

CITY OF LOS ANGELES

California



**SYLMAR NEIGHBORHOOD COUNCIL**

**PRESIDENT:** Kurt Cabrera-Miller

**VICE PRESIDENTS:**

Administration: (open position)

Communications: Maria Silva

**TREASURER:** George Ortega

**PUBLIC RELATIONS:** David M. Rodriguez

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**SYLMAR NEIGHBORHOOD COUNCIL  
SPECIAL BUDGET COMMITTEE and  
JOINT Board Meeting - AGENDA  
(REVISED – day of the week needed correcting)**

**WEDNESDAY, May 17, 2017; 7:00 PM  
Fiddlers Three Restaurant 12721 Glenoaks Blvd, Sylmar, CA 91342**

Out of an abundance of caution due to the possible attendance and participation of a majority of Sylmar Neighborhood Council Board Members at this Committee meeting, this meeting is noticed as a Joint Meeting of the Committee and the Board, in adherence with the State's Brown Act. No action will be taken on behalf of the Board at this meeting of the Committee. Only Committee Members are allowed to vote

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](http://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](mailto: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.

- 1. Call to Order**
- 2. Housekeeping: Sign-In Sheets, Recording and Timekeeper.**
- 3. Self-Introduction of Board Members, Committee Members and Stakeholders in attendance**
- 4. Public Comment** on matters not appearing on this agenda.
- 5. Review of the current allocations** of the budget and discussion of possible reallocations. Review of all the current outstanding expenditures and clarify what is the remaining balance of SNC funds.
- 6. Discussion and possible action regarding any outstanding** or pending Neighborhood Purpose Grants.

7. **Discussion and possible action relative to continuing the payments** of regular occurring allocations of all contracts, services, invoices etc. (Regular items to be maintained while there will be a funding “interruption”) All items must have been previously approved by the full SNC Board.
8. **Discussion and possible action to reallocate funds** pending Full Board approval and in preparedness of the fiscal year end.
9. **Discussion and possible action to approve the monthly expenditure reports for March and April.**
10. **Discussion and Possible action to approve prior Budget Committee meeting minutes.**
11. **Committee Member Comment** – on subjects within the Committee’s jurisdiction.
12. **Future Agenda Items:** Please email Budget Committee Chair at [george.ortega@sylmarnc.org](mailto:george.ortega@sylmarnc.org)
13. **Closing Remarks, Announcements, Acknowledgements, and Adjournment**

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All Agenda items may include presentations, discussions and actions by the Committee for recommendations to the SNC Board of Directors. The Board of Directors may discuss the recommendations and take action on the item, which could result in a Community Impact Statement to the City and/or a position letter to a City agency.

Stakeholders may comment on any Agenda item only when the item comes up for discussion. The Committee will determine the length of discussion and comment times. The attending stakeholders may be polled for their opinion on any Agenda item before the Committee takes action for a recommendation to the Board. Comments from the stakeholders on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a stakeholder may become the subject of a future Board meeting.

Si requiere servicios de traducción, favor de notificar a la oficina 3 días de trabajo (72 horas) antes del evento. Si necesita asistencia con esta notificación, por favor llame a nuestra oficina al (818) 833-8737.

#### **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 May 17, 2017)**