

**Sherman Oaks  
Neighborhood Council**

**CITY OF LOS ANGELES  
CALIFORNIA**



**Executive Committee**

Lindsay Imber, President (Chair)  
Howard Katchen, 1st VP  
Sarah Manuel, 2nd VP  
Jeffrey Hartsough, Treasurer  
Stacey Segarra-Bohlinger, Secretary



Sherman Oaks  
Neighborhood Council  
P.O. Box 5721  
Sherman Oaks, CA 91413

Website:  
[www.ShermanOaksNC.org](http://www.ShermanOaksNC.org)

**Sherman Oaks  
Neighborhood Council**

**Executive Committee Meeting (Virtual) Agenda:**

Tuesday, January 3, 2023, 6:30 pm

**How to Join the Virtual Zoom Meeting by Telephone or Online By Telephone: Dial 1-833-548-0282, Enter Webinar ID 819 7371 0871, and Press # Online: Cut and Paste <https://us02web.zoom.us/j/81973710871>, Press “Enter” Or on Zoom join meeting screen enter Webinar ID: 819 7371 0871, and press “Enter”**

*In Conformity With The September 16, 2021, Enactment Of California Assembly Bill 361 (Rivas) And Due To Concerns Over Covid-19, The Sherman Oaks Neighborhood Council Meeting Will Be Conducted Entirely With A Call-In Option Or Internet-Based Service Option.*

**Public Comment Instructions:** Every person wishing to address the Board via telephone shall dial (833) 548-0282 and enter **819 7371 0871** and then press # to join the meeting. The meeting can also be joined, and public comment is accepted, from the Zoom computer platform using **Webinar ID: 819 7371 0871**. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting, the public will be requested to dial \*9 (if by phone) or use the Raise Hand option (if by Zoom), to address the Board on any agenda item before the Board takes an action on an item. Note that on a telephone, you can manually activate your “mute” option by pressing \*6.

**Public Comments:** 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 one minute per speaker, unless adjusted by the presiding officer of the Board.

**AB 361 Updates:** Public comment cannot be required to be submitted in advance of the meeting; only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council’s control, the meeting must be recessed or adjourned. Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

*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.*

**Agenda Note:** All items containing motions, at the time of agenda posting, are listed in **blue, bold text**.

1. **Welcome and Call to Order** - Lindsay Imber, President
  - a. (If applicable) President's appointment of SONC Board Members to Executive Committee panel for the balance of this meeting pursuant to the Standing Rules.
2. **Roll Call** - Stacey Segarra-Bohlinger, Secretary
3. **Administrative and Board Initiated Motions**
  - a. **Approval of Executive Committee Meeting Minutes, December 2022.**  
A motion to approve, by unanimous consent, the Executive minutes.
4. **Comments by Public Officials and Agency Staff.**
5. **General Public Comment by Community Stakeholders.**
6. **President's Report**
7. **Finance Committee & Fiscal Business** - Jeffrey Hartsough, Treasurer
  - a. Treasurer's Report.
  - b. Proposed motions for upcoming Board meeting.
8. **Executive Committee Items**
  - a. **Motion to approve the President's Appointment of a Committee Chair.**  
A motion to approve the President's appointment of Bob Bramen to serve as Chair of the SONC Airport Committee. Members TBD.
  - b. EVG/Future of SONC meetings: Virtual vs In-Person vs Hybrid.  
Board must approve selection in the pilot program. Relates to [CF 22-1070](#).
  - c. Tribute to former SONC Board Member Sidonia Lax: Howard Katchen.
  - d. SONC roster update.
    - 1) **Motion to approve the President's Appointment of a Committee Chair.**  
Request from Public Safety Chair to change Committee Chairperson; possible motion to approve the President's appointment of Susan Collins to serve as Chair of the SONC Public Safety Committee (current Chair Christy Adair will remain as a Public Safety Committee member).
  - e. Emergency items since the posting of the agenda.
9. **Agenda Items for December 12, 2022 SONC Board Meeting**
  - Guest Speakers (7-8pm):
    - NC EVG-h Workgroup (Josh Nadel) ~7pm.
    - City Clerk (Election Administrator Joselin Alvarado) ~7:15pm.
    - Assembly District 44 (Laura Friedman) ~7:30pm.
  - Requested motions to date:
    1. *Continued from December:* EVG/NC Meeting Format ([CF 22-1070](#)).
      - a. Motion to authorize SONC for EmpowerLA's hybrid pilot.
    2. Government: Hate Crimes Reporting & Prevention ([CF 18-0720-S1](#)).
    3. Government: Fair Treatment / Human Rights ([CF 22-1486](#)).
    4. Finance: *See Agenda Item 7b.*

5. Traffic & Transportation: Recommendation of LADOT Projects to CD4.
6. Harold Shapiro: For LA City Biodiversity Index File.

**10. Motion to Adopt Rules of Debate for SONC Board Meetings**

- **Draft Motion:** SONC adopts the following ground rules for Board meetings:

The following debate format shall apply to all items under Board consideration:

Stage	Time Limit
The Mover, if a motion from Floor, (or Committee Chair, if a motion from Committee) presents (moves) an item.	<b>5 Minutes</b> , Unless Otherwise Indicated on the Agenda
Public Comment is Heard <i>All public commenters wishing to speak may speak once.</i>	<b>1 Minute</b> per Speaker [default] <i>May be adjusted by President</i>
Board Discussion: Opening Round <i>All Board Members wishing to speak may do so.</i>	<b>3 Minutes</b> per Board Member (who wishes to speak)
Board Discussion: Closing Round <i>This occurs after all wanting to speak have spoken once.</i>	<b>1 Minute</b> per Board Member (who wishes to speak)
Voting: The <b>ONLY</b> acceptable responses during Roll Call will be Yes/Yea/Aye, No/Nay, Abstain/Present, Recuse. <i>No debate or explanations shall be allowed during voting, only the vote itself.</i>	<b>If Roll Call:</b> Members shall respond after called upon solely with their vote. (e.g., “Smith: Yes”)

*The Presiding Officer shall have the authority to adjust time limits if time becomes a factor.  
 No member shall speak more than twice to each motion.*

**ROBERT’S RULES ENFORCEMENT**

*Regardless of Board action re: the aforementioned time limits and rules, the following Robert’s Rules of Order provisions **will** be applied at all future SONC Board meetings.*

**All Members have equal rights, privileges, and obligations.**

**Only one person may speak at a time, and no person can speak until recognized by the Presiding Officer or Presiding Chair.**

A Member is considered to have spoken Out of Order if said Member speaks, other than in briefly requesting the Presiding Officer’s attention, without first having been recognized by the Presiding Officer.

**Decorum: All remarks must be addressed to the Presiding Officer or Chair.**

**All discussion must be relevant to the immediately pending question.**

**Debate must address issues not personalities (no personal attacks).**

If, in the Presiding Officer’s judgment, or upon a motion of Point of Order and subsequent agreement of the Presiding Officer, a Member is deemed to have failed to adhere to this guideline, the Presiding Officer shall inform the Member they are in violation of this rule and instruct the Member to adhere to these rules.

**Members may not disrupt nor interrupt, which includes Public Comment period.**

No Member's speech may be interrupted by another Member other than provided by these rules. For instance, Point of Order is an incidental motion that allows one to interrupt the speaker, the Presiding Officer may interrupt a speech in order to enforce the aforementioned rules, etc... EVEN SO, no person can speak until recognized by the Presiding Officer and a person shall cease speaking when ordered by the Presiding Officer. The proper way to raise a Point of Order is to address the Presiding Officer and state, simply, "Point of Order." A member must wait to be recognized before giving an explanation. However, simply objecting to the content of another's speech is not permissible ground for interruption nor for raising a Point of Order.

**Board Members and Members of the Public shall adhere to the time limits.**

The Presiding Officer or other authorized Member shall inform a recognized and speaking Public Commenter or Board Member that their time has expired upon its expiration. If a virtual meeting, the speaker shall be muted five seconds after being informed their time has expired. Those who have not been recognized or authorized to speak should remain quiet or, if virtual, muted, while another person is speaking and until recognized by the Chair.

*Robert's Rules Principle: "No member shall speak more than twice to each motion."*

**If a Point of Information is raised during Discussion, time is retained.**

If, during the course of Board Discussion, in either the Opening or Closing Round, a Member wishes to ask a question, informational in nature, of the Mover or Guest, the time consumed by the Mover/Guest's speech (or Executive Officer's speech in response to a Point of Parliamentary Inquiry) shall not be charged against the requesting Member.

**Amendments and Subsidiary Motions**

If an amendment or applicable subsidiary motion is presented during the course of Board Discussion in accordance with *Robert's Rules of Order*, the sequence of events shall revert to the Public Comment stage. Such a motion may be made during either round of discussion; it shall be considered out of order to make a motion *after* having spoken twice and yielded time, or had it expire during the Closing Round.

**Presiding Officer must relinquish the Chair to participate in debate**

The Chair should always remain impartial. If the Presiding Officer wishes to participate in debate (other than in presenting an item as a Committee Chair, answering informational questions, and making concluding remarks prior to calling for a vote), they shall relinquish the chair to another Executive Officer prior to debate and cannot reassume the Chair until the pending main motion is disposed of.

**Rules of debate can be changed by a two-thirds vote.**

**11. Adjournment**

### **The Americans 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 our website: [www.ShermanOaksNC.org](http://www.ShermanOaksNC.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 email the SONC Secretary: [stacey.segarrabohlinger.sonc@gmail.com](mailto:stacey.segarrabohlinger.sonc@gmail.com).

### **Public Posting of Agendas**

Neighborhood Council agendas are posted for public review as follows:

- Sherman Oaks Public Library, 14245 Moorpark St, Sherman Oaks, CA 91423.
- [www.ShermanOaksNC.org](http://www.ShermanOaksNC.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>.

### **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).

### **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.ShermanOaksNC.org](http://www.ShermanOaksNC.org).



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