

CITY OF LOS ANGELES

California



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Website: www.SylmarNC.org

SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Tammy Flores

VICE PRESIDENTS:

Administration: Diane Valencia

Communications: Maria Silva

TREASURER: Alex Guerrero

PUBLIC RELATIONS: David M. Rodriguez

SPECIAL BOARD MEETING AGENDA

Thursday, July 28, 2016 - 6:30 PM

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 by phone at (818) 833-8737 or by email to Diane.Valencia@SylmarNC.org

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 dias de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (818) 833-8737.

The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. Unless otherwise specific, 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 Tammy Flores at Tammy.Flores@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 – Tammy Flores, President (2)
- 6:34 – 6:37 p.m. 3. Housekeeping, Speaker Cards, Meeting Rules, and Timekeeper (3)
- 6:37 – 6:39 p.m. 4. Welcome and Announcements by Board Meeting facility Host – Derek Martin (2)
- 6:39 – 6:59 p.m. 5. Public Official and Community Representative Announcements & Presentations (15) 3 min. per speaker
10.a. Questions / Comments from the Public to the Official or representative. 2 minutes per question or comment (10)
- 6:59 – 7:09 p.m. 6. Public Comment on Non-Agendized Items within the Board's subject matter jurisdiction (10)

Public comments are limited to 10 minutes total, no more than 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. This period is for comments from the public, on matters not appearing on the Agenda, but within the SNC Board's subject matter jurisdiction.

New Business

- 7:09 – 7:24 p.m. 7. Committee Reports (15)
Executive Committee
Budget Committee – Alex Guerrero
Bylaws Committee – Diane Valencia
Outreach Committee – David M. Rodriguez
Planning & Land Use Committee – Peter Postlmayr
Ad Hoc Committee for the Sylmar Sign – Laurie Fadness
Government Affairs – Ann Job
Homeless Committee – Peggy Courtney
Emergency Preparedness – John Pacheco
Equestrian Committee – Cheri Blose
- 7:24 – 7:34 p.m. 8. City Liaison Reports (10)
Animal Services - Amanda Bloom and Kelli Land
Budget - Ann Job and Christian Rubalcava
City Attorney – Diane Valencia
Planning – Ann Job and Cheri Blose
Public Safety - Greg Hoerner and Diane Valencia
Transportation - Wilson Bell
DWP –
- 7:34 – 7:37 p.m. 9. Approval of Minutes of the June 23, 2016 Special Board Meeting (3)
- 7:37 – 7:42 p.m. 10. Discussion and possible action to appoint a new Treasurer for the Sylmar Neighborhood Council. (5)
- 7:42 – 7:45 p.m. 11. Discussion and possible action to appoint a Parliamentarian for the Sylmar Neighborhood Council. (3)
- 7:45 – 7:48 p.m. 12. Discussion and possible action to form SNC Committees (3)
- 7:48 – 7:51 p.m. 13. Discussion and possible action to appoint SNC Committee Chairs / Co-Chairs (3)
- 7:48 – 7:58 p.m. 14. Presentation about the Lucy Pet Foundation and their educational, adoption and spay and neuter programs. (10)
Presented by Dr. Lucy Halligan, Medical Director – Lucy Pet Foundation
- 7:58 – 8:08 p.m. 15. Discussion and possible action relative to the SNC supporting proposed equestrian trails and staging area at the Lopez Canyon Landfill. (10)
Presentation by Kelly Decker / Kit Paull, Kagel Canyon Civic Association
- 8:08 – 8:18 p.m. 16. Recess (10)
- 8:18 – 8:28 p.m. 17. Discussion and possible action to authorize the SNC Vice President of Administration to pursue a leasing opportunity for office space at 13521 Hubbard Street, with the intended use as an office for the SNC. (10)
Information presented by: Diane Valencia, SNC Vice President of Administration
- 8:28 – 8:33 p.m. 18. Discussion and possible action relative to accepting the Outreach Committee's recommendation that the Board recognize a business and/or individual at the general board meeting beginning August 25, 2016, and every other month thereafter. (5)
- 8:33 – 8:38 p.m. 19. Discussion and possible action to set a date in August for a Sylmar Neighborhood Council Board Member "Precinct Walk/Day of Action." where Board members, paired in two, walk designated areas of Sylmar and pass out the new brochures and 311 flyers. The goal is to reach 40 households. (5)
Presentation by David M. Rodriguez – Chair, Outreach Committee

- 8:38 – 8:43 p.m. 20. Discussion and possible action to establish an Ad Hoc Committee regarding City Council File 13-1493 (Street Vending / Special Sidewalk Vending District Program) for the purpose of the development of a SNC Community Impact Statement (CIS) and any additional purposes relating to street vending. The Ad Hoc Committee shall survey and obtain Sylmar Stakeholder public comments regarding Council File 13-1493 and shall recommend for Board discussion and approval a CIS for one of the following regarding the Council File: For; For If Amended; Against; Against if Amended; No Position; Neutral (5)
- 8:43 – 8:48 p.m. 21. Discussion and possible action to appoint a Chair for the Ad Hoc Committee pertaining to a CIS for Council File 13-1493 Street Vending/Special Sidewalk Vending District Program and request the Committee to consider possible investigation and implementation of a Sylmar pilot program and/or address City enforcement concerns/policy impacting Sylmar relating to LAMC Ordinance 42.0 - Street Vending / Special Sidewalk Vending District Program as it is currently written. The Committee shall remain in place until the committee satisfies its purpose during this Board's term. (*The Los Angeles Municipal Code (42.0) prohibits vending on sidewalks and is considered a misdemeanor; and vending in City parks is only allowed with a permit.*) (5)
- 8:48 – 8:51 p.m. 22. Treasurer's Report (3)
- 8:51 – 8:54 p.m. 23. Review and Adoption of the July Monthly Expenditure Report (MER) (3)
- 8:54 – 8:57 p.m. 24. Board Member Comments / Announcements (3)
- 8:57 – 8:59 p.m. 25. Future Agenda Items (2)
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 August 25, 2016 at Sylmar High School
- 8:59 – 9:00 p.m. 26. 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 July 28, 2016)