal Roden, 7-B  
Hayden Ranshaw, Youth  
Marcus Zimmerman, Youth

CITY OF LOS ANGELES  
CALIFORNIA



**Sherman Oaks  
Neighborhood Council**



Sherman Oaks  
Neighborhood Council  
P.O. Box 5721  
Sherman Oaks, CA 91413

Website:  
[www.ShermanOaksNC.org](http://www.ShermanOaksNC.org)

**Regular Board Meeting (Virtual):**

**Minutes**

Monday, May 11, 2020  
6:30 pm

*The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.*

**I. CALL TO ORDER & ROLL CALL**

- a. Jeffrey Hartsough, President, called the meeting to order at **6:42 pm**.
- b. Gil Imber, Secretary, called the roll.
  - i. **Present:** Candy Williams, Levon Baronian, Jeffrey Hartsough, Lisa Gilford, Howard Katchen, Fran Kerzner, Lisa Cappelletti, Lisa Petrus, Joe Cappelletti, Sarah Manuel, Harold Shapiro, Gil Imber, Jeff Kalban, Neal Roden, Hayden Ranshaw, Marcus Zimmerman (16)
  - ii. **Absent:** Christy Adair, Avo Babian, Christine Kim, Michael Binkow (4).

**II. ADMINISTRATIVE MOTIONS**

- a. Approval of the Minutes of the Monday, March 9, 2020, Board Meeting. The Minutes of March 9, 2020 are moved by Hartsough, seconded by Katchen  
Katchen moved to amend, seconded by Hartsough.  
**Without objection, the amended minutes are approved by unanimous consent.**

### III. PRESIDENT'S REPORT –

Moment of silence to commemorate the passing of former SONC President Ron Ziff.

Discussion and public comment followed in remembrance of Ron Ziff. Board member Marcus Zimmerman's Neighbors-Helping-Neighbors program.

Board members Candy Williams and Sarah Manuel's facemask program.

Comment from Public Officials:

Emma Taylor, Assembly District 46.

Milene Minassians, Council District 4.

Betty Wong-Oyama, Neighborhood Empowerment.

### IV. FUNDING MOTIONS

#### a. Treasurer's Report

#### b. Monthly Expenditure Report (MER), Action Item, Vote Required

A motion to approve the Sherman Oaks Neighborhood Council's (SONC) Monthly Expenditure Report (MER) for the period ending February 2020. The MER for February 2020, is on the SONC website.

**Moved by:** Candy Williams

**Seconded by:** Lisa Petrus. Discussion followed. Public Comment followed.

**Yes:** Baronian, J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Binkow, Kim

**Motion to Adopt 4b carries (roll call vote):** 14-0-0.

#### c. SOS Survival Products Invoice, Action Item, Vote Required

A motion to approve the payment of \$810.32 to SOS Survival Products, for CERT Basic Kits in support of CERT training sponsored by the SONC Public Safety Committee. Receipt on SONC website.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Howard Katchen. Discussion followed.

**Yes:** Baronian, J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Binkow, Kim

**Motion to Adopt 4c carries (roll call vote):** 14-0-0.

**d. Board Member Reimbursement – Sarah Manuel, Action Item, Vote Required**

A motion to approve a board member reimbursement totaling \$266.58 to Sarah Manuel for various purchases in support of the SONC Face Mask program. The Face Mask program was initiated during the LA City declared emergency as provided for by the Neighborhood Council Funding Program.

Details of purchases, receipts on SONC website.

Amazon	03/24/2020	\$87.56
Amazon	03/30/2020	73.96
Amazon	03/30/2020	105.06
Total		<b>\$266.58</b>

**Moved by:** Jeffrey Hartsough

**Seconded by:** Howard Katchen. Discussion followed.

**Yes:** Baronian, J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** Manuel

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Binkow, Kim, Petrus

**Motion to Adopt 4d carries (roll call vote):** 12-0-1.

**e. SONC Face Mask Program Purchases, Action Item, Vote Required**

A motion to approve \$479.67 of various purchases in support of the SONC Face Mask program. The Face Mask program was initiated during the LA City declared emergency as provided for by the Neighborhood Council Funding Program.

Details of purchases, receipts on SONC website.

Joann	03/21/2020	\$227.25
Amazon	04/22/2020	150.01
Amazon	04/22/2020	39.36
Joann	04/22/2020	63.05
Total		<b>\$479.67</b>

**Moved by:** Jeffrey Hartsough

**Seconded by:** Jeff Kalban. Discussion followed. Public Comment followed.

**Yes:** Baronian, J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Binkow, Kim, Petrus

**Motion to Adopt 4e carries (roll call vote):** 13-0-0.

**f. SONC Face Mask Program, Action Item, Vote Required**

A motion to approve the expenditure of up to \$2,000 for the ongoing purchase of materials and supplies to continue the work of the SONC Face Mask program.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Jeff Kalban. Public Comment followed. Discussion followed.

**Yes:** Baronian, J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Binkow, Kim, Petrus

**Motion to Adopt 4f carries (roll call vote):** 13-0-0.

**g. Neighborhood Purposes Grant – LA Parks Foundation, Action Item, Vote Required**

A motion to approve a Neighborhood Purposes Grant (NPG) to the LA Parks Foundation of \$2,079.54 for the purchase of an ice machine for the Van Nuys Sherman Oaks Recreation Center. NPG application on SONC website.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Howard Katchen. Discussion followed. Public Comment followed.

**Yes:** Baronian, J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Binkow, Kim

**Motion to Adopt 4g carries (roll call vote):** 14-0-0.

**h. SONC Summer Series Movies in the Park, Action Item, Vote Required**

A motion to approve the expenditure of up to \$5,000 for the SONC Summer Series Movies in the Park event for June 2020.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Jeff Kalban. Public Comment followed. Discussion followed.

**Motion to Amend by:** Lisa Petrus to add June 2020 “through Sept 1.”

**Motion to Amend Not Seconded.**

**Motion to Amend by:** Howard Katchen to, “A motion to approve the expenditure of up to \$5,000 for the SONC Movies in the Park event for June 2020 or when a public gathering is permitted.”

**Motion to Amend Seconded by:** Gil Imber. Public comment followed. Discussion followed.

**Yes:** J Cappelletti, L Cappelletti, Gilford, Imber, Katchen, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** Kalban, Kerzner

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Baronian, Binkow, Kim

**Motion to Amend 4h carries (roll call vote): 11-2-0.**

Vote on the Motion as Amended

**Yes:** J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Baronian, Binkow, Kim

**Motion to Adopt 4h as Amended carries (roll call vote): 13-0-0.**

**i. SONC Website Upgrade, Action Item, Vote Required**

A motion to approve the expenditure of up to \$6,000 for the development of an updated SONC website.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Lisa Petrus. Public Comment followed. Discussion followed.

**Yes:** L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** J Cappelletti

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Baronian, Binkow, Kim

**Motion to Adopt 4i carries (roll call vote): 12-1-0.**

**j. Outreach Communications Capabilities, Action Item, Vote Required**

A motion to approve the expenditure of up to \$1,000 to provide email outreach capabilities to SONC to enable routine distribution of the SONC Newsletter, surveying of the Sherman Oaks community, and other outreach capabilities.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Jeff Kalban. Public Comment followed. Discussion followed.

**Motion to Amend by:** Gil Imber to, "A motion to approve the expenditure of up to \$1,000 to provide email outreach capabilities to SONC to enable routine distribution of the SONC Newsletter, surveying of the Sherman Oaks community, and other outreach capabilities, including but not limited to social media."

**Motion to Amend Seconded by:** Lisa Petrus. Discussion followed.

**Yes:** J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman  
**Absent:** Adair, Babian, Baronian, Binkow, Kim  
**Motion to Amend 4j carries (roll call vote):** 13-0-0.

Vote on the Motion as Amended

**Yes:** J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Baronian, Binkow, Kim

**Motion to Adopt 4j as Amended carries (roll call vote):** 13-0-0.

**k. Mayor's Fund for Los Angeles – LA Emergency COVID-19 Crisis Fund Donation, Action Item, Vote Required**

A motion to approve a donation of up to \$3,000 to the Mayor's Fund for Los Angeles – LA Emergency COVID-19 Crisis Fund, to support city-wide efforts to provide support to those in need during the COVID-19 emergency. This expenditure is consistent with the NC Funding Program Policy 5.0 – Expenditures of NC Funds in a Declared Emergency.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Lisa Petrus. Public Comment followed. Discussion followed.

**Yes:** J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Baronian, Binkow, Kim

**Motion to Adopt 4k carries (roll call vote):** 13-0-0.

**l. Los Angeles Parks Foundation Donation, Action Item, Vote Required**

A motion to approve a donation of up to \$3,000 to the Los Angeles Parks Foundation which is supporting the Department of Recreation and Parks efforts to provide shelters for those experiencing homelessness during the COVID-19 pandemic emergency. This expenditure is consistent with the NC Funding Program Policy 5.0 – Expenditures of NC Funds in a Declared Emergency.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Lisa Petrus. Discussion followed.

**Yes:** J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Baronian, Binkow, Kim

**Motion to Adopt 4l carries (roll call vote):** 13-0-0.

**m. Los Angeles Regional Food Bank Donation, Action Item, Vote Required**

A motion to approve a donation of up to \$3,000 to the Los Angeles Regional Food Bank which distributes food to those facing food insecurity due to the COVID-19 pandemic emergency. This expenditure is consistent with the NC Funding Program Policy 5.0 – Expenditures of NC Funds in a Declared Emergency.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Lisa Petrus. Discussion followed.

**Yes:** J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Hartsough

**No:** Williams

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Baronian, Binkow, Kim

**Motion to Adopt 4m carries (roll call vote):** 12-1-0.

**n. Hope of the Valley Donation, Action Item, Vote Required**

A motion to approve a donation of up to \$3,000 to the Hope of the Valley which is operating a shelter for those experiencing homelessness at the Van Nuys Sherman Oaks Recreation Center due to the COVID-19 pandemic emergency. This expenditure is consistent with the NC Funding Program Policy 5.0 – Expenditures of NC Funds in a Declared Emergency

**Moved by:** Jeffrey Hartsough

**Seconded by:** Lisa Petrus. Discussion followed.

**Yes:** J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Baronian, Binkow, Kim

**Motion to Adopt 4n carries (roll call vote):** 13-0-0.

**o. Purchase of Software Updates and Computer, Action Item, Vote Required**

A motion to approve the expenditure of up to \$4,000 for the upgrade and purchase of software for SONC equipment and the purchase of a new laptop computer. Software and equipment will be used to improve SONC outreach to stakeholders.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Lisa Petrus. Public Comment followed. Discussion followed.

**Yes:** J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Baronian, Binkow, Kim

**Motion to Adopt 4o carries (roll call vote):** 13-0-0.

**p. Neighborhood Council Budget Advocates Contribution, Action Item, Vote Required**

A motion to approve a contribution of up to \$2,000 to the Neighborhood council budget Advocates to support their operation, outreach and work done on behalf of the neighborhood councils to present to the City Council and the Mayor annual priorities for the city budget.

**Yes:** J Cappelletti, L Cappelletti, Gilford, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Baronian, Binkow, Kim

**Motion to Adopt 4p carries (roll call vote):** 13-0-0.

**q. Neighborhood Purposes Grant – Valley Disaster Preparedness Foundation, Action Item, Vote Required**

A motion to approve a Neighborhood Purposes Grant to the Southern California Preparedness Foundation of up to \$850 to participate in the 13<sup>th</sup> Annual Valley Disaster Preparedness Fair on or about Saturday, October 10, 2020, sponsored by the Southern California Preparedness Foundation. NPG application of SONC website.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Lisa Petrus. Public Comment followed. Discussion followed.

**Yes:** J Cappelletti, L Cappelletti, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Roden, Shapiro, Williams, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** Ranshaw, Zimmerman

**Absent:** Adair, Babian, Baronian, Binkow, Gilford, Kim

**Motion to Adopt 4q carries (roll call vote):** 12-0-0.

**r. Community Impact Statement Budget Advocates White Paper, Action Item, Vote Required**

A motion to submit a Community Impact Statement (CIS) re Council File 20-600. The Sherman Oaks Neighborhood Council (SONC) supports the work of the Neighborhood council Budget Advocates and their 2020 White Paper and its call for “radical transparency”.

**Moved by:** Jeffrey Hartsough

**Seconded by:** Joe Cappelletti. Public Comment followed. Discussion followed.

**Yes:** J Cappelletti, L Cappelletti, Imber, Kalban, Katchen, Kerzner, Manuel, Petrus, Ranshaw, Roden, Shapiro, Williams, Zimmerman, Hartsough

**No:** -

**Abstain:** -

**Ineligible:** -

**Absent:** Adair, Babian, Baronian, Binkow, Gilford, Kim  
**Motion to Adopt 4r carries (roll call vote):** 14-0-0.

**V. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS**

**VI. COMMITTEE REPORTS [ 2-minute summary except with motions ]**

- a. Southern San Fernando Valley Airport Noise Task Force (SSFVANTF) Committee - Christine Kim, Chair
- b. Planning & Land Use Committee - Jeff Kalban, Chair
- c. Homeless Outreach Committee - Michael Binkow, Chair
- d. Green & Sustainability Committee - Avo Babian, Chair
- e. Education Committee - Joe Cappelletti, Chair
- f. Outreach Committee - Sarah Manuel, Chair
- g. Public Safety Committee – Christy Adair, Interim Chair
- h. Traffic and Transportation Committee - Avo Babian & Bob Reith, Co-Chairs
- i. Animal Welfare Committee - Valarie Ianniello, Chair
- j. Budget Advocates - Howard Katchen, SONC Representative and Budget Advocate.

**VII. NEW BUSINESS - POSTPONED DISCUSSION UNTIL NEXT MTG (Time)**

- a. Discussion on the effects of the COVID-19 pandemic on LA City and SONC participation in the next months.
- b. Discussion on use of virtual meetings and getting committee meetings back of a regular schedule
- c. Discussion regarding planning for next year, FY 2020-2021

**VIII. ADJOURNMENT:** The meeting was adjourned by unanimous consent, **10:16 pm.**

Respectfully Submitted,

*Gil Imber*

**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: [www.ShermanOaksNC.org](http://www.ShermanOaksNC.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 email: [gil.imber.sonc@gmail.com](mailto:gil.imber.sonc@gmail.com).

**RECONSIDERATION AND GRIEVANCE PROCESS** -- For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website [www.ShermanOaksNC.org](http://www.ShermanOaksNC.org).