

Van Nuys Neighborhood Council



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Van Nuys Neighborhood Council Special General Board Meeting AGENDA

Thursday, July 27, 2023 7:00PM

Conference room of thfse
Marvin Braude Constituents
Building, 6262 Van Nuys Blvd,
Van Nuys, CA 91401

(SE corner of Van Nuys Blvd. and
Sylvan St.)

Van Nuys
Neighborhood Council
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Comments from the public on agenda items will be heard only when the respective item is being considered. 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.

Public comment is limited to a maximum of 2 minutes per speaker per item with a maximum of 10 minutes total per meeting, unless adjusted by the presiding officer of the Board.

Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. Speakers shall direct their comments to the Board (not to an individual).

1. Roll Call and Pledge of Allegiance

2. Overview of agenda and update on status of CA State Senate Bill 411 (Portantino) regarding allowing Neighborhood Councils to have a choice to hold virtual meetings.

3. Discussion and possible action to approve the May MER and the June MER.

<https://vnnc.org/wp-content/uploads/2023/06/VNNC-May-MER.pdf>

<https://vnnc.org/wp-content/uploads/2023/07/VNNC-June-2023-MER.pdf>

NOTE: pages 11-24 of June MER are details associated with payments for Facebook ads for VNNC elections that are summarized on page 10.

4. Discussion and possible action to complete and approve the draft Fiscal Year 2023/24 Administrative Package for the VNNC.

<https://vnnc.org/wp-content/uploads/2023/07/VNNC-NCFP-AdminPacket-AnnualBudget-Gen-fillable-FY-2023-2024.pdf>

- a. Review Draft Budget recommended by the Budget & Finance Committee at its meeting on June 28th. See pages 8 (of 12) through 10 (of 12) of linked Administrative Packet.

- b. Fiscal Officer Roles to be appointed – must have completed Fiscal Officer Training. See pages 2 (of 12) through 5 (of 12) of linked Administrative Packet.

- * Second Signer (currently held by Kathy Schreiner)
- * Alternate Signer
- * First Bank Cardholder
- * Second Bank Cardholder (currently held by Kathy Schreiner)

5. Discussion and possible action about whether to post vacant Board positions and invite application by individuals who meet the qualifications for each position. (See Appendix A for section from By-Laws regarding how vacancies will be filled. Note that applications for positions that are to be considered for appointment at the August 9th General Board Meeting must be received by July 30th to meet the requirement of being submitted at least 10 days before a scheduled Board meeting.)

- a. At-Large vacant positions:

- * At-Large Resident Representative Seat 1 (expires 2025)
- * At-Large Representative Seat 2 (expires 2025)

- b. Zone Resident vacancy for Zone 1 (expires 2025) -- bounded by the railroad tracks north of Saticoy Street, Van Nuys Boulevard, Vanowen Street and the 405 freeway.

- c. Youth Representative (expires 2025) -- must be between 14 and 17 years of age at the time of election (or appointment)

- d. Seats requiring special qualifications that had no candidates in the recent election:
 - * At-Large Industrial Business Owner or Employee Seat 2 (expires 2027)
 - * School Representative (expires 2027) – stakeholder who is an employee or a parent volunteer at a school located within the VNNC boundaries
6. Discussion and possible action to appoint one or more Board members to be Budget Representatives. (Info about Budget Representatives and Budget Advocates can be found at <https://www.budgetadvocates.org/>)
7. Discussion and possible action to approve a CIS to support Council File (CF) 23-1200-S130, regarding nomination by Controller Kenneth Mejia of Reseda NC member Jamie York to the Ethics Commission.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=23-1200-S130>

https://vnnc.org/wp-content/uploads/2023/07/Mejia-nomination-of-Jamie-York-CF-23-1200-s130_rpt_ctllr_07-05-23.pdf

https://vnnc.org/wp-content/uploads/2023/07/Jamie-York-resume-CF-23-1200-s130_misc_06-30-23.pdf
8. General Public Comment on Non-Agenda Items (maximum of 2 min per stakeholder)

Note that topics discussed must be within the jurisdiction of the VNNC.
9. Setting Focus for the VNNC in 2023-24
 - a. Brainstorm list of City and local issues for priority focus.
 - b. Match issues with potential list of committees.
 - c. Discussion and possible action to select chairs of key committees.
 - d. Brainstorm topics for Board training.
 - e. Brainstorm potential outreach events.
10. Identification of topics Board members would like to discuss at a future meeting.
11. 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, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 72 hours prior to the meeting you wish to attend by contacting VNNC by via email at: info@vnnc.org

SERVICIOS DE TRADUCCION - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 72 horas antes del evento. Por favor contacte a info@vnnc.org por correo electrónico para avisar al Concejo Vecinal.

PUBLIC POSTING OF AGENDAS – VNNC agendas are posted publicly near the front door to the conference room of the Marvin Braude Constituents Building, 6262 Van Nuys Blvd., Van Nuys, CA 91401 and also online at www.vnnc.org. You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://www.lacity.org/subscriptions>

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, 6262 Van Nuys Blvd, Van Nuys, CA 91401, at our website: <http://www.vnnc.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 via email: info@vnnc.org

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the VNNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the VNNC By-laws. The By-laws are available at our Board meetings and our website <http://www.vnnc.org>

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 §§ 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Neighborhood Council Board Member Oath

I pledge to represent my neighborhood with dignity, integrity, and pride.
I will encourage other points of view, even when they differ from my own.
I will respect, value, and consider everyone's opinion.
I will find the good in my neighborhood and praise it and promote it.
To my neighbors, and to neighborhoods throughout the City of Los Angeles, I pledge to do this to the best of my ability.

Article V. GOVERNING BOARD

Section 6: Vacancies

Vacancies on the Board shall be filled using the following procedures:

- A. The Board will publicly notify Stakeholders, as defined in Article IV, of Board vacancy. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Board at least ten (10) days in advance of a scheduled Board meeting.
- B. The Board shall cause the matter to be placed on the agenda for the next regular meeting of the Board.
- C. Seat(s) are filled by simple majority vote by the Board members present. In the event that more than two (2) candidates stand for a seat:
 1. If no candidate wins a majority of votes cast in the first round, only the two (2) candidates with the most votes proceed to a second round of voting.
 2. A coin toss will be used to resolve a tie.
- D. The candidate who wins shall fill the remaining term of the Board member seat.
- E. In no event shall a vacant seat be filled where a general election is scheduled to occur within sixty (60) days prior to the date that a written application is presented to the Board.
- F. Any time a designated seat remains unfilled for sixty (60) days after the vacancy is announced at a Board meeting, it shall automatically become an at-large seat until the next general election at which point it shall revert back to the original designation as defined in these Bylaws.