

**CITY OF LOS ANGELES**

California



**SYLMAR NEIGHBORHOOD COUNCIL**

**PRESIDENT:** Christian Rubalcava

**VICE PRESIDENTS:**

Administration: Vacant

Communications: Maria Silva

**SECRETARY:** Vacant

**TREASURER:** George Ortega

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

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**GENERAL BOARD MEETING – Approved Minutes  
Thursday, June 28th – 6:30 PM**

**Sylmar Charter High School – Spartan Hall  
13050 Borden Ave.  
Sylmar, CA 91342**

Board Member	Roll Call	Funding Vote Eligible*	Category	Seat
Bloom, Kathy	Absent	YES	CBO	
Blose, Cheri	Present	YES	ER	
Cabrera, Hector	Absent	YES	At-Large	
Cabrera-Miller Kurt	Present	YES	Business	
Cabrera-Miller Sheldon	Present	YES	At-Large	
Dumont, Paul	Present	YES	Business	
Floresta, Lucille	Present	YES	At-Large	
Grubert, Kathy	Present	YES	Business	
Job, Ann	Absent	YES	Senior	
Martin, Derek	Absent	YES	Home/Condo	
Montano, Guadalupe	Present	YES	Home/Condo	
Ortega, George	Present	YES	Home/Condo	
Pacheco, John	Present	YES	At-Large	
Postlmayr, Peter	Present	YES	Home/Condo	
Rubalcava, Christian	Present	YES	At-Large	
Silva, Maria	Present	YES	Education	
Valencia, Diane	Present	YES	Recreation	
Zelaya, Donald	Present	YES	At-Large	
Rubalcava, Andres	Appointed at meeting	NO	CBO	
Gonzalez, David	Appointed at meeting	NO	Renter	
Underwood, Michelle	Appointed at meeting	NO	Renter	
<b>TOTAL: 21</b>	<b>14 PRESENT, 04 ABSENT</b>			

1. Call to Order and Pledge of Allegiance (2 minutes). The meeting was call to order at 6:46PM by Mr. Rubalcava. The Pledge of Allegiance was led by Stakeholder Marti Marshall. There were twenty-six Stakeholders in attendance.

2. Roll Call (2 minutes) Roll was called by Boardmember Diane Valencia as the secretary, Marti Marshall, had resigned. There were 14 Boardmembers in attendance. Quorum was established.

SNC ITEM 2 Roll Call	
<b>Yes – 14</b>	<b>Absent – 04</b>
<b>Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, Rubalcava, Silva, Valencia, Zelaya</b>	<b>Bloom, Cabrera, Job, Martin</b>

3. Housekeeping: Speaker Cards, Recording and Timekeeper. Welcome from Facility Host.
4. Public Official and Community Representative Announcements & Presentations:

FD Franklin Ochoa, Councilmember Monica Rodriguez’s Office- Announced that Summer Movie Nights will be on June 29, 2018 at Sylmar Recreation Center starting at 7:30PM. There will be free popcorn and food trucks from the Food Truck Collective will be on hand. FD Ochoa introduced Anne Marie Rodriguez who will be the new field deputy for the Sylmar area.

Steve List Community Forrest Advisory- Mr. List announced that have been planted in the district. City-wide there are 5000 dead trees in Los Angeles, but the City employs a small crew to remove dead trees. Mr. List wanted to thank the Councilmember for the new trees and street repair being performed in the district. Mr. List drew attention to the workshop sponsored by LA Sanitation that are held at Lopez Canyon for home composting and urban gardening 4<sup>th</sup> Saturday of the month @ 9:00AM. Call 1-800-773-2489 for more information.

FD Esmeralda Marcial, School Boardmember Kelly Gonez- Ms. Marcial announced that the school year has ended and wanted to report that the School Boardmember had visited all 165 schools in her district. It was also reported that the School Boardmember presented twenty resolutions since taking office and one of her resolution included free SAT testing for all. The Boardmember has also attended ten listening sessions for the community that included stakeholders and parents. Ms. Marcial thanked the SNC Board for their support to the LAUSD and the School Boardmember.

5. Public Comment on Non-Agendized Items within the Board’s subject matter jurisdiction.
  - a. Tom Weissburth- Sylmar Graffiti Busters
  - b. Peggy Bennett- Illegal parking, alley
  - c. Marti Marshall- Constitution Minutes
6. City Liaison and Representatives Reports
  - a. Animal Services - Vacant Ms. Blose requested that the Board needs to appoint a representative as this is an important position for the stakeholders of Sylmar. Mr. Rubalcava stated that the appointment will be addressed later in the meeting.
  - b. Budget Representative – Donald Zelaya and George Ortega Mr. Ortega gave an overview of Budget Day that was held last Saturday and that the most important item was not how much money is spent, but what is needed for Stakeholders. Mr. Zelaya stated that he was going to invite the regional Budget Advocates to the meeting so that the Board can meet them and voice their concerns for the community.

- c. City Attorney – Diane Valencia A directive was received by the SNC from the City Attorney’s Office that the President will now be the poi t of contact for the Neighborhood Council.
- d. D.W.P. – George Ortega No report
- e. Homelessness – Ann Job No report
- f. Planning –Cheri Blose Ms. Blose announced that she can only go to Valley meetings and not Downtown and the Board needs to appoint one more Liaison to attend the Downtown meetings.
- g. Public Safety - Diane Valencia LAPD SLO is on vacation, the main issues affecting the community have happened in Stetson Ranch with a car fire and break-ins. Parks and Recs has been notified that the gates at the park have not been closed and are not to be open 24 hours. SNC has requested additional services from LAFD as response times were poor with a house fire that had a fatality. Sylmar has had a few brush fires in the area and we are at risk of more fires during the fire season.
- h. Public Works – Christian Rubalcava Mr. Rubalcava has reviewed all the streets that need to be repaved and will be meeting with the Commissioner of Public Works to prioritize the repairs. Need locations of potholes for the NC Blitz. Mr. Rubalcava attended the meeting for the transit corridor and is looking at building a coalition to address the issues in the Valley.
- i. Transportation – Vacant No report

7. Appointment of City Liaisons and Representatives

SNC ITEM 7A Motion to appoint Cheri Blose as Animal Service Rep Moved: C. Rubalcava Second: K. Cabrera-Miller				
<b>Yes – 14</b>	<b>No – 0</b>	<b>Abstain– 0</b>	<b>Not Eligible –0</b>	<b>Absent – 04</b>
Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, C. Rubalcava, Silva, Valencia, Zelaya	NONE	NONE	NONE	Bloom, Cabrera, Job, Martin

Mr. Rubalcava requested to split the Public Safety Liaison into two Liaisons, LAPD and LAFD. It will be discussed in committee and will be address next month.

Transportation Liaison vacancy will be addressed at next meeting for one month to advertise the position to the community.

SNC ITEM 7B Motion to appoint Guadalupe Montano as Planning Liaison Moved: Montano Second: K. Cabrera-Miller				
<b>Yes – 14</b>	<b>No – 0</b>	<b>Abstain– 0</b>	<b>Not Eligible –0</b>	<b>Absent – 04</b>
Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, C. Rubalcava, Silva, Valencia, Zelaya	NONE	NONE	NONE	Bloom, Cabrera, Job, Martin

Resilience Liaison vacancy will be addressed at next meeting for one month to advertise the position to the community.

- 8. SNC Presidential appointment of Andres Rubalcava as the new Community Based Representative. Public comment: no comment

Committees: Mr A. Rubalcava wants to be on the Outreach and Public Safety committees.

SNC ITEM 8 Motion to appoint Andres Rubalcava community Based Representative				
Yes – 13	No – 0	Abstain– 1	Not Eligible –0	Absent – 04
Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, Silva, Valencia, Zelaya	NONE	C. Rubalcava	NONE	Bloom, Cabrera, Job, Martin

9. Discussion and possible action on appointing applicants/stakeholders as the SNC Renter Representative (2 seats available).  
 Public comment: Marti Marshall  
 Committees: Ms. Underwood stated she would like to be on the Public Safety and Business committees.

SNC ITEM 9A Motion to appoint Michelle Underwood Renter Representative				
Yes – 13	No – 0	Abstain– 1	Not Eligible –0	Absent – 04
Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, Silva, Valencia, Zelaya	NONE	C. Rubalcava	NONE	Bloom, Cabrera, Job, Martin

SNC ITEM 9B Motion to appoint David Gonzalez Renter Representative				
Yes – 8	No – 1	Abstain– 5	Not Eligible –0	Absent – 04
Blose, S. Cabrera-Miller, Floresta, Grubert, Pacheco, Postlmayr, Valencia, Zelaya	K. Cabrera-Miller	Dumont, Montano, Ortega, C. Rubalcava, Silva	NONE	Bloom, Cabrera, Job, Martin

NEA Vanessa Serrano from DONE performed the oath of office for the three new Boardmembers. The Board now has twenty-one members.

10. Election of SNC Vice President of Administration and Secretary.  
 Public comment: Bonnie Bernard, Marti Marshall  
 Nominations: self-nomination A. Rubalcava for SNC VP

SNC ITEM 10A Motion to appoint Mr. A. Rubalcava as VP Moved: K. Cabrera-Miller Second: Silva				
Yes – 12	No – 1	Abstain– 1	Not Eligible –3	Absent – 03
Blose, K. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, Silva, Valencia, Zelaya	S. Cabrera-Miller	C. Rubalcava	Gonzalez, A. Rubalcava, Underwood	Bloom, Cabrera, Job, Martin

Public comment: no comment  
 Nominations: Ms. Underwood by Mr. Dumont

SNC ITEM 10B Motion to appoint Ms. Underwood as Secretary Move: Dumont Second: K. Cabrera-Miller				
Yes – 13	No – 0	Abstain– 1	Not Eligible –3	Absent – 04
Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, Silva, Valencia, Zelaya	NONE	C. Rubalcava	Gonzalez, A. Rubalcava, Underwood	Bloom, Cabrera, Job, Martin

11. MEET AND GREET (15 minute Break) 7:53PM

Ms. Silva left the meeting at 8:09PM

Mr C. Rubalcava reconvened the meeting at 8:10PM.

Ms. Valencia requested that roll call be taken.

SNC Roll Call after break	
Yes – 16	Absent – 05
Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Gonzalez, Grubert, Montano, Ortega, Pacheco, Postlmayr, A. Rubalcava, C. Rubalcava, Underwood, Valencia, Zelaya	Bloom, Cabrera, Job, Martin, Silva

## 12. COMMITTEE REPORTS

- a. Executive Committee – Mr. C. Rubalcava sends out a weekly update each Sunday and requests Boardmembers that do not receive the update to contact him. Budget request forms were handed out. Mr. C. Rubalcava has examined the Budget to look at ways to cut expenses as is looking at the storage line item to reduce.
- b. Beautification Committee – Steve List, good news stakeholders are coming to the committee meetings, but he committee has not done anything. The next meeting will be held on July 2, 2018 6:00PM Raven Street in Ag area. Will be discussing upcoming events, bring ideas, but we will not be doing clean-ups.
- c. Budget Committee – George Ortega looked at what we are spending to help develop the budget and got more input from committees.
- d. Bylaws Committee – Diane Valencia no update from the department. NEA Vanessa Serrano stated that all changes were approved to the By-laws that were submitted to the Department.
- e. Outreach Committee – Carlos Lara is a college student attending summer school and Mr. C. Rubalcava has requested written reports as he will not be attending the Board meetings. The committee will be focusing on a Community mapping approach and build more community contacts. The committee will be looking at ways to engage for new stakeholders.
- f. Planning & Land Use Committee – Peter Postlmayr met developer for item 15 on the changing of the office design. Next committee meeting will be held on July 2 at the SNC office.
- g. Homeless Services Committee – Paul Dumont thanked the Board for the approved CIS to end homelessness.
- h. Emergency Preparedness – John Pacheco announced new CERT classes forming in Sylmar and that the committee was having training for the community every other month on basic earthquake preparedness and basic first aid.
- i. Equestrian Committee – Cheri Blose Make your horse count event is already planning for next year. We licensed twenty plus horses and chipped thirty horses. The committee’s goal is to have zero horses needing licenses at the event and owners to have their horses already

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

Amendments: Donald \$450 from Cloud-base storage to youth Donald Kurt

SNC ITEM 19A Motion to amend \$450 from Cloud-base storage to Youth Affairs Committee Moved: Pacheco Second: Ortega				
<b>Yes – 12</b>	<b>No – 0</b>	<b>Abstain– 1</b>	<b>Not Eligible –3</b>	<b>Absent – 05</b>
Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, Valencia, Zelaya	NONE	C. Rubalcava	Gonzalez, A. Rubalcava, Underwood	Bloom, Cabrera, Job, Martin, Silva

SNC ITEM 19B Motion to amend \$500 from storage to Emergency Preparedness Committee Moved: Pacheco Second: S. Cabrera-Miller				
<b>Yes – 12</b>	<b>No – 0</b>	<b>Abstain– 1</b>	<b>Not Eligible –3</b>	<b>Absent – 05</b>
Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, Valencia, Zelaya	NONE	C. Rubalcava	Gonzalez, A. Rubalcava, Underwood	Bloom, Cabrera, Job, Martin, Silva

SNC ITEM 19C Motion to approve 2018-2019 Administrative Summary Packet with \$950 reallocation to budget Moved: Pacheco Second: Ortega				
<b>Yes – 12</b>	<b>No – 0</b>	<b>Abstain– 1</b>	<b>Not Eligible –3</b>	<b>Absent – 05</b>
Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Pacheco, Postlmayr, Valencia, Zelaya	NONE	C. Rubalcava	Gonzalez, A. Rubalcava, Underwood	Bloom, Cabrera, Job, Martin, Silva

20. Discussion and possible action on approving the May 2018 Monthly Expenditure Report (MER)  
 Public comment: no comment  
 Mr. Pacheco left meeting at 9:42PM

SNC ITEM 20 Motion to approve may 2018 MERS Moved: Kurt Second: Ortega				
<b>Yes – 11</b>	<b>No – 0</b>	<b>Abstain– 1</b>	<b>Not Eligible –3</b>	<b>Absent – 06</b>
Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont, Floresta, Grubert, Montano, Ortega, Postlmayr, Valencia, Zelaya	NONE	C. Rubalcava	Gonzalez, A. Rubalcava, Underwood	Bloom, Cabrera, Job, Martin, Pacheco, Silva

21. Discussion and possible action on approving the May 24<sup>th</sup>, 2018 General Board Meeting minutes.  
 Public comment: no comment  
 Postpone until next month

22. Board Member Comments / Announcements:  
 K. Cabrera-Miller every Saturday music concert and Movie in the Park. Line dancing held every Thursday at El Cariso taught by S. Cabrera-Miller.

23. 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

24. Closing Remarks, Acknowledgements, and Adjournment  
 Public comment: Patty Stakeholder no minutes on website.

SNC ITEM 24 Motion to adjourn Moved: C. Rubalcava Second: Postlmayr 9:48PM				
<b>Yes – 10</b>	<b>No – 0</b>	<b>Abstain– 1</b>	<b>Not Eligible –3</b>	<b>Absent – 06</b>
Blose, K. Cabrera-Miller, S. Cabrera-Miller, Dumont Floresta,, Grubert, Montano, Ortega, Postlmayr, Valencia, Zelaya	NONE	C. Rubalcava	Gonzalez, A. Rubalcava, Underwood	Bloom, Cabrera, Job, Martin, Pacheco, Silva