

CITY OF LOS ANGELES
California
RESEDA NEIGHBORHOOD COUNCIL

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JIMMY REYES
ANGELA SABORIO
VICTOR SABORIO
GOLZAR SEPEHRI
ADRIAN GALLARDO
VACANT (Business
Representative Board Member
VACANT (Young Adult Board
Member)

Mailing address:
7449 RESEDA BLVD, #118
RESEDA, CA 91335
info@resedacouncil.org
www.resedacouncil.org

GENERAL BOARD MEETING AGENDA
IN PERSON MEETING
PHYSICAL MEETING LOCATION

18118 Sherman Way
Reseda, CA 91335

Monday, August 21st, 2023— 6:30 PM

**The Meeting may be live streamed via zoom. This is the first attempt at live streaming.
Comment will only be taken in person. This is for viewing only.**

Zoom Live Streaming 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 and secretary@resedacouncil.org.

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte el presidente, por correo electrónico president@resedacouncil.org para avisar al Concejo Vecinal.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS 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.

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
- C. Administration of Oath of Office (if needed)

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

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

IV. Short Presentations

- a. Armine Sargsyan- California Department of Insurance - Low Cost Auto Insurance Program (5 minutes)
- b. LADOT Reseda Boulevard Great Streets Update - Matt Gertz (5-10 min)

V. Officer Elections

A. Election of new Executive Officers: [Board Officer Election Rules and Procedures \(10 minutes\)](#)

1. Reading Bylaws Article VI, Section 3 (pg. 14)
2. Any Stakeholder may nominate any Board member for any open Office of the Board. The nominations will remain open the first thirty (30) minutes of the meeting. Self-nominations are acceptable. After nominations close the Board will vote by a show of hands on each nominee for the respective Officer positions. The votes will be tabulated and a majority winner will be declared.
3. If there are two (2) candidates, and it is a tie vote, a runoff election will be held immediately. If this results in another tie, the winner of the seat will be determined by flipping a coin. If there are more than two (2) candidates for an office, and none receives a majority vote on the first election, a run-off election shall be held immediately between the two (2) candidates receiving the highest number of votes.”

- i. President (if necessary)
- ii. Treasurer
- iii. Sergeant at Arms
- iv. Any other officer position (if necessary) by vacancies created in filling the first three listed positions

VI. Lead Business

A. Young Adult Board member (2024) Vacancy. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Secretary (secretary@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 board member 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 2024 term on May 31, 2024.

B. Business stakeholder representative (2027) Vacancy. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Secretary (secretary@resedacouncil.org) at any time before a vote is taken, and the application must specify the stakeholder category the applicant is running for. Business Representative stakeholder qualifications can be found in the bylaws. The seat is held until the end of the 2027 term on June 30, 2027. The seat can be filled after the conclusion of the 2023 election and the newest board members are seated.

C. Discussion and possible action; approval of the July 2023 Monthly Expenditure Report (MER) (Angela)

D. Discussion and possible action, approval of a letter regarding CicLAvia and the [Metro Open Streets grant](#) (Jamie) Time sensitive 8/29 due date

E. Discussion and possible action; appointment of an assistant secretary and establishment of the assistant secretary's right to a neighborhood council email account and key access to assist them in their duties (Michelle)

F. Discussion and possible action; approval of up to \$75 to buy an HDMI to USB-c cord for the projector, AA batteries for the microphones, and XLR cables for the microphones and mixing panel. (Jamie)

VII. 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 the Los Angeles Police Department
2. Representative from Congress Member Tony Cardenas' office
3. Representative from Mayor Karen Bass' office
4. Representative from Council District 3 Bob Blumenfield's Office
5. Representative from Council District 4 Nithya Raman's Office
6. Jack Dorfman or other representative from Assemblymember Jesse Gabriel's Office
7. Representative from State Senator Caroline Menjivar's office
8. Department of Neighborhood Empowerment representative
9. Representative from Nick Melvoin's Office LAUSD BD 4
10. Representative from County Supervisor Lindsey Horvath's Office
11. Tammy Ramirez or other Representative from LAUSD School Board Scott Schmerelson's Office (BD3)
12. Representative from Congress Member Brad Sherman's Office

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

The Lobbying Program staff at the Los Angeles City Ethics Commission are hosting an information session on Tuesday, August 29 at 5-6 pm on Zoom to show Neighborhood Council members how to search for information about lobbying activity in the City. RSVP: <https://www.zoomgov.com/meeting/register/vJIsfuiprzkoHTyHV-BeXadYQypze8Hto1o> (Jamie)

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

- A. President -
- B. Vice President -
- C. Secretary -
- D. Treasurer -
- E. Parliamentarian-
- F. Sergeant-At-Arms-

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

[Neighborhood Council Budget Advocates](#) Report- Glenn Bailey or David Uebersax

[Valley Alliance of Neighborhood Councils](#) - Mayor Bass spoke

[Neighborhood Council Sustainability Alliance](#)

[LGBTQ+ Alliance](#)

[Congress of Neighborhood Councils](#) - Videos of sessions available online

XI. Old Business

A. **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

B. Discussion and possible action; request funding prior to the new fiscal year, giving CD3 and CD4 advance notice regarding the holiday decorations.

C. Discussion and possible action; approval of Up to \$550 for a fabric or vinyl banner with Reseda Neighborhood Council branding (Finance Committee Votes - 6 Yes - Angela Saborio, Jamie York, Karla Escobar, Sharon Brewer, Garth Carlson, Anna Measles)

D. Discussion and possible action; approval of Up to \$30 for zip ties for attaching banner (Finance Committee Votes - 6 Yes- Angela Saborio, Jamie York, Karla Escobar, Sharon Brewer, Garth Carlson, Anna Measles)

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

A. Consent Items: All items will be voted on in one vote unless any member pulls them from the consent calendar

1. Approval of the February 21, 2023 draft Special RNC Board meeting minutes
2. Approval of the May 15, 2023 draft RNC General Board meeting minutes
3. Approval of the March 20, 2023 draft Special RNC Board meeting minutes
4. Approval of the draft July 17, 2023 RNC General Board meeting minutes
5. Dissolve the Ad Hoc Election Committee.
6. Appoint Thomas Teraoka to the Mobility and Environment Committee (Jamie)

B. Appointment of Chairs to Committees by the President

1. Finance
2. Planning and Land Use Management
3. Outreach and Public Relations
4. Disaster/Emergency Services/Public Safety
5. Economic Development
6. Senior Advocacy
7. Bylaws and Standing Rules
8. Health and Wellness
9. Youth and Education
10. Unhoused Neighbor Advocacy
11. Mobility and Environment
12. Community Space
13. Technology

B. Motion for the Bylaws and Standing Rules Committee to take up a comprehensive review of Bylaws and Standing Rules, including but not limited to:

Current board seat types and regulations around those types of seats
Current standing committees and structure

Item A Duties, Responsibilities, Duties

ii President

c. President cannot be the chair of any committee--Add, reason is that it makes it easier for VP to oversee/deal with any issues of a committee if the President is not the Chair

Section IV Secretary--page 8

(a) key holder status

(1) Community Space key (front door)--all board members and committee chairs have a key--Delete all board members have a key, question, why/reason would a board member need a key if they are not a chair of a committee?

(2) Storage Room key-- President, VP, Secretary, Treasurer, Community Space and Outreach Chair--Add Community Space and Outreach Chairs must be board members. Reason, easier to hold a board member accountable should something happen regarding the storage room than a stakeholder.

Section VII Committees--page 9

Item C Meetings

i. Scheduling

(a) Standing Committees--quarterly except Finance, Outreach and Community Space--Remove from list Community Space to quarterly or as needed since Space can only be used for RNC meetings.

C. Economic Development Committee Motion August 15, 2023

1. Discussion and possible action; to consider hiring a website company to update and/or Manage the Reseda NC Website. Vote count (4-0)

XIII. 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.

XIV. Next General Meeting: 6:30 pm, Monday, September 18, 2023

XV. 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

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 the Secretary by email at: Secretary@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. 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

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.