

CITY OF LOS ANGELES

California

**SYLMAR NEIGHBORHOOD COUNCIL**

**PRESIDENT:** Kurt Cabrera-Miller

**VICE PRESIDENTS:**

Administration: (open position)

Communications: Maria Silva

**TREASURER:** (open position)

**PUBLIC RELATIONS:** David M. Rodriguez



P.O. Box 921023  
Sylmar, CA 91392-1023  
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Website: [www.SylmarNC.org](http://www.SylmarNC.org)

**GENERAL BOARD MEETING - AGENDA**

**Thursday, April 27, 2017 – 6:30 PM**

**Sylmar Charter High School  
13050 Borden Ave, 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](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>

**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](mailto: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](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 President Ann Job at [kurt.cabrera-miller@sylmarnc.org](mailto: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)**
- 6:32 – 6:34 p.m.            2.        Roll Call (2)**
- 6:34 - 6:35 p.m.            3.        Housekeeping: Speaker Cards for Agenda Items, Recording and Timekeeper (1)**
- 6:35 – 6:37 p.m.            4.        Welcome and Announcements by Board Meeting facility Host (2)**

- 6:37 – 6:39 p.m.**      **5.      Notification of resignations of Vice President and Treasurer (2)**  
 (VP of Admin. & Treasurer resigned from Executive positions, but remaining on the Board in both their elected Seats.)  
 Both to be discussed and possible actions taken on under New Business.
- 6:39 – 6:59 p.m.**      **6.      Public Official and Community Representative Announcements & Presentations: 10 minutes in total - 2 min. per speaker. (10)**  
 Questions / Comments: from the Public to the Official or representative. 2 minutes per question or comment **(10)**
- 6:59 – 7:09 p.m.**      **7.      Public Comment on Non-Agendized Items within the Board’s subject matter jurisdiction (10).**  
 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

**Unfinished Business**

- 7:09 – 7:14 p.m.**      **8.      Discussion and possible action to approve expenditure not to exceed \$500 as a contribution toward the operating costs of the 2017 Los Angeles Congress of Neighborhoods. (Ann) (5)**
- 7:14 – 7:19 p.m.**      **9.      Discussion and possible action to approve an expenditure not to exceed \$500 as a contribution toward the operating costs of the Neighborhood Council Budget Advocates of Los Angeles. (Ann) (5)**
- 7:19 – 7:24 p.m.**      **10.      Discussion and possible action to present a certificate of appreciation to Los Angeles City Council President Herb Wesson for assuming the role of caretaker for Council District 7 when our district’s seat on the council was vacated. (Ann) (5)**
- 7:24 – 7:29 p.m.**      **11.      Discussion and possible action regarding the Los Angeles Neighborhood Council Coalition (LANCC) suggested Community Impact Statement regarding online voting. (Ann) (5)**
- 7:29 – 7:44 p.m.**      **12.      Discussion and possible action regarding assignment of tasks to board members to accomplish obligations supported during previous meetings. Such tasks including but not limited to: (Diane) (15)**

**New Business**

- 7:44 – 7:46 p.m.**      **13.      Discussion on resignation of Vice President of Administration Diane Valencia -  
 If Board member would like to address the Board / Community (2)**



- 8:39 – 8:44 p.m. 19. **Public Comments (Comments ONLY- NO Discussion) (5)**  
**This period is for comments from the public, on matters not appearing on the Agenda, but within the SNC Board’s subject matter jurisdiction**
- 8:44 – 8:54 p.m. 20. **City Liaison and Representatives Reports (10)**  
Animal Services - Kelli Land  
Budget Representative - Ann Job  
City Attorney – Diane Valencia  
Homelessness – Ann Job  
Planning – Ann Job and Cheri Blose  
Public Safety - Greg Hoerner and Diane Valencia  
Public Works – Christian Rubalcava  
Transportation - Wilson Bell
- 8:54 – 8:59 p.m. 21. **Discussion and possible action relative to holding**  
**A “3-1-1 Neighborhood Blitz” campaign on Saturday, May 6, 2017.**  
**--Presented by David M. Rodriguez, Outreach Comm. Chair (5)**
- 8:59 – 9:09 p.m. 22. **Discussion and possible action to approve an expenditure**  
**Not to exceed \$1,000. for the Mission College Food & Wine Festival**  
**- EVENT DATE - May 13, 2017.**  
**--Presented by Mr. Daryl Smith, Vice President LAMC**  
**Foundation. (10)**
- 9:09 – 9:14 p.m. 23. **Presentation -- Office of Community Beautification’s**  
**Goal is to educate the public on their services in hopes of keeping**  
**the City of Los Angeles a beautiful & clean place.** Services include  
various services to Los Angeles residents, including graffiti removal,  
weed abatement, bulky item pick-up.  
**--Presented by Ana A. Huizar, MPA Management Assistant, Office**  
**of Community Beautification, City of Los Angeles Board of Public**  
**Works. (5)**
- 9:14 – 9:24 p.m. 24. **Discussion and possible action,**  
**Requesting a letter of support (LAMP) project.**  
**Presentation – “Los Angeles World Airports, External Affairs**  
**Division.”** Providing public awareness campaign concerning ongoing  
\$14 billion modernization of LAX. Proposed Landslide Access  
Modernization Program (LAMP) Program contains but not limited to  
consist of a 6 million square foot consolidated car rental facility, two 3  
million square foot transit hubs and a 2.25 mile automated people  
mover connecting these facilities and the Expo/LAX Light Rail 96<sup>th</sup>  
Street station to the airport. **(10)**  
**--Presented by Michael Leonard, Los Angeles World Airports**

- 9:24 – 9:34 p.m.      25.      **Discussion and possible action – Neighborhood Council Resolution on Timing of the Neighborhood Council 2020 Elections.**  
 The Neighborhood Council elections for 2020 are currently set to be conducted from March through June. Because the timing of the 2020 Neighborhood Council elections will conflict with the municipal elections transferring to the Los Angeles County Clerk, the Office of the City Clerk will not be able to administer the Neighborhood Council elections simultaneously. This conflict requires shifting the Neighborhood Council 2020 elections to odd number years.  
 The Department of Neighborhood Empowerment (EmpowerLA) and the Office of the City Clerk are requesting Neighborhood Councils March/April discuss and complete this resolution on which of the following options your Council recommends. Some considerations would include: board members may not want to extend terms and will resign; stakeholders may not want board member terms to be extended; budget impact on general fund could be less or more; if online voting and voter registration moves forward, there would be more or less time to build out; if EmpowerLA’s recommendations in its online voting report back for Neighborhood Council systemic changes are approved, there would be more or less time to implement any changes to Neighborhood Council bylaws if applicable. **(Diane) (10)**
- 9:34 – 9:39 p.m.      26.      **Planning and Land Use Supports purposed Assembly Bill AB-332. (PLUC) Asks the SNC full Board to Support and issue a letter of support for the Assembly Bill. (Peter P.) (5)**
- 9:39 – 9:44 p.m.      27.      **Discussion and Possible action** to approve an amount not to exceed \$500 per month for rent and associated expenses (rent, phone, internet, utilities, etc.) for a shared office space with the Los Angeles Police Department. This partnership anticipates LAPD’s usage of the space to be for a Stop-In Station and/or Community Relations Office to benefit the community.  
 Diane Valencia (5)
- 9:44 – 9:49 p.m.      28.      **Discussion and possible action** to approve an amount not to exceed \$500.00 for water, snacks, fruit, etc. in support of LAFD Fire Station #91 which will be open to the community on Fire Service Day on **May 13, 2017** and in support and recognition of SNC Board Member, Diane Valencia who has been selected as LAFD Operations Valley Bureau’s Honorary Fire Chief on this day. Kathy B (5)

- 9:49 – 9:54 p.m. 31. Board Member Comments / Announcements (5)
- 9:54 – 9:59 p.m. 32. Future Agenda Items: (5)  
Write to Executive Board by email  
At [ExecutiveBoard@SylmarNC.org](mailto:ExecutiveBoard@SylmarNC.org) or mail Executive Board c/o  
Sylmar Neighborhood Council, P.O. Box 921023, Sylmar, CA  
91392-1023
- 9:59 – 10:00 p.m. 33. Closing Remarks, Acknowledgements, and Adjournment (1)

**The next General Board meeting will be on May 25, 2017 At 6:30 PM  
Osceola Street Elementary School, 14940 Osceola St. Sylmar, CA 91342**

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**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 April 27, 2017)**

**Approved by: KCM, DMR**