

CITY OF LOS ANGELES

California



SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Kurt Cabrera-Miller

VICE PRESIDENTS:

Administration: (open position)

Communications: Maria Silva

SECRETARY: Marti Marshall

TREASURER: George Ortega

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Sylmar, CA 91392-1023
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Website: www.SylmarNC.org

GENERAL BOARD MEETING – AGENDA

(REVISED)

Thursday, September 28th – 6:30 PM

Osceola Street Elementary School,

14940 Osceola St. Sylmar, CA 91342

The Agenda is posted for public review at the Los Angeles Public Library (Sylmar Branch), 14561 Polk Street, Sylmar, CA 91342 Agendas AND Minutes 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 Sylmar Neighborhood Council President, Kurt Cabrera-Miller by phone at (818) 833-8737 or Email to kurt.cabrera-miller@sylmarnc.org

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 dias de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (818) 833-8737.

The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action. Public comment is limited to 2 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker. Comments from the public on agenda items will only be heard when the respective item is being considered. Comments on other matters, not appearing on the agenda that are within the Board’s subject matter jurisdiction, will be heard during the Public Comment on Non-Agendized Items period.

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 by visiting our website at www.SylmarNC.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 contact President Kurt Cabrera-Miller at kurt.cabrera-miller@sylmarnc.org

The below times are only estimates. Items may be addressed in a different order and/or at different times. Below times are inclusive of board discussion and possible vote.

- 6:30 – 6:32 p.m. 1. Call to Order and Pledge of Allegiance (2 minutes)**

- 6:32 – 6:34 p.m. 2. Roll Call (2 minutes)**

- 6:34 - 6:36 p.m. 3. Housekeeping: Speaker Cards, Recording, and Timekeeper. Welcome from facility host. (2 minutes)**

- 6:36 – 6:56 p.m.** **4. Public Official and Community Representative Announcements & Presentations: (20 minutes) In total for all. Including questions and answers. - 2 min. per speaker. (10) Questions / Comments: from the Public to the Official or representative. 2 minutes per question or comment (10)**
****PUBLIC OFFICIAL REPRESENTATIVES –**
Please stay for the Meet & Greet at the break time. Thank you!
- 6:56 – 7:06 p.m.** **5. Public Comment on Non-Agendized Items within the Board’s subject matter jurisdiction. (10 minutes)**
Public comments are limited to 10 minutes total, no more than 2 minutes per speaker. Time allocated to one speaker may not be transferred to another speaker. Public speaker cards (forms) are located on the welcome table. Please fill out and submit to the President or Vice President of Communication. Names will be called in the order of speaker cards submitted. This period is for comments from the public, on matters not appearing on the Agenda, but within the SNC Board’s subject matter jurisdiction
- 7:06 – 7:16 p.m.** **6. City Liaison and Representatives Reports / (10 minutes)**
Animal Services - Kelli Land
Budget Representative - Christian Rubalcava
City Attorney – Diane Valencia
D.W.P. – George Ortega
Homelessness – Ann Job
Planning – Ann Job and Cheri Blose
Public Safety - Greg Hoerner and Diane Valencia
Public Works – Christian Rubalcava
Transportation – (open position)
- 7:16 – 7:21 p.m.** **7. Presentation: Olive View Hospital – (5 minute) Presentation on patient discharge practices and other related topics, followed by a few questions. This is the first of several community outreach meetings between the SNC, Stakeholders and the Hospital. Olive View Executives will also be attending the SNC’s Homeless Services Committee on October 5th 6:30pm 13425 Glenoaks Blvd. Sylmar, CA 91342 to provide a continued more in-depth/involved presentation. This would be their second community meeting. The Olive View Hospital’s representatives will also be attending the Sylmar Neighborhood Council’s Public Gathering Meeting on November 8th 2017 At Sylmar Charter High School at 6:30pm to 8:30pm. This Public Gathering Meeting will be bringing and gathering further information related to the local homelessness issue and related topics. This would be the Hospitals third SNC public meeting. (The Public is welcome at all 3 meetings and encouraged to attend all 3 meetings)**
- 7:21 – 7:26 p.m.** **8. Homeless Committee recommends / Discussion and possible action, to approve an amount not to exceed \$300 to sponsor a table at the annual Thanksgiving Feast on November 22, 2017 at Hope of the Valley. This meal is provided for the homeless and hungry of**

Sylmar and the San Fernando Valley. The sponsor's name is on the table and we would have the opportunity to send a volunteer to help serve. (5 minutes)

- 7:26 – 7:31 p.m. 9. **Homeless Committee recommends / Discussion and possible action,** to approve an amount not to exceed \$500 to provide a portion of the refreshments at the December 14th, Homeless Connect Day at El Cariso Park. We believe the actual amount needed will be closer to \$350, last Connect Day the motion and unanimous vote was for \$500. (5 minutes)
- 7:31 – 7:36 p.m. 10. **Homeless Committee recommends / Discussion and possible action,** to support Los Angeles City Council File - CF 15-1138-S27 and to submit a letter of support. Council File to look into the Feasibility of mobile waste pumping for those living in RV's, and the use of vouchers to cover the cost of dump service at privately owned dump sites. The LA City Council motion will be on the information table for more details or see it online at the link below. (5minutes)
http://clkrep.lacity.org/onlinedocs/2015/15-1138-s27_mot_07-26-2017.pdf
- 7:36 – 7:41pm 11. **Homeless Committee recommends / Discussion and possible action,** to approve the Sylmar Neighborhood Council's participation in the "2018 Greater Los Angeles Homeless Count". To be taken place in January exact date to be announced. (5 Minutes)
- 7:41 -7:56 p.m. 12. **MEET AND GREET (15 minute Break)**
- 7:56 – 8:01 p.m. 13. **Emergency Preparedness Committee recommends / Discussion and possible action,** to approve an amount not to exceed \$750.00 to the Emergency Preparedness Committee to fund the November 8, 2017, Emergency preparedness Seminar for local Businesses. The event will be held at the Olive View Hospital, Community Room. The funds will be used for flyers, mailer, breakfast and box lunches. The event is part of the overall EPC 2017-2018 disaster plan to assist local businesses to develop disaster plans to ensure their continued operation following a catastrophic event. (5 minutes)
- 8:01 – 8:06 p.m. 14. **Emergency Preparedness Committee recommends / Discussion and possible action,** to approve an amount not to exceed \$250.00 to the Emergency Preparedness Committee to purchase "Safety Related Give A Ways" that will be used at the October 7, 2017 Valley Preparedness Fair, in Northridge California. The board previously approved our participation in the event and the committee would like to acquire small safety items as give away to encourage signups at our SNC table. (5 Minutes)

- 8:06 – 8:11 p.m.** **15. V.A.N.C. / Discussion and possible action**, to approve an expenditure of \$200 for the Valley Alliance of Neighborhood Councils (VANC) Planning Forum on November 9, 2017, "The Future of LA: Planning and Transportation." The amount of the expenditure is to be increased by \$25 for each board member who commits to attend the event. Funds will come from Operations/Outreach.
(5 Minutes)
- 8:11 – 8:26 p.m.** **16. COMMITTEE REPORTS (15)**
Executive Committee – Kurt Cabrera-Miller
Budget Committee – George Ortega
Bylaws Committee – Diane Valencia
Outreach Committee – Carlos Lara
Planning & Land Use Committee – Peter Postlmayr
Government Affairs – Ann Job
Homeless Services Committee – Peggy Courtney
Emergency Preparedness – John Pacheco
Equestrian Committee – Cheri Blose
Harvest Festival Committee – Kathy Bloom
Public Safety Committee – Diane Valencia
- 8:26 – 8:29 p.m.** **17. Treasurer’s Report (3 minutes)**
- 8:29 – 8:34 p.m.** **18. Review & Adoption of MER - Treasurer (5 minutes)**
Discussion and possible action, on the approval of the August 2017 Monthly Expenditure Report (MER)
- 8:34 – 8:37 p.m.** **19. Secretary’s Report (3 minutes)**
- 8:37 – 8:40 p.m.** **20. Approval of previous Board Meeting minutes -Discussion and possible action**, to approve the meeting minutes for General SNC Board Meeting January 26, 2017 (3 Minutes)
- 8:40 – 8:43 p.m.** **21. Approval of previous Board Meeting minutes -Discussion and possible action**, to approve the meeting minutes for General SNC Board Meeting March 23, 2017 (3 Minutes)
- 8:43 – 8:46 p.m.** **22. Approval of previous Board Meeting minutes -Discussion and possible action**, to approve the meeting minutes for General SNC “SPECIAL” Board Meeting March 25, 2017 (3 Minutes)
- 8:46 – 8:49 p.m.** **23. Approval of previous Board Meeting minutes -Discussion and possible action**, to approve the meeting minutes for General SNC Board Meeting June 22, 2017 (3 Minutes)
- 8:49 – 8:52 p.m.** **24. Approval of previous Board Meeting minutes -Discussion and possible action**, to approve the meeting minutes for General SNC Board Meeting July 27, 2017 (3 Minutes)
- 8:52 – 8:55 p.m.** **25. Approval of previous Board Meeting minutes -Discussion and possible action**, to approve the meeting minutes for General SNC Board Meeting August 24, 2017 (3 Minutes)

- 8:55 – 9:00 p.m. 26. **Planning & Land Use Committee recommends / Discussion and possible action**, to approve with letter of support for cell Antenna - 14062 Polk Street – ZA-2017-2618-CUW – Verizon New 65’-Foot Mono-Eucalyptus Tree consisting of (12) Panel Antennas, (18) RRUS, (3) Ray Caps, Macro Cell Evolution (MCE Cabinets, GPS Antennas and Emergency Back-Up Generator. Owner representative: Michael Crawford (858)-220-5737. PLUC is supporting this application and recommending approval by the SNC. Support letter to be presented at the meeting. (5 minutes)
- 9:00 – 9:02 p.m. 27. **Project Clean Streets LA / Discussion and possible Action**, to approve a "Clean Streets LA Task Force", led by At Large Representative Christian Rubalcava, that will represent the Sylmar Neighborhood Council as a Lead Applicant for the 2017 “Clean Streets LA Challenge”. The task force would be responsible for developing a plan and clean up location, submitting the application, and executing the plan on behalf of the council. (2 minutes)
- 9:02 – 9:07 p.m. 28. **Outreach Committee / Information & participations invite:** The Outreach Committee will be having a 311/ Clean up day on October 28th 8:00am to 12:00pm partnered with the Office of Councilmember Monica Rodriguez. For more information, Contact: Outreach Chair Carlos Lara @ outreachcommittee@sylmarnc.org (5 Minutes)
- 9:07 – 9:17 p.m. 29. **Council President / Outreach Committee / Outreach Survey - Discussion & possible action, to approve the submission of the 2017-2018 Outreach Survey.** Each year all Neighborhood Council are required to submit an “Outreach Survey” At the September Outreach Committee meeting the Committee and Stakeholders completed the Survey. The Survey will be presented here for approval (with possible additions from Council/Stakeholders). – Definition: **Neighborhood Council Outreach Survey for Fiscal Year 2017-2018** – Lists the Neighborhood Council's outreach tools and request Department assistance for their social media platforms. (10 minutes)
- 9:17 – 9:22 p.m. 30. **Discussion and possible action / President to Appoint for Board Approval, New Board Member Donald Zelaya** to fill vacant “At-Large” Seat. This particular At-Large Seat was formally the “Youth Seat” after 60 days of vacancy it became an AT Large seat. **Action needed – ratification by majority board vote.** (5 minutes)
- 9:22 – 9:25 pm. 31. **As per SNC Bylaws Board Member Absenteeism - Discussion & possible Board action: To remove SNC Director Cheri Blose** per Article V, Section 7 (Absences) of the Sylmar Neighborhood Council Bylaws, approved June 26, 2017. Article V, Section 7 (Absences) “Any Director who misses three (3) regularly scheduled consecutive Council Board Meetings during any six (6) month period or four (4) regularly scheduled meetings within any twelve (12) month period will be subject to removal by a majority vote of the Board. Absences for all Directors shall be recorded in the Council’s meeting minutes or other

manner of Council record keeping. Upon missing the stated number of Board meetings, the President shall notify the Director of their absences and place the removal of the Director on the agenda of the next General or Special Board meeting. (3 minutes)

- 9:25 – 9:28 p.m.** 32. **Board Member Comments / Announcements** (3 minutes)
- 9:28 – 9:29 p.m.** 33. **Future Agenda Items** (1 minute)
Write to Executive Board by email at ExecutiveBoard@SylmarNC.org
or mail Executive Board c/o Sylmar Neighborhood Council, P.O. Box
921023, Sylmar, CA 91392-10
- 9:29 – 9:30 p.m.** 34. Closing Remarks, Acknowledgements, and Adjournment (1 minute)

The next meeting of the Sylmar Neighborhood Council General Board:

October 26, 2017 at 6:30 pm
Sylmar Charter High School
13050 Borden Ave, Sylmar, CA 91342

Reconsideration of Agenda Items - Bylaws (Article VIII)

The Board may reconsider or amend its actions through the following Motion for Reconsideration process:

- A. Before the Board reconsiders any matter, the Board must approve a Motion for Reconsideration. The Motion for Reconsideration must be approved by official action of the Board. After determining that an action should be reconsidered, the Board has the authority to re-hear, continue, or take action on the item that is the subject of reconsideration within any limitations that are stated in the Motion for Reconsideration.
- B. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting or at a special meeting within these specified time frames to address a Motion for Reconsideration.
- C. A Motion for Reconsideration may be proposed only by a Member of the Board who previously voted on the prevailing side of the original action that was taken by the Board (the "Moving Board Member").
- D. The Moving Board Member may make the Motion for Reconsideration orally during the same meeting where the action that is the subject of reconsideration occurred, or by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above.
- E. In order to properly place the Motion for Reconsideration on the agenda of the subsequent meeting, the Moving Board Member shall submit a memorandum to the Executive Committee in advance of the deadline for posting notices for the meeting.
- F. A Motion for Reconsideration that is properly brought before the Board may be seconded by any Member of the Board.
- G. This reconsideration process shall be conducted at all times in accordance with the Brown Act.

Grievance Process – Bylaws (Article XI)

Any Grievance by a Stakeholder must be submitted in writing to the Board who shall place the matter on the agenda for the next regular Council meeting. At that meeting, the Board shall refer the matter to an Ad Hoc Grievance Panel comprised of three (3) Stakeholders randomly selected by the Board from a list of Stakeholders who have expressed an interest in serving from time-to-time on such a Panel. Within two (2) weeks of the Panel's selection, the Board shall coordinate a time and place for the Panel to meet with the person(s) submitting a Grievance to discuss ways in which the dispute may be resolved. Within two (2) weeks following such meeting, a Member of the Panel shall prepare a written report to be forwarded to the Board outlining the Panel's collective recommendations for resolving the Grievance. The Board may receive a copy of the Panel's report and recommendations prior to a Board meeting, but, in accordance with the Brown Act, the matter shall not be discussed among the Board Members until it is heard publicly at the next regular Council meeting.

This Grievance process is intended to address matters involving procedural disputes, such as the Board's failure to comply with Board Rules or these Bylaws. It is not intended to apply to Stakeholders who merely disagree with a position or action taken by the Board at one of its meetings, which Grievances may be aired publicly at Council meetings. The Neighborhood Council grievance review process will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council grievances.

Directors are not permitted to file a Grievance against another Director or against the Council, except as permitted under the City's grievance policy.

(Remove after September 28, 2017)

Approved by: KCM