

CITY OF LOS ANGELES

California



**SYLMAR NEIGHBORHOOD COUNCIL**

**PRESIDENT:** Christian Rubalcava

**VICE PRESIDENTS:**

Administration: Andres Rubalcava

Communications: Maria Silva

**SECRETARY:** Michelle Underwood

**TREASURER:** George Ortega

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**Sylmar Neighborhood Council  
General Board Meeting - Agenda  
Thursday, September 27<sup>th</sup>, 2018 – 6:30 PM**

**Sylmar Charter High School – Spartan Hall  
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, Christian Rubalcava by phone at (818) 833-8737 or**

**Email to [christian.rubalcava@sylmarnc.org](mailto:christian.rubalcava@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 any 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 Christian Rubalcava at [christian.rubalcava@sylmarnc.org](mailto:christian.rubalcava@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 – 7:00 p.m. 4. **Public Official and Community Representative Announcements & Presentations: (24 minutes)**
- \*\*PUBLIC OFFICIAL REPRESENTATIVES –  
Please stay for the Meet & Greet at the break time. Thank you!**
- 7:00 – 7:10 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.
- 7:10 – 7:15 p.m. 6. **City Liaison and Representatives Reports / (5 minutes)**  
Animal Services - Leah Blose  
Budget Representative - Donald Zelaya and George Ortega  
City Attorney - Christian Rubalcava  
D.W.P. - George Ortega  
Homelessness - Ann Job  
Planning - Cheri Blose (Valley) and Guadalupe Montano (City Hall)  
Public Safety - Diane Valencia  
Public Works - Christian Rubalcava  
Resilience – John Pacheco  
Sustainability – Lucille Floresta  
Transportation – Penny McMillan
- 7:15 – 7:45 p.m. 7. **Presentation** by LA City Controller Ron Galperin on what his office offers to the community.
- 7:45 – 8:00 p.m. 8. **MEET AND GREET (15 minute Break)**
- 8:00 – 8:15 p.m. 9. **COMMITTEE REPORTS (15 minutes)**  
Executive Committee – Christian Rubalcava  
Beautification Committee – Steve List  
Budget Committee – George Ortega  
Bylaws Committee – Diane Valencia  
Outreach Committee – Carlos Lara  
Planning & Land Use Committee – Peter Postlmayr  
Homeless Services Committee – Paul Dumont  
Emergency Preparedness – John Pacheco  
Equestrian Committee – Cheri Blose  
Public Safety Committee – Diane Valencia  
Youth Affairs Committee – Donald Zelaya

- 8:15 – 8:25 p.m.**      **10. Discussion and possible action** on Council File 14-1057-S2, which instructed the LAPD to report on the net effect of LAMC 85.02 on communities. The SNC Homeless Services committee recommends supporting the LAPD report and its accompanying recommendations. (10 minutes)
- 8:25 – 8:30 p.m.**      **11. Discussion and possible action** on reconsidering the June 28<sup>th</sup>, 2018 Minutes to clarify wording on Item 14, which relates to LAFD access into gated communities. (5 minutes)
- 8:30 – 8:40 p.m.**      **12. Discussion and possible action** on removing the following Board Members from the Sylmar NC for violation of Bylaws Section 7: Absences.  
  
**Ann Job:** June 2018, July 2018, August 2018 (10 minutes)
- 8:40 – 8:42 p.m.**      **13. Discussion and possible action** on approving the August 23<sup>rd</sup>, 2018 General Board meeting minutes. (2 minutes)
- 8:42 – 8:45 p.m.**      **14. Discussion and possible action** on approving the August Monthly Expenditure Report (MER) (3 minutes)
- 8:45 – 8:58 p.m.**      **15. Board Member Comments / Announcements** (13 Minutes)
- 8:58 – 8:59 p.m.**      **16. Future Agenda Items**  
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 91392-10 (1 minute)
- 8:59 – 9:00 p.m.**      **17. Closing Remarks, Acknowledgements, and Adjournment** (1 minute)

**The Next Sylmar Neighborhood Council General Board meeting will be:**

**October 25th, 2018 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 27, 2018)**

**Approved by:(CR )**

Sylmar Neighborhood Council  
General Board Meeting  
September 27, 2018

AGENDA ITEM TEN

Propose Community Impact Statement to SUPPORT, without comment, LAPD's recommendations in [8/16/18 Report on The Net Effect of Los Angeles' Vehicle Dwelling Ordinance, LAMC Section 85.02](#)

NOTE: LAPD's recommendations do not relate, in any way, to the language or design of the ordinance

**COMMITTEE RECOMMENDS CIS TO SUPPORT BOTH LAPD RECOMMENDATIONS:**

**RECOMMENDATIONS**

The Department's experience with the vehicle dwelling ordinance, LAMC 85.02, guides the following recommendations:

- Increase off-street safe parking locations, inclusive of recreational vehicles; and,
- Support the City Family in identifying new off-street safe parking locations, and guiding vehicle dwellers to safe parking.

The Department's recommendations do not relate to the language or design of the vehicle dwelling ordinance.

[Council File No 14-1057-S2](#)

PUBLIC SAFETY

MOTION

The homelessness crisis in the City of Los Angeles has reached proportions that none of us have previously seen in our lifetimes. Solving this issue will involve commitment from all possible partners working on many fronts, in coordination. Neighborhoods FIRST is a two-pronged effort that leads with compassion to remove barriers to housing and employment for people currently experiencing homelessness while working to prevent those on the edges from slipping into the homeless population. The second prong aims to improve the tools available to communities to alleviate the impacts of homelessness on neighborhoods.

The provisions of the new LAMC Section 85.02 became effective on Saturday, January 7, 2017 and will expire on July 1, 2018 unless extended by ordinance. Section 85.02 states that No person shall use a vehicle for dwelling between the hours of 9:00 P.M. and 6:00 A.M. on any residential street or at any time within a one block radius of any edge of a lot containing a park or a licensed school, pre-school or daycare facility. The LAPD has been primarily responsible for enforcement of LAMC Section 85.02.

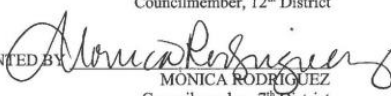
LAMC Section 85.02 has been enforceable for over six months now and the LAPD in general and the LAPD H.O.P.E. teams specifically, have been primarily responsible for the enforcement of Section 85.02. Given the sunset of this ordinance, it is important to hear directly from the LAPD and the H.O.P.E. teams as to the effects of Section 85.02 including successes, failures or possible changes that may be required. An overall understanding of the net effects of the ordinance to date is crucial for future enforcement. Additionally, it is important to hear possible suggestions that may improve section 85.02.

I THEREFORE MOVE that the Los Angeles Police Department, specifically the LAPD H.O.P.E. teams, be directed to report to the Public Safety Committee on the net effect that LAMC Section 85.02 has had on Los Angeles City communities, an overview of which aspects of the ordinance have worked and which aspects have not worked as well as suggestions the LAPD may have for improving the ordinance, going forward.

CO-PRESENTED BY

  
MITCHELL ENGLANDER  
Councilmember, 12<sup>th</sup> District

CO-PRESENTED BY

  
MONICA RODRIGUEZ  
Councilmember, 7<sup>th</sup> District

SECONDED BY



August 23, 2017

ORIGINAL

licensed. First meeting was held to plan Lakeside Park Equestrian Park behind the park. Another issue is that horse riders have to ride on the streets to have access to the trails because many homeowners have blocked the access to the trails that are adjacent to their properties. LAEAC evacuation meeting announced that Vulcan Materials has five acres set aside for evacuation in case of fire. The other two evacuation areas are Hansen Dam and Pierce College.

- j. Public Safety Committee – Diane Valencia good turnout for meetings with Captain Moreno and both SLOs. There was a Q&A for the community and a ride along was raffled. The Los Angeles County Sheriff’s Department will be in attendance next month along with a focus on street racing and fireworks. Communications and website are needed for the strategic plan and we currently have very limited resources to reach our community. These can be used as a tool to engage people and bring them into the Neighborhood Council. A Town hall was held in April and videos were taken and we need to post, but do not have a way to post. We need to find solutions and explore what the committee needs to do for the next fiscal year, but the current strategy is to budget for outreach and quarterly town halls.
- k. Youth Affairs Committee – Donald Zelaya announced that the committee has all positions filled and no special meetings will be needed in the future. The meetings will be held on the 4<sup>th</sup> Monday of the month and will send out flyer to share on social media.

13. Discussion and possible action related to Council File 14-1057-S1 (Section 85.02 Prohibiting the Use of Streets and Public Parking Lots for Habitation / Ordinance). Ordinance is scheduled to sunset July 1, 2018. Possible action could include submitting a Community Impact Statement, resubmitting the SNC’s letter dated February 1, 2018 to CD7 and/or sending to City Council, asking that all areas within the Very High Fire Hazard Severity Zone (VHFHSZ) be excluded under this Ordinance, asking that No Parking signs for Oversize Vehicles be posted within the VHFHSZ or other action related to the Ordinance, including supplemental Council Files 14-1057-S2, 14-1057- S3, 14-1057-S4 and 14-1057-S5.  
 Public comment: no comment  
 Motion to reconsider was considered.  
 Postponed

14. Discussion and possible action related to Council File 16-0881 (Gated Communities / Provide Fire and Police Departments Emergency Access / Install Universal Emergency Access Systems), including possible approval of a Community Impact Statement (CIS).

Motion to amend to make sure that local agencies only have access and Federal Agencies do not have access.

Public comment: Marti Marshall

SNC ITEM 14A Motion to amend CIS CF 16-0881 to include that Federal Agencies do not have access. Moved: Montano Second: Grubert				
<b>Yes – 8</b>	<b>No – 3</b>	<b>Abstain– 2</b>	<b>Not Eligible –3</b>	<b>Absent – 05</b>
K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Zelaya	Pacheco, Postlmayr, Valencia	C. Rubalcava, Blose	Gonzalez, A. Rubalcava, Underwood	Bloom, Cabrera, Job, Martin, Silva

SNC ITEM 14B Motion to file CIS CF 16-0881 as amended Moved: Valencia Second: Grubert				
<b>Yes – 11</b>	<b>No – 1</b>	<b>Abstain– 1</b>	<b>Not Eligible –3</b>	<b>Absent – 05</b>
<b>Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Valencia, Zelaya</b>	<b>Postlmayr</b>	<b>C. Rubalcava</b>	<b>Gonzalez, A. Rubalcava, Underwood</b>	<b>Bloom, Cabrera, Job, Martin, Silva</b>

15. Update and possible action on 13245 West Hubbard – DIR-2017-5457- CLQ Modifications to Q Conditions allowing change to elevations from Mediterranean to Modern.  
 Public comment: Stakeholder-Female  
 Mr. Postlmayr recused himself  
 No additional action was taken.

16. Discussion and possible action regarding Council File 18-0506 encouraging expansion of the City Attorney’s HEART program to resolve citations for people experiencing homelessness.  
 Public comment: Bonnie Bernard, Les Stakeholder

SNC ITEM 16 Motion to file CIS CF 18-0506 Moved: Dumont Second: K. Cabrera-Miller				
<b>Yes – 11</b>	<b>No – 0</b>	<b>Abstain– 2</b>	<b>Not Eligible –3</b>	<b>Absent – 05</b>
<b>Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, Zelaya</b>	<b>NONE</b>	<b>C. Rubalcava, Valencia</b>	<b>Gonzalez, A. Rubalcava, Underwood</b>	<b>Bloom, Cabrera, Job, Martin, Silva</b>

17. Discussion and possible action to approve a letter of support for the El Cariso Park Weekly Food Truck Event.  
 Mr. K. Cabrera- Miller recused himself.  
 Public comment: Bonnie Bernard, John Stakeholder, Les Stakeholder

SNC ITEM 17A Motion to amendment to co-sponsor for food truck night Moved: Dumont Second: Pacheco				
<b>Yes – 11</b>	<b>No – 0</b>	<b>Abstain– 1</b>	<b>Not Eligible –3</b>	<b>Absent – 05</b>
<b>Blose, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, Valencia, Zelaya</b>	<b>NONE</b>	<b>C. Rubalcava</b>	<b>Gonzalez, A. Rubalcava, Underwood</b>	<b>Bloom, Cabrera, Job, Martin, Silva</b>

SNC ITEM 17B Motion to approve letter of support for food truck night including co-sponsorship Moved: Pacheco Second: Zelaya				
<b>Yes – 10</b>	<b>No – 0</b>	<b>Abstain– 2</b>	<b>Not Eligible –3</b>	<b>Absent – 05</b>
<b>Blose, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, Valencia, Zelaya</b>	<b>NONE</b>	<b>S. Cabrera-Miller, C. Rubalcava</b>	<b>Gonzalez, A. Rubalcava, Underwood</b>	<b>Bloom, Cabrera, Job, Martin, Silva</b>

18. Discussion and possible action to certify that the Sylmar Neighborhood Council's Inventory list is correct and complete, containing all items in the possession of Sylmar NC; as reported to the Department of Neighborhood Empowerment during Fiscal Year 2017-2018.  
 Public comment: no comment  
 Postponed for further investigation to locate additional items that are missing from the report.

19. Discussion and possible action to approve the 2018-2019 Administrative Summary Packet. This packet includes the 2018-2019 Budget and the renewal of administrative agreements.  
 Public comment: Marti Marshall

**Section 5: Duties and Powers** – The Board shall establish policies and positions of the Council at its regular and special meetings, and review and recommend actions to governmental and other entities on issues affecting the Sylmar community. No individual Member of the Board shall speak for the Board or otherwise publicly represent a Board position unless authorized to do so by official action of the Board. The Board may, by official action, delegate to any individual the authority to present before any public body a standing Council position previously adopted by the Board or a statement that the Council has had insufficient time to develop a position or recommendation on a matter before that body. Such authority may be revoked at any time by the Board.

**Section 6: Vacancies** – Vacancies on the Board shall be filled using the following procedure: a vacancy on the Board shall be filled by a Stakeholder who submits a written application to the President and the Vice President of Administration and satisfies the eligibility requirements for holding the vacated Board seat. The President shall have the discretion to appoint the vacancy from any applicants or among any other qualified Stakeholders, subject to a majority vote of the Board at a public meeting. The appointed applicant's term shall be limited to the term of the vacated seat. The President and Vice President of Administration shall notify the Board of any eligible applicants who have submitted an application for any vacant seat. A standing agenda item must exist on Council agendas so long as a vacancy exists.

For seats other than At Large seats, if there are no qualified applicants for a vacant seat for a period of at least 60 days, the vacant seat will automatically convert to an At Large seat for the remainder of the term.

**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, whereupon the Board shall determine the validity of the absences before taking action to remove the Director. Any regular General meeting of the Board, scheduled and noticed as per the Brown Act, shall constitute a meeting for the purpose of determining Board Member attendance.

If the Board does not vote to remove the Director for cause under this Absence provision, the Director's attendance record shall reset as of that month.

**Section 8: Censure** - The Council can take action to publically reprimand a Director for actions conducted in the course and scope of Council business by censuring the Director at a Council Board meeting. Censures shall be placed on the agenda of the next regularly scheduled Board meeting, with the agenda item clearly identifying the reason(s) for the Censure, for discussion and action. The Council shall consult with the Office of the City Attorney throughout the censure process.