

CITY OF LOS ANGELES

**SYLMAR NEIGHBORHOOD COUNCIL**  
**EXECUTIVE OFFICERS**  
**PRESIDENT:** Don Neal  
**VICE-PRESIDENTS:** George Ortega  
and Kristin Mills  
**TREASURER:** Richard Perry  
**PUBLIC RELATIONS:** Jose Oliva



**SYLMAR NEIGHBORHOOD COUNCIL**  
13109 Borden Ave., Sylmar, CA 91342  
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**SYLMAR NEIGHBORHOOD COUNCIL (SNC)**  
**GENERAL BOARD MEETING AGENDA**  
**Thursday, October 24, 2013, 6:30 p.m. – 9:00 p.m.**  
**Sylmar Park Recreation Center, 13109 Borden Ave., Sylmar, CA 91342**

The Agenda is posted for public review at: 1) Sylmar Recreation Center, 13109 Borden Ave., Sylmar, CA 91342; 2) Sylmar City Library, 14561 Polk St., Sylmar, CA 91342; 3) Mission College, Office of the President posting location, 13356 Eldridge Ave., Sylmar, CA 91342; 4) Ross Liquor, 12643 San Fernando Rd., Sylmar, CA 91342, Sylmar, CA 91342; 5) Roxford Veterinarian Clinic, 13571 Glenoaks Blvd., Sylmar, Ca 91342; and 6) Sylmar Neighborhood Council Office, 13109 Borden Ave., Sylmar, Ca. 91342. As a courtesy, and as time permits, agendas may be emailed to Stakeholders if requested. Agendas may also be found on the SNC website at [www.SylmarNC.org](http://www.SylmarNC.org)

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 three business days (72 hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Project Coordinator, Amelia Herrera-Robles at (213) 978-1551 or e-mail to [Amelia.Herrera-Robles@LACity.org](mailto:Amelia.Herrera-Robles@LACity.org). All Agenda items are subject to discussion and possible Board action. The below times are only estimates. *Items may be addressed in a different order and/or at different times.*

- 6:30-6:32 p.m. **1. Call to Order and Pledge of Allegiance. (2)**
- 6:32-6:35 p.m. **2. Roll Call. (3)**
- 6:35-6:37 p.m. **3. Housekeeping, Speaker Cards, and Timekeeper. (2)**
- 6:37-6:40 p.m. **4. Welcome, Introduction, and Announcements by Board Meeting Host. (3)**
- 6:40-6:45 p.m. **5. Approval of Minutes of the July 25<sup>th</sup>, August 24<sup>th</sup>, & October 3<sup>rd</sup> General Board Meetings (5)**
- 6:45-7:00 p.m. **6. Public Officials, Community Representative's Announcements & Presentations. (15)**
- 7:00-7:10 p.m. **7. Board Member Community Announcements. (10)**
- 7:10-7:20 p.m. **8. Reports. One minute each by Committee Chair(s) (10)**  
Please submit all reports in writing to the Secretary or V.P. of Administration within 10 days after the Board Of Director's meeting. Additional Reports – As requested by the President.  
Secretary – David Levin  
Treasurer – Open  
Land Use – George Ortega and Roy Smith, Co-Chairs  
Outreach – Kristin Mills, Ricardo Benitez, Co-Chairs  
Government Affairs, Public Safety & Services – Chris Shows, Chair  
Equestrian – Cheri Blose and Laurie Fadness, Co-Chairs  
Bylaws – Derek Martin, Chair.  
Education - Don Neal, Chair.  
Ad Hoc, Pacoima Dam Sediment Removal-Diane Valencia and Laurie Fadness, Co-Chairs.
- 7:20-7:30 p.m. **9. Public Comment.** Comments from the public on non-Agenda items within the Board's subject matter jurisdiction. Public comments are limited to 2 minutes per speaker. *The public is requested to fill out a "Speaker Card" to address the Board on any item of the Agenda prior to the Board taking action on an item. **Comments from the public on Agenda items will be heard only when the respective item is being considered.** This period is for comments from the public, on other matters not appearing on the Agenda, but is within the SNC Board's subject matter jurisdiction and purview.*
- Old Business**  
7:30-7:35 p.m. **10. Discussion and possible appointment** of 2 budget reps, 1 rep each to work with DWP oversight and advocacy, legal liaison, planning representative, public works liaison, transportation representative. (5)
- New Business**  
7:35-7:40 p.m. **11.Appointment and possible vote** to name a new Treasurer for the Sylmar Neighborhood Council. (5)

- 7:40-7:45 p.m. 12. **Discussion and possible vote** on the *NC Elections Stipulations Worksheet* for the March elections. (5)
- 7:45-7:50 p.m. 13. **Presentation by Caltrans** representative about the I-5 corridor/road improvements. (5)
- 7:50-7:55 p.m. 14. **Presentation/Recap of Neighborhood Pride Day**, pictures and videos, including the 311 App clip. Presentation by Michael Long and Spencer from NHS. (5)
- 7:55-8:00 p.m. 15. **Presentation by For Learners of All Ages** on Sylmar activities. Academic tutoring, helping suburban farm, and a back to basics program both in the community, and at LA Mission College. Presentation by Michael Long. (5)
- 8:00-8:05 p.m. 16. **Presentation by Legion VI**, a Greco-Roman re-enactor group, who wants to participate in more Sylmar activities. They would like to share who they are, what they do, and what they'd like to do in Sylmar. (5)
- 8:05-8:10 p.m. 17. **Discussion and possible vote** to financially the North Valley YMCA at Porter Ranch (NV YMCA) request for a \$1,000 donation toward Thanksgiving basket program. Presentation by Liz Odabashian. (5)
- 8:10-8:20 p.m. 18. **Presentation by Prometheus** on Mobile App with QR Code capability to assist in Sylmar NC outreach and elections effort. Presentation by Armand Santos. (10)
- 8:20-8:30 p.m. 19. **Presentation by Moore Business Systems** on Mobile App with QR Code capability to assist in Sylmar NC outreach and elections effort. Presentation by Wendy Moore. (10)
- 8:30-8:40 p.m. 20. **Discussion and possible vote** to Recommend Approval of Zone Adjustment / Amendment for the construction, use, and maintenance of a 3-story, 138-unit senior independent / assisted living care housing facility at **13147 Gladstone Avenue**. (10)
- 8:40-8:50 p.m. 21. **Discussion and possible vote** to Recommend Approval of a Zone Variance to allow the continued use and maintenance of a contractor's office and storage yard for a pool plastering business, the parking of vehicles with a gross vehicle weight in excess of 5,600 pounds, and with two parking spaces within the front yard setback on a 23,226 s.f. site in the RD3-1 and RA-1 Zones at **14518-14520 Foothill Boulevard**. (10)
- 8:50-8:55 p.m. 22. **Presentation and vote** to formally accept resignation of SNC Members, Richard Perry and Edward Campos. (5)
- 8:55-9:00 p.m. 23. **Appointments and/or vote** to approve new board members. 4 Open seats: 1-Community Based Organization (CBO), 2-At Large, 3-Homeowner, & 4-Industrial board seats, and any Committee Chairs, as needed. (5)
- 9:00-9:05 p.m. 24. **Board Member Comments** - Comments from Board on matters within the Board's jurisdiction. (5)
- 9:05-9:08 p.m. 25. **Future Agenda Items, Meeting date** - Write to Executive Board at [executiveboard@sylmarnc.org](mailto:executiveboard@sylmarnc.org), or mailed c/o Sylmar Neighborhood Council, Sylmar Recreation Center, Sylmar Park, 13109 Borden Ave., Sylmar, CA 91342. The next General Board meeting will be November 21, 2013. Location: Sylmar Recreation Center, Sylmar Park (3)
- 9:08-9:10 p.m. 26. **Closing Remarks, Acknowledgements, and Adjournment**. (2)

#### **Grievance Procedure**

*Any grievance by a Stakeholder must be submitted to the Secretary who will forward the grievance to the Board. The Board of Directors shall then refer the matter within fifteen calendar days to an ad hoc grievance panel. The ad hoc grievance panel will be comprised of five Stakeholders who are randomly selected by the Council Secretary from a list of Stakeholders who have previously expressed an interest in serving from time to time on such a grievance panel. The Secretary will coordinate a time and a place for the panel to meet with the person(s) submitting a grievance to discuss ways in which the dispute may be resolved within fifteen calendar days of forwarding the grievance to the panel. Thereafter, a panel Member shall prepare a written report within three days to be forwarded by the Secretary to the Board outlining the panel's collective recommendations for resolving the grievance. The Board of Directors will receive a copy of the panel's report and recommendations within ten (10) days prior to any meeting of the Board. But, the matter shall not be discussed among the Board Members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act. This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action by the Board at one of its meetings. Those grievances can be aired at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Boards failure to comply with Board Rules or these Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, and/or State and federal law. In the event that a grievance cannot be resolved through this grievance process, then the matter may be referred to the Department of Neighborhood Empowerment (DONE) for consideration or dispute resolution in accordance with the Plan.*

#### **Bylaws Article VIII: Meetings**

*Reconsidering of Agenda items: The Board may reconsider and amend its action on items listed on the Agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall (1) make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action. If the motion to reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the Agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a [Proposed] Action should the motion to reconsider be approved. For a Board Member to submit a motion for reconsideration the Board Member must have previously voted on the prevailing side of the original action taken. If a motion for reconsideration is not made on the date the action was taken, then the Board Member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act. Board and Committee Meeting Minutes are available on the SNC website [www.SylmarNC.org](http://www.SylmarNC.org) or in the Public Records Notebook in the SNC office located at 13109 Borden Ave., Sylmar.*

(Remove after 10-04-13)

Approved by: DN, KM, GO, RP