



# Sunland-Tujunga Neighborhood Council

Certified May 27, 2003

P.O. Box 635 • Tujunga, CA 91043-0635 • 818-951-7411 • Website: stnc.org

## DRAFT -- DRAFT Special General Board Online Meeting Agenda

Monday, November 9, 2020\*\*\* **Date change**

6:45 p.m.

### How to Join the Virtual Telephonic Meeting

**By Telephone: Toll Free (888) 475-4499, enter 918 9278 5703, and Press #**

**Online: Go to <https://zoom.us/j/91892785703>**

or paste the address into the address bar on your browser and press Enter  
**918 9278 5703**

**Other Toll Free Numbers: 833-548-0276, 833-548-0282, 877-853-5257**

**You may also call in at this number which is not toll free: 1-669-900-6833**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Cindy Cleghorn, al (818) 951-7411 o por correo electrónico [secretary@stnc.org](mailto:secretary@stnc.org) para avisar al Concejo Vecinal.

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING (STNC) WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

Every person wishing to address the Board must dial 1 (888) 475-4499 and enter **918 9278 5703**, and then press # to join the meeting. The meeting can also be joined from the Zoom join meeting screen using Webinar ID **918 9278 5703**. 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 (1) One 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.*

***Unless otherwise specified, all items on the meeting agenda are for Discussion and Possible Action and may be taken out of order at the discretion of the President. This is our first virtual meeting, please understand that there may be some connection delays from time to time.***

1. **Call to Order and Welcome** – Liliana Sanchez, President [2]
  - A. **Pledge of Allegiance**
  - B. **Roll Call** - Secretary – Cindy Cleghorn – Quorum is 11
  - C. **Meeting Protocols Reminder**



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- D. Board Members eligible to vote & Upcoming Training Dates / Opportunities including new Planning 101 classes & Funding requirements.
- E. STNC board members to declare any conflicts of interest or ex parte communications relating to items on this meeting's agenda.

NOTE: To VIEW the agenda, board minutes, MER, board packet, go to [stnc.org](http://stnc.org) Go to **COMMITTEES** click on **BOARD MEETING AGENDAS** and **MINUTES** select **November 9, 2020**

## 2. President's Report [2]

**ANNOUNCEMENT OF BOARD VACANCY** - Stakeholder Group Representative (2) vacant positions. From the Bylaws: Seven (7) Stakeholder Group Representatives shall be elected at large. These Representatives shall be elected from the pool of community stakeholders representing nonprofits, educational, faith-based, and, service, youth, and special-interest organizations located or meeting regularly within the Sunland-Tujunga Neighborhood Council boundaries. No organization may have more than one stakeholder representative. All Group Representatives must participate on at least one committee. Candidates interested in applying for the vacancy on the STNC board are to submit their interest statement, stakeholder documentation and supporting organization letter to [secretary@stnc.org](mailto:secretary@stnc.org) **no later than Wednesday, November 25, 2020** to be added onto the next Executive Committee and Board meeting agendas. If selected, new board members will be required to complete ethics, funding and code of conduct training, attend meetings, join committees.

## 3. COMMITTEE / LIAISON ANNOUNCEMENTS & REPORTS – Committee Chair Updates, Surveys, Meetings & Announcements

- A. L.A. City COVID-19 Resources <https://corona-virus.la/>
- B. Bylaws/Standing Rules - November 23, 2020 @ 7 PM (tentative)
- C. Beautification – November 18 @ 5:30 PM - via Zoom
- D. Budget & Finance – November 18 @ 6 PM - via Zoom
- E. RYLAN (Ready Your LA Neighborhood) Update - Sandy Capps [2]
- F. Emergency Preparedness Alliance – Mark Norling, Nina Royal - 4th Saturday, Nov. 28 (tentative)
- G. Neighborhood Watch – Jon von Gunten written report - meetings via LAPD Zoom
- H. Land Use – Pati Potter - Next Meeting Presentations: Nov 16, Dec. 7 @ 7 PM - via Zoom
- I. STAT - Safe Traffic & Transportation Committee next meeting TBA @ 6 PM - via Zoom
- J. Outreach & Community Improvement Committee – Next Meeting Nov 5, 19 @ 6:00 PM - via Zoom
- K. STARC – Arts, Culture & Recreation Committee, TBA @ 7:30 PM - via Zoom
- L. Executive Committee – TBA, 2020 @ 7:30 PM via Zoom
  - i. STNC Bylaws Updated 6/29/20
  - ii. STNC Board Elections April 20, 2021 - Vote By Mail - Candidate Filing Opens Dec. 19, 2020
- M. NC Budget Advocates – Liliana Sanchez / Sandy Capps [1] – ncbala.org - via Zoom
- N. Homelessness - Date TBA
- O. VANC - Nov 12 @ 6:30 PM via Zoom
- P. DWP MOU / DWP Committee – Nov 7 @ 8:30 a.m. via zoom
- Q. LANCC Update – Next Meeting Nov 7 @ 10 a.m. via Zoom



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## 4. REPRESENTATIVE's Announcements & Reports – [12 minutes total]

Representatives of LAPD, Local, City, County, State - 2-minute limit per speaker

Foothill LAPD Commanding Officer/Captain Johnny Smith 818-756-8861 - 30339@lapd.online  
Foothill Community Sgt. Jesse Ojeda - 818-756-8866 - 33272@lapd.online  
SENIOR LEAD OFFICERS - TUJUNGA SLO: Gloria Caloca: 818-634-0754; 35755@lapd.lacity.org  
SUNLAND SLO: Cesar Contreras: 818-634-0705; 36373@lapd.lacity.org  
CD7- Councilwoman Monica Rodriguez –Eve Sinclair 818-352-3287 - Staff Rep [Eve.Sinclair@lacity.org](mailto:Eve.Sinclair@lacity.org)  
*The Sunland-Tujunga Field Office is now located in Pacoima at 13520 Van Nuys Bl., Pacoima 91331*  
LA Mayor Garcetti–Caroline Menjivar, East Valley Rep - (818) 778-4990 Caroline.Menjivar@lacity.org  
LA City Attorney Mike Feuer – Neighborhood Prosecutor Mark Ross 213-978-8100 – [mark.ross@lacity.org](mailto:mark.ross@lacity.org)  
LA City Controller Ron Galperin - 213.978.7200  
LAUSD Kelly Gonez (District 6) – Michael Menjivar 213-241-6388 [michael.menjivar@lausd.net](mailto:michael.menjivar@lausd.net)  
Congressman Adam Schiff (District 26) (818) 450-2900 [Theresa.lamb.simpson@mail.house.gov](mailto:Theresa.lamb.simpson@mail.house.gov)  
LA County Supervisor Kathryn Barger 818-993-5170-Jason Maruca, Asst. Field Deputy: JMaruca@bos.lacounty.gov  
CA State Senator Anthony Portantino (District 25) - 818-409-0400 vickere.murphy@sen.ca.gov  
CA Assembly Member Luz Rivas (Dist.39) Arturo Garcia 818-504-3911 [arturo.garcia-mendoza@asm.ca.gov](mailto:arturo.garcia-mendoza@asm.ca.gov)  
Sunland-Tujunga Library - Ardem Tajerian, Senior Librarian - 818-352-4481  
Dept. of Neighborhood Empowerment - Jasmine Elbarbary, NEA [jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org) 818-374-9886  
LADWP - Christina Holland, Community Affairs, (213) 367-1076, [christina.holland@ladwp.org](mailto:christina.holland@ladwp.org)  
Friendship Line for Aging Adults - Call anytime 24/7 1-888-670-1360  
GANGS-DRUGS: Lt. Carlos Solano: 818-897-6081; 26339@lapd.lacity.org  
NARCOTICS, Det. Travis Coyle, 818-834-3136; 33128@lapd.lacity.org  
TRAFFIC ISSUES: Officer Joel Flores 818-644-8142 - Valley Traffic  
BONC Commissioner - Quyen Vo-Ramirez, North Valley Commissioner - quyen.vo-ramirez@lacity.org  
Mission College – Dean Madeline Hernandez - (818) 875-4036  
Sunland Elementary School – Principal John Graham - [Jmg8758@lausd.net](mailto:Jmg8758@lausd.net) (818) 353-1631  
Sunland Tujunga Community of Schools - Carmina Nacorda, COS Administrator - (818) 252-5400 -  
[SunlandTujungaCoS@lausd.net](mailto:SunlandTujungaCoS@lausd.net)  
Apperson Street School – Principal Rene Chavez 818-353-5544 - 10233 Woodward, Sunland  
Diana Gutierrez, Greater Los Angeles County Vector Control District – 562-944-9656 - dgutierrez@glacvcd.org

**5. DISCUSSION / ACTION:** Motion that STNC Board has reviewed and approves the DONE updated STNC Bylaws dated \_\_\_\_\_ as requested by DONE - *Jasmine Elbarbary, DONE NEA*

[ \_\_\_\_\_ will Chair the Meeting for Items 6 & 7 ]

**6. MOTION TO CENSURE** in accordance with BONC Policy Liliana Sanchez, President of the Sunland-Tujunga Neighborhood Council for continued violations of the Bylaws, Code of Conduct, Standing Rules, and the standard conduction of the orderly business of the Sunland -Tujunga Neighborhood Council dated 9-23-20 consisting of 8 separate items: 1) Changing Agendas that have already been approved. 2) Refusal to put an item on Agenda as required. 3) Failure to fulfill Duties of the President Position 4) Changing the Policies of the Executive Committee Meetings 5) Changing policies at Committee and Board Meetings. 6) Failure to hold the May Executive Committee and Board Meetings 7) Behavior at Executive Committee Meeting 8) On-going harassment of Board members using Technology: Private Messages, Emails and Social Media.

**7. MOTION TO CENSURE** in accordance with BONC Policy Liliana Sanchez, President of the Sunland-Tujunga Neighborhood Council for continued violations of the Bylaws, Code of Conduct, Standing Rules, and the standard conduction of the orderly business of the Sunland -Tujunga



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Neighborhood Council dated 10-5-20 consisting of 5 separate items: 1) Calling Board Members out by name and using and directing profanity to Executive Committee members and a Boardmember at the Executive Committee Meeting on September 22, 2020. 2) Removal of Items from the Neighborhood Council Storage shed and giving away those items during Covid -19. 3) Refusal to acknowledge Point of Order at Executive and Board meetings. 4) Cancelling Adam Schiff from attending the October Board Meeting 5) Issues with Parliamentarian Position. Violation not allowing checks and balances and violating the Bylaws.

**8. GENERAL PUBLIC COMMENT / COMMUNITY EVENT ANNOUNCEMENTS:** a total of 10 minutes – Comments from the Public on Non-Agenda items, issues, announcements within the jurisdiction of the Sunland-Tujunga Neighborhood Council. The Brown Act prevents the Board from commenting on your comments. If you wish to speak, either raise your hand (on computer or tablet) or dial \*9 (on your cell phone). [10]

**9. CONSENT CALENDAR - NON-FUNDING ITEMS** - Note: Consent calendar items are considered to be non-controversial and will be treated as one agenda item. Any Board member or stakeholder may request that an item be removed. There will be no discussion of these items unless an item is removed from the consent calendar, in which case it will go to the end of New Business and be considered as time allows. **MOTION:** The STNC Board approves the consent calendar: [4]

**A. Approval of Board Meeting Minutes**

**MOTION:** The STNC Board approves the October 14, 2020 minutes

**B. Approval of Special Board Meeting Minutes**

**MOTION:** The STNC Board approves the October 21, 2020 Special Board Meeting minutes

**C. MOTION:** Board approves letter of support for 225 sq. ft. addition at [10214 N Haines Canyon Ave., Tujunga](#). [*Pati Potter on behalf of the Land Use Committee*]

**D. MOTION:** Board supports letter of support for [8950 Sunland Blvd.](#) [Sunhill Shopping Center - Ralps / Rite Aid] to support the Shared Parking Plan for the overall site. [*Pati Potter on behalf of the Land Use Committee*]

**E. MOTION:** Board comment letter regarding [6231 Foothill Blvd.](#) [Lichi's Restaurant] for on site beer and wine 9 a.m. - 9 p.m. daily. [*Pati Potter on behalf of the Land Use Committee*]

**F. MOTION:** Approve members of the Land Use Committee: Pati Potter, Bill Skiles, Richard Marshalian, Berj Zadoian, Vartan Keshish, Betty Markowitz, Debby Beck, Nina Royal, Liliana Sanchez, Cindy Cleghorn, Cathy Comras. Alternates: Arsen Karamians, Stephanie Mines, John Laue, 1 vacancy [*Pati Potter on behalf of the Land Use Committee*]

**G. MOTION:** Approve members of the Beautification Committee: STNC Board Member Carol Hutchinson, Nelly LuBoff and Roger Klemm Beautification Committee co-chairs. [*Marjorie Maxon on behalf of the Beautification Committee*]

**H. MOTION:** Approve Camille Yiu, Homelessness Alliance Liaison for STNC. [*Lydia Grant on behalf of Community Improvement/GA Committee approved 10-22-20*]





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## I. STNC BOARD ELECTIONS - APRIL 20, 2021

- [STNC Board Elections](#) will be all Vote By Mail. Candidate Filing Opens Dec. 19
- Board [Elections Handbook](#) & Attachments Comments due 10/25/20
- STNC Election Administrator and [NC Election FAQs](#)
- Appoint ad-hoc Election Committee

J. **MOTION:** Approve 2021 Neighborhood Council [Election Information Worksheet](#) (due 11-13-20) and Election Drop Box Location for Sunland-Tujunga Neighborhood Council [Lydia Grant on behalf of Community Improvement/GA Committee approved 10-22-20]

K. **MOTION:** Approve 2021 Elections Committee

L. **MOTION:** Approve contact liaison to L.A. City Attorney for the STNC. [Lydia Grant on behalf of Community Improvement/GA Committee approved 10-22-20]

## 10. STNC LAND USE COMMITTEE REPORT - Pati Potter [2]

A. Upcoming Hearing Notices for 8950 Sunland Blvd. and 6555 Foothill Blvd.

B. New Applications: Subdivisions at 10854 Woodward, 8152 Ellenbogen and 6456 Olcott and Change of Use to food retail store at 7069 Foothill Blvd.

## 11. TREASURER REPORTS (Sandy Capps, Chair, Budget & Finance Committee approved 10-28-20). [6]

A. **Discussion:** Update on City Funding approvals regarding events during COVID 19 Stay at Home.

B. **Discussion:** Updates to Neighborhood Empowerment's City-mandated budget cuts proposal for the current fiscal year.

CONSENT CALENDAR FUNDING ITEMS - Note: Consent calendar items are considered to be non-controversial and will be treated as one agenda item. Any Board member or stakeholder may request that an item be removed. There will be no discussion of these items unless an item is removed from the consent calendar, in which case it will go to the end of New Business and be considered as time allows. **MOTION:** The STNC Board approves the funding consent calendar:

### C. Approval of October 2020 MER

**MOTION:** The STNC Board approves the **October 2020** Monthly Expenditure Report

D. **Discussion:** NC City Clerk Election Expenditures Funding Policy 2.3 Procedures. Election Expenditures, Payment and Provisions. STNC allocation is \$8,500.00 for Election Budget Category.

E. **Discussion/Action:** Approve Beautification Committee request for up to \$3,000.00 for The Pinewood Elementary School Mural Project Event. Event Form. (Beautification Outreach - Community Improvements)

F. **Discussion/Action:** Approve Beautification Committee request for \$200 to replace ornaments for outdoor holiday tree at Little Landers Park (Beautification/Outreach)



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**G. Discussion/Action:** Approve Community Improvements Committee request for up to \$6,000.00 for the STNC Street Banner Program including City Council Motion, Cost estimate for banners and related details to start in November. Review sample artwork. (Community Improvements- Outreach)

**12. FINAL ANNOUNCEMENTS:** Next STNC Board Meeting December 9.

**ADJOURNMENT**



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**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)

**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 our website: [www.stnc.org](http://www.stnc.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 **Cindy Cleghorn, Secretary, at (818) 951-7411** or email at: [secretary@stnc.org](mailto:secretary@stnc.org).

**PUBLIC POSTING OF AGENDAS** – Neighborhood Council agendas are posted for public review as follows:

\* **NORTH VALLEY NEIGHBORHOOD CITY HALL**, 7747 Foothill Blvd, Tujunga, CA 91042

\* [www.stnc.org](http://www.stnc.org)

\* You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

**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 §§ 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)

**RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the STNC'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 on our website [www.stnc.org](http://www.stnc.org)