

CITY OF LOS ANGELES

California



SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT:

VICE PRESIDENTS:

Administration: Diane Valencia

Communications: Maria Silva

TREASURER: Wilson Bell

PUBLIC RELATIONS: David M. Rodriguez

P.O. Box 921023
Sylmar, CA 91392-1023
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Website: www.SylmarNC.org

GENERAL BOARD MEETING - AGENDA

Thursday, February 23, 2017 - 6:30 PM

Sylmar Charter 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 (2)**
- 6:34 – 6:37 p.m. 3. **Housekeeping, Speaker Cards, Meeting Rules, and Timekeeper (3)** – Diane Valencia
- 6:37 – 6:39 p.m. 4. **Welcome and Announcements by Board Meeting facility Host (2)** – Derek Martin
- 6:39 – 7:04 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)
- 7:04 – 7:14 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.

Unfinished Business

- 7:14 – 7:19 p.m. 7. **Discussion and possible action** relative to forming additional SNC Committees. (5)
- 7:19 – 7:24 p.m. 8. **Discussion and possible action** relative to the President's nomination of new Committee Chair(s), to be ratified by the Board. (5)

New Business

- 7:24 – 7:39 p.m. 9. **LAPD Senior Lead Officer community briefing** (15)
Presented by Officer Keith Crawford and/or Officer Alex Giron
- 7:39 – 7:54 p.m. 10. **Committee Reports** (15)
Executive Committee
Budget Committee – Wilson Bell
Bylaws Committee – Diane Valencia
Outreach Committee – David M. Rodriguez
Planning & Land Use Committee – Peter Postlmayr
Government Affairs – Ann Job
Homeless Committee – Peggy Courtney
Emergency Preparedness – John Pacheco
Equestrian Committee – Cheri Blose
- 7:54 – 8:04 p.m. 11. **City Liaison and Representatives Reports** (10)
Animal Services - Kelli Land
Budget Representative - Ann Job and Christian Rubalcava
City Attorney – Tammy Flores and Diane Valencia
Homelessness – Ann Job
Planning – Ann Job and Cheri Blose
Public Safety - Greg Hoerner and Diane Valencia
Public Works – Christian Rubalcava
Transportation - Wilson Bell
- 8:04 – 8:07 p.m. 12. **Budget Advocate Report** – Ann Job (3)
- 8:07 – 8:22 p.m. 13. **Recess** (15)
- 8:22 – 8:27 p.m. 14. **Discussion and possible action** relative to co-sponsoring and co-organizing a "tree care" event at Sylmar Elementary on Saturday, April 1, 2017. This is a collaborative project among the Sylmar Neighborhood Council, Sylmar Elementary, and Tree People. (5)
Presented by: David M. Rodriguez, Chair – Outreach Committee
- 8:27 – 8:32 p.m. 15. **Discussion and possible action** to approve presenting a Certificate of Recognition/Appreciation to the Sylmar Independent Baseball League (SIBL) in celebration of their 60th year anniversary during their Opening Day ceremonies on Saturday, February 25, 2017. Certificate to be presented by Diane Valencia, SNC Vice President & Open Space/Recreation Representative. (5)
- 8:32 – 8:42 p.m. 16. **Discussion** related to various training and administrative topics, including but not limited to, agendas, minutes, records, the Brown Act, and other topics which may be of benefit to the SNC's Directors. (10)
- 8:42 – 8:52 p.m. 17. **Discussion and possible action** to support planned retail use at 13217 Gladstone Avenue for Orchard's Neighborhood Market. PLUC voted to recommend approval of this retail use. (10)
Presented by Peter Postlmayr, Chair - SNC Planning & Land Use Committee
- 8:52 – 9:02 p.m. 18. **Discussion and possible action** to approve a proposed housing project at 12680 N Bradley. Vesting Tentative Tract for 9 Detached Residential Condominium Units. ENV-2016- 4015-EAF and VTT-74518-CN. (10)
Presented by Peter Postlmayr, Chair - SNC Planning & Land Use Committee

- 9:02 – 9:05 p.m. 19. **Approval** of Minutes of November 17, 2016 General Board Meeting (3)
- 9:05 – 9:08 p.m. 20. **Approval** of Minutes of January 26, 2017 General Board Meeting (3)
- 9:08 – 9:10 p.m. 21. **Treasurer’s Report** – Wilson Bell (2)
- 9:10 – 9:13 p.m. 22. **Review and Adoption** of the January, 2017 Monthly Expenditure Report (MER) (3)
- 9:13 – 9:18 p.m. 23. **Discussion and possible action** to support/sign the request letter drafted by Neighborhoods Council Emergency Preparedness Alliance (N.C.E.P.A.) for the inclusion of four additional city employees in the upcoming 2017 budget, to assist with implementation of the disaster supply cache program. (5)
Presented by Greg Hoerner – Emergency Preparedness Committee
- 9:18 – 9:23 p.m. 24. **Discussion and possible action** to approve an amount not to exceed \$5000 for items necessary to promote and hold the annual Make Your Horse Count event scheduled for Sunday, May 21, 2017. (5)
Presented by Cheri Blose – Chair, Equestrian Committee
- 9:23 – 9:28 p.m. 25. **Discussion and possible action** to approve a Neighborhood Purpose Grant (NPG) in an amount not to exceed \$500 to the Cesar E. Chavez Commemorative Committee for the purposes of holding its 7th Annual Cesar E. Chavez Inspirational Youth Conference on Saturday, March 11, 2017. (5)
- 9:28 – 9:33 p.m. 26. **Discussion and possible action** to approve an amount not to exceed \$500.00 to print promotional flyers for the SNC's C.E.R.T class (Community Emergency Preparedness Training), scheduled to begin May 3rd, 2017.
Presented by Greg Hoerner – Emergency Preparedness Committee (5)
- 9:33 – 9:38 p.m. 27. **Discussion and possible action** to approve an amount not to exceed \$500.00 to acquire the participant handouts for 10 Map Your Neighborhood community presentations (250 packets at \$2.50 each). (5)
Presented by John Pacheco, Chair – Emergency Preparedness Committee
- 9:38 – 9:43 p.m. 28. **Discussion and possible action** to approve an expenditure not to exceed \$300 for the Sylmar Homeless Connect Day being held at El Cariso Park on March 16, 2017, from 10am to 1pm. Money to be used for refreshments for the participants and the service providers. Funds will come from Outreach/Events. (5)
- 9:43 – 9:48 p.m. 29. **Discussion and possible action** to approve an amount not to exceed \$300.00 for the purchase of Girl Scout cookies from the two Girl Scout troops in Sylmar in the amount of \$150.00 each. The cookies will be for refreshments at SNC General Board Meetings and events. (5)
- 9:48 – 9:53 p.m. 30. **Discussion and possible action** to approve an expenditure of \$200 for the Valley Alliance of Neighborhood Council (VANC) Mixer on Thursday, March 9, 2017, starting at 5:30 PM at CBS Studios in Studio City. The amount of the expenditure to be increased by \$25 for each board member who commits to attend the event. Funds will come from Outreach/Events. (5)
- 9:53 – 9:56 p.m. 31. **Board Member Comments / Announcements** (3)
- 9:56 – 9:58 p.m. 32. **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 March 23, 2017, location to be determined
- 9:58 – 9:59 p.m. 33. **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 February 23, 2017)