

CITY OF LOS ANGELES

Sylmar Neighborhood Council

SYLMAR NEIGHBORHOOD COUNCIL

13109 Borden Ave.

Sylmar, CA 91342

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OFFICERS
PRESIDENT: Quyen Vo-Ramirez
V.P. ADMINISTRATION: Hiral Bhakta
V.P. COMMUNICATIONS: Tammy Flores
TREASURER: Randall Kelly
PUBLIC RELATIONS: Nick Krall

SYLMAR NEIGHBORHOOD COUNCIL BOARD OF DIRECTORS GENERAL MEETING AGENDA Thursday, May 27, 2010, 6:30 p.m. – 9:05 p.m.

Los Angeles Mission College Campus Center, 13356 Eldridge Avenue, 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 courtesy and as time permits agendas may be emailed to Stakeholders if requested and may be found on the SNC web site at www.SylmarNC.org.

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 p.m. 1. **Call to Order and Pledge of Allegiance** (2)
- 6:32 - 6:35 p.m. 2. **Roll Call** – Secretary (3)
- 6:35 - 6:40 p.m. 3. **Adoption of Minutes** – April 22, 2010 General Board Meeting Minutes (5)
- 6:40 - 6:42 p.m. 4. **Housekeeping** and explanation of Stakeholder comments and Speaker Cards. Timekeeper (2)
- 6:42 - 6:52 p.m. 5. **Public Officials, Community Representatives and Board Member announcements and presentations.** (10)
- 6:52 - 7:02 p.m. 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 – 7:20 p.m. 7. **Reports – two minutes each by Chair(s) (18)**
{Please submit all reports in writing to the Secretary or V.P of Admin. within 10 days after the Meeting}:
Secretary – David Levin
Land Use – Nick Krall and George Ortega
Outreach – Jeanne Rowe
Election – Martin Laufer
Events – To Be Announced
Public Services – Guillermo Reyes
Public Safety / Emergency Preparedness – To Be Announced
Additional Reports - Requested by the President

New Business:

- 7:20 – 7:30 p.m. 8. Discussion and possible action to support the 3rd Annual Youth 4 Unity Expo on June 12, 2010 at Los Angeles Mission College, with financial partnership up to \$500.00. Presentation by Javier Lujan and Students of Options for Youth. (10)
- 7:30 – 7:40 p.m. 9. Discussion and possible action to support the Heal My Neighborhood annual event June 25-27, 2010 at El Cariso Park, with financial partnership up to \$500.00. Presentation by Shane Coleman of Heroes for Life. (10)

- 7:40 – 7:50 p.m. 10. Discussion and possible action to support the Sylmar Heights Neighborhood Watch annual Spring Cleanup July 10, 2010 with financial partnership up to \$500.00 towards meals for Volunteers and two Banners. (10)
- 7:50 – 8:0 p.m. 11. Discussion and possible action to support the SNC budget as proposed by Randall Kelly, Treasurer. Additional announcements regarding Department of Neighborhood Empowerment changes and requests. (10)

Recess: 8:00 – 8:10 p.m.

- 8:10 – 8:20 p.m. 12. Presentation and discussion on www.SylmarNC.org website proposed changes and update on stakeholder database. Presented by Tammy Flores, V.P. of Communications. (10)
- 8:20 -8:30 p.m. 13. Discussion and possible action to support the following recommendations from the Land Use Committee regarding requests to permit:
- a) 13261 Glenoaks Blvd. CUP to allow installation of a wireless telecommunication facility housed in a 15' 15' structure with a 45' high monopole at rear of church on a 60,236 s.f. lot. (Approved on the condition applicant shall construct a 20' radius curb return at intersection of Glenoaks Blvd and Casco St.)
 - b) 13425 Glenoaks Blvd. CUP to allow installation of a wireless telecommunication facility with a 45' monopole at rear of church on a 120,742 s.f. lot. (Approved.)
 - c) 14110 Polk St. CUP to allow installation of a wireless telecommunication facility with a 50' monopole at rear of commercial property on a 5,204 s.f. lot. (Approved on the condition applicant shall dedicate right of way and construct improvements.)
- 8:30 - 8:45 p.m. 14. Discussion and possible action to fill the vacant seats of the Sylmar Neighborhood Council Board of Directors. (Open Nominations).
- 8:45 – 8:50 p.m. 15. Appointment of Committee Chairs by the President.
- 8:50 – 9:00 p.m. 16. Board Member Comments - Comments from Board on subject matters within the Board's jurisdiction. (10)
- 9:00 - 9:02 p.m. 17. Next Meeting date, Future Agenda Items – Please submit in writing to the Executive Board. (2)
- 9:02 – 9:05 p.m. 18. 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 15 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 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 Boards 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; Board Minutes are in the Public Records Notebook in the SNC office located at 13109 Borden Avenue.

(Remove after 5/28/10)

Approved By: QV, HB, NK