

CITY OF LOS ANGELES

California



SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Kurt Cabrera-Miller

VICE PRESIDENTS:

Administration: (open position)

Communications: Maria Silva

TREASURER: George Ortega

SECRETARY: (open position)

P.O. Box 921023
Sylmar, CA 91392-1023
Telephone: (818) 833-8737

E-mail: Board@SylmarNC.org
Website: www.SylmarNC.org

GENERAL BOARD MEETING - AGENDA

Thursday, July 27, 2017 – 6:30 PM

Osceola Street Elementary School

14940 Osceola Street Sylmar, CA 91342

The Agenda is posted for public review at the Los Angeles Public Library (Sylmar Branch), 14561 Polk Street, Sylmar, CA 91342 Agendas AND Minutes 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 President, Kurt Cabrera-Miller by phone at (818) 833-8737 or email to kurt.cabrera-miller@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. 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-Agendumed 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 kurt.cabrera-miller@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 / (2)**

- 6:34 - 6:36 p.m. 3. Housekeeping: Speaker Cards, Recording,
and Timekeeper. Welcome from Facility Host / (2)**

- 6:36 – 6:56 p.m.** **4. Public Official and Community Representative Announcements & Presentations: 10 minutes in total - 2 min. per speaker. / (10)**
Questions / Comments: from the Public to the Official or representative. 2 minutes per question or comment / (10)
- 6:56 – 7:06 p.m.** **5. 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 Communication. Names will be called in the order of 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
- 7:06 – 7:21 p.m.** **6. Committee Reports / (15)**
Executive Committee – Kurt Cabrera-Miller
Budget Committee – George Ortega
Bylaws Committee – Diane Valencia
Outreach Committee – (open position) Marti Marshal to report
Planning & Land Use Committee – Peter Postlmayr
Government Affairs – Ann Job
Homeless Services Committee – Peggy Courtney
Emergency Preparedness – John Pacheco
Equestrian Committee – Cheri Blose
Harvest Festival Committee – Kathy Bloom
- 7:21 – 7:24 p.m.** **7. Discussion and possible action to appoint**
Carlos Lara as Chairperson for the Outreach Committee. / (3)
- 7:24 – 8:39 p.m.** **8. Discussion and possible action, / (90)**
Discussion lead by George Ortega Treasurer.
With assistance from the Board to set/create and approve the 2017/2018 Strategic Budget Package.
- 8:39 – 8:41 p.m.** **9. Discussion and possible action, / (2)**
To accept the resignation of Emily Rubalcava.
Emily fills the Youth Representative Seat on the Board.
Emily has been accepted to California State University Berkeley.
- 8:41 – 8:43 p.m.** **10. Notification / Informational : (2)**
A standing agenda item must exist on Council agendas so long as a vacancy exists. Here is a list of the current available Seats and each of their requirements.

- 9:20 – 9:30 p.m. 16. **Presentation and update on the Mission Wells Project. (10)**
Presentation given by D.W.P. Mr. Jason Stinnett.
- 9:30 – 9:32 p.m. 17. **Treasurer’s Report (2)**
Treasurer – George Ortega
(NOTE June’s MER was approved in June)
- 9:32 – 9:35 p.m. 18. **Discussion and possible action**, to approve an amount not to exceed
\$500.00 to Co-Sponsor “Summer Movie Night” at Sylmar
Park in partnership with Calif. State Assembly member Raul
Bocanegra. Date of movie is August 11th. / (3)
- 9:35 – 9:38 p.m. 19. **Discussion and possible action, Motion of Reconsideration-** On
6/22/2017 Agenda item #18 The board approved the
following motion. (SNC Homeless Services Committee
requests an amount not to exceed \$1,000.00 to be
used for a community Informational meeting. Funds
would be used for providing a security guard at the
meeting, flyers promoting the meeting, snacks, and
possible translation services. Topic of the Informational
meeting is the National Guard Armory changing from a
homeless “Seasonal” winter shelter to a year-round
shelter.
Reconsideration/ for retraction of original motion as it did not
include meeting space and secondly the event that these
funds were requested for has been canceled. (Homeless
Services Committee will begin planning an event with new
motions and new funding request at a later date) / (3)
- 9:38 – 9:40 p.m. 20. **Approval of previous Board Meeting minutes / Kurt (2)**
Discussion and possible action to approve the meeting minutes
for General SNC Board Meeting **June 22, 2017**
- 9:40 – 9:42 p.m. 21. **Discussion and possible action** to appoint Ann Job as the SNC’s 4th
authorized person to submit Community Impact Statements (CIS)
(The 3 other individuals are Diane Valencia, Kathy Grubert &
Maria Silva. Ann would be replacing former Board Member
Wilson Bell.) / (2)
- 9:42 – 9:45 p.m. 22. **Point of Information / Approval of SNC Bylaws** The Amendments
were approved by BONC and DONE on 6/26/2017. The Bylaws
official effective date was **June, 26, 2017.** / (3)

9:45 – 9:48 p.m. 23. Board Member Comments / Announcements / (3)

9:48 – 9:49 p.m. 24. Future Agenda Items / (1)
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

9:49 – 9:52 p.m. 25. Closing Remarks, Acknowledgements, and Adjournment (3)

**The next meeting of the Sylmar Neighborhood Council General Board:
Thursday August 24, 2017 at 6:30 pm
Sylmar Charter High School,
13050 Borden Ave. Sylmar, CA 91342**

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 27, 2017)

Approved by: KCM, MS