

CITY OF LOS ANGELES

CALIFORNIA

Sun Valley Area
Neighborhood Council

President
Norma O. Chávez

Vice President
Monica Vacas

Secretary
Eddie Venegas

2nd Vice President
Douglas D. Sierra

Treasurer
Steven W. Garcia



P.O. Box 457
Sun Valley CA 91353-0457
Telephone 818-767-8262

SUN VALLEY AREA NEIGHBORHOOD COUNCIL Special Board Meeting AGENDA

In person at
SVANC's Office
8720 Sunland Blvd
Sun Valley, CA 91352
Tuesday, January 16, 2024, 6:30pm – 8:30pm

Zoom Meeting Online or By Telephone

<https://zoom.us>

Enter **987 6658 0221**

<https://zoom.us/j/98766580221>

Dial (669) 900-6833 to Join the Meeting
Then Enter This Webinar ID: 987 6658 0221 and Press #

Si requiere servicios de traducción, por favor avisar al Concejo Vecinal con 3 días hábiles de anticipación (72 horas). Por favor contacte a Eddie Venegas, secretario, al correo secretary@svanc.com para avisar al Concejo Vecinal.

Every person wishing to address the Board must dial **(669) 900-6833**, and enter **987 6658 0221** and then press # to join the meeting. When prompted by the presiding officer, 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 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.

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 two (2) minutes per speaker, unless adjusted by the presiding officer of the Board.

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

ITEM 2: Opening Remarks (President)

ITEM 3: Comments from the Empower LA Neighborhood Empowerment Advocate (NEA) Lorenzo Briceno (lorenzo.briceno@lacity.org)

ITEM 4: GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS which are within the Board's subject-matter jurisdiction (comments only, no discussion)

ITEM 5: Board Member Comment on matters within the Board's subject-matter jurisdiction that DO NOT appear on the agenda (comments only, no discussion)

ITEM 6: Motion / Discussion / Vote to approve the formal resignation from board member Steven W. Garcia effective January 31, 2024

ITEM 7: Motion / Discussion / Vote to appoint the SVANC treasurer for the remainder of fiscal year 2023-2024. This includes the following responsibilities: Finance chair, first credit card holder, and the following:

**SVANC Bylaws APPROVED 06-23-20, CORRECTED July 21, 2020, REVISED & APPROVED November 18, 2020, CORRECTED January 27, 2021, CORRECTED May 18, 2022
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E. The TREASURER shall:

1. Maintain or oversee the maintenance of the financial books of the SVANC.
2. Prepare Monthly Expense Reports (MERs) and present at all regular Board meetings.
3. Disburse funds as authorized by the Board.
4. Oversee the financial management of the SVANC.
5. Supervise the formation of the annual budget.
6. Treasurer shall prepare, obtain Signatures for and distribute BAC's within 48 hours of Board Meeting as needed
7. The Treasurer will follow all rules for this position as noted in the City Clerk Council Funding Guidelines.

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F. The CARD HOLDER shall:

1. Shall be responsible for all purchases to the SVANC credit card that have been approved by the board.
2. All credit card receipts are to be noted with brief descriptions. event names and event approval codes.
3. Credit card receipts can be uploaded through the Funding Portal by the Card Holder or the SVANC Treasurer
4. Credit card holder will follow all rules for this position as noted in the City Clerk Neighborhood Council Funding Guidelines

Standing Rules

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22. Committee Chairs Election/Responsibilities

Committee Chairs are responsible for setting and posting their meeting agendas and taking notes of their respective committees including attendance and maintaining specifics on any votes taken, ensuring all members meet required criteria for voting eligibility, and to produce Minutes of the

meeting if requested by the Executive Board. Any records must be filed in the SVANC office and available on request.

SVANC's website (Committees Tab)

Finance & Budget Committee – Prepares and manages the SVANC budget. Vets and summarizes financial details for presentation to the Executive Committee and ultimately the board. Please note: As of May 12, 2016, the Finance Committee will hold a monthly meeting jointly with the Executive Board on the first Tuesday of the month. Additional standalone Finance Committee meetings may be called.

ITEM 8: Report by Committee Chairs and Community Liaisons:

A. Standing Committees

1. Outreach/Community Affairs – Monica Vacas
2. Finance and Budget – Steven Garcia
3. Beautification – Emilie A. Hill
4. Planning and Land Use (PLUM) – Norma O. Chávez
5. Public Safety/Emergency Preparedness – Eddie Venegas

B. Ad Hoc Committees:

1. Environmental – Mariam Moore
2. Homelessness – Monica Vacas
3. Bylaws – Norma O. Chávez
4. Elections – Norma O. Chávez

C. City-wide community liaisons:

1. LANCC – Lionel Mares
2. VANC – Monica Vacas, Douglas Sierra (alternate)
3. NCEPA – Eddie Venegas, Rosalio Garcia
4. PLANCHECKNC – Norma O. Chávez, Mariam Moore (alternate)
5. NCBA – Lionel Mares, co-representative vacant
6. C-PAB – Norma O. Chávez, Eddie Venegas (alternate)
7. Homelessness Liaison – Monica Vacas, Emilie A. Hill (alternate)
8. NCSA – Lionel Mares
9. LADWP-NC MOU – Symbria Virgen

If anyone from the public wishes to join a committee, please email

info@svanc.com

ITEM 9: Public Comment on matters within the Executive Board's subject-matter jurisdiction that DO NOT appear on the agenda (comments only, no discussion)

ITEM 10: Board Members Announcements on matters within the Executive Board's subject-matter jurisdiction that DO NOT appear on the agenda (comments only, no discussion)

ITEM 11: Adjournment

SVANC Information for the Public

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, 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 Posting of Agendas -

Neighborhood Council agendas are posted for public review as follows:

- SVANC Office, 8720 Sunland Blvd., Sun Valley, CA 91352
- On our website: www.svanc.com
- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](https://ens.lacity.org/ensnc/ens_sunvalleyareanc_agenda.htm) (https://ens.lacity.org/ensnc/ens_sunvalleyareanc_agenda.htm) at <https://www.lacity.org/subscriptions> or <https://www.svanc.com/SUBSCRIBE> to our Newsletter that will have the meeting agenda as well as the latest Sun Valley announcements and news.

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/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@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 SVANC office at 8720 Sunland Blvd., Sun Valley, CA 91352 at our website www.svanc.com or at a scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Eddie Venegas, secretary at secretary@svanc.com.

PLEASE VISIT THE SUN VALLEY AREA NEIGHBORHOOD COUNCIL WEBSITE
WWW.SVANC.COM