

CITY OF LOS ANGELES

Sylmar Neighborhood Council

SYLMAR NEIGHBORHOOD COUNCIL

13109 Borden Ave

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SYLMAR NEIGHBORHOOD COUNCIL BOARD OF DIRECTORS MEETING AGENDA

Thursday, September 24, 2009

6:30 p.m. –9:40pm

Sylmar Recreation Center (Main Gym)

13109 Borden 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, 13109 Borden Ave, 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. 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 Minutes – August 27, 2009 General Board Meeting 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 V.P of Administration 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 – Martin Laufer
Events- Esteban Tavares and Erlin Arellano
Public Services – Jim Schopper and Guillermo Reyes
Beautification/Grants – Chair to be appointed
Education – Saul Gonzales
Public Safety/Emergency Preparedness – Fabian Garcia
Sex Offenders Reduction Ad Hoc Committee- Tammy Flores
Additional Reports-Requested by the President

New Business:

- 7:24 - 7:45 pm 8. Presentation of Sylmar Neighborhood Council Certificates of Appreciation, Spirit Awards and Certificates of Acknowledgement for work performed on the Sylmar Neighborhood Council. (21)
- 7:45 – 7:50 pm 9. Discussion and possible action to send a letter of support to the Los Angeles City Council Members and the Mayor to NOT reduce the Community Beautification Grant Program Budget. (5)
- 7:50 – 8:00 pm 10. Discussion and possible action to support a Community Beautification matching grant project between Glenoaks and Excelsior on Foothill Blvd to remove existing burnt and old wooden horse rails and replace with Pre-cast wood textured concrete fencing for Horse Rails to match existing ones South of Glenoaks in the Amount of \$5,000 towards labor and material (10)

Recess: 8:00 – 8:10 pm

- 8:10 – 8:15 pm 11. Discussion and possible action to support the Sylmar Recreation Center for the Halloween Festival October 31, 2009 in financial support of \$1,000 towards candy and supplies for the event. (5)
- 8:15 – 8:25 pm 12. Discussion and possible action to support the Los Angeles Police Department in the 5th Annual Officer Appreciation Day, September 25, 2009 in financial support in the amount of \$500 towards paper supplies for event. (10)
- 8:25 – 8:35 pm 13. Discussion and possible action to support Logun's Run for Autism Awareness on October 10, 2009 in Hansen Dam with financial support up to \$500. Presentation by Lydia Cardoza of Jay Nolan Services. (10)
- 8:35 – 8:45 pm 14. Discussion and possible action to support to support the San Fernando Valley Veteran's Day Parade with financial support up \$2,500 towards, T-shirts that will be given to the Veterans in Goodie Bags on the day of the Parade on November 11, 2009. The Sylmar Neighborhood Council may submit a float for the Veteran's Parade. Presentation by Dan Rosales of the San Fernando Valley Veteran's Day Parade Committee. (10)
- 8:45 - 8:55 pm 15. Discussion and possible action to approve the following recommendations from the Landuse Committee:
a. 13725 Foothill Boulevard, Conditional Use Permit (CUP) to allow sale of a full line of alcoholic beverages for on-site consumption at an existing restaurant.
b. Southern California Edison (SCE) Easement between Hubbard Street and Sayre Street, proposed no Application, no entitlement, for an RV storage business at the former Mission College parking lot.
- 8:55 – 9:10 pm 16. Discussion and review of non-grievance submitted by Director Cheri Blose as question and answer period. Recommendation by our city Attorney of the Neighborhood Council division, as fellow board members may Not grieve another board member. And notification of a grievance filed by Barry Sylvan against Director George Ortega (15)
- 9:10 – 9:25 pm 17. Discussion and possible action regarding and accordance to the Sylmar Neighborhood Council Bylaws, Article 3, Section 2. Committees. (15)
- 9:25 – 9:35 pm 18. Board Member Comments - Comments from Board on subject matters within the Board's jurisdiction. (10)
- 9:35 - 9:37 pm 19. Next Meeting date, Future Agenda Items – Please submit in writing to the Executive Board. (2)
- 9:37 – 9:40 pm 10. Closing Remarks, Announcements; Acknowledgements & Adjournment (3)

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.sylmarnc.org or in the Public Records Notebook in the SNC office located at 13109 Borden Avenue.

(Remove after 3/27/09)

Approved By: QV,