

CITY OF LOS ANGELES

California



SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Tammy Flores

VICE PRESIDENTS:

Administration: Diane Valencia

Communications: Maria Silva

TREASURER: Alex Guerrero

PUBLIC RELATIONS: David M. Rodriguez

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

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

SPECIAL BOARD MEETING AGENDA

Thursday, June 23, 2016 - 6:30 PM

Sylmar 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 – Tammy Flores, President (2)
- 6:34 – 6:37 p.m. 3. Housekeeping, Speaker Cards, Meeting Rules, and Timekeeper (3)
- 6:37 – 6:39 p.m. 4. Welcome and Announcements by Board Meeting facility Host – Derek Martin (2)
- 6:39 – 6:59 p.m. 5. Public Official and Community Representative Announcements & Presentations (10)
 - 10.a. Questions / Comments from the Public to the Official or representative. 1 minute per question or comment (10)
- 6:59 – 7:09 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

7:09 – 7:12 p.m. 7. Discussion and possible Board action to form a Committee to address sidewalk repairs in Sylmar (3)

New Business

- 7:12 – 7:27 p.m. 8. Discussion and possible action to form non-Standing Committees, including appointment of Chair(s) (15)
- 7:27 – 7:39 p.m. 9. Committee Reports (12)
Executive Committee
Budget Committee – Alex Guerrero
Bylaws Committee – Diane Valencia
Outreach Committee – David M. Rodriguez
Planning & Land Use Committee – Peter Postlmayr
Emergency Preparedness – John Pacheco
Equestrian Committee – Cheri Blose
- 7:39 – 7:49 p.m. 10. City Liaison Reports (10)
Animal Services - Amanda Bloom and Kelli Land
Budget - Ann Job and Christian Rubalcava
City Attorney – Diane Valencia
DWP –
Planning – Ann Job and Cheri Blose
Public Safety - Greg Hoerner and Diane Valencia
Public Works - Christian Rubalcava
Transportation - Wilson Bell
- 7:49 – 7:52 p.m. 11. Approval of Minutes of the May 26, 2016 General Board Meeting (3).
- 7:52 – 7:55 p.m. 12. Approval of Minutes of the June 4, 2016 Special Board Meeting/Retreat (3)
- 7:55 – 8:05 p.m. 13. Discussion and possible action to submit a Community Impact Statement (CIS) in support of Council File #13-1478 – Small Lot Subdivision / Guidelines and Ordinance Update (10)
Presented by Peter Postlmayr, Chair – Planning & Land Use Committee
- 8:05 – 8:15 p.m. 14. Recess (10)
- 8:15 – 8:25 p.m. 15. Discussion and possible Sylmar Neighborhood Council action in support of a letter to the City Council, for a motion requesting that LADWP develop a research plan to transition Los Angeles to 100% renewable energy by 2035, as San Francisco, San Jose and San Diego have done. (10)
Presented by Tyler Aguirre, Food & Water Watch
- 8:25 – 8:35p.m. 16. Presentation concerning Sylmar's status within the City of Los Angeles as the #1 spot for abandoning unwanted pets and livestock. Other topics include pet tagging services and kitten adoption crises. (10)
Presented by L.A. Animal Services Director of Field Operations, Jan Selder and SNC Animal Services Liaison Amanda Bloom.
- 8:35 – 8:40 p.m. 17. Discussion and possible action to approve an amount not to exceed \$600 for 8 1/2 x 11, three-panel, double-sided, 4-color brochures to be used for outreach committees. This amount is contingent upon all SNC financial responsibilities being fulfilled by June 30, 2016. The Budget Committee allocated, and the Outreach Committee reviewed, for the Board's approval. (5)
Presented by Dr. David M. Rodriguez, Chair – Outreach Committee
- 8:40 – 8:43 p.m. 18. Treasurer's Report (3)
- 8:43 – 8:46 p.m. 19. Review and Adoption of the May Monthly Expenditure Report (MER) (3)

- 8:46 – 8:49 p.m. 20. Review and Adoption of the June Monthly Expenditure Report (MER) (3) – Pat Rau, SNC Budget Committee
- 8:49 – 8:59 p.m. 21. Discussion and possible action to re-allocate funds as follows: After going over all expenditures and anticipated expenses for the remainder of the fiscal year, funds were moved as follows: \$3,588.82 from MIS – Miscellaneous Expense, \$ 20.00 from POS – Postage, \$ 95.84 from TAC – Staffing and Temporary Help, \$ 500.00 from TRL – Translation and Transcription, \$ 605.74 from EQU – Equestrian Committee, \$ 225.00 from EVE – Event Expense/Food & Refreshments,= \$5,035.40 total amount to be moved.
- The above funds were moved to various line items as follows: \$ 244.88 to EDU – Training and Board Retreat, \$ 13,08 to FAC – Facilities Related and Space Rental, \$ 800.00 to ADV – Advertising, \$ 92.46 to MEE – Meeting Expense, and \$1,537.29 to WEB – Website Maintenance/Enhancement/Creation \$2,687.71 total. This will bring these balances to zero.
- The remaining amount of \$2,347.69 will be reallocated to OFF – Office Equipment and Supplies. (10)
- 8:59 – 9:09 p.m. 22. Discussion and possible action to approve a new Budget for fiscal year 2016-2017. A new budget for Fiscal Year '16 – '17 was created based on the expenses of the current year, adjusted where applicable and also including any new expenses foreseen for the upcoming year. (to be elaborated on By Budget Committee Bonnie/Pat) (10)
- 9:09 – 9:12 p.m. 23. Board Member Comments / Announcements (3)
- 9:12 – 9:14 p.m. 24. 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 July 28, 2016 at Sylmar High School
- 9:14 – 9:15 p.m. 25. 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 June 23, 2016)