

**CITY OF LOS ANGELES**  
**California**

SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Andres Rubalcava

VICE PRESIDENTS:

Administration: Brielle Acevedo

Communications: Donald Zelaya

SECRETARY: Kathy Bloom

TREASURER: George Ortega



Office: 13521 Hubbard Street

Sylmar, CA 91342

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**SPECIAL - REVISED**

**Sylmar Neighborhood Council**

**General Board Meeting - Agenda**

**Thursday, February 23, 2023 - 6:30 pm**

**Zoom Meeting Online: <https://us02web.zoom.us/j/89371968816>**

**Join by Telephone: Dial (669) 900-6833 to Join the Meeting**

**Then Enter This Webinar ID: 893 7196 8816 and Press #**

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 o por teléfono 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 MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Board must dial (669) 900-6833, and enter 893 7196 8816 and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial \*9 or use the Raise Hand option, 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.

**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.

AB 361 Updates:

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.

Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

*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**

**2. Welcome and Housekeeping**

**3. Public Comment** on items not appearing on the agenda.

**4. Public Official and Community Representatives Announcements**

**5. Discussion and possible action** to approve January Meeting minutes.

**6. Presentation** on Sylmar Studios by Patrick Dempsey, President and General Manager.

**7. Presentation** with Safety committee regarding latest updates with Fire Station, possible future town halls and media coverage.

**8. Presidential Appointment of Board members from applications received.**

Upcoming elections for the Sylmar NC board and how to apply and dates.

**9. Discussion and Possible Action** to approve MER's.

**10. Discussion** overview of current Board budget vs. Utilities

**11. Discussion and Possible Action** to approve an amount not to exceed \$1000.00 for the purchase of Outreach materials magnets, Tri-folds brochure, stickers, and "SNC-merch". The previously requested amount was not sufficient based on today's prices compared to 2019 when last purchased.

**12. Discussion and Possible Action** to approve an amount not to exceed \$1500.00 for the purposed SNC providing emergency preparedness First Aid/ CPR training for stake holders (Free of Charge) Expenditure will cover certified instructors, classes, and materials.

**13. Discussion** of return to in person meetings in March 2023, and the utilization of school sites and their logistical abilities to conduct in person meetings; board and public.

**14. Board Member and Committee Updates,** and with ad hoc Sylmar sign, Memorial plaque.

**15. Announcement** of Sylmar Neighborhood Council vacancies and application process.  
Application is Attachment A.

**16. President's Closing Remarks, Acknowledgement, and Adjournment.**  
Memorial of past board members, Ending term for board members.

THE AMERICAN WITH DISABILITIES ACT 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, assisted 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](mailto:NCsupport@lacity.org)

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 board in advance of a meeting may be viewed at the neighborhood council office, at our website [sylmarnc.org](http://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 Sylmar Executive Board Members: [executiveboard@sylmarnc.org](mailto:executiveboard@sylmarnc.org)

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows: • Our office located at 13521 Hubbard St. Sylmar, CA 91342 • [Sylmarnc.org](http://Sylmarnc.org) • You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

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.

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**Sylmar Neighborhood Council**  
**Application for Consideration of Appointment**

**Name:**  
**Occupation:**  
**Home Address:**  
**City, State, Zip Code:**  
**Home Phone:**  
**Work Address:**  
**City, State, Zip Code:**  
**Work Phone Number:**  
**Mobile Phone Number:**  
**Preferred Email address:**  
**Vacant Board Seat you are applying for:**

**Stakeholder Qualification – Please provide a brief statement as to how you qualify as a community stakeholder for this Board seat:**

(Please also provide documentation that substantiates your status as a Sylmar stakeholder. “Stakeholders” shall be defined as those who live, work or own property in the neighborhood and 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, nonprofit and/or religious organizations (Ordinance No. 182830 effective January 26, 2014.).

**Please answer the following questions:**

1. Why do you wish to participate on the SNC Board?

**2. What are your goals for the community?**

**3. What areas of community service particularly interest you?**

**4. Do you have any special interests that might conflict with Neighborhood Council responsibilities?**

**5. Please return this form by email to: [Andres.Rubalcava@SylmarNC.org](mailto:Andres.Rubalcava@SylmarNC.org) and [ExecutiveBoard@SylmarNC.org](mailto:ExecutiveBoard@SylmarNC.org)**

If you have any questions, please do not hesitate to call us at (818) 833-8737. Thank you for your interest in the Sylmar Neighborhood Council! Sylmar Neighborhood Council Board Member Application Revised 6-21-21