

**CITY OF LOS ANGELES**  
California

**SYLMAR NEIGHBORHOOD COUNCIL**

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**VICE PRESIDENTS:**

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Communications: Donald Zelaya

**TREASURER:** George Ortega

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**SYLMAR NEIGHBORHOOD COUNCIL**  
**OUTREACH COMMITTEE**  
• MINUTES •

**Tuesday, January 3rd, 2023, 6:00 pm to 8:00 pm**

**Zoom Meeting Online or By Telephone**

**Please use the link <https://us02web.zoom.us/j/85489680964> to join webinar; and/or,  
Dial (669) 900-6833 enter ID 854 8968 0964 and Press # to join the Meeting via Phone**

**Kurt Cabrera-Miller, Chairperson**

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.

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE SYLMAR NEIGHBORHOOD COUNCIL PLANNING AND LAND USE COMMITTEE MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

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 854 8968 0964 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.

**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 (1)
2. Roll Call (1)**Members- Kurt Cabrera-Miller, Present. George Ortega, Present. Ann Job, Present. Jose Valesquez Absent. Quorum met 3/4**
3. Housekeeping: Sign-in Sheets, Speaker Cards for public comments, Recording and Timekeeper, facilities information. (2) **Zoom Recording, mentioned website agenda subscription link.**
4. Welcome Announcement to the first Outreach Committee Meeting since re-establishing 9/22/22. (1)
5. Public Comment on matters not appearing on the agenda. (10) **Two public comments 1)referred to Planning and Land Use Committee as it was a building issue. 2)referred to Public Safety Committee as it was bike lane lighting issue.**
6. Discussion and Possible Action: to approve Meeting Minutes: N/A (10) **No minutes from last meeting.**
7. **Public Official and Community Representative Announcements & Presentations followed by Public Announcements (5)**
  - a. Questions / Comments about Announcements from Committee Members and Public. **(No Reps.)**
8. Discussion & Possible Action: Appointment of Community Members to the Outreach Committee. (5) **Appointed Stakeholder Maria Strmsek to the Committee**
9. Discussion & Possible Action: Group discussion on maintaining or changing the 4th Tuesday at 6:00pm as the set meeting time of the Outreach Committee. (5) **(Typo on agenda “4th” should have been “1st”) Committee set meeting for the First Tuesday of the month at 6:00pm**
10. Discussion & Possible Action: To approve an amount up to but not exceed \$1,000.00 for Sylmar Neighborhood Council branded merchandise (Pens, Magnets, Stickers, Name Badges, “Merch”etc. for public events and outreach activities. (10) **Motion moved by George Ortega, seconded by Ann Job, Kurt Cabrera-Miller voted Yes, Vote unanimous**
11. Discussion & Possible Action: To approve an amount up to but not exceed \$200.00 for Sylmar Neighborhood Council boundary map to be used interactively to pin-point where there has been/where there needs to be more SNC outreach and/or SNC and LA City representation. (10) **Motion moved by George Ortega, seconded by Ann Job, Kurt Cabrera-Miller voted Yes, Vote unanimous**

12. Discussion & Possible Action: On the interest and need of reinstatement of the previous SNC email-blast service Constant Contact.(5) **Removed from agenda as SNC previously voted yes**
13. **Discussion & Possible Action:** Outreach Committee’s access to Council’s website and Social Media sites - Facebook, Instagram, Nextdoor, etc. (5)**DONE will be providing access to Nextdoor, SNC Vice President gave access to Facebook**
14. Discussion & Possible Action: In-Person meetings to return in February 2023. (5) **Light discussion that it will be happening and committee needs to start planning for outreach and we will do every effort to reach as many peoples as possible by holding meetings in-person, virtual, and via telephone**
15. Discussion & Possible Action: Committee to look at EmpowerLA - “Event Form” and discussion on setting the dates for any public activities involving the Outreach Committee for the Months of January, February, March, and April. (10)**Discussion when an event Form is needed and that we will need to learn more about the process and requirements**
16. **Committee Member Comments on subject matters within Committee’s jurisdiction. (5)**
17. **Future Agenda Items: (5)**
18. **Closing Remarks, Announcements, Acknowledgements and Adjournment (5)**

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

**Public Posting of Agendas -**

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- (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 committee Chair 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)  
**(Remove after January 3, 2023)**