

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



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SYLMAR NEIGHBORHOOD COUNCIL  
GENERAL BOARD MEETING – MINUTES  
Thursday, April 26, 2018  
Sylmar Charter High School  
13050 Borden Avenue, Sylmar, CA 91342

Minutes are a summary of business conducted at a meeting. Only the Motions and Votes are precise. These Minutes are in meeting order, not in item number order.

**Vote Count Note: Yes/No/Abstain/Absent/Ineligible/Recused**  
**Minutes by AppleOne**

**1. Call to Order and Pledge of Allegiance**

President Kurt Cabrera-Miller called the meeting to order at 6:44. Officer Giron led the Pledge of Allegiance.

**2. Roll Call**

The Sylmar Neighborhood Council's Quorum is 11.

17 of the 21 Board Members were present during roll call: Kathy Bloom, Cheri Blose, Hector Cabrera, Kurt Cabrera-Miller, Paul Dumont, Lucille Floresta, Kathy Grubert, Ann Job, Marti Marshall, Derek Martin, , George Ortega, John Pacheco, Peter Postlmayr, Christian Rubalcava, Maria Silva, Diane Valencia and Donald Zelaya.

3 Board Members were absent: Sheldon Cabrera-Miller, Greg Hoerner and Diana Rodriguez.

1 Board Member is scheduled to be voted in this session (Guadalupe Montano).

**3. Housekeeping: Speaker Cards, Recording, and Timekeeper. Welcome from facility host – Kurt Cabrera-Miller explained meeting protocol. Derek Martin welcomed everyone to Sylmar Charter High School.**

1) **Mr. Martin** announced that with five weeks remaining in the school year, 27 students are candidates for Valedictorian (4.0 average or higher), eliciting excited applause. He told of one student who told him two months ago of multiple colleges across the country that had accepted him, including Columbia, UCLA and Johns Hopkins, with free rides at his choice of schools. The student has chosen UCLA, also eliciting applause.

**4. Public Official and Community Representative Announcements & Presentations**

1) **Lea Gonzalez**, the new Field Representative from Congressman Tony Cardenas' office came to discuss some of their initiatives in the region:

2) **Franklin Ochoa**, from Los Angeles City Councilwoman Monica Rodriguez's office, had three announcements for the meeting:

3) **Senior Lead Officer Alex Giron**, western part of Sylmar, thanked everyone who showed up at the recent Town Hall. Crime statistics are down across the board in every category, but there have been a fair amount of stolen cars between Roxbury and Polk, so citizens should be careful to be aware that cars on San Fernando Road are being stolen, let folks know to lock their car. In Officer Crawford's (East) area, there has been a slight uptick in crime in the Polk corridor around the 210 freeway. At the request of the committee,

Officer Giron brought a guest from the Vice Division to discuss the Rok N Sushi issue, asking that the item be moved up in the agenda.

- 4) Neighborhood Prosecutor **Alvin Arzu**, Deputy City Attorney, Prosecutor for the Mission Division.
  - a) Sidewalk Vendors – The City Council is working on developing vending laws and permits. Stay tuned, it will be legal to sell on sidewalks, there will be permits.
  - b) Homelessness – It’s a big, ongoing issue. More resources are coming, the LAPD is active in identifying the homeless community. A difficult dynamic is how to deal with the homeless living on the street versus living in a vehicle or an RV. The struggle is although a Stay Away order can be obtained, it’s difficult to enforce. It’s also difficult when homeless refuse to accept assistance.
  - c) In closing, Mr. Arzu expressed that The City Attorney’s office is diligent in providing resources to keep the streets clean – his focus is on quality of life issues, trying to solve problems in the community and wants to work with you the community.
- 5) CD7 Representative for the Community Forestry Advisory Committee **Steve List** summarized recent forestry calls and upcoming events.
  - a) He is happy to announce that 24 new trees will be planted, between Astoria and Sayre.
  - b) He has investigated several trees that were ripping up sidewalks, he gave to okay to remove.
  - c) He’s also excited to announce that in the small park near Lopez Canyon being renovated, three Sylmar students will design a small park. It will designed for little kids and will feature stations designed for kids so that as they move from station to station, they can exercise and learn about healthy eating. The money is there for this project, it’s going to happen quickly.

At this time Item 13 from the Agenda was moved up in the meeting by Kurt Cabrera-Miller.

13. **Discussion and possible action** regarding 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. At the General Board Meeting, a Board Member, presented information from the California Department of Alcoholic Beverage Control listing various violations connected to this applicant/family other dining establishments.

**Moved** by Maria Silva, seconded by Diane Valencia

**Motion passed** by vote of the 16 eligible members present. Yes (6): Cheri Blose, Kurt Cabrera-Miller, Marti Marshall, George Ortega, Christian Rubalcava, Maria Silva; No (5): Kathy Bloom, Ann Job, Derek Martin, Peter Postlmayr, Diane Valencia; Abstain (5): Hector Cabrera, Paul Dumont, Kathy Grubert, John Pacheco, Donald Zelaya. Absent (3): Sheldon Cabrera-Miller, Gregory Horner, Diana Rodriguez. Ineligible (1): Lucille Floresta. 6/5/5/3/1/0

5. **Public Comment on Non-Agendized Items within the Board’s subject matter jurisdiction.**
  - a. **Major John Wells** – Director of Admissions for the North Valley Military Institute College Preparatory Academy in Sun Valley, here to ask this board to help supplement his school with technology. Next month he will agendize and go into more detail. There are 54 students of the school, living in this district, and Council member Christian Rubalcava is an alum. The school covers 6-12<sup>th</sup> grade, it’s a charter military school, promotes military values, fashioned after West Point, long-term goal is to be the West Point of high schools. They sponsor field trips, all students required to wear uniforms, no jewelry or electronics are allowed, cadets can and have been kicked out if they accumulate too many demerits. An important lesson they teach is that life is easier when you follow the rules. There’s a military formation every morning, raise the flag, then students go to classes. He invites forks to come visit.

- b. Stakeholder **Hayley Bennet** – she lives on Hubbard street, there’s an alley between Lexicon and Derick, there’s a problem with people parking in the alley, where most residents have driveways. She’s gotten conflicting answers if that’s legal to park there. Had a tree fall on their fence last year and now more damage is taking place because people are ripping at her fence when parking there because of fallen tree. When the fires happened, it was tough getting out past the cars.
- c. **Ricardo Benitez** – Candidate for State Assemblyman, 29<sup>th</sup> district. On ballot twice.
- d. **Tom Weissbarth** from Sylmar Graffiti Busters. has some visual aids for passing around. There’s a street-widening project on San Fernando Road, that project has a big concrete wall, it’s big target for graffiti.
- e. **Joe Shammass**, Candidate for State Assemblyman, 29<sup>th</sup> district

## **6. City Liaison and Representatives Reports**

- 1) Animal Services – Vacant
  - a) If you’re interested in this post, speak to Kurt Cabrera-Miller or anyone on the Council.
- 2) Budget Representative – Christian Rubalcava
  - a) There’s an upcoming agenda item about whether or not to accept the white paper from the Budget Advocates. Please read the ten recommendations in the 99 page report and by the time we get to the item on the agenda we’ll vote on supporting this statement.
- 3) City Attorney – Diane Valencia
- 4) D.W.P. – George Ortega
- 5) Homelessness – Ann Job
  - a) During Mayor Eric Garcetti’s State of the City address on Monday, he really targeted homelessness as a huge issue. Liaisons were part of that discussion, prior to his address he did meet with homeless liaisons to give us a heads up and to get feedback.
- 6) Planning – Ann Job and Cheri Blose
- 7) Public Safety – Greg Hoerner and Diane Valencia
  - a) Fire Service day is Saturday, May 12, the Fire Station 91 will be open all day, they’re having a open house, it’s a family event, all are welcome.
- 8) Public Works – Christian Rubalcava
  - a) He gets every agenda that the Board of Public Works sends out, he was having a conversation at the Town Hall with Kathy Grubert about street services. We thought a good idea would be instead of one street here and there all over town, we thought it would be a great idea where you do two weeks in Sylmar, two weeks in another community, so people will know that things are happening. Christian will bring it up to Commissioner Garcia, get her feedback on that idea.
- 9) Transportation – Vacant
  - a) If interested in this post, speak to someone on the Council.
  - b) Kurt Cabrera-Miller notes that last month five individuals from this body went to High Speed Rail meeting, any comment (not a discussion)? Cheri Blose notes that, Bob Herschberg said this thing is going to die on the vine once (Governor) Jerry (Brown) is out of office. This was voted in on a referendum by the voters and would have to be voted out on the ballot.

## **7. Presentation – American Red Cross – Barbara (No Last Name Given) Disaster Manager for the San Fernando Valley**

- 1) Barbara introduced herself and announced a smoke alarm giveaway via the Sound The Alarm, Save a Life program. Smoke alarms are available to residents at an event this Saturday, April 28 at the Sylmar Recreation Center., Fire Station 91 is supporting this event, they have collected over 200 appointments for installations of Ten-year smoke alarms. They’re looking for volunteers for their teams, which are trained to install smoke alarms and educate citizens. They want residents to know if they’re prepared for

emergencies –do they have a plan, a kit, a working smoke alarm, etc. Every day there at least five fire calls in LA County, one big problem is a lack of working smoke alarms. Flyers are available on the table with website and phone numbers for more information. At least 30 minutes will be spent in each household. Trained volunteers need to be bilingual and hours are from 8am – 4pm, this Saturday.

**8. Discussion and possible action** to establish a “Beautification Committee.” This committee will be a term committee. Its purpose is but not limited to the following. The Beautification Committee is responsible for bringing forward the ideas and actions dedicated in maintaining and improving the beautification of Sylmar’s public and open spaces.

**Marti Marshall moved** to approve. Kathy Grubert seconded.

**Motion Passed** by the votes of eligible members present. George Ortega abstained. All others voted aye, Lucille Floresta was ineligible. 15/0/1/3/1/0

**9. Discussion and possible action** to SNC President to nominate Mr. Steve List as Beautification Committee Chairperson.

**Ann Job moved** to approve. Derek Martin seconded.

**Motion Passed** by the unanimous votes of eligible members present. Since a Board member must be on the committee, both Kurt Cabrera-Miller and Christian Rubalcava will be on the Committee and will discuss next steps. 16/0/0/3/1/0

**10. Discussion and possible action** to accept the resignation of SNC Board Member Don Neal, notice received March 24, 2018, effective immediately (or as of 3/24)

**Ann Job moved** to approve. Maria Silva seconded, however it was quickly discussed that this isn’t a voting matter.

**11. Discussion and possible action** to accept the resignation of SNC Animal Liaison Kelly Land.

**Kurt Cabrera-Miller** noted that, as with the previous Item, this isn’t a voting matter. He also noted that a certificate of appreciation for all of Kelly’s work has been prepared for her and everyone appreciates all of the time and work she contributed.

**12. Discussion and possible action,** President to appoint Guadalupe Montano as a Board Member (Director) for the Sylmar Neighborhood Council filling the vacant At-Large Seat.

**George Ortega moved** to approve. Kathy Gruber seconded.

**Discussion:** Kurt Cabrera-Miller noted that he received three applications, he interviewed all three and chose Guadalupe Montano. Ms. Montano introduced herself and shared some information about herself. She grew up in Van Nuys, has lived here in Sylmar for 3.5 years, is a small business owner and serves on the LA County Human Relations Commission. She applied for this position because she lives here and wants to give back. She is interested in the youth committees, has close ties with LA Mission College and believes that Sylmar High School students should be more involved as well.

**Motion Passed** by the unanimous votes of eligible members present. Guadalupe Montano was then sworn in, followed by applause, then she took her seat with the Board 16/0/0/3/1/0

**13. Item Moved to Earlier in the Agenda above**

**14. Discussion and possible action,** 13245 West Hubbard Street Case No. DIR-2017-5457-CLQ – As originally proposed, the residences were designed in a Mediterranean style with tile roofing and decorative iron ornaments and the structures were a maximum height of 25 feet with a minimum roof pitch of 4:12

**Diane moved** to deny the variance. Kathy Gruber seconded.

**Discussion:** Peter Postlmayr recused himself and left the room for the discussion.

**Motion Passed** by the votes of eligible members present. George Ortega and Guadalupe Montano abstained. All others voted aye, Lucille Floresta was ineligible and Peter Postlmayr recused himself. 14/0/2/3/1/1

**15. Discussion and possible action** to draft a letter to State Assembly members expressing appreciation and support for Assembly Bill 3171 Homeless Persons Services Block Grant that will establish funding for a Local Homeless Solutions Program to expand shelter diversion, rapid rehousing and supportive housing. Final draft to be considered by the full SNC Board.

Kurt Cabrera-Miller notes the point is moot, since it died in committee.

**16. Discussion and possible action** to draft a letter to the Mayor and all Council members recommending a Council Motion stating: “Each Council District shall ensure available and adequate hygiene facilities (including toilets, showers, washers/dryers), shelter beds and bridge housing, supportive and affordable housing commensurate to the need expressed in that district in the most recent homeless count census.”

**Ann Job moved** to approve. Paul Dumont seconded. The letter is displayed on the screen and a hard copy distributed to the Council.

**Motion Passed** by the votes of eligible members present. Marti Marshall and Diane Valencia abstained. All others voted aye.15/0/2/3/1/0

**17. Recess/Meet & Greet – 8:31pm – 8:46pm**

## **18. COMMITTEE REPORTS**

### **a. Youth Affairs Committee – Donald Zelaya**

We have been meeting but have taken a break for strategies, tomorrow going to the Sylmar branch library to talk strategy to get young library visitors involved and the high school as well, doing more personal outreach to get individual emails, etc. We think that’s the best method to get individuals involved. We want to spark interest. We are also working on a community impact statement, hope to send next week, because Councilwoman Rodriguez has created commission about youth, that’s something we should be involved in. Items to be discussed include employment and education rates for youth.

### **b. Public Safety Committee – Diane Valencia**

We had our Town Hall on Saturday, we had a pretty good community turnout, hoped for more, but were challenged with Outreach, and it didn’t help our web site was down for two days.

We have a large project, what we offered the community a chance to tell us what was important to them for us to focus on, there were over 100 comments/questions total. Obviously we couldn’t cover it all during the actual meeting, so we’re dividing it up by topics. We’ve got the big post-it notes that were on the wall to give people the opportunity to vote their concerns. We will continue to work through those topics and try to get responses to them all from various officials. Next Public Safety Committee meeting is May 10, we’ve got the LA City Park Ranger speaking, we’ve got Captain Marino from the LAPD coming, at Town Hall we cross-promoted with the Emergency Preparedness Committee to talk about CERT and general preparedness.

### **c. Equestrian Committee – Cheri Blose**

Plans for the next event underway, going to see about a Stick Horse Decorating party at the Council office, emails forthcoming. Just need glue gun, scissors and a couple of hours, more details to come. We’ve still don’t have a full commitment from Council’s office on items they said they’d provide. This coming Sunday the Coalition having a ride at the Olivia Staging Area.

A Stakeholder asks, if the Councilmember doesn’t do anything again, what are we on the hook for? Cheri Blose answers, about \$500.

d. **Emergency Preparedness Committee** – John Pacheco

The Map Program from Seattle is being worked on by the city (LA), there had been a similar program in the beginning stages here but the work is mostly done on the Seattle program, so we'll be basing it on that work from there. They've redone it and there's a neat video, it's nice to see that the city is following Sylmar.

e. **Homeless Services Committee** – Paul Dumont

Next meeting on 2<sup>nd</sup> Monday of May, the 14<sup>th</sup>, we've had a lot of lively meetings and discussions, a lot of hot topics coming up, everyone encouraged to attend.

f. **Planning and Land Use Committee** – Peter Postlmayr

Land use meeting happened, a gentleman came to meeting who owns the car wash on Foothill next to the Bank of America, he wants a pole sign, but the current plan doesn't allow it so he's probably not going to get it. We also received information on a development at 15523 Cobalt Street, about a 1.67 acre lot, the owner is with 12 homes being developed Zone R1. So he's not asking for anything, just providing information which we appreciate.

g. **Outreach Committee** – Carlos Lara

Carlos Lara is not present but Christian Rubalcava comments – on Saturday we're having a community cleanup at Osceola Street Elementary School, expecting a big turnout because we're partnering with the school council there, please come if you can, 8am-Noon. The Board meeting in May will be held there.

h. **Bylaws Committee** – Diane Valencia

We're waiting for bylaws amendment to come back.

i. **Budget Committee** – George Ortega

Comments reserved for the Treasurer report

j. **Executive Committee** – Kurt Cabrera-Miller

The Council's website was down as Diane mentioned, he asked the vendor why and learned it wasn't just the SNC site that was down for a time. A statement from the vendor was read. The company was experiencing a server issue with its data center of ten years and had never has a problem like this. In response the vendor set up a new server. If our site goes down, there's a recording of the site that will replace it, but it would be read-only, can't be updated. Still looking into it, still complaining. Diane Valencia asks to add this item to the next agenda, since a working site is very important and we can't talk about it here today. Stakeholder Tom List suggests asking the vendor about getting a credit from the company for the time down. Mr. Cabrera-Miller then read a statement about stepping down from the position of President. He explained how the LA City Clerk's decision to extend terms affected the entire council and he agrees and supports the City Clerk but can't dedicate the amount of time the role requires in the coming year. His resignation will be effective May 11, giving him time to ensure a smooth transfer of the post and the duties to Christian Rubalcava. Mr. Cabrera-Miller notes that it's been an honor, he will stay on as a regular board member. Thanks to all. Applause, partial standing. There is no discussion on this, no action, it's an Executive Committee report, he's just submitting his resignation from the Executive position, not from the board.

**19. Discussion and possible action** Submitting a Community Impact Statement. The Budget Advocates request the SNC to support the Budget Advocates white paper for fiscal year 2018-2019. Council File #18-0600

**Ann Job moved** to approve. Derek Martin seconded.

**Discussion:** Christian Rubalcava notes that this isn't extremely urgent, but he's passing a hard copy of a statement around, it's on the fiscal side of things. Board members received the 99 pages that afternoon.

**Motion Passed** by the votes of eligible members present. Marti Marshall voted no. All others voted aye, Lucille Floresta was ineligible. 16/1/0/3/1/0

**20. Discussion and possible action** Submitting a Community Impact Statement. The SNC supports the changes to the planning and execution of both public works and transportation program. CAO#0220-05425-0000 Reference: 2017 FUSE FELLOW REPORT

Christian Rubalcava notes that the report was received in February, asks to push this item to the end of the agenda. Tabled.

**21. Discussion and possible action** on Submitting a Community Impact Statement. The SNC supports establishing the Homeless Outreach and Proactive Engagement (HOPE) teams as a permanent unit within the LAPD, until such time as the homeless issues are reduced below a crisis level. Council File #17-03310S1

**Diane Valencia** moved to approve the statement as written, Kurt Cabrera-Miller seconded.

**Sent back to Committee**

**22. Treasurer's Report**

Discussed by George Ortega - refer to the MER

**23. Discussion and possible action** to on approving the March 2018 Monthly Expenditure Report (MER)

**Ann Job moved** to approve. George Ortega seconded.

**Motion Passed** by the votes of eligible members present. Lucille Floresta was ineligible. All others voted aye. 16/0/0/4/1/0

**24. Discussion and possible action** approve an amount not to exceed \$2,000.00 for a Neighborhood Purpose Grant (NPG) for The Mission College Foundation. The Foundation provides scholarships for students. The LAMC Wine Festival is an event that raises funds and brings community awareness and outreach.

**Kurt Cabrera-Miller moved** to approve. Marti Marshall seconded.

**Motion passed** by vote of the eligible members present. Yes (14): Kathy Bloom, Cheri Blose, Hector Cabrera, Kurt Cabrera-Miller, Kathy Grubert, Guadalupe Montano, Marti Marshall, Derek Martin, George Ortega, John Pacheco, Peter Postlmayr, Christian Rubalcava, Maria Silva and Donald Zelaya. No (1): Paul Dumont; Abstain (1): Diane Valencia. Ann Job recused herself and Lucille Floresta was ineligible. 14/1/1/3/1/1

**25. Discussion and possible action** to reallocate within SNC's budgeted line items, \$500.00 from the SNC General Operations Fund and place it under Neighborhood Purpose Grants (NPG).

**Christian Rubalcava moved** to approve. George Ortega seconded.

**Motion Passed** by the votes of eligible members present. Lucille Floresta was ineligible. All others voted aye. 17/0/0/3/1/0

**26. Discussion and possible action** to approve an amount not to exceed \$5,000.00 for a Neighborhood Purpose Grant (NPG) for "Clean Streets, Clean Starts" Program. This is a Non-profit community based program assisting the homeless while at the same time helping to beatify/clean our community of Sylmar.

**Christian Rubalcava moved** to approve. Paul Dumont seconded.

**Motion Passed** by the votes of eligible members present. George Ortega abstained. All others voted aye. 16/0/1/3/1/0

**27. Discussion and possible action** to reallocate within SNC's budgeted line items, \$500.00 from the SNC General Operations Fund and place it under Neighborhood Purpose Grants (NPG).

**Christian Rubalcava moved** to approve. Derek Martin seconded.

**Motion Passed** unanimously by the votes of eligible members present. 16/0/0/4/1/0

**28. Discussion and possible action** to reallocate within SNC's budgeted line items, \$7,000.00 from the SNC Community Improvement Project and place it under General Operations.

**Christian Rubalcava moved** to approve. Derek Martin seconded.

**Motion Passed** by the votes of eligible members present. John Pacheco abstained. All others voted aye.  
15/0/1/4/1/0

**29. Discussion and possible action** to approve an amount not to exceed \$4,000.00 to fund the Emergency Preparedness Committee through the end of the Fiscal year. (Outfitting/Storage, Medical Supplies, Dispensable Rescue Tools/Equipment, Committee materials)

**Marti Marshall moved** to approve. Kathy Gruber seconded.

**Motion Passed** by the votes of eligible members present. George Ortega voted no, all others voted aye.  
16/1/0/3/1/0

**30. Discussion and possible action** to approve an amount not to exceed \$5,000.00 for the purchase of 100 backpacks and essential respite items for our stakeholders who are experiencing homelessness in Sylmar. Also included in the backpack will be information regarding access to homeless services and the Sylmar Neighborhood Council brochure.

Ann Job brought this to the budget committee, this can be moved to next fiscal year.

**31. Secretary's Report:** Secretary Marti Marshall says that she has depended so much on Mr. Cabrera-Miller, she doesn't know what she'll do without him.

**32. Discussion and possible action** to approve General Board Meeting Minutes for **November 16, 2017.**

**Christian Rubalcava moved** to approve. Maria Silva seconded. There was no discussion.

**Motion Passed** by the votes of eligible members present. Derek Martin and Guadalupe Montano abstained. All others voted aye. 16/0/1/3/1/0

**33. Discussion and possible action** to approve General Board Meeting Minutes for **March 22, 2018.**

**Christian Rubalcava moved** to approve. Maria Silva seconded. There was no discussion.

**Motion Passed** by the votes of eligible members present. Derek Martin and Guadalupe Montano abstained. All others voted aye. 12/5/0/3/1/0

**34. Board Member Comments / Announcements**

1) Kurt Cabrera-Miller notes that Item 20 from above is still pending, it gets postponed to next month.

**28. Future Agenda Items**

a. No future agenda items raised by stakeholders.

**29. Closing Remarks, Acknowledgements, and Adjournment**

a. Meeting was adjourned at 10:01 pm.

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

**May 24, 2018 at 6:30 pm  
Osceola Street Elementary School  
14940 Osceola Street, Sylmar, CA 91342**