

President
Angelica M. Dueñas

Vice President **Secretary**
Julie Monroy-Cantor Karina Garcia-Valles

2nd Vice President **Treasurer**
Mike O'Gara Robert Lim



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Neighborhood Council**
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SUN VALLEY AREA NEIGHBORHOOD COUNCIL

Tuesday, November 8th, 2011
from 6:30pm to 8:30pm

VILLA SCALABRINI RETIREMENT CENTER
10631 VINEDALE STREET
SUN VALLEY, CA 91352

The public is requested to fill out a "**Speaker Card**" to address the Board on any item of the agenda **prior** to the Board taking action on an item. Comments from the public on Agenda items will be heard when the respective item is being considered. **"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 in the window of OUR OFFICE LOCATED AT 9000 Sunland blvd Suite "A" Sun Valley and at our website by clicking on the following link: www.SVANC.org or at the scheduled meeting.**

PLEASE CHECK OUR WEBSITE FOR INFORMATION

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, or to request translation, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the SVANC Executive Board at info@svanc.org

ITEM 1: Call to Order, Pledge of Allegiance, Code of Civility, Roll Call

ITEM 2: Opening Remarks (President)

ITEM 2A: Ethics and Open Government Training – Reminder for the members of the SVANC to complete Ethics and Open Government Training for City Officials.

Please visit: <http://ethics.lacity.org/education/education.cfm>

ITEM 3: Emergency Personnel from Fire and Police Departments will always be allowed to address The Board when they are ready in order to facilitate their schedule. (Officer Esther Vasquez, Senior Lead Officer, and Officer Michelle Rodriguez, Senior Lead Officer.)

ITEM 4: Presentation/announcements from **elected officials or their representatives.**

ITEM 5A: Mark Akahoshi, Battalion Chief, Battalion 12, "C" Platoon, Los Angeles Fire Department to present a 15 minute power point presentation of the **LAFD Evacuation Plan** – "*Ready, Set, Go*" program.

ITEM 6A: Public Comment on matters within the Board's subject-matter jurisdiction. Members of the public are limited to **three (3) minutes** per speaker.

NOTE: Public comments shall not be subject to discussion BUT issues may be recommended to be placed on the agenda for future meeting, by a Board member during board member comments period.

ITEM 6B: Board member comments on matters within the Board's subject-matter jurisdiction. Board members are limited to **three (3) minutes** per speaker; and additional discussion time if request is made to place an item on an agenda of a future meeting.

OLD Business:

ITEM 7: Review, correct and approve minutes from our October 2011 Board meeting. (GARCIA-VALLES)

NEW Business:

- ITEM 8:** Committee Reports - Outreach- Planning- Community Affairs- By-Laws –Treasurer
- ITEM 9:** Motion/Discuss/Vote To allocate \$10,800 to pay for the office lease which starts in February 2012 for one year (O’Gara)
- ITEM 10:** Motion/Discuss/Vote to allocate \$70 to buy white copy paper for the office (O’Gara)
- ITEM 11:** Motion/Discuss/Vote to purchase balloons with our name on them for outreach projects not to exceed \$75.00 (O’Gara)
- ITEM 12:** Motion/Discuss/Vote to rent helium tank for Balloons not to exceed \$210 (O’Gara)
- ITEM 13:** Motion/Discuss/Vote to allocate \$100 to the Valley Alliance of Neighborhood Councils for there annual get together of civic leaders and awards presentation (O’Gara)
- ITEM 14:** Motion/Discuss/Vote to allocate up to \$800 to install Bulletin Boards at the two parks (O’Gara)
- ITEM 15:** Motion/Discuss/Vote to write letter to Elected’s regarding the proposed amenities at Strathern Water Park To advise them that the SVANC has taken a vote and would like the facility to be named Rory Shaw Memorial Park (O’Gara)
- ITEM 16:** Motion/Discuss/Vote to allocate \$75 for the remainder of the fiscal year to the planning committee to pay for photos of properties in violation of zoning regulations and/or proposed sites for projects and \$75 to pay for photos for outreach Committee. (not to exceed total of \$150) (O’Gara)
- ITEM 17:** Motion/Discuss/Vote allocate up to \$425 to pay to a temporary employee from the cities approved vendors to pay for help in reconciling our budget for the past year 2010-2011 and the first quarter of 2011-2012 (O’Gara)
- ITEM 18:** Motion/Discuss/Vote to allow the Credit Card holder leeway to spend up to \$200 for items to keep the office and committees running smoothly. (O’Gara)
- ITEM 19:** PUBLIC COMMENT
- ITEM 20:** Adjournment

PROCESS FOR RECONSIDERATION

The Board of Directors may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular SVANC meeting. The Board of Directors, on either of these two occasions, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and take an action. If the motion to reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a “Proposed” Action should the motion to reconsider be approved. A motion for reconsideration can only be made by a Representative who has previously voted on the prevailing side of the original action taken. If a motion for reconsideration is not made on the date the action was taken, then a Representative on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regularly scheduled meeting. This procedure shall be in compliance with the Brown Act.

GRIEVANCE PROCESS Any individual stakeholder or group of Community Stakeholders of the SVANC shall be able to express any concerns to the Board of Directors of the SVANC, about its decisions and/or actions, by submitting a written signed grievance to the Secretary or other officers of the SVANC for recording with the Secretary. The grievance should specify the resolution sought. Grievance filings will be accepted after the 60-day period and reviewed by the Board and DONE to determine whether or not the issue can still be addressed.

The Grievance:

- A.** Shall be submitted, in writing, within sixty (60) days from the time the complainant became aware of the alleged violation, and shall contain an allegation of the facts on which the grievance is based, including the applicable dates, and shall specify the nature of the resolution sought.
- B.** The person or persons making the grievance shall be notified in writing of the date and time of the meeting of the Board of Directors at which the grievance shall be brought forward for discussion.
- C.** The Board of Directors shall appoint an ad-hoc Committee of no less than Three (3) Directors to investigate the grievance and prepare a recommendation for the Board of Directors