

CITY OF LOS ANGELES

**President**  
Norma O. Chávez

CALIFORNIA

**Sun Valley Area  
Neighborhood Council**

**Vice President**  
vacant

**Secretary**  
Eddie Venegas



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

**2<sup>nd</sup> Vice President**  
vacant

**Treasurer**  
Steven Garcia

[www.svanc.com](http://www.svanc.com)

**SUN VALLEY AREA NEIGHBORHOOD COUNCIL  
Special Board Meeting**

**AGENDA**

**In person at**

Office of the Sun Valley Area Neighborhood Council  
8720 Sunland Blvd.  
Sun Valley, CA 91352

**Friday, July 14, 2023, 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 #**

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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](mailto: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.

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- ITEM 1:** Call to Order, Pledge of Allegiance, Roll Call, Code of Civility, Opening Remarks
- ITEM 2:** Comments from the Empower LA Neighborhood Empowerment Advocate (NEA) Lorenzo Briceno ([lorenzo.briceno@lacity.org](mailto:lorenzo.briceno@lacity.org))
- ITEM 3:** GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS which are within the Board's subject-matter jurisdiction (comments only, no discussion)
- ITEM 4:** Board Member Comment on matters within the Board's subject-matter jurisdiction that DO NOT appear on the agenda (comments only, no discussion)
- ITEM 5: Discussion / Action Election of the 2023-2024 Executive Committee Officers:**  
A. 1st Vice President  
B. 2nd Vice President
- ITEM 6: Motion / Discussion / Vote** to reimburse Barkley Communications (Susan Lustig) for a \$31.34 up front payment of the purchase of the svanc.org domain name. (a new SVANC GoDaddy account will be created so the transfer of the domain name can be made to that account.)  
<https://www.svanc.com/archives/agendadocs/2023/07/domain-name-receipt-svanc-org-2023.pdf>
- ITEM 7: Motion / Discussion / Vote** to appoint a board member to assume the duties of creating via Constant Contact a monthly SVANC newsletter as part of the Regular Board announcement (& agenda link) and to also send out the meeting announcements for Special Board, Executive, and all Committee meetings as well as posting all meetings and special events on the SVANC social media outlets such as Facebook and NextDoor pages.
- ITEM 8: Motion / Discussion / Vote** to renew our contract with Barkley Communications. Two proposals are provided for consideration:
- A. Full Proposal: to provide the services of Susan Lustig for a twelve month agreement, July 2023 through June 2024 to update the SVANC website, update SVANC board member emails (adding & deleting names as necessary), edit & send out the agenda to NC Support & post meeting notices on website, send out the meeting announcements via Constant Contact for Regular & Special Board, Executive, and Committee meetings for the sum of \$6,000. The YEARLY amount will not exceed \$6,000 but on a month to month basis, the billing can go over the APPROXIMATED amount of \$500/mo.  
PROPOSAL: <https://www.svanc.com/archives/agendadocs/2023/07/BarkleyComm-SVANC-12-mo-web-CC-Proposal-2023-2024.pdf>  
ADDENDUM (non-billing services):  
<https://www.svanc.com/archives/agendadocs/2023/07/BarkleyComm-SVANC-12-mo-web-CC-Proposal-2023-2024-ADDENDUM.pdf>
- B. Reduced Tasks Proposal: to provide the services of Susan Lustig for a twelve month agreement, July 2023 through June 2024 to update the SVANC website, update SVANC board member emails (adding & deleting names as necessary), and edit & send out the agenda to NC Support & post meeting notices on the website for the sum of \$3,600 (approximately \$300/mo.) The yearly amount of \$3,600 is an do-not-exceed amount. The monthly amount is an approximation. (duties no longer include creating any meeting notices/newsletters on Constant Contact or posting to social media (Facebook/NextDoor).  
PROPOSAL: <https://www.svanc.com/archives/agendadocs/2023/07/BarkleyComm-SVANC-12-mo-web-Proposal-2023-2024-no-newsletter.pdf>

**ITEM 9: Motion / Discussion / Vote** to approve creating an Instagram page for our Artist-in-Residence's project about Sun Valley residents. (Thum)  
[https://www.svanc.com/archives/agendadocs/2023/06/SV\\_mock\\_up.jpg](https://www.svanc.com/archives/agendadocs/2023/06/SV_mock_up.jpg)

**Note:** Consent calendar items are considered to be non-controversial and will be treated as one agenda item. There will be no discussion on these items unless an item is removed from the consent calendar, in which case it will be considered as time allows on the regular agenda. Any member of the Board may request that an item be removed.

**ITEM 10: Consent Calendar:** one motion and one vote

- A. Approval of the Minutes of the Regular Board Meeting held on May 9, 2023 (Venegas)  
[https://www.svanc.com/archives/minutes/2023/05/2023\\_05\\_09\\_SVANC\\_Reg\\_Mtg\\_Minutes.pdf](https://www.svanc.com/archives/minutes/2023/05/2023_05_09_SVANC_Reg_Mtg_Minutes.pdf)
- B. Approval of the Minutes of the Regular Board Meeting held on June 13, 2023 (Venegas)  
[https://www.svanc.com/archives/minutes/2023/06/2023\\_06\\_13\\_SVANC\\_Reg\\_Mtg\\_Minutes.pdf](https://www.svanc.com/archives/minutes/2023/06/2023_06_13_SVANC_Reg_Mtg_Minutes.pdf)
- C. Approval of the Minutes of the Regular Board Meeting held on July 11, 2023 (Venegas)  
[https://www.svanc.com/archives/minutes/2023/07/2023\\_07\\_11\\_SVANC\\_Reg\\_Mtg\\_Minutes.pdf](https://www.svanc.com/archives/minutes/2023/07/2023_07_11_SVANC_Reg_Mtg_Minutes.pdf)
- D. Approval of the Monthly Expenditure Report for April 2023 (Hill)  
[https://www.svanc.com/archives/agendadocs/2023/07/SVANC\\_April\\_2023\\_MER.pdf](https://www.svanc.com/archives/agendadocs/2023/07/SVANC_April_2023_MER.pdf)
- E. Approval of the Monthly Expenditure Report for May 2023 (Hill)  
[https://www.svanc.com/archives/agendadocs/2023/07/SVANC\\_May\\_2023\\_MER.pdf](https://www.svanc.com/archives/agendadocs/2023/07/SVANC_May_2023_MER.pdf)
- F. Approval of the Monthly Expenditure Report for June 2023 (Hill)  
[https://www.svanc.com/archives/agendadocs/2023/07/SVANC\\_June\\_2023\\_MER.pdf](https://www.svanc.com/archives/agendadocs/2023/07/SVANC_June_2023_MER.pdf)

**ITEM 11: Funding Consent Calendar Note:** Consent calendar items are non-controversial and will be treated as one agenda item. There will be no discussion of these items unless an item is removed from the consent calendar, in which case it will be considered as time allows on the regular agenda. Any member of the Board may request that an item be removed. One motion and one vote.

- A. Approval of the recurring expenses for monthly payment to The Pappas Family Trust in the amount of \$1,789.83 for office space rental at 8720 Sunland Blvd.
- B. Approval of the recurring charge for electricity from the LADWP not to exceed the average of \$180.00 every month
- C. Approval of the recurring monthly Spectrum office telephone and internet costs not to exceed the average of \$170 per month (\$2,040.00 for the year)
- D. Approval of the payment of up to \$354.00 for the Post Office Box from the USPS (for a year)
- E. Approval of the payment of the website server to Exact Hosting.com for up to \$144.00

- F. Approval of the payment of the office Zoom license for up to \$200
- G. Approval of the recurring payment of the Office Copier/Printer Lease from Insight Investments LLC (12 @ \$80)
- H. Approval of expenses for up to \$200 for office supplies and/or storage
- I. Approval of the monthly expenses for refreshments, generally pizza and bottled water not to exceed \$100.00 per meeting
- J. Approval to renew the subscription to Constant Contact (SVANC Newsletter service) for a yearly rate of \$532.44/yr (\$44.37/mo). The savings will be \$93.96 per year from their monthly cost of \$52.20/mo.

**ADMINISTRATIVE ITEMS (11-16):**

**ITEM 12: Discussion / Action Election of the 2023-2024 chairpersons of the Standing Committees**

- A. Outreach/Community Affairs
- B. Finance and Budget
- C. Beautification
- D. Planning and Land Use Management (PLUM)
- E. Public Safety/Emergency Preparedness

**ITEM 13: Motion / Discussion / Vote to appoint members to the 2023-2024 Standing Committees (2 members maximum per committee)**

- A. Outreach/Community Affairs
- B. Finance and Budget
- C. Beautification
- D. Planning and Land Use Management (PLUM)
- E. Public Safety/Emergency Preparedness

**ITEM 14: Motion / Discussion / Vote to appoint chairpersons to the 2023-2024 Ad Hoc Committees**

- A. CHSRA High Speed Rail
- B. Homelessness –
- C. Bylaws –
- D. Elections –

**ITEM 15: Motion / Discussion / Vote to appoint members to the 2023-2024 Ad Hoc Committees (2 members maximum)**

- A. CHSRA High Speed Rail
- B. Homelessness
- C. Bylaws
- D. Elections

**ITEM 16: Motion / Discussion / Vote to appoint board members to the 2023-2024 NC city-wide Committees/Liaisons/Coalitions**

- A. LANCC-Los Angeles Neighborhood Council Coalition (meets 1st Saturday at 10:00 am)

- B. VANC-Valley Alliance of Neighborhood Councils (meets 2nd Thursday at 6:30 pm)
- C. NCEPA-Neighborhood Council Emergency Preparedness Alliance (meets the 4th Saturday at 10:00am)
- D. PlanCheckNC-Plan Check Neighborhood Councils (meets 2nd Saturday, 10:00 am to 1:00 pm)
- E. NCBA – Neighborhood Council Budget Advocate (meets 1st Monday at 7:00 pm)
- F. C-PAB – Community-Police Advisory Board (meets 2nd Thursday at 6:00 pm)
- G. Homelessness Liaison

**ITEM 17: Motion / Discussion / Vote** to appoint Norma O. Chávez, and 4 more volunteer members to submit Community Impact Statements (CIS) and create individual accounts at the City Clerk’s website.

**ITEM 18: Report / Discussion** by Committee Chairs and Community Liaisons:

**A. Standing Committees**

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

**B. Ad Hoc Committees:**

1. CHSRA High Speed Rail – vacant
2. Homelessness – Emilie A. Hill
3. Bylaws – Norma O. Chávez
4. Elections – Norma O. Chávez
5. Cindy Sower MyLA311 Project – Eddie Venegas

**C. City-wide community liaisons:**

1. LANCC – Wendy G. Thum
2. VANC – Emilie A. Hill
3. NCEPA – vacant
4. PLANCHECKNC – Norma O. Chávez
5. NCBA – Wendy G. Thum
6. C-PAB – vacant
7. Homelessness – Emilie A. Hill
8. Transformative Climate Communities (TCC) – Wendy G. Thum
9. NCSA – Lionel Mares

If anyone from the public wishes to join a committee, please email [info@svanc.com](mailto:info@svanc.com)

**ITEM 19: Public Comment** on matters within the Executive Board’s subject-matter jurisdiction that DO NOT appear on the agenda (comments only, no discussion)

**ITEM 20: 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 21:** 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](mailto: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](http://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](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](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto: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](http://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](mailto:secretary@svanc.com).

### **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. The Bylaws are available at our Board meetings and our website [www.svanc.com](http://www.svanc.com).

***PLEASE VISIT THE SUN VALLEY AREA NEIGHBORHOOD COUNCIL WEBSITE  
[WWW.SVANC.COM](http://WWW.SVANC.COM)***