

CITY OF LOS ANGELES

California

SYLMAR NEIGHBORHOOD COUNCIL

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SYLMAR NEIGHBORHOOD COUNCIL

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SYLMAR NEIGHBORHOOD COUNCIL SPECIAL MEETING OF THE OUTREACH COMMITTEE - AGENDA Thursday, June 4, 2015, 6:45 P.M. – 8:30 P.M. Concordia Jr / Sr High School, 13507 Eldridge Avenue, Sylmar, CA 91342 Outreach Committee Chair – Maria Silva

The Agenda is posted for public review at the Los Angeles Public Library (Sylmar Branch), 14561 Polk Street, Sylmar, CA 91342. Agendas may also be found on the SNC website at www.SylmarNC.org. You may also subscribe to receive them via email through the City's Early Notification System (ENS) at the following link: <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

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 three business days (72 hours) prior to the meeting you wish to attend by contacting the Outreach Committee Chair, Maria Silva by email to Maria.Silva@SylmarNC.org. Or Diane Valencia by phone at (818) 833-8737 or email to Diane.Valencia@SylmarNC.org.

1. Call to Order
2. Roll Call
3. **Housekeeping:** Sign-In Sheets, Speaker Cards, Recording, rules and Code of Conduct
4. Welcoming Stakeholders and Guests.
5. **Public Comment** on matters not appearing on the agenda.
6. **Discussion and possible action** to approve the Minutes from the last Outreach Committee meeting.
7. **Discussion and possible Committee action** to recommend to the Board a color to be associated with the Sylmar Neighborhood Council.
8. **Discussion and possible Committee action** to recommend to the Board the purchase of a countdown timer. The Outreach Committee will explore options to submit to the Budget Committee before going to the Board.
9. **Discussion and possible Committee action** to recommend to the Board the printing of a three-panel, double-sided SNC brochure in color. The Outreach Committee will explore options to submit to the Budget Committee before going to the Board.

10. Discussion and possible Committee action to recommend to the Board the purchase of a 10' x 10' pop-up tent and accessories, included but not limited to: roller bag, weight bag kits, and stakes. The Outreach Committee will submit recommendation to the Budget Committee before going to the Board

Local Vendor: Imagination Works

Pop-Up printed full color on fabric (price not dependent on number of colors we want?)
\$1,300.00 – partial (part hanging down only?) “Sylmar Neighborhood Council”
\$1,600.00 –

For comparison: Vendor - BuyShade.com

Eclipse II

Frame - \$349
Fabric – full-color - \$420 – “Sylmar Neighborhood Council” on one side.
Fabric – full-color - \$630 – “Sylmar Neighborhood Council” on four sides.
Accessories - \$243
Roller Bag - \$139
Weight Bags kit - \$59
Stakes - \$45
Accessories

Frame with accessories - \$592

Therefore:

Tent with printing on one side - \$1,012

Tent with printing on four sides - \$ 1,222

Shipping \$45 plus 8% tax.

Other Online Vendors – not explored

Big Promotions

Anything Display

11. Discussion and possible Committee action to recommend to the Board the purchase of table covers, with front panel logo. The Outreach Committee will submit recommendation to the Budget Committee before going to the Board.

Local Vendor: Imagination Works

8 foot table cover - \$390.00
6 foot table cover - \$289.00

For comparison: Vendor - BuyShade.com

Pleated Table Cover, with digital front panel logo

8 foot table cover - \$205.00
6 foot table cover - \$185.00

(taxes and shipping would be additional charges)

12. Discussion and possible Committee action to recommend to the Board the purchase of Pole Mounted Flags. The Outreach Committee will submit recommendation to the Budget Committee before going to the Board.

Local Vendor: Imagination Works

Print and Install double-sided banner - \$490
City permit is required.

13. Discussion and possible Committee action to recommend to the Board the purchase of apparel for board members who request same. Apparel to be imprinted with "Sylmar Neighborhood Council." The Outreach Committee will submit recommendation to the Budget Committee before going to the Board.

For comparison: Vendor - 4imprint.com (can purchase without screening)

Champion Tagless Raglan Baseball Tee
Shirt - \$14.05
(no taxes, but there would be a shipping fee)

\$ 40.00 - for first screening pass (front)
\$ 40.00 - for second screening pass (back)
\$ 1.57 - per shirt (2nd pass)

For comparison: Corporate Casuals (cannot purchase without embroidery)

Casual Shirt:
M500 Harriton for men - twill
M500W Harriton for women - twill
M600W Harriton for women – oxford

\$15.70 each for the shirts

Caps:
\$5.91 each

Embroidery charge breakdown:
\$3.00 each for 48 items

(shipping and taxes would be extra)

14. Discussion and possible Committee action to recommend to the Board to approve the Sylmar Neighborhood Council Sponsorship at the Friend Level for Pacoima Beautiful's Environmental Justice Awards event on June 18, 2015, in the amount of \$1,000.00. The Outreach Committee will submit recommendation to the Budget Committee before going to the Board.

15. Discussion and possible Committee action to recommend to the Board to approve the Sylmar Neighborhood Council expenditure in an amount not to exceed \$750 to \$1,500 for the Disaster Preparedness Fair.. The Outreach Committee will submit recommendation to the Budget Committee before going to the Board.

16. Discussion and possible Committee action to recommend to the Board to approve the Sylmar Neighborhood Council expenditure in an amount not to exceed (amount to be discussed) for use by the Sylmar Park for purposes of their choosing. The Outreach Committee will submit recommendation to the Budget Committee before going to the Board.

17. Discussion and possible Committee action to recommend to the Board for approval other Sylmar Neighborhood Council expenditures. The Outreach Committee will submit recommendations to the Budget Committee before going to the Board.

18. Committee Member Comments on subject matters within the Committee's jurisdiction

19. Future Agenda Items: Please email Maria Silva at Maria.Silva@Sylmarnc.org.

Next Meeting Date: to be announced.

20. Closing Remarks, Announcements, Acknowledgements, and Adjournment

All Agenda items may include presentations, discussions and actions by the Committee for recommendations to the SNC Board of Directors. The Board of Directors may discuss the recommendations and take action on the item, which could result in a Community Impact Statement to the City and/or a position letter to a City agency.

The Stakeholders may comment on any Agenda item only when the item comes up for discussion. The Committee will determine the length of discussion and comment times. The attending stakeholders may be polled for their opinion on any Agenda item before the Committee takes action for a recommendation to the Board. Comments from the stakeholders 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 stakeholder may become the subject of a future Board meeting.

Any Committee action may be reconsidered following the Meeting when the original action occurred. A Committee Member makes a Motion for Reconsideration and if approved another vote on the issue takes place based on the reasoning for the reconsideration. The Committee Member must have been on the prevailing side of the action/issue.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all members of the Board in advance of a meeting, may be viewed at the Neighborhood Council meeting or on the Neighborhood Council website by clicking or visiting www.sylmarnc.org. Any questions and/or comments regarding this agenda may be submitted to Board members via the emails listed on the website (www.sylmarnc.org).

Si requiere servicios de traducción, favor de notificar a la oficina 3 días de trabajo (72 horas) antes del evento. Si necesita asistencia con esta notificación, por favor llame a nuestra oficina al (818) 833-8737.

Committee Meeting Minutes are available on the SNC website www.SylmarNC.org

(Remove after June 4, 2015)