



Officers
President: Ann Job
Vice President of Administration: Diane Valencia
Vice President of Communications: Kathy Grubert
Treasurer: Alex Guerrero
Public Relations Coordinator: Maria Silva

SPECIAL BOARD MEETING AGENDA
Thursday, February 25, 2016 - 6:30 PM – 9:40 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 Vice President of Administration, Diane Valencia by phone at (818) 833-8737 or email to Diane.Valencia@sylmarnc.org

The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. 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 Ann Job at Ann.Job@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** – Ann Job (2)
- 6:34 – 6:38 p.m. **3. Housekeeping, Speaker Cards, and Timekeeper** – Diane Valencia (4)
- 6:38 – 6:40 p.m. **4. Welcome and Announcements** by Board Meeting facility Host – Derek Martin (2)
- 6:40 – 7:00 p.m. **5. Public Official and Community Representative Announcements & Presentations** (10)
5a. Questions / Comments from the Public (10)
- 7:00 – 7:10 p.m. **6. Presentation** regarding city services in Sylmar (10)
Monica Rodriguez, Public Works Commissioner

- 7:10 – 7:20 p.m. **7. Public Comment on Non-Agendized Items** within the Board’s subject matter jurisdiction (10)
Public comments are limited to 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.
- 7:20 – 7:22 p.m. **8. Approval of the Minutes** for January 28, 2016 General Board Meeting . (2)
- 7:22 – 7:40 p.m. **9. Committee Reports:** (18)
Executive Committee
Budget Committee – Alex Guerrero
Outreach Committee – Kathy Bloom
Equestrian Committee – Cheri Blose
Bylaws Committee – Roy Smith
Planning & Land Use Committee – Peter Postlmayr
Ad Hoc Sediment Removal Committee – Kathy Grubert
Underserved Stakeholders Committee – Peggy Courtney
Government Affairs & City Services Committee – Christian Rubalcava
Elections Committee – Ann Job
Sylmar Sign Committee – Laurie Fadness
- 7:40 – 7:45 p.m. **10. City Liaison Reports:** (5)
Liaisons to the City Attorney – Diane Valencia and Ann Job
Public Safety Liaison – Diane Valencia
Public Works Liaison – Ann Job
Budget Reps – Ann Job
Animal Services Liaisons – Laurie Fadness and Amanda Bloom

Unfinished Business:

- 7:45 – 7:55 p.m. **11. Discussion and possible Board action** to approve a revised Sylmar Neighborhood Council budget for the 2015/2016 Fiscal Year. (10)
Presentation by: Alex Guerrero, SNC Treasurer
- 7:55 – 8:00 p.m. **12. Discussion and possible action** to approve setting up a Sylmar Neighborhood Council “account” on social media platform Nextdoor along with identifying SNC Directors who may be authorized to post SNC events and information. (5)
- 8:00 – 8:05 p.m. **13. Discussion and possible action** relative to the noticing of Committee meetings as “Joint” meetings with the Sylmar Neighborhood Council Board. (5)

New Business:

- 8:05 – 8:15 p.m. **14. Presentation** regarding current efforts to put an initiative on the November 2016 ballot regarding the High Speed Rail project, which was approved by a 2008 ballot measure. The initiative would transfer all unspent HSR funds to water projects. (10)
Presentation by Dave DePinto, S.A.F.E. (Save Angeles Forest for Everyone)
- 8:15 – 8:20 p.m. **15. Self Introductions of candidates** for the 2016 Sylmar Neighborhood Elections. (5)
- 8:20 – 8:30 p.m. **16. Recess** (10)

8:30 – 8:35 p.m. **17. Discussion and possible Board action** to approve the following movement of funds within the SNC Budget for FY 2015-2016, reflecting the City Council having increased neighborhood council funds for this fiscal year from \$37,000 to \$42,000. (5)

\$2,301.71 from FAC Facilities Related and Space Rental,
\$ 900.00 from TAC Temporary Staff,
\$1,209.91 from MEE Meeting Expense, and
\$1,392.05 from WEB Website Maintenance/Enhancement/Creation.

From Total: \$5,803.67

Funds' reallocation:

\$ 875.02 to DAT Data Storage/Domain Name/Email Boxes and Storage,
\$ 133.35 to MIS Miscellaneous Expense,
\$ 2,515.30 to OFF Office Equipment and Supplies,
\$ 2,000.00 to ADV Advertising,
\$ 1,250.00 to EVE Events Expense/Food & Refreshments, and
\$ 4,030.00 to GRT Neighborhood Purpose Grants.

To Total: \$10,803.67

8:35 – 8:40 p.m. **18. Discussion and possible Board action** to approve an expenditure not to exceed \$300.00 to co-sponsor Operations - Valley Bureau Community Outreach event: Youth Career Day/Youth Discussion at Mission College on April 23, 2016. (5)

Officer Gabe Rodriguez introduced by boardmember Carlos Lara

8:40 – 8:45 p.m. **19. Discussion and possible Board action** to approve an amount not to exceed \$250 to Pacoima Beautiful to co-sponsor this year's Youth Leadership Conference Adelante Hombre. (5)

Report by Kathy Bloom, Outreach Chair.

Juan Salas available for questions.

A bus will be made available to Sylmar High School to take 55 Sylmar students to the event, which will be held on Saturday, April 9, at Panorama High School, from 12:45 pm to 2:30 pm.

8:45 – 8:50 p.m. **20. Discussion and possible Board action** to approve an amount not to exceed \$250.00 for the purchase of Girl Scout cookies for refreshments at SNC General Board Meetings. (5)

8:50 – 8:55 p.m. **21. Discussion and possible Board action** to approve an additional \$2,000 to be added to the \$1,500 (approved at the January General Board Meeting) for the installation of light pole banners at \$125 each for advertising the Sylmar Neighborhood Council throughout Sylmar. (5)

Request made by Kathy Bloom, Outreach Chair

8:55 – 9:00 p.m. **22. Discussion and possible Board action** to approve moving \$400 from the Fire Station #91 Appreciation Pancake Breakfast event to the Community Town Hall, an event to raise awareness of the need for additional fire station(s). (5)

Request made by Kathy Bloom, Outreach Chair

9:00 – 9:05 p.m. **23. Discussion and possible Board action** to approve an expenditure of \$150 for the Valley Alliance of Neighborhood Council Anniversary Mixer, on Thursday, March 10 at CBS Studios in Studio City. The amount of the expenditure will be increased by \$25 for each board member who commits to attending. (5)

9:05 – 9:08 p.m. **24. Discussion and possible Board action** to approve Sylmar Neighborhood Council monthly expenditure report (MER) for January, 2016. (3)

9:08 – 9:13 p.m. **25. Discussion and possible action** to approve the action of the Planning & Land Use Committee (P&LUC) which approved 13817 W. Foothill, Rite Aid - ENV-2015-4518-CE, to continue the Off-Site Sale of a Full Line of Alcoholic Beverages - ZA-2010-167-CUB-CU-PA1. (5)

Report by Peter Postlmayr, P&LUC Chair

At the P&LUC meeting Natalie Kellogg, along with Rite Aid representatives, presented information and answered questions. Albert Melena from the San Fernando Vallley Partnership (SFVP) was present and provided information related to the prevention of underage drinking and commended Rite Aid for their effort in this regard.

9:13 – 9:18 p.m. **26. Discussion and possible action** related to illegal vending and enforcement of LAMC section 42.00 related to same. (5)

9:18 – 9:20 p.m. **27. Treasurer’s Report.** (2)

9:20 – 9:22 p.m. **28. Discussion and possible Board action** to approve the President’s appointment of Budget Representative(s). (2)

9:22 – 9:32 p.m. **29. Possible Resumption of Item #7 - Public Comment** on Non-Agendized Items within the Board’s subject matter jurisdiction only if there was insufficient time for stakeholder public comment during Item # 7. (no more than 10 minutes)

Public comments are limited to 2 minutes per speaker. Time allocated to one speaker may not be transferred to another speaker.

9:32 – 9:35 p.m. **30. Board Member Community Announcements.** (3)

9:35 – 9:37 p.m. **31. Board Member Comments** – Comments from Board members on matters within the Board’s jurisdiction. (2)

9:37– 9:39 p.m. **32. Future Agenda Item** suggestions from public and Board members. (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 20 24, 2016 at Sylmar High School.

9:39 – 9:40 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.

