

CITY OF LOS ANGELES
California

PRESIDENT: Ann Job
VICE PRESIDENTS:
Administration: Diane Valencia
Communications: Kathy Grubert
TREASURER: Kurt Cabrera-Miller
PUBLIC RELATIONS: Maria Silva



SYLMAR NEIGHBORHOOD COUNCIL
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**SYLMAR NEIGHBORHOOD COUNCIL
GENERAL BOARD MEETING AGENDA**
Thursday, September 24, 6:30 p.m. – 9:49 p.m.
Sylmar High School / Spartan Hall, 13050 Borden Avenue, Sylmar, CA 91342

The Agenda is posted for public review at the Los Angeles Public Library (Sylmar Branch), 14561 Polk Street, Sylmar, CA 91342. As a courtesy, and as time permits, agendas may be emailed to Stakeholders if requested. Agendas may also be found on the SNC website at www.SylmarNC.org. You may also subscribe to receive them via email through the City's Early Notification System (ENS) at the following link:

<http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

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 three business days (72 hours) prior to the meeting you wish to attend by contacting the Sylmar Neighborhood Council Vice President of Administration, Diane Valencia by phone at (818) 833-8737 or email to Diane.Valencia@sylmarnc.org

The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. Public comment is limited to 2 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker. Comments from the public on agenda items will only be heard 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 Comment on Non-Agendized Items period.

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 by visiting our website at www.SylmarNC.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 President Ann Job at Ann.Job@SylmarNC.org.

The below times are only estimates. Items may be addressed in a different order and/or at different times. Below times are inclusive of board discussion and possible vote.

- 6:30 – 6:32 p.m. **1. Call to Order and Pledge of Allegiance** (2)
- 6:32 – 6:34 p.m. **2. Roll Call** – Ann Job (2)
- 6:34 – 6:38 p.m. **3. Housekeeping, Speaker Cards, and Timekeeper** – Diane Valencia (4)
- 6:38 – 6:40 p.m. **4. Welcome and Announcements** by Board Meeting facility Host – Derek Martin (2)
- 6:40 – 7:00 p.m. **5. Public Official and Community Representative Announcements & Presentations** (10)
5a. Questions / Comments from the Public (10)
- 7:00 – 7:50 p.m. **6. Discussion and possible Board action** regarding LAFD resources and service levels for Sylmar (50)
Presentation by Diane Valencia, Liaison for Public Safety for the SNC
Q & A with LAFD staff

- 7:50 – 8:00 p.m. **7. Recess** (10)
- 8:00 – 8:10 p.m. **8. Possible resumption of Item #5 Public Official and Community Representative Announcements & Presentations** (5)
5a. Questions / Comments from the Public (5)
- 8:10 – 8:15 p.m. **9. Recognition of the Equestrian Committee** for submitting their 2015 “Make Your Horse Count” event for consideration by the Board of Commissioners of Neighborhoods for the Empower LA Awards for Region One. (5)
- 8:15 – 8:25 p.m. **10. Public Comment on Non-Agendized Items** within the Board’s subject matter jurisdiction (10)
Public comments are limited to 2 minutes per speaker. Time allocated to one speaker may not be transferred to another speaker. Public speaker cards (forms) are located on the welcome table. Please fill out and submit to the President or Vice President of Administration. Names will be called in the order speaker cards submitted.
- 8:25 – 8:35 p.m. **11. Discussion and possible Board action** regarding street cleaning, maintenance and repair. (10)
Presentation by Eric Gonzalez,
Superintendent of East Valley/Mountain Area for the Bureau of Street Services.
- 8:35 – 8:37 p.m. **12. Approval of the Minutes** for June 25, 2015 Special General Board Meeting (2)
- 8:37 – 8:39 p.m. **13. Approval of the Minutes** for July 23, 2015 General Board Meeting (2)
- 8:39 – 8:41 p.m. **14. Approval of the Minutes** for July 28, 2015 Special General Board Meeting (2)
- 8:41 – 8:43 p.m. **15. Approval of the Minutes** for August 27, 2015 General Board Meeting (2)

Unfinished Business:

- 8:43 – 8:48 p.m. **16. Discussion and possible Board action** to approve recommendations of the Bylaws Committee regarding Code of Conduct/Civility and Board Rules (5)
Presentation by Roy Smith, Chair
- 8:48 – 8:53 p.m. **17. Discussion and possible Board action** to approve the letterhead and envelope design for Sylmar Neighborhood Council correspondence, agendas and minutes. (5)

New Business

- 8:53 – 8:58 p.m. **18. Discussion and possible Board action** to approve the movement of money within the Budget as recommended by the Budget Committee. This movement is for the purpose of accommodating requests by the Outreach Committee to the Budget Committee, as well as for other possible recommendations to the Board by the Budget Committee. (5)
- 8:58 – 9:03 p.m. **19. Discussion and possible Board action** to approve an expenditure not to exceed \$1,000 for the North Valley Family YMCA for Thanksgiving Baskets. More than 200 baskets of the 3,100 baskets will go to Sylmar families. (5)
Requested by Holly Rasey, Director of Development
- 9:03 – 9:08 p.m. **20. Discussion and possible Board action** to approve an expenditure not to exceed \$500 for decorations and refreshments for Sylmar Park’s Annual Halloween Party. (5)
Requested by Dwayne Finley, Senior Recreation Director

- 9:08 – 9:13 p.m. **21. Discussion and possible Board action** to approve an expenditure not to exceed \$180 for items (with SNC labels affixed) to hand out at the SNC Outreach table at the Valley Disaster Preparedness Fair on October 3, 2015. (5)
- 9:13 – 9:15 p.m. **22. Discussion and possible Board action** to approve Sylmar Neighborhood Council monthly expenditure report (MER) for September, 2015. (2)
- 9:15 – 9:18 p.m. **23. Treasurer’s Report.** (3)
- 9:18 – 9:20 p.m. **24. City Liaison Reports:** (2)
 Liaison to the City Attorney
 Public Safety
 Budget Representatives
- 9:20 – 9:30 p.m. **25. Committee Reports:** (10)
 Executive Committee
 Budget Committee – Kurt Cabrera-Miller
 Outreach Committee – Kathy Bloom
 Equestrian Committee – Cheri Blose
 Bylaws Committee – Roy Smith
 Planning & Land Use Committee – Peter Postlmayr
 Ad Hoc Sediment Removal Committee – Kathy Grubert
 Underserved Stakeholders Committee – Peggy Courtney
 Government Affairs & City Services Committee – Christian Rubalcava
- 9:30 – 9:31 p.m. **26. Discussion and possible Board action** to approve the President’s nomination for Board Vacancy: Retail Representative. (1)
- 9:31 – 9:32 p.m. **27. Discussion and possible Board action** to approve the President’s appointment of Budget Representative(s). (1)
- 9:32 – 9:42 p.m. **28. Possible Resumption of Item #6** - Public Comment on Non-Agendized Items within the Board’s subject matter jurisdiction only if there was insufficient time for stakeholder public comment during Item # 6. (no more than 10 minutes)
 Public comments are limited to 2 minutes per speaker. Time allocated to one speaker may not be transferred to another speaker.
- 9:42 – 9:44 p.m. **29. Board Member Community Announcements.** (2) Valley Disaster Preparedness Fair on Saturday, October 3rd and Love One Another Day health fair and festival tentatively planned for November 7.
- 9:44 – 9:46 p.m. **30. Board Member Comments** – Comments from Board members on matters within the Board’s jurisdiction. (2)
- 9:46 – 9:48p.m. **31. Future Agenda Item suggestions** from public and Board members. (2)
- Formation of an Ad Hoc Committee with presentation by Board Member, Laurie Fadness.
- Write to Executive Board by email at ExecutiveBoard@SylmarNC.org or mail Executive Board c/o Sylmar Neighborhood Council, P.O. Box 921023, Sylmar, CA 91392-1023.
- The next General Board meeting will be on October 22, 2015 at **Concordia Jr / Sr High School.**
- 9:48 – 9:49 p.m. **32. Closing Remarks, Acknowledgements, and Adjournment.** (1)

Reconsideration of Agenda Items - Bylaws (Article VIII)

The Board may reconsider or amend its actions through the following Motion for Reconsideration process:

- A. Before the Board reconsiders any matter, the Board must approve a Motion for Reconsideration. The Motion for Reconsideration must be approved by official action of the Board. After determining that an action should be reconsidered, the Board has the authority to re-hear,

continue, or take action on the item that is the subject of reconsideration within any limitations that are stated in the Motion for Reconsideration.

- B. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting or at a special meeting within these specified time frames to address a Motion for Reconsideration.
- C. A Motion for Reconsideration may be proposed only by a Member of the Board who previously voted on the prevailing side of the original action that was taken by the Board (the "Moving Board Member").
- D. The Moving Board Member may make the Motion for Reconsideration orally during the same meeting where the action that is the subject of reconsideration occurred, or by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above.
- E. In order to properly place the Motion for Reconsideration on the agenda of the subsequent meeting, the Moving Board Member shall submit a memorandum to the Executive Committee in advance of the deadline for posting notices for the meeting.
- F. A Motion for Reconsideration that is properly brought before the Board may be seconded by any Member of the Board.
- G. This reconsideration process shall be conducted at all times in accordance with the Brown Act.

Grievance Process – Bylaws (Article XI)

Any Grievance by a Stakeholder must be submitted in writing to the Board who shall place the matter on the agenda for the next regular Council meeting. At that meeting, the Board shall refer the matter to an Ad Hoc Grievance Panel comprised of three (3) Stakeholders randomly selected by the Board from a list of Stakeholders who have expressed an interest in serving from time-to-time on such a Panel. Within two (2) weeks of the Panel's selection, the Board shall coordinate a time and place for the Panel to meet with the person(s) submitting a Grievance to discuss ways in which the dispute may be resolved. Within two (2) weeks following such meeting, a Member of the Panel shall prepare a written report to be forwarded to the Board outlining the Panel's collective recommendations for resolving the Grievance. The Board may receive a copy of the Panel's report and recommendations prior to a Board meeting, but, in accordance with the Brown Act, the matter shall not be discussed among the Board Members until it is heard publicly at the next regular Council meeting.

This Grievance process is intended to address matters involving procedural disputes, such as the Board's failure to comply with Board Rules or these Bylaws. It is not intended to apply to Stakeholders who merely disagree with a position or action taken by the Board at one of its meetings, which Grievances may be aired publicly at Council meetings. The Neighborhood Council grievance review process will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council grievances.

Directors are not permitted to file a Grievance against another Director or against the Council, except as permitted under the City's grievance policy.

(Remove after September 24, 2015)

Approved by: AJ/DV/KCM