

**Sherman Oaks
Neighborhood Council**

CITY OF LOS ANGELES
CALIFORNIA



Outreach Committee

Kylee Peña, Co-Chair
Brett Collier, Co-Chair
Jeffrey Hartsough
Lindsay Imber
Neal Roden
Kira Durbin



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**Sherman Oaks
Neighborhood Council**

**Outreach Committee Meeting DRAFT MINUTES:
March 19, 2024 6:30PM**

Virtual Meeting

To access this Virtual Meeting on the Zoom Platform:

<https://us02web.zoom.us/j/83623154607>

Via Telephone: Dial 1-833-548-0282, Enter Webinar ID **836 2315 4607** and **Press #**

Public Comments: Comments from the public on agenda items will be heard only when the respective item is being considered, and prior to voting. Comments from the public on other matters not appearing on the agenda that are within the Committee's jurisdiction will be heard during the Public Comment on Non-Agenda Items period. Please note that under the Brown Act, the Committee is prevented from acting on a matter that you bring to its attention during this General Public Comment period; however, the issue raised by a member of the public may become the subject of a future meeting. Public comment is limited to one minute per speaker, unless adjusted by the presiding officer of the Committee.

Making Public Comments During This Virtual Meeting: When prompted by the Presiding Officer, press "Raise Hand" (if on Zoom) or *9 (if on a telephone) to indicate a desire to address the committee. If you are on Zoom, you will see a timer graphic indicating your time remaining to speak. If you are on a telephone, you will be told when 10 seconds remain in your allotted time. Public comment for this meeting will be heard during each eligible agenda item

SB 411 Updates: In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.*

(See the final page of this agenda for relevant text of 54953.8)

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**.

AGENDA

1. **Welcome, Call to Order, and Roll Call**

Called to order at 6:40pm.

Present: Pena, Hartsough, Roden, Durbin

Absent: Collier, Imber

2. **Administrative Motions**

a. Approval of February minutes

1) Hartsough motioned, Roden seconded

2) Approved unanimously by all present.

3. **Chair Report (5 minutes): Kylee Peña & Brett Collier, Chairs**

A quick note on outreach supplies: Kylee is getting quotes for t-shirts and will be re-supplying board member business cards, starting with brand new board members.

4. **Public Official Comment (2 minutes each): Comments by public officials**

5. **General Public Comment by Community Stakeholders (2 minutes each): comments by the public on non-agenda items within the Outreach Committee's jurisdiction**

6. **Tree Adoption Event updates**

- *Approved by City Clerk.*
- *Park is providing 5 tables and 10 chairs.*
- *Kylee has images prepared to advertise rain barrels and succulents, and updated graphic for the event.*
- *Jeffrey suggests providing general information about Cactus and Succulent Society and care for succulents.*
- *Jeffrey will call Christina Henry about day-of contact.*
- *Wear sunscreen and clothes you don't mind getting dirty.*
- *We'll be setting up next to the small playground, where the event was last year. Parking lot off Huston St next to the Rec Center.*
- *We'll meet at 8:15ish at small playground at VNSO*
- *SONC Set-up: Brett, Kylee, Aree, Neal (set up tent/tables, help with trees, set up Cactus Society and succulents, hang 2 banners in park)*
- *During event, helping table and carry trees: Brett, Howard, Neal, Stacey, Lindsay, Aree*
- *Clean-up: Brett, Neal, Lindsay, Howard*
- *Human Services committee will also table.*
- *CD4 is bringing succulents from Cactus Society.*
- *Kylee and Brett are bringing tent and supplies from storage.*
- *Jeffrey will talk to City Plants*
- *Tree Adoption sign at Senior Center - SOHA meeting on Wednesday*
- *Tyrone parking lot on sidewalk - sign taped on ground*
- *Half-sheets on succulents (50) and resource guides (100) from Copy Hub*
- *Water and snacks - Howard*

7. **Concert in the Park updates**

- *April 14 in VNSO Park, SONC co-sponsoring*

- *Kylee will have new literature printed for this event with calendar for the year.*
- *Will send sign-up sheet soon. (Kylee will be out of town for work!)*
- *Need to order giveaway items: flashlights, dog poo bags*
- *Location: lawn north of aquatic center - north side of Huston and Addison*
- *Can start promoting it now.*
- *Two shifts: Set-Up 3-7, clean up 5-9*

8. Summer Movie Series updates

- *June 22 (Elemental), July 20 (Barbie), August 17 (Spiderman: Across the Spiderverse)*
- *Generate a postcard specifically on movies to distribute to schools in May*
- *CD4 co-sponsored last two, will confirm again for 2024.*

9. Meet Your Neighbor events collaboration with Human Services

- *Brett has sent a list of board members to Pamela Harris, will be working on consolidating areas and reaching out.*

10. Outreach Committee Member Announcements

- *Jeffrey: continue to focus on election in November and distribute Sherman Oaks Votes signage. Encourage people to register to vote.*
- *Neal: shout out to Jeffrey for his work with finance committee.*
- *Kira: seconding the need to encourage community to vote.*

11. Adjournment

Adjourned by unanimous consent at 7:31PM.

Next meeting will be conducted virtually on Zoom on April 16th.

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.

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 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.

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- Sherman Oaks Public Library, 14245 Moorpark St, Sherman Oaks, CA 91423.
- 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>.

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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.

SB 411 Updates

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(C) The eligible legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time.

(D) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(E) (i) An eligible legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (D), to provide public comment until that timed public comment period has elapsed.

(ii) An eligible legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.

(iii) An eligible legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.



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