

CITY OF LOS ANGELES

California



SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Kurt Cabrera-Miller

VICE PRESIDENTS:

Administration: Christian Rubalcava

Communications: Maria Silva

SECRETARY: Marti Marshall

TREASURER: George Ortega

**P.O. Box 921023
Sylmar, CA 91392-1023
Telephone: (818) 833-8737**

**E-mail: Board@SylmarNC.org
Website: www.SylmarNC.org**

GENERAL BOARD MEETING - AGENDA

Thursday, March 22th – 6:30 PM

Osceola Street Elementary School

14940 Osceola Street

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. 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

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 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 Kurt Cabrera-Miller at 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 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. Osceola School Principal, Jose Velasquez (2 minutes)**

- 6:36 – 6:56 p.m.** **4. Public Official and Community Representative Announcements & Presentations: (20 minutes) In total for all. Including questions and answers.** - 2 min. per speaker. (10) Questions / Comments: from the Public to the Official or representative. 2 minutes per question or comment (10 minutes)
****PUBLIC OFFICIAL REPRESENTATIVES –
Please stay for the Meet & Greet at the break time. Thank you!**
- 6:56 – 7:06 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
- 7:06 – 7:16 p.m.** **6. City Liaison and Representatives Reports / (10 minutes)**
Animal Services - Kelli Land
Budget Representative - Christian Rubalcava
City Attorney – Diane Valencia
D.W.P. – George Ortega
Homelessness – Ann Job
Planning – Ann Job and Cheri Blose
Public Safety - Greg Hoerner and Diane Valencia
Public Works – Christian Rubalcava
Transportation – Don Neal
- 7:16 – 7:21 p.m.** **7. Discussion and possible action** to approve a Community Impact Statement for Council File #17-1421 (Illegal Fireworks Task Force / Restrict Usage / Public Safety Threat / Quality-of-Life Issues). Presented by Diane Valencia, Chair - Public Safety Committee. (5 minutes)
- 7:21 – 7:26 p.m.** **8. Discussion and possible action** to approve a Community Impact Statement for Council File #18-0036 (La Tuna Canyon / Creek / Wildfires / Reconstruction / Rebuild / Expedite Permits / Fee Waivers). Presented by Diane Valencia, Chair - Public Safety Committee. (5 minutes)
- 7:26 – 7:31 p.m.** **9. Presentation / Discussion –** By Karen Ellis
Chair, Rancho Cascades Renaming Committee (RCRC). Request that the SNC considers the renaming effort brought forth by residents of Northwestern Sylmar “Rancho Cascades”. Their application to the City Clerk was received February 7th, 2018. Council File - #18-0152. The Rancho Cascades Renaming Committee wishes to emphasize that the proposed boundaries of Rancho Cascades involve a population of approximately 6,200 and that this renaming effort began over 17 years ago. (5 minutes)

- 8:31 – 8:33 p.m. 17. **Discussion and possible action** on approving the November 2017 General Board Meeting Minutes (2 minutes)
- 8:33 – 8:35 p.m. 18. **Discussion and possible action** on approving the February 2018 General Board Meeting Minutes (2 minutes)
- 8:35 – 8:37 p.m. 19. **Treasure’s Report** (2 minutes)
- 8:37 – 8:42 p.m. 20. **Discussion and possible action** on approving the February 2018 Monthly Expenditure Report (MER) (3 minutes)
- 8:42 – 8:44 p.m. 21. **Discussion and possible action** to approve a reimbursement in the amount of \$38.72 to Board Member, Diane Valencia for the purchase of (3) 1 1/2" white binders and 200 sheet protectors from Office Depot to be used to compile binders as discussed during SNC Board meeting on February 22, 2018. (2 minutes)
- 8:44 – 8:49 p.m. 22. **Discussion and possible action** to approve an amount not to exceed \$600.00 for writing pens. Pens have SNC information on them and are given out at all meetings and events. (This item was tabled from the 2-22-18 Board Meeting) (5 minutes)
- 8:49 – 8:54 p.m. 23. **Discussion and possible action** to approve an amount not to exceed \$500 for outreach materials including backpacks or reusable bags with NC logos including hygiene kits and information on housing and supportive services for stakeholders experiencing homelessness. These items would be distributed at upcoming homeless connect events, committee meetings and to stakeholders encountered during Sylmar homeless services outreach activities. Presented by Paul Dumont, Chair – Homeless Services Committee. (5 minutes)
- 8:54 – 8:59 p.m. 24. **Discussion and possible action** to nominate and vote in SNC Board Member Kathy Bloom as the 2nd Signer. The 2nd Signer verifies funding document have been correctly filled out before submission and acts as the second signer as required on Funding Program documents. (5 min)
- 8:59 – 9:04 p.m. 25. **Discussion and possible action** 13233 N. Wheeler Avenue – This site was approved on March 12 2008 for a maximum 30-Unit detached residential condominium on Lot 1 and for an existing single-family dwelling on Lot 2. Request is to allow a 5-ft. rear yard in lieu of 25 feet for Lot 2. Applicant is Spiegel Development, David Spiegel spiegelhomes@aol.com 818-404-1443 PLUC recommends DENIAL as there is no reason they cannot design around this constraint. Presented by Peter Postlmayr, Chair – Planning & Land Use Committee. (5 minutes)
- 9:04 – 9:09 p.m. 26. **Discussion and possible action** 13727 W. Foothill Blvd. Rok N Sushi ZA-2018-646-CUB a Conditional Use Permit to allow the sale and dispensing of beer and wine only for on-site consumption,; in conjunction with an existing 1,200 square foot restaurant; having hours of operation from 11am to 11pm, Sunday thru Wednesday and 11am to 12-midnight, Thursday thru Saturday; with a seating capacity for 48 patrons; in the [Q] C2-1VL-CPIO zone. Applicant Brian

Mammo, fgiusa@earthlink.net 818-355-2808. PLUC recommends APPROVAL of beer and wine license for on-site consumption in conjunction with a dining experience. Presented by Peter Postlmayr, Chair – Planning & Land Use Committee. (5 minutes)

- 9:09 – 9:14 p.m.** **27. Discussion and possible action** to approve a Community Impact Statement regarding CF 15-1138-S32 Emergency Response to Homelessness Plan. Comprehensive Homeless Strategy Shelter System Overhaul. Presented by Paul Dumont, Chair – Homeless Services Committee. (5 minutes)
- 9:14 – 9:24 p.m.** **28. Discussion and possible action** to approve amendments to the SNC's Bylaws. Presented by Diane Valencia, Chair - Bylaws Committee. (10 minutes)
- 9:24 – 9:26 p.m.** **29. Board Member Comments / Announcements (2 Minutes)**
- 9:26 – 9:28 p.m.** **30. Future Agenda Items**
Write to Executive Board by email at ExecutiveBoard@SylmarNC.org or mail Executive Board c/o Sylmar Neighborhood Council, P.O. Box 921023, Sylmar, CA 91392-10 (**1 minutes**)
- 9:28 – 9:30 p.m.** **31. Closing Remarks, Acknowledgements, and Adjournment (1 minute)**

The Next Sylmar Neighborhood Council General Board meeting will be:

April 26, 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 March 22, 2018)

Approved by:KCM