

CITY OF LOS ANGELES  
California

**SYLMAR NEIGHBORHOOD COUNCIL**

**PRESIDENT:** Kurt Cabrera-Miller

**VICE PRESIDENTS:**

Administration: Andres Rubalcava

Communications: Jose Velasquez

**TREASURER:** George Ortega

**SECRETARY:** Kathy Bloom

**PUBLIC RELATIONS:** LaTonya Campbell



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**SYLMAR NEIGHBORHOOD COUNCIL  
GENERAL BOARD  
MEETING AGENDA**

**• REVISED •**

**(Item #11 added)**

**Thursday, June 27th, 6:30 pm  
13570 Eldridge Ave. Sylmar, CA 91342  
(Discovery Charter Preparatory School)**

**Meeting may be attended virtually**

**Please use the link <https://us02web.zoom.us/j/86423239940> to join webinar;  
and/or, Dial (669) 900-6833 enter 864 2323 9940  
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 864 2323 9940 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.

SB 411 Updates: In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-

based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

The eligible legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time.

Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(i) An eligible legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph , to provide public comment until that timed public comment period has elapsed.

(ii) An eligible legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.

(iii) An eligible legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.

**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 notification, and facilities information.
- 4. Pledge of Allegiance.**
- 5. Public Comment on matters not appearing on the agenda. (2 minutes per person)**
- 6. Public Official & Community Representative announcements and presentations followed by public announcements. Up to (5) minutes per report.**
  - A. Los Angeles Police Department (Mission Division)**

**Senior Lead Officers: Keith Crawford or Joseph Carter**  
Crawford - [38491@lapd.online](mailto:38491@lapd.online) , Carter - [38835@lapd.online](mailto:38835@lapd.online)

- B. Los Angeles City Fire Department: Battalion Chief: Andrew J. Wordin or Representative from Station 91 Captain Justin Randolph.**
  - C. California Congressional District 29 / Congressman Tony Cardenas  
Field Deputy: Laura Juarez, [laura.juarez@mail.house.gov](mailto:laura.juarez@mail.house.gov)**
  - D. Los Angeles City Council District 7 / Councilwoman Monica Rodriguez  
Field Representative: Jose Hernandez [jose.h.hernandez@lacity.org](mailto:jose.h.hernandez@lacity.org)**
  - E. California State Assembly 43rd District / Assemblywoman Luz Rivas  
Field Rep: Cynthia Becerra, [cynthia.becerra@asm.ca.gov](mailto:cynthia.becerra@asm.ca.gov)**
  - F. Los Angeles Mayor / Karen Bass  
Field Deputy: Michelle Vergara, [michelle.vergara@lacity.org](mailto:michelle.vergara@lacity.org)**
  - G. Los Angeles County Board Of Supervisors 3rd District / Lindsey Horvath  
Field Deputy: Savannah Portillo, [sheap@bos.lacounty.gov](mailto:sheap@bos.lacounty.gov)**
  - H. California State Senate District 20 / Caroline Menjivar  
District Rep: Katherine Castrejon, [katherine.castrejon@sen.ca.gov](mailto:katherine.castrejon@sen.ca.gov)**
  - I. LAUSD Board of Education Board Member / Kelly Gomez  
Field Deputy: Maria Flores, [m.d.flores@lausd.net](mailto:m.d.flores@lausd.net)**
  - J. Department of Health Services Olive View UCLA Medical Center  
Community Relations Lead: Brenda Yanez Zamora,  
[byanezzamora@dhs.lacounty.gov](mailto:byanezzamora@dhs.lacounty.gov)**
  - K. Region-1 Budget Advocate: Kevin Davis, [kevin.davis@budgetadvocates.org](mailto:kevin.davis@budgetadvocates.org)**
  - L. Department of Neighborhood Empowerment  
Advocate: Raul Preciado, [raul.preciado@lacity.org](mailto:raul.preciado@lacity.org)**
- 7. Discussion and Possible Action:** SNC Board Member Trainings. Board Members are mandated to complete several LA City trainings (Ethics, Funding, Code of Conduct, Anti-Bias and Gender Expression and Gender Identity Training) Board members must have completed trainings to be eligible to vote on SNC Board or Committee motions.
- 8. Discussion and Possible Action:** To approve SNC General Board meeting minutes from May 23rd, 2024. <https://www.sylmarneighborhoodcouncil.org/committees/viewCommittee/general-board>

- 9. Notification:** Announcement of Board Seat vacancies. There are 21 seats in total on the SNC Board, 3 of those seats are currently available. If you are interested and would like to learn more email Kurt Cabrera-Miller [kurt.cabrera-miller@sylmarnc.org](mailto:kurt.cabrera-miller@sylmarnc.org) and fill out an application at: <https://www.sylmarneighborhoodcouncil.org/assets/photos/13/page650e169fd352c.pdf>
- 10. Discussion and Possible Action:** 12610 Glenoaks ZA-2024-1580-CD – ZA-2024-1579-CUW Conditional use for wireless project (CUW) permit for a new rooftop wireless telecommunication facility on two-story office building rooftop. Applicant Brian McMillan 949-945-4094 (From SNC Planning & Land Use Committee)
- 11. Discussion & Possible Action:** San Fernando Valley Patients Cooperative annual license. Owner / Representative to address any questions or issues revolving around business. Business location 12527 N. San Fernando Rd, Sylmar, CA 91342
- 12. Meeting Break** (10 Minutes)
- 13. Discussion & Possible Action:** Sylmar Neighborhood Council to submit a Community Impact Statement in favor of Council File 23-0929: Title, 16300 Foothill Blvd. / Irrevocable Offer of Dedication/ New Fire Station/ Property Acquisition. Monica Rodriguez CD7 mover. (From SNC Public Safety Committee)
- 14. Discussion & Possible Action:** Sylmar Neighborhood Council to submit a Community Impact Statement in favor of Council File 22-1324: Title, RV Pilot Program Monica Rodriguez CD7 mover, Homelessness and Poverty Committee. (From SNC Public Safety Committee)
- 15. Discussion & Possible Action:** Approving letter to Councilwoman Monica Rodriguez, LA City Council, LA City Mayor Bass, LAFD Chief Crowley, and LA County Board Supervisor Horvath on the dyer need for attention and fire prevention in Sylmar specifically along Foothill Blvd. from Polk Street to Balboa Blvd. (Extremely High Fire Severity Zone with many RV dwellers and encampments.) (From SNC Public Safety Committee)
- 16. Discussion & Possible Action:** Treasurer’s Report.
- 17. Discussion and Possible Action:** The approval of the **May 2024** Monthly Expenditure Report (MER)
- 18. Discussion & Possible Action:** To approve an amount not to exceed \$15.31 to SNC Board Member Jay Palmer for reimbursement of purchase of batteries to be used in microphone for SNC meetings. (Expenditure from SNC Office basics)
- 19. Notification:** SNC Board Member Kurt Cabrera-Miller as an individual applied for and was awarded a \$500.00 grant from “Nextdoor Kind Foundation” to be used towards a community beautification project involving the “Welcome to Sylmar” sign that once was on Foothill Blvd. Will discuss with LA City Attorney’s Office and the Office of the LA City Clerk and EmpowerLA any issues related to using these funds.

## **20. Discussion and Possible Action: SNC Committee Chair Reports**

Budget - George Ortega  
Bylaws - Maria Strmsek  
Education - Jose Velasquez  
Equestrian - Cheri Blose  
Executive - Kurt Cabrera-Miller  
Planning & Land Use - Peter Postlmayr  
Public Safety - Jay Palmer  
Transportation - Jeremy Steinert  
Outreach - Kurt Cabrera-Miller

## **21. Discussion & Possible Action: SNC Liaison Reports**

LA City Sylmar Library/Friends of the Library - Jose Velasquez  
Homelessness Liaison - Kurt Cabrera-Miller

## **22. Board Member updates and announcements.**

## **23. President's closing remarks, acknowledgments 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)