

CITY OF LOS ANGELES  
California  
RESEDA NEIGHBORHOOD COUNCIL

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**ANDRES PERKINS**  
**JIMMY REYES**  
**VICTOR SABORIO**  
**GOLZAR SEPEHRI**  
**ADRIAN GALLARDO**  
**VACANT (At Large Board Seat)**  
**VACANT (Young Adult Board Member)**

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**GENERAL BOARD MEETING AGENDA**

**In Person MEETING**

**18118 Sherman Way**

**Reseda CA 91335**

**Monday, March 18th, 2024— 6:30 PM**

**Zoom Live Streaming Online: <https://us02web.zoom.us/j/85794343370>**

**Webinar ID:**

**857 9434 3370**

Supporting Documents for this meeting are available: [March 18, 2024](#)

Or One tap mobile :

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Or Telephone:

833 548 0282 US Toll Free 877 853 5257 US Toll Free 888 475 4499 US Toll Free

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The live stream is for viewing only. To make public comment please attend the meeting or send a comment by email to [secretary@resedacouncil.org](mailto:secretary@resedacouncil.org)

**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).

**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](mailto: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

**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. 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](mailto: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. At Large representatives 2027 (2027 is announcement only) Vacancy. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Secretary ([secretary@resedacouncil.org](mailto: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 2025 term on June 30, 2025.

C. Discussion and possible action; approval of the February 2024 Monthly Expenditure Report (MER) (Eric)

D. Discussion and possible action; a request for action regarding City Attorney advice received by neighborhood councils on their ability to weigh in on pending lawsuits (Jamie)

E. Discussion and possible action; community impact statement regarding the tree removal at 18720 W Sherman Way. (DJ)

**V. 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

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

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

- A. President - Tabling opportunities on April 14 and May 18th
- B. Vice President - Committee Updates
- C. Secretary - Flooding Report Back
- D. Treasurer -
- E. Parliamentarian-
- F. Sergeant-At-Arms-

**VIII. 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](#) -

[Neighborhood Council Sustainability Alliance](#)  
[LGBTQ+ Alliance](#)  
[Congress of Neighborhood Councils](#) - Videos of sessions available online

**IX. 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, Warme, Absent- Phillips, Morales Vitola). January 9, 2023

**X. 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. Add Danny Duarte to the Mobility and Environment Committee
2. Add Danny Duarte to the Planning and Land Use Committee
3. Approval of the draft minutes February 20, 2024 RNC Special General Board meeting minutes
4. Approval of the draft August 21, 2023 RNC Special General Board meeting minutes
5. Discussion and possible action to send communication/e-mail asking for written monthly updates from CD3 on the status of the Reseda Skate Facility including but not limited to status regarding progress of construction, expected completion date, need for additional funding to complete project, where additional sources of funding if needed will come from. (Sharon)
6. Discussion and possible action to require all virtual/ZOOM Reseda NC committee meeting agendas to have a link on their agenda to supporting documents and those documents shall be uploaded to the committee meeting file, agendas should also include agenda item reminder to start recording (Sharon).
7. Establishment of an RNC Tiktok account (Andres)

B. Committee appointments, appointments and ratification (if needed)

**C. Motions from the Bylaws and Standing Rules Committee will be taken on consent for item C1-C10. Any board member can pull any item for full discussion**

**MOTIONS FROM THE BYLAWS AND STANDING RULES COMMITTEE**

**PROPOSED BYLAWS ALTERATIONS FOR SUBMISSION BEFORE 04/01/2024**

**1. ARTICLE V GOVERNING BOARD 1.A AND 1.B**

**(Summary: Subtracts one Business Community Board seat and adds one Residential)**

A. Residential Community Stakeholder (RCS) – An RCS shall be any person who lives within the RNC boundaries as defined in Article III. There shall be four (4) ~~three (3)~~ RCS's.

B. Business Community Stakeholder (BCS) – A BCS shall be any person who (1) works in (2) owns a business (3) owns business or residential rental property located within the RNC boundaries defined in Article III. There shall be two (2) ~~three (3)~~ BCS's.

*Motion Passed 3-2 on 3/12/2024*

*Gallagher – Yes, Brewer – No, York – Yes, Measles – No, DJ - Yes*

## **2. ARTICLE V GOVERNING BOARD SECTION 1.E**

**(Summary: Increase YABM age range from 18-20 to 18-22)**

“Young Adult Board Member (YABM) - Open to stakeholders between the ages of eighteen (18) and ~~twenty (20)~~ twenty-two (22) years who live, work, own property within the Reseda NC boundaries. This position is precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations to enter into contracts...”

“This position is precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations to enter into contracts. A Young Adult Board Member shall be allowed to speak on such matters however, this position is a Board appointed position, and shall count towards achieving the quorum of eight (8)”

*Motion Passed 2-1-1 on 02/13/24*

*Brewer – NO, Measles – YES, Frank – YES, Gallagher – Abstain*

## **3. ARTICLE VI OFFICERS SECTION 2.B**

**(Summary: Clarification of VP duties)**

“... *The Vice-President shall be responsible for the oversight of all committees designated by the Board and as such shall not serve as the chair of any committee, to prevent any potential conflict of interest in overseeing the activities of committees and resolving any disputes.*”

*Motion passed 4-0 on 02/13/24*

*VOTE – BREWER – YES, MEASLES – YES, FRANK – YES, GALLAGHER – YES*

#### **4. ARTICLE VI SECTION 3.A, 3.B SELECTION OF OFFICERS**

**(Summary: No holding two officer positions. Also removes obsolete procedure.)**

“A. Officers shall be elected by a majority vote of the Board at the first general meeting during which the seating of the newly elected Board members occurs.

B. Any Stakeholder may nominate any Board member for any open Office of the Board, with the exception that if a Board member has already been elected in that same meeting to a board position, they may no longer be nominated. ~~The nominations will remain open the first thirty (30) minutes of the meeting.~~ Self-nominations are acceptable, with the same exception applying. 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.

*Motion Passed 5-0 on 3/12/2024*

*Gallagher – Yes, Brewer – Yes, York – Yes, Measles – Yes, DJ - Yes*

#### **5. ARTICLE VII SECTION 1**

**(Summary: Changes some committee names and adds one.)**

“C. ~~Budget and Finance~~– The ~~Budget and Finance~~ Committee shall consist of at least two (2) appointed members and the elected Treasurer...”

“H. ~~By-laws~~ Bylaws and Standing Rules ~~Rules of Standing~~ (BASRBARS)”

“J. Mobility and Environment-“

“K. Unhoused Neighbor ~~Homeless~~ Advocacy- The Unhoused Neighbor ~~Homeless~~ Advocacy Committee....”

“N. Technology”

*Motion Passed 5-0 on 3/12/2024*

*Gallagher – Yes, Brewer – Yes, York – Yes, Measles – Yes, DJ – Yes*

#### **6. BYLAWS ARTICLE VII SECTION 3.D**

**(Summary: Community Space Chair must be a Board Member)**

“D. Committee Appointment – All Committee Chairs shall be appointed by the President and confirmed by the Board. The President may not appoint a non-board member to the Community Space Committee chair and Outreach Committee chair.”

*Motion passed 4-0 on 02/13/24*

*Vote – Brewer – YES, Measles – YES, Frank – YES, Gallagher - YES*

## **7. ARTICLE VI AND ARTICLE VII CHANGE BUNDLE**

**(Summary: Committee membership held in virtue of officer position ends when that officer position is no longer held. Also allows Bylaws Committee flexibility on choosing its own officers.)**

“ARTICLE VI OFFICERS....

The Secretary ~~shall be a standing~~ shall automatically become a committee member of the Bylaws and Standing Rules Committee upon assuming office. ~~and shall act as its Secretary.~~

....

The Parliamentarian ~~shall be a standing~~ shall automatically become a committee member of the Bylaws and Standing Rules Committee upon assuming office. ~~and shall act as its Vice Chair.”~~

## ARTICLE VII

“Section 3: Committee Creation and Authorization .....

G. Removal of Committee Members – With the exception of standing members, Committee members may be removed by the Committee Chair with ratification by vote of the Board. Committee Chairs may only be removed via a duly agendaized item regarding same in a ~~regular~~ general RNC meeting, and requires a two-thirds (2/3) majority of the attending Board Members.

H. Removal of Standing Committee Members - Anyone who is a standing member of a committee in virtue of holding another office shall be automatically removed from any such committee if, for any reason, they no longer hold that office.

*Motion Passed 5-0 on 3/12/2024*

*Gallagher – Yes, Brewer – Yes, York – Yes, Measles – Yes, DJ - Yes*

## **8. BYLAWS ARTICLE X SECTION 6**

**(Summary: If you are on the RNC you can't be on other NCs.)**

“Section 6: Other Election Related Language – ~~Not applicable.~~ Effective, 2027, any elected and/or appointed RNC member may not be a board member of any other NC.”

*Motion Passed 3-1 on 3/12/2024*

*Gallagher – Yes, Brewer – Yes, York – No, Measles - Yes*

**MOTIONS FROM THE BYLAWS AND STANDING RULES COMMITTEE PROPOSED STANDING RULES ALTERATIONS**

**9. STANDING RULES SECTION IV – KEYHOLDERS**

“Community Space Authorized Keyholders – All members of the Reseda Neighbourhood Council Governing Executive Board, and every RNC Committee Chair who is not also on the Governing Board shall be an authorized keyholder. When a keyholder no longer holds authorized status, they shall return their key within 72 hours to the Community Space Chair...”

*Vote – Brewer – YES, Measles – YES, Frank – YES, Gallagher - YES  
Passes 4-0 on 2/13/24*

**10. STANDING RULES VII – QUARTERLY COMMITTEE MEETINGS**

“Item C: Meetings i) Scheduling (a) All Standing Committees shall be required to meet at least once a quarter, with the exception of Outreach, Finance, **and Community Space** which shall meet at least monthly...”

*Vote – Brewer – YES, Measles – YES, Frank – YES, Gallagher - YES  
Motion Passes 4-0 on 02/13/24*

D. Discussion and possible action; community impact statement regarding [Council File 23-1027](#) (Charter Reform / Commission Creation / Periodic Review / Organizational Infrastructure / Strategic Policies) (Jamie)

E. Discussion and possible action to send written communication/e-mail requesting CD3 to find out how the city yellow street furniture in front of Bank of America and Reseda NC Space can be removed because of ongoing graffiti problems. This request would also include the (3) square yellow containers east of the RNC Space door which are used for trash and when it rains collects standing water because of no drainage. (Sharon)

F. Discussion and possible action to require all Neighborhood Purpose Grant (NPG) applicants to submit with their completed application proof of current status including but not limited to the latest Statement of Information filed with the CA Secretary of State (Sharon).

G. Discussion and possible action, request for action regarding animal services, shelter conditions, spay and neuter program, and breeding laws (Karla)



**H. Items from the Outreach and Public Relations Committee on 3/14/2024**

1. Discussion and possible action Up to \$300 to print colored flyers for email newsletter sign ups

4 Yes Karla Escobar, Sophia Zambrano, Andres Perkins, Garth Carlson

2 Absent

2. Discussion and possible action; Up to \$350 to print B&W newsletter for the Spring to distribute at events and locations in Reseda.

4 Yes Karla Escobar, Sophia Zambrano, Andres Perkins, Garth Carlson

2 Absent

**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 15, 2024**

**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 the Secretary by email at: [Secretary@resedacouncil.org](mailto: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](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.