

# CITY OF LOS ANGELES

Sylmar Neighborhood Council

SYLMAR NEIGHBORHOOD COUNCIL

## OFFICERS

**PRESIDENT:** Quyen Vo-Ramirez  
**V.P. ADMINISTRATION:** Tammy Flores  
**V.P. COMMUNICATIONS:** Rick Donnelly  
**TREASURER:** Randall Kelly  
**PUBLIC RELATIONS:** Nick Krall

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**SNC Office Administrator:**  
David Levin

## SYLMAR NEIGHBORHOOD COUNCIL BOARD OF DIRECTORS MEETING AGENDA

**Thursday, August 28, 2008**  
**6:30 pm – 9:00 pm**  
**Sylmar Elementary School - Auditorium**  
**13291 Phillippi Ave- Sylmar, CA 91342**

The public is requested to fill out a “**Speaker Card**” to address the Board on any item of the agenda prior to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the Agenda that is within the Board’s subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board. Agenda is posted for public review at: **1)** Sylmar Park, 13109 Borden Ave Sylmar, CA 91342 **2)** Sylmar City Library, 14561 Polk Street Sylmar, CA 91342. **3)** Mission College, Office of the President Posting location, 13356 Eldridge St, Sylmar, CA 91342 **4)** Ross Liquor, Corner of Polk & San Fernando Road Sylmar, CA 91342 **5)** Roxford Veterinarian Clinic, 13571 Glenoaks, Sylmar, Ca 91342 **6)** Sylmar Neighborhood Council Office, 13515 ½ Hubbard Street, Sylmar, Ca. 91342.

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 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Project Coordinator, Amelia Herrera-Robles at (818) 374-9894 or E-mail to [amelia.herrera-robles@lacity.org](mailto:amelia.herrera-robles@lacity.org)

All agenda items are subject to discussion and possible board action.

- 6:30 - 6:32 pm 1. Call to Order and Pledge of Allegiance (2)
- 6:32 - 6:35 pm 2. Roll Call – Secretary (3)
- 6:35 - 6:40 pm 3. Adoption of July 24, 2008 BOD Minutes (5)
- 6:40 - 6:42 pm 4. Housekeeping and explanation of Stakeholder comments and Speaker Cards. Timekeeper (2)
- 6:42 - 6:52 pm 5. Public Officials, Community Representatives and Board Member announcements and presentations. (10)
- 6:52 - 7:02 pm 6. **Public Comments** - Comments from the public on non-agenda items within the Board’s subject matter jurisdiction. Public comments are limited to **two** minutes per speaker. (10)

7:02 – 7:24 pm 7.

### **Reports – two minutes each by Chair(s) (22)**

*{Please submit all reports in writing to the Secretary or President within 10 days after the BOD meeting}:*

**Secretary’s Report** – David Levin

**Treasurer’s Report/Budget Committee** - Randall Kelly

**Land Use** – George Ortega

**Commercial/Business Interests** – Jan Sandstrom

**Outreach** –Jeanne Rowe and Hiral Bhakta

**Election Committee** – Chair to be appointed

**Events**- Esteban Tavares

**Public Services** – Jim Schopper and Guillermo Reyes  
**Beautification/Grants** – Erlin Arellano  
**Education** – Saul Gonzales  
**Public Safety/Emergency Preparedness** – Fabian Garcia  
**Bylaws Ad Hoc** – Martin E. Laufer and Lynn Zekanis

**Tabled:**

7:24 – 7:30 pm 8. Adoption of the June 19, 2008 Special Board Meeting Minutes. (6)

**Old Business:**

7:30 - 7:35 pm 9. Discussion and possible action to withdraw approved funding of \$500.00 toward LAUSD facility fee during Sylmar Relay for Life and fund the cost Sylmar Relay for Life T-Shirts at \$ 605.00 (5)

**New Business:**

- 7:35 – 7:45 pm 10. Presentation by Mr. Al Grazioli from Los Angeles Unified School District (LAUSD) on the Environmental Impact Report (EIR) and progress with the Valley Region K-8 Span School on Bledsoe Ave, Sylmar CA 91342. (10)
- 7:45 – 7:50 pm 11. Presentation by Mr. Hugh McDonald from the Optimist Club. Mission of the Optimist Club “ By providing hope and positive vision, Optimist Club brings out the best in Kids” (5)
- 7:50 - 8:00 pm 12. Discussion and possible action to support Senate Bill 1420, proposed by Senator Alex Padilla on Menu Labeling. Presentation by Field Deputy Angel Barnuevo. (10)

**Recess 8:00 – 8:10pm (10)**

- 8:10 - 8:20 pm 13. Discussion and possible action to approve the following recommendations by the Land Use Committee:  
a. 13560 Fenton Avenue, Amendment to waive landscaping requirement for a previously approved Zone Amendment to allow a T-Mobile wireless facilities on LADWP property: substituting a decorative wall instead. DWP has stated they will not allow landscaping on DWP property. (10)
- 8:20 – 8:30 pm 14. Discussion and possible action to approve Article I of the Sylmar Neighborhood Council Bylaw as it has been inserted into the Department of Neighborhood Empowerment Bylaw Template. (10)
- 8:30 – 8:40 pm 15. Discussion and possible action to approve the following recommendations by the Outreach Committee:  
a. to have Black Polo Shirts and T-shirts made with Sylmar logo on the front & either “Volunteer” or “Director” on the back.  
b. to recognize our community volunteers, “good neighbors”, and concerned citizens with certificates of appreciation and to present the certificates, in addition to turning those names into Council District 7 for additional recognition. (10)
- 8:40 - 7:45 pm 16. Discussion and possible action to explore additional locations for Sylmar Neighborhood Council office lease.
- 8:45 – 8:55 pm 17. Board Member Comments - Comments from Board on subject matters within the Board’s jurisdiction. (10)
- 8:55 – 8:57 pm 18. Next Meeting date, Future Agenda Items – Please submit in writing to the Executive Board. (2)
- 8:57 – 9:00 pm 19. Closing Remarks, Announcements; Acknowledgements & Adjournment (3)

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**GRIEVANCE PROCEDURE**

Any grievance by a Stakeholder must be submitted to the Secretary who will forward the grievance to the Board. The Board of Directors shall then refer the matter within fifteen calendar days to an ad hoc grievance panel. The ad hoc grievance panel will be comprised of five Stakeholders who are randomly selected by the Council Secretary from a list of Stakeholders who have previously expressed an interest in serving from time to time on such a grievance panel. The Secretary will coordinate a time and a place for the panel to meet with the person(s) submitting a grievance to discuss ways in which the dispute may be resolved within fifteen calendar days of forwarding the grievance to the panel.

Thereafter, a panel member shall prepare a written report within three days to be forwarded by the Secretary to the Board outlining the panel's collective recommendations for resolving the grievance. The Board of Directors will receive a copy of the panel's report and recommendations within ten (10) days prior to any meeting of the Board. But, the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action by the Board at one of its meetings. Those grievances can be aired at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with Board Rules or these Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, and /or State and federal law. In the event that a grievance cannot be resolved through this grievance process then the matter may be referred to the Department of Neighborhood Empowerment for consideration or dispute resolution in accordance with the Plan

## **Bylaws ARTICLE VIII MEETINGS**

Reconsidering of agenda items: The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall (1) make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action. If the motion to reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a [Proposed] Action should the motion to reconsider be approved. For a Board member to submit a motion for reconsideration the Board member must have previously voted on the prevailing side of the original action taken. If a motion for reconsideration is not made on the date the action was taken, then the board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

**Board and Committee meeting minutes are available on the SNC website [www.svlmarnc.org](http://www.svlmarnc.org) or in the Public Records Notebook in the SNC office located at 13515 ½ Hubbard Street.**

(Remove after 8/29/08)

Approved By: QV, RD, RD, NK