

CITY OF LOS ANGELES  
California

**SYLMAR NEIGHBORHOOD COUNCIL**

**PRESIDENT:** Kurt Cabrera-Miller

**VICE PRESIDENTS:**

Administration: Andres Rubalcava

Communications:

**TREASURER:** George Ortega

**SECRETARY:** Kathy Bloom



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**SYLMAR NEIGHBORHOOD COUNCIL  
GENERAL BOARD**

**Executive Committee Minutes**

**SPECIAL “Revised” MEETING AGENDA**

**Thursday, July 27th 2023, 6:30 pm**

**14949 Osceola St. Sylmar, CA 91342**

**(Revised -Item #21 Council File number edited)**

**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, facilities information.
4. **Public Comment on matters not appearing on the agenda.**
5. **Public Official and Community Representative Announcements & Presentations followed by Public Announcements.**
6. **Discussion and Possible Action:** Approval of June General Board Minutes
7. **Discussion and Possible Action:** Treasurer's Report
8. **Discussion and Possible Action:** Approve the SNC Administrative Packet.
9. **Discussion and Possible action / Presentation provided by LA Department of Transportation** - Charlie Ho, PE Supervising Transportation Planner 1, LADOT 213-972-8631  
- Topic of discussion: Foothill Corridor, Foothill Blvd. Bike line, re-striping Reducing lanes, turning lanes, etc.
10. **Discussion and Possible Action:** Open Nominations for the Sylmar Neighborhood Councils Vice President of Communication Officer position
11. **Discussion and Possible Action:** Open Nominations for the Sylmar Neighborhood Councils Public Relations Officer position.
12. **BREAK 10 Minutes**
13. **Discussion - Update on RV situations (RVs at Hubbard Home) & (RVs on Foothill Blvd.)**
14. **Discussion and Possible Action:** Approval of the (M.E.R.) Monthly Expenditure Report June.
15. **Discussion and Possible Action: Funding Approval (Outreach) In May & June 2023 SNC** contracted with CPR Los Angeles to instruct two CPR classes for the community. Classes were held May 20th and June 3rd. Classes were at full capacity at a total cost \$1,200.00. CPR-LA did not get paid due to oversight. **Motion to approve an amount not to exceed \$1,200.00 to be paid to CPR Los Angeles**
16. **Discussion and Possible Action: Funding Approval (NPG) Neighborhood Purpose Grant.** The SNC had approved to fund a NPG in the amount of \$2,500.00 for community cleanups and all other related jobs by the "Sylmar Graffiti Busters". There was a clerical error, SNC must

resubmit the application and check request. **Motion to approve an amount not to exceed \$2,500.00 to be paid to Sylmar Graffiti Busters.**

**17. Discussion and Possible Action: Funding Approval.** (Office) On 6/25/23 the SNC office glass door was vandalized (replace glass) Invoice amount \$450.00. **Motion to approve an amount not to exceed \$450.00 to be paid to Leo's Glass Sylmar.**

**18. Discussion and Possible Action:** Bringing the General Board from 21 Seats to 17 Seats. Council will hold the Board Action Certification (BAC) form generated in case the window to modify SNC bylaws is too time limited for board to create action. Bylaws committee will audit SNC Bylaws, fully looking at this particular item and all other bylaws to report back to the full Board with their recommendations.

**19. Discussion and Possible Action:** President to appoint a Bylaw Committee Chair Person, **Ratification vote to be taken.**

**20. Discussion and Possible Action:** "Bark-Tober" Animal Resource Fair at El Cariso Park to take place October 14th October. **Event Form/Vote to be submitted.**

**21. Discussion and Possible Action:** Writing/Submitting Community Impact Statement for Council File #22-1196 "LA City Councils Redistricting." CIS to be submitted by Andres Rubalcava.

**22. Reinstate/ Create non-standing committees.**

Equestrian - Cheri Blose  
Education - Jose Valesquez  
Public Safety - Jay Palmer  
Sylmar Sign - No Chair  
Other - Appointment of Chairperson

**23. Standing Committee Chairpersons Report**

Executive - Kurt Cabrera-Miller  
Planning & Land Use - Peter Postlmyr  
Outreach - Kurt Cabrera-Miller  
Budget - George Ortega  
Bylaws - No Chair

**24. Closing Remarks, Announcements, Acknowledgements 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](mailto: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)