

CITY OF LOS ANGELES

California



SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Kurt Cabrera-Miller

VICE PRESIDENTS:

Administration: (open position)

Communications: Maria Silva

TREASURER: George Ortega

SECRETARY: (open position)

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

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

SYLMAR NEIGHBORHOOD COUNCIL
GENERAL BOARD MEETING – MINUTES
Thursday, August 24, 2017
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.

1. Call to Order and Pledge of Allegiance

President Kurt Cabrera-Miller called the meeting to order at 6:39 p.m. Kelli Land led the Pledge of Allegiance.

2. Roll Call –

The Sylmar Neighborhood Council's quorum is 11.

12 of the 20 Board Members were present during roll call: Kathy Bloom, Kurt Cabrera-Miller, Paul Dumont, Ann Job, Marti Marshall, Derek Martin, George Ortega, John Pacheco, Peter Postlmayr, Diana Rodriguez, Christian Rubalcava, and Maria Silva

1 of the Board Members arrived after roll call: Greg Hoerner arrived at 6:58pm.

5 Board Members were absent: Cheri Blose, Hector Cabrera, Lucille Floresta, Kathy Grubert and Diane Valencia

2 Board Member left Early: Christian Rubalcava left at recess at 8:32pm and Maria Silva left at 9:34pm

3. Housekeeping: Speaker Cards, Recording, and Timekeeper. Welcome from Facility Host – Kurt Cabrera-Miller

explained meeting protocol. Derek Martin welcomed us to our host facility, Sylmar Charter High School.

4. Public Official and Community Representative Announcements & Presentations

1) **Christina Coria** the field representative Assemblymember Raul Bocanegra, announced that she will remain the representative, although she had announced last month that this might change. She expressed her thanks to the board for being a part of the Movie Night last month, which was a successful community event. She noted there were flyers on the information table regarding the Health Fair on August 26th at Brand Park in Arleta. They will be providing free screenings (blood pressure, cholesterol, dental, etc) and no appointments are necessary. Lastly she noted that her office is accepting applications for the Assemblymember's Junior Legislature program. High School aged students can apply for the eight-month long program which typically meets once a month on a Saturday. The application deadline is September 20th. They are reaching out to all of the high schools in the district.

i Ann Job noted that for the movie night, Sam's Club donated 200 free hot dogs.

2) **Franklin Ochoa**, the area director for Councilwoman Monica Rodriguez, came with an update about the bus problem along Mission College. He did reach out to the transit authority sharing the concerns of the citizens regarding the busses engines idling longer than the allowable time. They will be passing the message on to all their drivers and enforcing their own policy. Also, he spoke to the representative of USA fitness to remove graffiti and working with the Sanitation Department to remove bulky items. He encouraged the community to use the 311 app. If you are unable to use the app, please feel free to contact Franklin at Franklin.ochoa@lacity.org, office line 818-756-8409. Their office hours are 9am to 5pm Monday to Friday, though they are currently closed Monday from 9am to 11am for a staff meeting. In response to a question about which committees the Councilwoman is part of, Mr. Ochoa shared that she is the chair of

Information, Technology and General Services; and vice chair of Homelessness and Poverty and she sits on the Public Works and Gang Reduction; as well as Focusing.

- i **Robin, a community member from Oakridge Mobile Home Park** asked Mr. Ochoa about signage indicating the violation code where it is not okay to permanently park on Foothill. Mr. Ochoa understood her concern noting that though LA Municipal Code 85.02 doesn't include street signs, he is working on some sort of signage to clarify the situation.
- ii **Several community members** brought up the illegal dumping near the cross streets of Ryan and Harrick.

5. Public Comment on Non-Agendized Items within the Board's subject matter jurisdiction

- 1) **Linda Willaford**, president of the Oakridge Resident's Association, asked for any updates on the proposed additional fire station for Sylmar. Ms. Willaford also expressed her thanks for the Board's sponsorship of the CERT classes.

6. Discussion and possible action to approve the SNC's Neighborhood Council Strategic Plan for Fiscal Year 2017-2018. Presentation/Review of 2016-2017 Strategic Plan followed by input/participation by all attending Stakeholders and board members in creating the SNC 2017-2018 Strategic Plan.

Diana Rodriguez led the discussion and shared the strategic plan from the previous year, 2016-2017.

Big Vision – *Sylmar: Better informed, Better Prepared, Better Connected*

Big Goals – *Increase Emergency Preparedness, Participating in Clean Streets LA Challenge, Address growing homeless population in Sylmar with the Mayor's office; Preserve and enhance the equine and semi-rural character*

Big Solutions –

Big Budgets –

Big Score –

Big Reminder –

Discussion for 2017/2018

Big Vision – John Pacheco spoke about last year's vision being a 2-year vision. Maria Silva echoed Mr. Pacheco's comment with regards to outreach. Ann Job also agreed and added that keeping this vision for another year makes it more likely for LA to use Sylmar as a pilot program in regards to CERT training. Linda Willaford, a stakeholder, also agreed with the current vision.

Additional input for the vision:

- George Ortega - Better informed about city infrastructure and initiative
- George Ortega - Better asset mapping in Sylmar
- Peggy Courtney - Being responsive as things change and problems evolve, responsive and adaptability
- Kurt Cabrera-Miller - Accountability to stakeholders
- John Pacheco - A better way to reach out and connect with people – communication medium
- Peter Postlmayr - Increasing the standard of living in Sylmar, Better Quality of Life
- Christian Rubalcava - Wants to see Sylmar's voice is heard more with the city council
- Maria Silva - would like to see multi lingual outreach to better reach out to our diverse stakeholders

End Result - *Better Informed, Better Prepared, Better Connected, Better Quality of Life*

Big Goals –

Discussion:

- Les really wants Sylmar 2nd fire station as a specific callout in the Goals section.
- Robin would like under goals to see the homelessness problem under control.
- Modifying the Increase Emergency Preparedness to include the 3 goals of the emergency prepared committee. CERT training, Map your neighborhood, and local business reach out.
- Add a goal: Strongly advocate for adequate and equitable emergency services and facilities
- Add a goal: To add additional fire stations within the SNC boundaries.
- Keeping goal of clean streets grant challenge, Maria would like to extend the goal to beautify the community & improving the quality of life.
- Modify 2016/2017 #4 goal to include domestic animals and then add a goal focusing on semi-rural character

Moved by Kurt Cabrera-Miller; seconded by Christian Rubalcava

Discussion: Marti Marshal clarified that we are approving only Vision and Goals. Greg Horner noted that we did not discuss yet goal #3 (*Address growing homeless population in Sylmar with the Mayor's office*). Paul Dumont commented that there was much discussion over how animals would be represented in the goals section, and our homeless community was not touched on at all. Several members expressed being uncomfortable voting yes on something that is unfinished. Vanessa

Serrano spoke on why it is important to vote tonight in order to get the system moving. The Board is voting on the Strategic Plan, and it will be modified and continued next month.

Motion Passed by vote of the 13 eligible members present. Yes (10): Kathy Bloom, Kurt Cabrera-Miller, Ann Job, Marti Marshall, Derek Martin, George Ortega, John Pacheco, Peter Postlmayr, Diana Rodriguez, and Christian Rubalcava; No (3) Paul Dumont, Greg Hoerner, and Maria Silva; Ineligible (0) None; Abstain (0) None

Prior to recess starting Sheldon Cabrera-Miller and Don Neil were introduced as applicants to join the Sylmar Neighborhood Council.

7. **Recess** – 8:32pm – 8:42pm

8. **PRESENTATION by the Department of Water and Power on the “Foothill Trunk Line Project”**

Foothill Trunk Line is a large water pipeline used to transport large amounts of water and serving the Sunland/Tujunga area of the City of Los Angeles. LADWP will replace a 3-mile section of the pipeline, referred to as Foothill Trunk Line Unit 3. The construction route begins on Terra Bella Street in Pacoima and continues northwest on Foothill Boulevard to its end near Hubbard Street in Sylmar.

Presented by, Darline Trulong, Foothill Truck Line Project Engineer

Ms. Trulong went over the project objectives, project description, traffic control, and community concerns,

- John Pacheco asked about construction during height of traffic and the whether paving partial or whole road. Ms. Trulong said they would only be repaving the part of the road that was torn up.
- Greg Hoerner asked about branches to the homes and the ages for those. Dane Saunders from LADWP spoke about the updates, which have happened to those smaller pipes over the past 20 years.
- Kurt Cabrera-Miller asked about any issues that came up during the other sections, Mr. Saunders responded that the change is soil conditions has been an issue, but the shoring of the soil has been solved.
- John Pacheco asked about whether pipeline goes on after Hubbard. The LADWP representatives explained that the pipeline connects to a hub of several pipes and to the reservoir on the other end.
- Peggy Courtney asked about whether the signal changes address the adjusted traffic flow. Mr. Saunders responded that yes they have been working with Department of Transportation and they will come out and adjust the signals along the process.
- Don Neal spoke about the traffic concerns and shared that what he has heard this pipeline will mostly serve Glendale and Burbank. The main official from LADWP spoke about long-term benefits and expressed understanding of the inconvenience. They always trying to be more respectful of ratepayer dollars.
- Kurt Cabrera-Miller asked the representatives to connect with Peter Postlmayr for further information and Paul Dumont asked to be introduced to their Department of Transportation contacts.

9. **Committee Reports were skipped this month as items 6 and 8 ran very long.**

Executive Committee –
Budget Committee –
Bylaws Committee –
Outreach Committee –
Planning & Land Use Committee –
Government Affairs Committee –
Homeless Services Committee –
Emergency Preparedness Committee –
Equestrian Committee –
Harvest Festival

10. **President to Nominate SNC Board Member Marti Marshall for the SNC Secretary Position**

Moved by Kurt Cabrera-Miller; seconded by Derek Martin

Motion Passed by vote of the 12 eligible members present. Yes (12): Kathy Bloom, Kurt Cabrera-Miller, Paul Dumont, Greg Hoerner, Ann Job, Marti Marshall, Derek Martin, George Ortega, John Pacheco, Peter Postlmayr, Diana Rodriguez, and Maria Silva; No (0) None; Ineligible (0) None; Abstain (0) None

11. **As per SNC Bylaws Available Board Seats – Kurt Cabrera-Miller**

A standing agenda item must exist on Council agendas so long as a vacancy exists. Here is a list of the current available seats and each of their requirements.

- **Youth** - A Stakeholder who lives, works, owns property or declares a stake in the neighborhood as a community interest stakeholder and is between the ages 14 through 20.
- **At Large #1** - Stakeholders shall be defined as those who live, work or own real property in the neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder, defined as a person who affirms a substantial and ongoing participation within the Neighborhood Council's boundaries and who may be in a community organization such as, but not limited to, educational, non-profit and/or religious organizations.
- **At Large #2** - (Previously listed as a "Homeowner Seat") - For seats other than At Large seats, if there are no qualified applicants for a vacant seat for a period of at least 60 days, the vacant seat will automatically convert to an At Large seat for the remainder of the term.
- **What is a "Stakeholder"?** (SNC Bylaw definition) Stakeholders shall be defined as those who live, work or own real property in the neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder, defined as a person who affirms a substantial and ongoing participation within the Neighborhood Council's boundaries and who may be in a community organization such as, but not limited to, educational, non-profit and/or religious organizations.

12. Discussion and possible action / Vice President to Appoint for Board Approval, new Board Member Sheldon Cabrera-Miller to fill vacant "At-Large" Seat.

Kurt Cabrera-Miller has recused himself from the discussion and the vote.

Moved by Maria Silva, seconded by Derek Martin

Discussion: Ann Job shared that Sheldon Cabrera-Miller has already been a great help to the council in the last year. John Pacheco asked Mr. Cabrera-Miller to share what he would like to bring to the Sylmar Neighborhood Council. He has been a resident of Sylmar for over ten years and has sat on many boards and worked with many committees. He has a focus on community safety, community outreach in health, fitness, and recreation, and the support of local business. A stakeholder came to speak and promote his value to be on the board.

Motion Passed by vote of the 12 eligible members present. Yes (11): Kathy Bloom, Paul Dumont, Greg Hoerner, Ann Job, Marti Marshall, Derek Martin, George Ortega, John Pacheco, Peter Postlmayr, Diana Rodriguez, and Maria Silva; No (0) None; Recused (1) Kurt Cabrera-Miller; Ineligible (1) None; Abstain (0) None

13. Discussion and possible action / President to Appoint for Board Approval, new Board Member Don Neal to fill vacant "At-Large" Seat.

Moved by Kurt Cabrera-Miller; seconded by Derek Martin

Discussion: Mr. Neal shared about his history on the Sylmar Neighborhood Council and his current position on the North Hollywood Neighborhood Council. It was confirmed that the bi-laws allow for a person to be on more than one council at a time. Mr. Neal said that he is very involved and will do his best. Ann Job spoke that the Sylmar Neighborhood Council has become more active than previously and noted that he was not in attendance earlier in the meeting when the council was discussing the strategic plan. Kurt Cabrera-Miller noted that while that is true, Mr. Neal is in attendance tonight even though several board members are not. Kathy Bloom spoke on behalf of Mr. Neal's commitment. Derek Martin and Maria Silva echoed Ms. Bloom's admiration for Mr. Neal and the benefits he would bring to the council. Les is confident that if Mr. Neal says he has the time it'll be fine. John Pacheco asked about Mr. Neal's concern for Sylmar now – he spoke as a ten-year resident and shared that his priorities are the community's goals rather than any personal items. David spoke in his favor as well.

Motion Passed by vote of the 12 eligible members present. Yes (11): Kathy Bloom, Kurt Cabrera-Miller, Paul Dumont, Greg Hoerner, Marti Marshall, Derek Martin, George Ortega, John Pacheco, Peter Postlmayr, Diana Rodriguez, and Maria Silva; No (1) Ann Job; Ineligible (0) None; Abstain (0) None

Vanessa Serrano swore in Mr. Sheldon Cabrera-Miller and Mr. Don Neal. They both joined the board at the tables. As Mr. Neal had already been through the training session he was eligible to vote. Mr. Sheldon Cabrera-Miller was ineligible to vote on any matters involving money until the next general board meeting.

14. City Liaison Reports were skipped this month as items number 6 and 8 ran very long.

- Animal Services Liaisons** –
- Budget Representatives** –
- City Attorney Liaisons** –
- DWP Liaison** –
- Homelessness Liaison** –
- Planning Liaisons** –
- Public Safety Liaison** –

**Public Works –
Transportation Liaison –**

15. Discussion and possible action on the approval of the JULY 2017 Monthly Expenditure Report (MER)

Moved by Peter Postlmayr; seconded by Ann Job

Discussion: Marti Marshal asked for clarification on the ink and copies and the last Office Depot item. Kurt Cabrera-Miller clarified the ink was for his printer and all the copies that were printed for outreach. It was expressed that a note should be included in the paperwork or on the receipt itself noting what the copies or items were purchased for (outreach, board meeting, etc.).

Motion Passed by vote of the 12 eligible members present. Yes (11): Kathy Bloom, Kurt Cabrera-Miller, Paul Dumont, Greg Hoerner, Ann Job, Marti Marshall, Derek Martin, George Ortega, John Pacheco, Peter Postlmayr, Diana Rodriguez, and Maria Silva; No (0) None; Ineligible (1) Sheldon Cabrera-Miller; Abstain (1) Don Neal

16. Treasurer's Report was skipped this month as items number 6 and 8 ran very long.

17. Discussion and possible action, to replace the previous amount requested of an amount not to exceed \$1,000 (approved SNC 6/22/17) to an amount not to exceed \$2,000 for an Community Assembly meeting to be held on November 8, 2017, at 6:30 PM, at Sylmar Charter High School; with representatives from Los Angeles city, county, public, private, and non-profit agencies involved in the establishment and operation of the proposed Navigation Center located at the Sylmar Armory.

Moved by Ann Job; seconded by Derek Martin

Discussion: Marti Marshal read a statement regarding the Homelessness Liaison Committee changing the agenda items from a meeting concerning a year round shelter to a meeting about a navigational center without any clarification to the community or the board regarding the change. Patty Courtney explained what a Navigational Center is and how it differs from a shelter. Kurt clarified point of vote is about whether or not a navigational center should be at the armory. The vote is only in regards to financially supporting the community assembly meeting.

Motion Passed by vote of the 12 eligible members present. Yes (10): Kathy Bloom, Kurt Cabrera-Miller, Paul Dumont, Greg Hoerner, Ann Job, Derek Martin, Don Neal, George Ortega, John Pacheco, Peter Postlmayr, and Diana Rodriguez; No (1) Marti Marshal; Ineligible (1) Sheldon Cabrera-Miller; Abstain (0) None

18. Discussion and possible action, to approve an amendment regarding 13217 Gladstone Avenue, Orchard's Neighborhood Market. Original motion was approved by PLUC and SNC in February 2017 "*Motion to support planned retail use at 13217 Gladstone Avenue for Orchard's Neighborhood Market. PLUC voted to recommend approval of this retail use.*" The owner is seeking an amendment to their liquor license to allow tastings (ABC License 86 Instructional Tasting). At the July/2017 PLUC meeting the committee received a presentation by owner's representative Robert Amond with Pauline Amond and Associates. At the August PLUC meeting it was recommended for SNC Board approval. Draft Support Letter to follow. For further information and license description you may go to <http://www.abc.ca.gov/forms/abc616.pdf>

Presented by Peter Postlmayr, Chair - Planning & Land Use Committee.

Moved by Peter Postlmayr; seconded by Marti Marshall

Discussion: None

Motion Passed by vote of the 12 eligible members present. Yes (11): Kathy Bloom, Kurt Cabrera-Miller, Paul Dumont, Greg Hoerner, Ann Job, Marti Marshall, Derek Martin, Don Neal, George Ortega, John Pacheco, Peter Postlmayr, Diana Rodriguez; No (0) None; Ineligible (1) Sheldon Cabrera-Miller; Abstain (0) None

19. Discussion and possible action: At the August PLUC meeting the committee received a presentation on ADA (Americans with Disabilities Act) deficient sidewalks at various bus stops by Bart Reed, ED with the Transit Coalition. The Transit Coalition, along with interns of the California State University Northridge Transportation Tiger Term, researched and documented transit connectivity and access in the Sylmar Community. The research revealed that there are a number of unmet transportation access needs within the community due to undeveloped corners. Please contact Bart.Reed@TheTransitCoalition.us or at [818-362-7997](tel:818-362-7997) for further information.

Presented by Peter Postlmayr, Chair - Planning & Land Use Committee

The Planning and Land Use Committee recommends the Sylmar Neighborhood Council approve the draft letter in support of this study with the added intersection of Polk and Foothill.

Moved by Peter Postlmayr; seconded by Kurt Cabrera-Miller

Discussion: Paul Dumont pointed out, in addition to the letter – not as a modification to the motion, website & list online with ADA access information and is a good resource for the board to use in communicating needs to the city. Don Neal noted this updating these corners might be some mitigation to be requested of LADWP for traffic upheaval created by the pipeline work.

Motion Passed by vote of the 12 eligible members present. Yes (12): Kathy Bloom, Kurt Cabrera-Miller, Paul Dumont, Greg Hoerner, Ann Job, Marti Marshall, Derek Martin, Don Neal, George Ortega, John Pacheco, Peter Postlmayr, and Diana Rodriguez; No (0) None; Ineligible (1) Sheldon Cabrera-Miller; Abstain (0) None

20. **Discussion and possible action** to approve the meeting minutes pending the changes for General SNC Board Meeting January 26, 2017

Moved by Kurt Cabrera-Miller; seconded by Peter Postlmayr

Discussion: After the Board pointed out several mistakes within the notes; it was decided to table this item. Marti Marshall, the newly elected Secretary, would review all of the notes which have not yet been voted on, correcting any inaccuracies and bring them back to be voted upon. **This item was tabled.**

21. **Discussion and possible action** to approve the meeting minutes for General SNC Board Meeting March 23, 2017. **This item was tabled**, see item #20 for more details.
22. **Discussion and possible action** to approve the meeting minutes for General SNC Board Meeting March 25, 2017. **This item was tabled**, see item #20 for more details.
23. **Discussion and possible action** to approve the meeting minutes for General SNC Board Meeting June 22, 2017. **The Board in a previous meeting already approved this item.**
24. **Discussion and possible action** to approve the meeting minutes for General SNC Board Meeting July 27, 2017. **This item was tabled**, see item #20 for more details.

25. **Board Member Comments / Announcements**

John Pacheco – Shared that the Emergency Preparedness committee will be joining with the Red Cross to do smoke alarm installations on October 7th. They are still looking for volunteers; anyone should talk to Mr. Pacheco.

Kurt Cabrera-Miller – Made note that items 6, 9, and 14 went over, item number 23 was already approved in a previous General Board Meeting, and items 20, 21, 22, and 24 have been tabled until next week.

26. **Future Agenda Items**

Write to Executive Board by email at ExecutiveBoard@SylmarNC.org or by mail at:
Executive Board c/o Sylmar Neighborhood Council, P.O. Box 921023, Sylmar, CA 91392-1023

The next General Board meeting will be:
Thursday September 28, 2017 at 6:30pm
Osceola Street Elementary School, 14940 Osceola St. Sylmar, CA 91342

27. **Closing Remarks, Acknowledgements, and Adjournment.** Adjourned at 10:01pm.

Allison Ward 9/17/2017 8:52 PM

Comment [1]: Kurt said in the recording that 14 went over, but I have no record of 14 being covered. I think he meant 13, which was Don Neal's candidacy which did go long.