

CITY OF LOS ANGELES  
CALIFORNIA

SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Kurt Cabrera-Miller

VICE PRESIDENTS:

Administration: Christian Rubalcava

Communications: Maria Silva

TREASURER: George Ortega

SECRETARY: Marti Marshall



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**SPECIAL MEETING OF THE PUBLIC SAFETY COMMITTEE - MINUTES**

**Friday, April 13, 2018 - 6:30 PM**

**Sylmar Neighborhood Council Office**

**13521 Hubbard Street, Sylmar, CA 91342**

**Committee Chair – Diane Valencia**

**Vice Chair – Tom Weissbarth**

Sylmar Neighborhood Council Meeting Minutes are a summary, not an exact, verbatim, word-for-word transcript of what was said at a Meeting. The only two exceptions are the Motions shown in italics and quotes shown with quotation marks (“ ”) at the beginning and ending of a word or words. The Minutes are not, nor were they ever meant to be, a comprehensive record of what was said about an issue or project.

**1. Call to Order**

Diane Valencia called the meeting to order at 6:39 pm.

**2. Housekeeping:** Sign-In Sheets, taking of Minutes, etc.

Diane Valencia covered housekeeping items.

**3. Roll Call of Committee**

Present were committee members Diane Valencia, Tom Wiessbarth, Kurt Cabrera-Miller, Robyn Farrow, and Kathy Grubert.

Absent were Bonnie Bernard and Art Rocco.

Also present was stakeholder Janet Gibson and Ricardo Benitez.

Kurt Cabrera-Miller left the meeting at 7:00 pm. Bonnie Bernard arrived at 7:13 pm. Robyn Farrow left the meeting at 8:10 pm.

**4. Public Comment** on non-agendized matters, within the Committee’s subject matter jurisdiction.

Ricardo Benitez spoke, thanking the SNC for opening its office.

**5. Public Official Comments / Presentations, including Q&A**

None.

**6. Discussion and possible action** to approve the draft Minutes of the March 29, 2018 Special Public Safety Committee meeting.

Tom moved to approve the minutes, as amended, and Diane seconded the motion.

Motion passed: 5/0/0

**7. Discussion and possible action** related to all aspects of the planning and logistics for the SNC’s Public Safety / Quality of Life Community Town Hall meeting to be held on April 21, 2018.

Diane gave an update on public officials who have confirmed to date. Further discussion included parking at the venue, distribution of outreach materials (signs, banners, flyers), and roles and responsibilities before and during the event.

Diane will make parking signs: reserved parking for public officials and general parking

Kathy will make Water Only signs (6) and Public Officials' Entrance (2)

Robyn will cut the sticky dots and stick them to the PSC promo handouts

Diane will print 300 PSC promo handouts (color, dbl-sided)

Materials: signs, sign-in sheets, raffle tickets, raffle items (1 emergency kits, 2 fire extinguishers, 1 zombie survival kit, 1 four-person tent, water storage container), giveaways books/pens, PUC promo handouts, curly ribbon for tying (Bonnie), easels, stick-on name badges, comment cards, etc. (detailed notes taken on the agenda/logistics sheet).

Those involved in distributing signs, banners and flyers agreed to meet Saturday, April 14 at 10:00 am at the SNC office.

**8. Committee Member Comments on subject matters within the Committee's jurisdiction**

None

**9. Future Agenda Items: Please e-mail the Committee Chair, Diane Valencia, at [Diane.Valencia@SylmarNC.org](mailto:Diane.Valencia@SylmarNC.org)**

None

**10. Closing Remarks, Announcements, Acknowledgements, and Adjournment**

Diane moved to adjourn, without objection, at 8:26 pm.

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Committee Meeting Minutes are available on the SNC website [www.SylmarNC.org](http://www.SylmarNC.org)