

CITY OF LOS ANGELES

California



SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Kurt Cabrera-Miller

VICE PRESIDENTS:

Administration: Christian Rubalcava

Communications: Maria Silva

SECRETARY: Marti Marshall

TREASURER: George Ortega

P.O. Box 921023
Sylmar, CA 91392-1023
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E-mail: Board@SylmarNC.org
Website: www.SylmarNC.org

GENERAL BOARD MEETING - AGENDA

Thursday, April 26th – 6:30 PM

-Revised-

Sylmar Charter High School

13050 Borden Ave.

Sylmar, CA 91342

The Agenda is posted for public review at the Los Angeles Public Library (Sylmar Branch), 14561 Polk Street, Sylmar, CA 91342 Agendas AND Minutes 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 President, Kurt Cabrera-Miller by phone at (818) 833-8737 or Email to kurt.cabrera-miller@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. 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 Kurt Cabrera-Miller at kurt.cabrera-miller@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 minutes)**
- 6:32 – 6:34 p.m. 2. Roll Call (2 minutes)**
- 6:34 - 6:36 p.m. 3. Housekeeping: Speaker Cards, Recording, and Timekeeper. Welcome from facility host. (2 minutes)**

- 6:36 – 6:56 p.m. 4. **Public Official and Community Representative Announcements & Presentations: (20 minutes) In total for all. Including questions and answers.** - 2 min. per speaker. (10) Questions / Comments: from the Public to the Official or representative. 2 minutes per question or comment (10 minutes)
****PUBLIC OFFICIAL REPRESENTATIVES –
Please stay for the Meet & Greet at the break time. Thank you!**
- 6:56 – 7:06 p.m. 5. **Public Comment on Non-Agendized Items within the Board’s subject matter jurisdiction. (10 minutes)**
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 Communication. Names will be called in the order of 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
- 7:06 – 7:16 p.m. 6. **City Liaison and Representatives Reports / (10 minutes)**
Animal Services - Vacant
Budget Representative - Christian Rubalcava
City Attorney – Diane Valencia
D.W.P. – George Ortega
Homelessness – Ann Job
Planning – Ann Job and Cheri Blose
Public Safety - Greg Hoerner and Diane Valencia
Public Works – Christian Rubalcava
Transportation – Vacant
- 7:16 – 7:21 p.m. 7. **Presentation – American Red Cross**– Staff members from the Red Cross with talk about a Residential Smoke Alarm Give-A-Way that they are currently providing for the community of Sylmar (5 minutes)
- 7:21 – 7:24 p.m. 8. **Discussion and possible action** to establish a “Beautification Committee”. This committee will be a term committee. Its purpose is but not limited to the following. The Beautification Committee is responsible for bringing forward the ideas and actions dedicated in maintaining and improving the beautification of Sylmar’s public and open spaces. (3 minutes)
- 7:24 – 7:27 p.m. 9. **Discussion and possible action** SNC President to nominate Mr. Steve List as Beautification Committee Chairperson. The Board must ratify nomination. (3 minutes)
- 7:27- 7:29 p.m. 10. **Discussion and possible action** to accept the resignation of SNC Board Member Don Neal. Received March 24, 2018 (2 minutes)
- 7:29 – 7:32 p.m. 11. **Discussion and possible action** to accept the resignation of SNC Animal Liaison Kelly Land. (3 minutes)

- 8:28 – 8:33 p.m. 19. **Discussion and possible action** Submitting a Community Impact Statement. The Budget Advocates request the SNC to support the Budget Advocates white paper for fiscal year 2018-2019. Council File #18-0600 (5 minutes)
- 8:33 – 8:38 p.m. 20. **Discussion and possible action** Submitting a Community Impact Statement. The SNC supports the changes to the planning and execution of both public works and transportation program. CAO#0220-05425-0000 Reference: 2017 FUSE FELLOW REPORT (5 minutes)
- 8:38 – 8:43 p.m. 21. **Discussion and possible action** Submitting a Community Impact Statement. The SNC supports establishing the Homeless Outreach and Proactive Engagement (HOPE) teams as a permanent unit within the LAPD, until such time as the homeless issues are reduced below a crisis level. Council File #17-03310S1 (5 minutes)
- 8:43 – 8:46 p.m. 22. **Treasure’s Report** (3 minutes)
- 8:46 – 8:49 p.m. 23. **Discussion and possible action** on approving the March 2018 Monthly Expenditure Report (MER) (3 minutes)
- 8:49 – 8:54 p.m. 24. **Discussion and possible action** approve an amount not to exceed \$2,000.00 for a Neighborhood Purpose Grant (NPG) for The Mission College Foundation. The Foundation provides scholarships for students. The LAMC Wine Festival is an event that raises funds and brings community awareness and outreach. (5 minutes)
- 8:54 – 8:57 p.m. 25. **Discussion and possible action** to reallocate within SNC’s budgeted line items, \$500.00 from the SNC General Operations Fund and place it under Neighborhood Purpose Grants (NPG). (3 minutes)
- 8:57 – 9:02 p.m. 26. **Discussion and possible action** to approve an amount not to exceed \$5,000.00 for a Neighborhood Purpose Grant (NPG) for “Clean Streets, Clean Starts” Program. This is a Non-profit community based program assisting the homeless while at the same time helping to beatify/clean our community of Sylmar. (5 minutes)
- 9:02 – 9:05 p.m. 27. **Discussion and possible action** to reallocate within SNC’s budgeted line items, \$2,050.00 from the SNC General Operations Fund and place it under Neighborhood Purpose Grants (NPG). (3 minutes)
- 9:05 – 9:08 p.m. 28. **Discussion and possible action** to reallocate within SNC’s budgeted line items, \$7,000.00 from the SNC Community Improvement Project and place it under General Operations (3 minutes)
- 9:08 – 9:13 p.m. 29. **Discussion and possible action** to approve an amount not to exceed \$4,000.00 to fund the Emergency Preparedness Committee through the end of the year. (Outfitting/Storage, Medical Supplies, Dispensable Rescue Tools/Equipment, Committee materials) (5 Minutes)

- 9:13 – 9:18 p.m.** **30. Discussion and possible action** to approve an amount not to exceed \$5,000.00 for the purchase of 100 backpacks and essential respite items for our stakeholders who are experiencing homelessness in Sylmar. Also included in the backpack will be information regarding access to homeless services and the Sylmar Neighborhood Council brochure. (5 minutes)
- 9:18 – 9:21 p.m.** **31. Secretary’s Report** (3 minutes)
- 9:21 – 9:23 p.m.** **32. Discussion and possible action** to approve the General Board Meeting Minutes from **November 16, 2017**. (2 minutes)
- 9:23 – 9:25 p.m.** **33. Discussion and possible action** to approve the General Board Meeting Minutes from **March 22, 2017**. (3 minutes)
- 9:25 – 9:27 p.m.** **34. Board Member Comments / Announcements** (2 Minutes)
- 9:27 – 9:28 p.m.** **35. Future Agenda Items**
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 91392-10 (**1 minutes**)
- 9:28 – 9:30 p.m.** **36. Closing Remarks, Acknowledgements, and Adjournment** (2 minute)

The Next Sylmar Neighborhood Council General Board meeting will be:

May 24, 2018 at 6:30 pm

**Osceola Street Elementary School
14940 Osceola Street Sylmar, CA 91342**

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 April 26th, 2018)

Approved by:KCM