

CITY OF LOS ANGELES  
California

**SYLMAR NEIGHBORHOOD COUNCIL**

**PRESIDENT:** Kurt Cabrera-Miller

**VICE PRESIDENTS:**

Administration: Andres Rubalcava

Communications: Jose Velasquez

**TREASURER:** George Ortega

**SECRETARY:** Kathy Bloom



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**SYLMAR NEIGHBORHOOD COUNCIL  
GENERAL BOARD  
MEETING AGENDA  
REVISED**

**(Item #13, #18, #19 added)**

**Executive Committee Minutes**

**Thursday, September 28th 2023, 6:30 pm  
14940 Osceola St. Sylmar, CA 91342**

**Meeting may be attended virtually**

**Please use the link <https://us02web.zoom.us/j/89155441515> to join webinar;  
and/or, Dial (669) 900-6833 enter 891 5544 1515  
and Press # to join the Meeting via Phone**

The Agenda is posted for public review at the Sylmar Neighborhood Council Office, 13521 Hubbard Street, Sylmar, CA 91342. Agendas may also be found on the SNC website at [www.SylmarNC.org](http://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>

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte por correo electrónico [board@sylmarnc.org](mailto:board@sylmarnc.org) o por telefono 818-833-8737 para avisar al Concejo Vecinal.

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.

Every person wishing to address the Board must dial (669) 900-6833 and enter 891 5544 1515 and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** The public is requested dial \*9, when prompted by the presiding officer, 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 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

*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.*

- 1. Call to Order**
- 2. Roll Call**
- 3. Housekeeping:** Sign-in Sheets, Speaker Cards for public comments, Recording and Timekeeper notification, and facilities information.
- 4. Pledge of Allegiance.**
- 5. Public Comment on matters not appearing on the agenda. (2 minutes per person)**
- 6. Public Official & Community Representative announcements and presentations followed by public announcements.**
- 7. Discussion and Possible Action:** The approval of the General Board Meeting Minutes from **MAY**.
- 8. Discussion and Possible Action:** The approval of the General Board Meeting Minutes from **JULY**.
- 9. Discussion and Possible Action:** To approve an amount not to exceed \$71.00 for business cards (2 orders). (Order completed)
- 10. Discussion and Possible Action:** To approve an amount not to exceed \$142.00 for business cards (4 orders). (Order completed)
- 11. Presentation followed by, Discussion and Possible Action:** Stakeholder Cesar Mancilla requesting SNC support on the community / groups effort in the development of a Skate Park to be added the grounds of LA City Sylmar Park. Located at: 13109 Borden Ave. Sylmar CA
- 12. Meeting Break (10 minutes)**
- 13. Discussion and Possible Action (Planning & Land Use):** VTT-83323-SL-HCA 12603 Ralston Avenue - Demolish Single Family Home and subdivision into 5 small lots, HCA Housing Crisis Act and SL Small Lot Subdivision <http://planning.lacity.org/pdiscaseinfo/numericcaseid/267737> h [tip://planning.lacity.org/pdiscaseinfo/numericcaseid/267736](http://planning.lacity.org/pdiscaseinfo/numericcaseid/267736) Applicant Tigran Organ Asian, Representative: Camile Zeitourny [zeitounyc@gmail.com](mailto:zeitounyc@gmail.com) 323-892-1168, City Staff Assigned: Jazmin Roque (20)
- 14. Discussion and Possible Action:** Treasurer's Report.

- 15. Discussion and Possible Action:** The approval of the **AUGUST/23** Monthly Expenditure Report (MER).
- 16. Discussion and Possible Action:** The approval of the placement of roll-over funds received from the previous fiscal year.
- 17. Discussion and Possible Action:** The approval of modifications and amendments to the “Administrative Packet” for the LA City Clerk’s office. (Adding more descriptive wording for examples of expenditures.)
- 18. Discussion and Possible Action:** Appointment of (5) Board Members as approved filers’ of SNC Community Impact Statements. Names suggested - Kurt Cabrera-Miller, President. Andres Rubalcava, VP Admin. George Ortega, Treasurer. Peter Postlmyr, Land Use. Cheri Blose, Equestrian.
- 19. Discussion and Possible Action:** SNC submit a Community Impact Statement in Support of Council Motion made by Councilwoman Monica Rodriguez in regards to LA City acquiring Parcel Number 2603007038 (16300 Foothill Blvd.)
- 20. Discussion and Possible Action:** To approve an amount not to exceed \$1,000 for SNC branded materials for outreach.
- 21. Discussion and Possible Action:** Announcement of Board Seat vacancies (4) - Possible appointment of new SNC Board Members. Application located at [www.sylmarnc.org](http://www.sylmarnc.org).
- 22. Discussion and Possible Action: SNC Committee Chair Reports**
  - Budget - George Ortega
  - Bylaws - Maria Strmsek
  - Education - Jose Velasquez
  - Equestrian - Cheri Blose
  - Executive - Kurt Cabrera-Miller
  - Planning & Land Use - Peter Postlmyr
  - Public Safety - Jay Palmer
  - Sylmar Sign - Juliana Simon
  - Transportation - Jeremy Steinert
  - Outreach - Kurt Cabrera-Miller
- 23. Discussion and Possible Action:** To establish new or disestablish any current committees.
- 24. Discussion and Possible Action:** “Bark•Tober” Sylmar Neighborhood Council and LA County Supervisor Lindsey Horvath’s Animal Resource Fair being held on Saturday, October 14th 9am-2pm at LA County Community Regional Park, El Cariso - 13100 Hubbard St. Sylmar, CA
- 25. Board Member updates and announcements.**

## 26. President's closing remarks, acknowledgments and adjournment.

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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.

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

### **Public Posting of Agendas -**

Neighborhood Council agendas are posted for public review as follows:

- (List your physical posting location here)
- <http://www.SylmarNC.org>
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System (ENS)

### **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 committee in advance of a meeting, may be viewed by visiting our website at <http://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 SNC President Kurt Cabrera-Miller at 818-833-8737 or email:

[kurt.cabrera-miller@sylmarnc.org](mailto:kurt.cabrera-miller@sylmarnc.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 <http://www.SylmarNC.org>. Committee Meeting Minutes are available on the SNC website [www.SylmarNC.org](http://www.SylmarNC.org)