

CITY OF LOS ANGELES  
California  
RESEDA NEIGHBORHOOD COUNCIL

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**JOE PHILLIPS**  
**JIMMY REYES**  
**GOLZAR SEPEHRI**  
**MARIA SKELTON**  
**SOPHIA ZAMBRANO**  
**VACANT (At Large Boardmember)**  
**VACANT (Young Adult Boardmember)**

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[www.resedacouncil.org](http://www.resedacouncil.org)

**GENERAL BOARD MEETING AGENDA**

**Monday, March 20, 2023— 6:30 PM**

**Zoom Meeting Online: <https://us02web.zoom.us/j/84974428499>**

**Webinar ID: 84974428499**

**Supporting Documents for this meeting are available [HERE](#)**

**Informational tracker regarding projects in Reseda [available here](#).** For questions or additional suggestions for this tracker, please email: [president@resedacouncil.org](mailto:president@resedacouncil.org) and [secretary@resedacouncil.org](mailto:secretary@resedacouncil.org).

**Neighborhood Council elections are being held in 2023, for information on registering as a candidate or voting (by mail or in person) in the election, please visit the City Clerk's [neighborhood council election page](#)**

**Candidate Filing Period: February 18, 2023-April 4, 2023**  
**Vote by Mail application period: April 19, 2023 - May 30, 2023**  
**Neighborhood Council Election Day: Sunday June 18, 2023**

**By Telephone** dial: US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or 877 853 5257 (**Toll Free**) 888 475 4499 (Toll Free) or 833 548 0276 833 548 0282 (Toll Free)

**International numbers available:** <https://us02web.zoom.us/j/kdHCqyVnTQ>

**Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte DJ Frank, presidente, por correo electrónico [djf@resedacouncil.org](mailto:djf@resedacouncil.org) para avisar al Concejo Vecinal.**

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE RESEDA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Board must dial **+1 929 205 6099**, and enter the webinar ID number above and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting. When prompted by the presiding officer or chair, to provide public input at the Neighborhood Council meeting the public will be requested to dial \*9 or use the Raise Hand option, to address the Board or Committee on any agenda item before the Board or Committee takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered or during multiple agenda item comment.

**AB 361 Updates:**

Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required.

If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned.

If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** The public is requested dial \*9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered or during multiple agenda items comment. Comments from the public 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 member of the public may become the subject of a future Board meeting. General Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board. Comment on agenda items is limited to 5 minutes total per speaker (maximum 1 minute per item), unless adjusted by the presiding officer of the Board.

Any messaging or virtual background is in the control of the individual board or committee member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

*The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.*

**I. Call to Order**

- A. Call to Order by Presiding Officer
- B. Roll Call

**II. Introduction of Public Officials, City Employees and other Visitors:** Stakeholders are allotted 30 seconds for a question for each agendized public official who visits. Questions do not count against public comment time totals. Public Officials who do not give advance notice of their participation in the Reseda Neighborhood Council meeting are limited to 1 minute of announcements, which must include their contact information as part of their announcement.

1. Representative from Congress Member Tony Cardenas’ office
2. Representative from Congress Member Brad Sherman’s Office
3. SLO Oscar Bocanegra or other authorized LAPD representative
4. Representative from Council District 3 Bob Blumenfield’s Office
5. Representative from Council District 4 Nithya Raman’s Office
6. Representative from County Supervisor Lindsey Horvath’s Office
7. Tammy Ramirez or other Representative from Scott Schmerelson’s Office
8. Jack Dorfman or other representative from Jesse Gabriel’s Office
9. Department of Neighborhood Empowerment representative and/or presentation by interim GM Vanessa Serrano or Thomas Soong regarding the status of the CIS portal.
10. Representative from Nick Melvoin’s Office LAUSD BD 4
11. Representative from Mayor Karen Bass’ office

**III. Public Comment on Non Agenda Items (2 min per person)**

**IV. Multiple Agenda Items Comment (5 minutes/300 seconds per speaker, maximum 1 minute/60 seconds per item)**

**V. Board Member Announcements and Comments on Non Agenda Items (2 minutes max)**

**VI. Officer's Reports (1 min each, please file a written report if more time is requested)**

- A. President -
- B. Vice President - Announcement by Karla on committee information
- C. Secretary -
- D. Treasurer -
- E. Parliamentarian-
- F. Sergeant-At-Arms-

**VII. Committee and Alliance Reports (2 min ea; please submit written reports)**

[West Valley Neighborhood Alliance on Homelessness](#) Report - Tom Booth  
[Neighborhood Council Budget Advocates](#) Report- Glenn Bailey or David Uebersax  
[Valley Alliance of Neighborhood Councils](#) -  
[Neighborhood Council Sustainability Alliance](#)  
[LGBTQ+ Alliance](#)  
[Congress of Neighborhood Councils](#) - Videos of sessions available online

**VIII. Lead Business**

A. Young Adult Board member (2023) Vacancy. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Secretary ([jamiery@resedacouncil.org](mailto:jamiery@resedacouncil.org)) at any time before a vote is taken, and the application must specify the stakeholder category the applicant is running for. Young adult boardmember stakeholder qualifications can be found in the [bylaws](#). The applicant must be between the ages of 18-20 who lives, works, or owns property within the Reseda boundaries. The seat is held until the end of the 2023 term on May 31, 2023.

B. ANNOUNCEMENT: At large Board member (2025) Vacancy. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Secretary ([jamiery@resedacouncil.org](mailto:jamiery@resedacouncil.org)) at any time before a vote is taken, and the application must specify the stakeholder category the applicant is running for. At large board member stakeholder qualifications can be found in the [bylaws](#). The seat is held until the end of the 2025 term on May 31, 2025. The seat can be filled as of April 17, 2023.

**Motion from Finance Committee**

C. Neighborhood Purpose Grant applicant – ONEgeneration requesting up to \$1,000 for rental cost of canopies, tables, chairs for Senior Symposium on May 20, 2023. (Finance Committee Votes: 4 Yes (Angela, Jamie, Karla, Garth), 1 Recusal (Sharon), 1 Absent (Anna) meeting on March 14, 2023

**Motion from Finance Committee**

D. Request of up to \$1,000 for professional cleaning of the Reseda NC meeting space.(Finance Committee Votes: 5 Yes (Angela, Jamie, Karla, Sharon, Garth), 1 Absent (Anna) meeting on March 14, 2023

E. Discussion and possible action, a community impact statement on [council file 22-0560](#) (Municipal Lobbying Ordinance / Updates) (Jamie)

**IX. Old Business**

- A. Discussion and possible action; appointment of a chair to the ad hoc elections committee
- B. **Motion from Mobility and Environment Committee**  
Discussion and possible action; community impact statement to the council file and to the Transportation Commission regarding [council file 22-1476](#) (Highway Dedication / Waiver of Dedication and/or Improvement (WDI) Process / Administrative Findings / Street Design Standards / Los Angeles Municipal Code Section 12.37) (Jamie) (Yes- York, Clark, A. Saborio, Warne, Absent- Phillips, Morales Vitola). January 9, 2023
- C. Discussion and possible action; submit a community impact statement on [Council File 22-0900-S73](#) Reseda Boulevard / Kittridge Street No. 1 / Lighting District (Jamie)
- D. Discussion and possible action regarding Reseda NC Committee meeting agenda supporting documents must be uploaded (even if a draft) on the [resedacouncil.org/committee](#) name webpage prior to the meeting for the public to see no less than 12 hours before the meeting or they cannot be voted on by the committee members. (Sharon)

**Item from the Unhoused Neighbors Advocacy Committee**

- E. CIS for [CF 23-0029](#) (Homelessness Response System / Los Angeles Homeless Services Authority / Key Performance Indicators / Contract Management). This CF was approved unanimously last night by Tom Booth, Joe Phillips and Michelle Gallagher, 3-0-0 at the UNAC meeting. This motion passed 3 (Gallagher, Booth, Phillips)-0-0 at the meeting of Monday 2/6/2023
- F. Discussion and possible action regarding the Animal Services Commission awarding a contract with Paws for Life K9 Rescue (501-C3 non profit) to operate at the Northeast Valley Animal Shelter 15321 S. Brand Blvd. Mission Hills (Sharon)

- G. Discussion and possible action regarding 6616 Reseda Blvd (former Anchor corner Reseda and Kittridge) and the current use of the property including building. (Sharon)

**X. New Business (all items may have discussion and action)**

- A. Discussion and possible action; approval of the February 2023 Monthly Expenditure Report (MER) (Angela)
- B. Discussion and possible action, issue a statement and list of concerns raised by stakeholders during the March 15th Zoom Meeting held by Economic Planning Systems (EPS) To be sent to EPS, CD4 and CD3. (DJ)
- C. Presentation on 18431 Arminta Avenue (no design plans submitted to City Planning), preliminary introduction to the developer's ideas, request for public input for ideas and planning
- D. Consent Items: All items will be voted on in one vote unless any member pulls them from the consent calendar
  - 1. Approval of the January 17, 2023 draft Special RNC Board meeting minutes
  - 2. Approval of the February 21, 2023 draft Special RNC Board meeting minutes
  - 3. Jennifer Hunt Gudernach stepping down as Chair of Youth and Education and becoming a member of the committee
  - 4. Discussion and possible action regarding when recording a committee meeting that the starting time of the recording be verbalized because in some cases in the past the recording is started up to 1/2 an hour or more before meeting actually starts. Example: Recording starts around 6:30 p.m. and then nothing on recording until close to 7 p.m. when the meeting is supposed to start. (Sharon)

5. Ratification of DJ's appointment of Sophia Zambrano Chair of the Youth and Education Committee

## **XI. Upcoming Agenda Items**

- A. Any stakeholder may request the inclusion of any specific agenda item for future meetings, and upon the concurrence of a majority vote of the Board, such item will be placed on the future agenda as requested, per Article VIII§2 of the Bylaws.

## **XII. Next General Meeting: 6:30 pm, Monday, April 17, 2023**

## **XIII. Adjournment**

**THE AMERICAN WITH DISABILITIES ACT** 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 assisted 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 by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

**PUBLIC ACCESS OF RECORDS** – 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 at the Reseda Neighborhood Council Space, 18118 Sherman Way, Reseda, CA 91335 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 Secretary Jamie York by email at: [jamiery@resedacouncil.org](mailto:jamiery@resedacouncil.org)

**PUBLIC POSTING OF AGENDAS** – Neighborhood Council agendas are posted for public review as follows: Reseda Neighborhood Council Space, 18118 Sherman Way, Reseda, CA 91335 and at [resedacouncil.org](http://resedacouncil.org). You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

**NOTICE TO PAID REPRESENTATIVES** -If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobby](http://ethics.lacity.org/lobby)

**RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws cited below.

**PROCESS FOR RECONSIDERATION (Article VIII§4)** - The Board may reconsider or amend its actions through the following Motion for Reconsideration process: Before the Board reconsiders any matter, the Board must approve a Motion for Reconsideration by official action. After determining that an action should be reconsidered, the Board has the authority to re-hear, continue, or act on the item that is the subject of reconsideration. 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 that follows the meeting where the action subject to consideration occurred. The RNC may also convene a special meeting within these specified time frames to address a Motion for Reconsideration. A Motion for Reconsideration may be proposed only by a member of the Board that previously voted on the prevailing side of the original action that was taken by the Board Moving. The Moving Board Member may make the Motion for consideration 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. 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 Secretary at least two (2) days in advance of the deadline for posting notices for the meeting. The memorandum must briefly state the reason(s) for requesting the reconsideration and provide the Secretary with an adequate description of the matter(s) to be re-heard and the proposed action that may be adopted by the Board if the Motion for Reconsideration is approved. A Motion for Reconsideration that is properly brought before the Board may be seconded by any member of the Board.

**PROCESS FOR FILING A GRIEVANCE (Article XI)** - Any grievance by a Stakeholder or Board member must be submitted in writing to the Secretary who shall cause the matter to be placed on the agenda for the next regular RNC meeting, but in any case, no more than in thirty-five (35) days. The Neighborhood Council will follow the City’s policy and/or rules regarding the handling of grievances. The Motion for Reconsideration must be brought, and the Boards approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Boards next regularly scheduled meeting that follows the meeting where the action subject to consideration occurred. The RNC may also convene a special meeting within these specified time frames to address a Motion for Reconsideration.

At that meeting, the Board shall refer the matter to an Ad Hoc Grievance Panel comprised of three (3) Non-Board Stakeholders randomly selected by the Secretary from a list of Non-Board Stakeholders who have expressed an interest in serving from time-to-time on such a panel. 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.

Within two (2) weeks of the panel’s selection, the Secretary 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. A Motion for Reconsideration that is properly brought before the Board may be seconded by any member of the Board.

Within two (2) weeks following such meeting, a member of the panel shall prepare a written report to be forwarded by the Secretary to the Board outlining the panels collective recommendations for resolving the grievance. The Board may receive a copy of the panels 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 RNC meeting.

This grievance process is intended to address matters involving procedural disputes, such as the Boards 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 RNC meetings.

The Neighborhood Council grievance review process will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council.