



Sunland-Tujunga Neighborhood Council

Certified May 27, 2003

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

General Board Online Meeting Agenda

Wednesday, March 10, 2021

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 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 an online virtual meeting, please understand that there may be some connection delays from time to time.



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1. **Call to Order and Welcome** – Liliana Sanchez, President
 - A. **Pledge of Allegiance**
 - B. **Roll Call Secretary** – Cindy Cleghorn – Quorum is 11
 - Meeting Protocols Reminder
 - Board Members eligible to vote
 - C. **STNC board members to declare any conflicts of interest relating to items on this meeting's agenda.**

NOTE: To VIEW the agenda, board minutes, MER, board packet, go to **stnc.org** Go to **COMMITTEES** click on **BOARD MEETING AGENDAS and MINUTES** select [FEBRUARY 10, 2021](#)

2. President's Report

3. STNC ELECTIONS UPDATES BY THE STNC ELECTIONS COMMITTEE

- a. Vote By Mail Registration is open til April 13, 2021. STNC is a Vote By Mail Election only and you must register to receive a ballot. Documentation required to register to vote. Register online here: <https://clerk.lacity.org/elections/neighborhood-council-election> OR Call 213-978-0444.
- b. Submit your ballot by returning it in the mail anytime after you receive it in the mail or drop off between 9:00 a.m. on Friday April 16th and 8:00 p.m. on Tuesday April 20th (Election Day) at the Sunland Tujunga Library Box Location.
- b. [Candidates running for office](#) [select 2021 list of candidates, then Sunland-Tujunga]
- c. City Clerk Admin: Nathan Singh - nathan.singh@lacity.org
- d. [STNC Board Elections Region 1 Timeline](#)
- e. [Board Elections Handbook & Attachments](#)
- f. [STNC Election Administrator and NC Election FAQs](#)
- g. City Clerk website: <https://clerk.lacity.org/elections/neighborhood-council-election>
- h. **MEET THE CANDIDATES: 39 Candidates are running for STNC board seats.** Each candidate present will have 1-½ minutes to introduce themselves and the position they are running for. A total of 60 minutes will be set aside for candidate introductions during this meeting.

4. COVID-19 VACCINE INFORMATION UPDATES - Updates from City, County, State representatives [10+Q&A]

5. OLD BUSINESS

- A. Update on Grievance #265

6. COMMITTEE / LIAISON ANNOUNCEMENTS & REPORTS – Committee Chair Updates, Surveys, Meetings & Announcements - [all Committee Meetings held via Zoom]

- a. Bylaws/Standing Rules - March 22 @ 7 PM
- b. Beautification – March 17 @ 5:30 PM
- c. Budget & Finance – March 24 @ 6 PM
- d. Neighborhood Watch – Jon von Gunten written report - meetings via LAPD Zoom
- e. Land Use – Pati Potter - March 15 & April 5 @ 7 PM
- f. Community Improvement-Government Affairs - March 18 @ 6:30 PM
- g. Elections Committee - Various dates -- check calendar at stnc.org
- h. Outreach - March 18 @ 7:00 PM
- i. STAT - Safe Traffic & Transportation Committee meets March 23 @ 6:00 PM
- j. STARC – Arts, Culture & Recreation Committee, March 23 @ 7:30 PM - via Zoom
- k. Executive Committee – March 24 @ 7:00 PM via Zoom



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Liaisons:

- (1) Homelessness Liaison - Camille Yiu
- (2) Budget Advocates
- (3) Public Works Liaison - Lydia Grant
- (4) LADWP Liaison - Nina Royal
- (5) NC Sustainability Alliance - Oscar Alvarez, Dorisa Hanrahan
- (6) RYLAN (Ready Your LA Neighborhood) Update - Sandy Capps
- (7) Emergency Preparedness Alliance – Nina Royal - 4th Saturday, March 27

L.A. City COVID-19 Resources <https://corona-virus.la/>

VANC - March 11 @ 6:30 PM

DWP MOU / DWP Committee – April 3 @ 8:30 a.m.

LANCC Update – Next Meeting - April 3 @ 10 a.m.

7. REPRESENTATIVE's Announcements & Reports + Q&A – [12 minutes total]

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

Foothill LAPD Commanding Officer/Captain Johnny Smith 818-756-8861 - 30339@lapd.lacity.org

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- Monica Rodriguez –Eve Sinclair 818-352-3287 - Area Director Eve.Sinclair@lacity.org

The Sunland-Tujunga Field Office is now located in Pacoima at 13520 Van Nuys Bl., Pacoima 91331

CD7 Planning Deputy Dominick Ortiz dominick.ortiz@lacity.org & Anissa Raja anissa.raja@lacity.org

LA Mayor Garcetti–Caroline Menjivar, East Valley Rep - 818-659-2334 Caroline.Menjivar@lacity.org

LA City Attorney Mike Feuer – Neighborhood Prosecutor Mark Ross 213-978-8100 —

mark.ross@lacity.org

LA City Controller Ron Galperin - 213-978-7200 - controller@lacity.org

LAUSD Kelly Gonez (District 6) – Michael Menjivar 213-241-6388 michael.menjivar@lausd.net

Congressman Adam Schiff (District 26) (818) 450-2900 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

Sunland-Tujunga Library - Ardem Tajerian, Senior Librarian - 818-352-4481 - tajerian@lapl.org

LADWP - Christina Holland, Community Affairs, (213) 367-1076, 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 (818) 353-1631

Sunland-Tujunga Community of Schools - Carmina Nacorda, COS Admin - (818) 252-5400 -

SunlandTujungaCoS@lausd.net

Apperson Street School – Principal Rene Chavez 818-353-5544 - 10233 Woodward, Sunland

Diana Gutierrez, Greater L.A. County Vector Control District 562-944-9656 dgutierrez@glacvcd.org

8. GENERAL PUBLIC COMMENT / COMMUNITY EVENT ANNOUNCEMENTS: a total of 10 minutes – Comments from the Public on Non-Agenda items, issues, announcements within the



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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]

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:

9. TREASURER REPORTS

(Sandy Capps, Chair, Budget & Finance Committee approved 2-24-21)

A. Approval of February 2021 MER

MOTION: The STNC Board approves the [February 2021 Monthly Expenditure Report](#)

B. Discussion/Action: MOTION: Stakeholders request to approve up to **\$115.00** for (3) 3x5 banners for outreach on using MyLA311 reporting. (Community Improvements/Outreach)

C. Discussion/Action: MOTION: Approve up to **\$600** for installation hardware and materials for the 4 owl boxes purchased. (Community Improvements Category)

D. Discussion/Action: MOTION: Outreach Committee request for up to **\$6,000** for STNC Neighborhood Council City Light Pole Banner Project for Installation of Banners. (Outreach, Beautification, Community Improvements)

E. Discussion/Action: MOTION: Approve NPG in the amount of **\$3,000** from Sunland Tujunga Shadow Hills Rotary Club to fund artists for contributions to the City Light/Street Pole Banner Project. (NPG)

F. Discussion/Action: MOTION: Amend approved itemized Elections Budget and remove the **\$3,000** voted on for social media outreach and allocate the **\$3,000** back into the General Election Budget.

G. Discussion/Action: MOTION: Elections Committee request for up to **\$600** for [additional bus bench](#) ads to promote Vote By Mail.

H. Discussion/Action: MOTION: Elections Committee request for up to **\$5,740** for community mailers includes printing, mailing services and postage from Phantom Printing or Sunland Printing to promote Vote By Mail.

I. Discussion/Action: MOTION: Elections Committee request for up to **\$1,000** for additional banners if needed to promote Vote By Mail.

J. Discussion/Action: MOTION: Move 2020/2021 allocated Budget funds from either Community Improvement and/or Beautification allocated budget category for up to **\$6,500.00** to the Elections budget category to accommodate additional requested election outreach. (\$8,500 previous approved plus \$6,500 additional Total Election allocation category \$15,000.00)

10. NEW BUSINESS

11. 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:



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12. Approval of Board Meeting Minutes

MOTION: Discussion/Action that STNC Board approves the [February 10, 2021 minutes](#)

13. Approval of Land Use Committee Recommendations

(Pati Potter, Co-Chair, LUC Committee approved 3-1-21)

- A. Discussion/Possible Motion to issue Community Impact Statement (CIS):** [CF11-1705 Citywide Sign Ordinance](#)

14. Approval of seating 2021-23 STNC Board of Directors

MOTION: Discussion/Action that STNC 2021 Board is seated at the next regular STNC board meeting after City Clerk certification of the election which is in accordance with STNC Bylaws.

15. [Approval of new STARC Committee member](#)

MOTION: Discussion/Action that STNC Board accepts appointment of stakeholder Eric Santiestevan to the STARC.

16. [Approval of Letter to LAPD Valley Traffic](#)

MOTION: STNC opposes reassignment of our sole Traffic Officer Joel Flores.

17. Appointment of board member to Regional Grievance Panel

MOTION: Recommend board member to the Regional Grievance Panel

18. FINAL ANNOUNCEMENTS: Next STNC Board Meeting April 14, 2021.

ADJOURNMENT

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

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 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.

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

* 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



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Municipal Code §§ 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or

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

Monthly Expenditure Report



Reporting Month: February 2021

Budget Fiscal Year: 2020-2021

NC Name: Sunland-Tujunga
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$31893.23	\$2133.49	\$29759.74	\$0.00	\$0.00	\$29759.74

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$22770.00	\$449.00	\$7956.66	\$0.00	\$7956.66
Outreach		\$236.34		\$0.00	
Elections		\$1448.15		\$0.00	
Community Improvement Project	\$10000.00	\$0.00	\$9457.72	\$0.00	\$9457.72
Neighborhood Purpose Grants	\$9230.00	\$0.00	\$5250.00	\$0.00	\$5250.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$17202.13	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	02/01/2021	Monthly Maintenance: includes up to 1.5 hour for; phone support, web development, requests, & website adjustments, Monthly Hosting for stnc.org Email Standard Mailboxes:1 Account secretary@stnc.org (included in maintenance) *Encumbrance funds 2019/2020	General Operations Expenditure	Outreach	\$150.00
2	US STORAGE CENTERS -L	02/02/2021	Approve the STNC monthly payment of \$449.00 to US STORAGE for the rental of 2 (two) storage units. *Encumbrance Funds 2019/2020	General Operations Expenditure	Office	\$449.00
3	ZOOM.US 888-799-9666	02/10/2021	STNC Approves Monthly Zoom account meeting Invoice for \$16.34* *Encumbrance Funds 2019-2020 \$14.99	General Operations Expenditure	Outreach	\$16.34
4	PAYPAL SUNLANDPRIN	02/10/2021	STNC approves itemized election expenses in the amount of \$7175 for banners, law signs, flyers, bus bench ad, posters, social media outreach, translation, incidentals for banner/poster installation/event box. Phase 2 on itemized cost list	General Operations Expenditure	Elections	\$1448.15

5	EIG CONSTANTCONTACT.CO	02/26/2021	Approve Constant Contact \$70.00 Monthly Maintence Email Plus 501-2500 contacts*. *Encumbrance 2019/2020 Funds	General Operations Expenditure	Outreach	\$70.00
Subtotal:						\$2133.49

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
Subtotal: Outstanding						\$0.00

Invoice

The Web Corner, Inc.
 19509 Ventura Blvd.
 Tarzana CA 91356
 (818) 345-7443

Date	Invoice #	Due Date
2/1/2021	21605	2/1/2021

PAID
02/01/2021

Bill To
 Sunland Tujunga NC
 7747 Foothill Blvd., Room 101
 Tujunga, CA 91042

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Monthly Maintenance: includes up to 1.5 hour for; phone support, web development, requests, & website adjustments	150.00	150.00
0	Monthly Hosting for stnc.org	15.00	0.00
0	Email Standard Mailboxes:	3.50	0.00
	1 Account secretary@stnc.org (included in maintenance)		

Please remit payment at your earliest convenience. Thank you for your business!	Total	\$150.00
	Payments/Credits	-\$150.00
	Balance Due	\$0.00

US Storage Centers - La Crescenta

4454 Lowell Ave
La Crescenta, CA 91214
818-957-0700

lacscenta@usstorage.net

PAYMENT RECEIPT

Tenant City of los angeles
Company c/o: City of Los Angeles
Address 200 N. Main St.
City, State, Zip Los Angeles CA 90012
Paid Thru

February 2, 2021
Payment Date February 2, 2021 10:26 AM
Unit 0358, ...
Available Credit 0.00
Current Balance 0.00
Paid Thru February 28, 2021
Receipt Number 90577

By KK

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
02/01/21	0358	Protection Plan 2/1-2/28	12.00	0.00	0.00	12.00	12.00	Master Card
02/01/21	0358	Rent 2/1-2/28	212.50	0.00	0.00	212.50	212.50	Master Card
02/01/21	0363	Protection Plan 2/1-2/28	12.00	0.00	0.00	12.00	12.00	Master Card
02/01/21	0363	Rent 2/1-2/28	212.50	0.00	0.00	212.50	212.50	Master Card

Taxes	0.00
Payment (less tax)	449.00
Payment Subtotal	449.00
Credits Applied	0.00
Refunds Applied	0.00
Total Applied to Account	449.00
Current Account Balance	0.00
Paid By	Master Card *****4545
Paid Thru Date	February 28, 2021

Transaction Type Sale
Authorization 024958
Reference 57880

I agree to pay the above amount according to the card issuer statement.

x _____

Memo:

Signed: _____

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www.kureit.org

Zoom Video Communications Inc.
 55 Almaden Blvd, 6th Floor
 San Jose, CA 95113
 billing@zoom.us

Invoice Date: 02/10/2021
 Invoice #: INV68007080
 Payment Terms: Due Upon Receipt
 Due Date: 02/10/2021
 Account Number: 3002589572
 Currency: USD
 Account Information: Sunland Tujunga NC
 7747 Foothill Blvd,
 Tujunga, California 91042
 United States

Remittance Details should be sent to:
 Finance@zoom.us

sunlandtjunganc@gmail.com

Purchase Order Number:

Tax Exempt Certificate ID:

[Zoom W-9](#)

CHARGE DETAILS				
Charge Description	Service Period	Subtotal	Tax	TOTAL
Charge Name: Standard Pro Monthly Quantity: 1 Unit Price: \$14.99	02/10/2021-03/09/2021	\$14.99	\$1.35	\$16.34

INVOICE TOTALS	
Subtotal:	\$14.99
Total (Including Tax):	\$16.34
Invoice Balance:	\$0.00

TAX DETAILS				
Charge Name	Tax Name	Jurisdiction	Charge Amount	Tax Amount
Standard Pro Monthly	Utility Users Tax	City	\$14.99	\$1.35
			Total Tax	\$1.35

TRANSACTIONS



INVOICE

				Invoice Total	\$16.34
Transaction Date	Transaction Number	Transaction Type	Description	Applied Amount	
02/10/2021	P-73358018	Payment		(\$16.34)	
				Invoice Balance	\$0.00

Zoom Phone services provided by Zoom Voice Communications, Inc. Rates, terms and conditions for Zoom Phone services are set by Zoom Voice Communications, Inc.

Election Phase 2 Printing

INVOICE

Paid

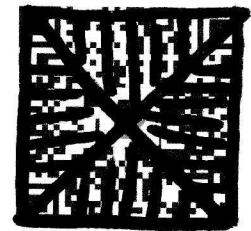
Sunland Printing & Copy Center

Robert Ward
7566 Foothill Blvd
Tujunga, CA 91042
United States

Phone: 818-353-1588
mail@sunlandprinting.com
Mon - Fri 10am - 5pm

Invoice #: 1596
Invoice Date: Jan 29, 2021
Due date: Jan 29, 2021

Amount due:
\$0.00



Scan. Pay. Go

Bill To:

Sunland Tujunga Neighborhood Council
sandy.stnc@gmail.com

Description	Quantity	Price	Amount
18X20 Lawn Signs. Full Color 2 sides w/H stake Spanish Set. Phase 1	50	\$8.25	\$412.50
3 X 6 Banners Set 2 Phase 1	12	\$45.00	\$540.00
8.5X11 Full Color Flyers 2 sides ENGLISH Phase 2	500	\$0.37	\$185.00
8.5X11 Full Color Flyers 2 sides SPANISH Phase 2	500	\$0.37	\$185.00
		Subtotal	\$1,322.50
		9.5% (9.5%)	\$125.65
		Total	\$1,448.15
		Amount paid	-\$1,448.15
		Amount due	\$0.00 USD

From: Constant Contact Billing
Sent: Friday, February 26, 2021 12:35 AM
To: sandy.stnc@gmail.com
Subject: Constant Contact Payment Receipt for Liliana Sanchez

Thank you for your recent payment. Your payment receipt is found below.



Payment Receipt
for February 26, 2021

Sunland-Tujunga Neighborhood Council
Attn.: Liliana Sanchez
200 N. Spring Street, Room 224 in Los Angeles, CA
90012
Los Angeles, CA 90012
US
818564-2232

Today's Date: February 26, 2021
Payment Date: February 26, 2021
Payment Method: MasterCard (last 4 digits:
4545)
User Name: sunlandtjunganc@gmail.com

Thank you for your payment!

Description	Amount Paid
Payment - Credit Card - 4545	\$70.00

Amounts shown may reflect sales tax which is applicable in certain areas.

Note you can continue to view payment receipts online. Log into your Constant Contact account, click the [My Account](#) link in the upper right hand corner of the Home page, and choose the View Payment Receipts option.

You may also use the Opt In/Out of Payment Receipt E-Mails link on the [My Account](#) page to opt out of receiving payment receipt emails in the future.

We appreciate your business.
Best Regards,
Constant Contact Billing
1601 Trapelo Road, Suite 329 - Waltham, MA 02451

Questions? Please give us a call!
US / Canada Toll Free: (855) 229-5506
UK Toll Free: 0808-234-0942
Outside US / Canada: 0808-234-0945

Need to cancel your account? Just give us a call!
US / Canada Toll Free: 855-229-5506
UK Toll Free: 0808-234-0945
Outside US / Canada: +1 781-472-8120

* 2019/2020 Encumbrance Funds

#4

Sunland-Tujunga Neighborhood Council
SPECIAL JOINT BOARD AND BUDGET & FINANCE COMMITTEE MINUTES

Meeting Date January 27, 2020 via Zoom

1. Call To Order: 6:02pm by Sandy Capps, Chair
 - a. Committee in attendance: Sandy Capps, Cindy Cleghorn, Pati Potter, Claudia Akin, Bill Sikes, Nancy Shannon
 - b. Other STNC in attendance: Lilliana Sanchez, Lydia Grant
 - c. Others in attendance: Abby Diamond, David Pedroza
2. General Announcements:
 - a. Lydia thanked Sandy for getting the flyers. All banners have been put up.
 - b. Cindy stated that the closing date to apply to run for elections is this Tuesday, at 5pm. Info posted on STNC website.
 - c. Abby wanted to introduce her "working group" and their Pole Banner Project with the Rotary and asked to be put on next months agenda.
 - d. Sandy stated that on 2/6, from 12pm to 2pm the STAT committee will be doing the lawn sign distribution at NVCH.
3. Discussion/**Action**: Approve the December Budget and Finance Committee meeting minutes. Pati motioned, Bill 2nd. All approved, no "Nays", No Abstentions
4. Discussion/**Update**: Budget and Finance Committee Member Pati Potter Excel Spreadsheet Budget Update. Pati shared the excel sheet she keeps is aligned with the Sandy's balances. She stated that MER does not include encumbered.
5. Discussion/**Action**: Approve January 2021 Monthly Expenditure Report and Balances (MER). Pati motioned Claudia 2nd. As of this day, net available is \$31,963.23. Zero outstanding as of this date. Storage rates have not risen, yet we are allowing for an increase in price. Lydia stated that due to C19, she is unable to remove the Owl Boxes from Storage. Sandy stated that the chairs take up most of the room. Roll call vote: All approved, no "Nays", No Abstentions
6. Discussion/**Update**: STNC approved and pending events. As stated above, the lawn signs will be distributed on 2/6/21. Regarding the mural, the Covid Restrictions are delaying the application.
7. Discussion/**Update**: Election Budget expenses to date and future pending expenses. \$7,175 has been voted/approved for Phase 1 and 2. Of that \$1,325 has been spent. Lydia discussed future needs regarding outreach to community on voting process and the need to request a ballot.
8. Discussion/**Action**: Approve up to \$160 for printing full color certificates of appreciation request from STNC President Sanchez. Claudia motioned, Nancy 2nd. Discussion regarding cost difference of Certificate Holders and Envelopes. It was agreed we would approve as written and if more is needed to address it at future meeting. All approved, no "Nays", No Abstentions
9. Discussion/**Action**: Monthly Zoom increase from \$14.99 to \$16.34 for a \$1.35 Utility Users Tax. Claudia Motioned, Pati 2nd. Cindy stated that if you pay a year in advance, there is a discount, and can be agendaized at a later date. Roll call vote: All approved, no "Nays", No Abstentions
10. **Discussion**/Action: Next 2021/2022 term budget allocation and current Budget and Finance Committees responsibility. Sandy asked who will set allocation for next term. Per Lydia, DONE has not made a decision yet and will get feedback from N.C.'s. The allocation should be set by the new board.
11. Public Comments on Non-Agenda Items. None
12. Discussion/**Action**: Next Budget and Finance meeting to be 2/24/21. All approved.
13. Adjourned at 6:37pm

#8

REPORT JUNK REPORT GRAFFITI

FREE CITY SERVICES

DIAL 311 PHONE

Myla311 MOBILE APP

myla311.lacity.org COMPUTER



SUNLAND-TUJUNGA
NEIGHBORHOOD COUNCIL
www.stnc.org

#9

HOME DEPOT OWL BOX INSTALLATION ITEMS

Klean-Strip 1 qt. Boiled Linseed Oil Model #QLO45 Aisle 12 Bay 014

1 \$8.97

YARDGARD 1-7/8 in. x 1-7/8 in. x 8 ft. 16-Gauge Galvanized Steel Line Fence Post Model #328934DPTS
Aisle 69 Bay 003

1 \$16.98

Everbilt 3/8 in. x 2-1/2 in. Stainless Universal Clevis Pin Model #811668 Aisle 22 Bay 005

1 \$7.24

YARDGARD 1-5/8 in. x 1-5/8 in. x 6 ft. 16-Gauge Galvanized Steel Line Fence Post Model #328921DPTS

1 \$12.84

Everbilt 1/4 in.-20 Zinc Plated Hex Nut (10-Pack) Model #802181 Aisle 22 Bay 013

1 \$1.18

YARDGARD 1-7/8 in. Chain Link Wood Adapter Clamp Model #328596C Aisle 59 Bay 002

1 \$5.23

Everbilt 1/4 in. Galvanized Lock Washer (8-Pack) Model #800044 Aisle Bay

1 \$2.75

Everbilt 1/2 in. Galvanized Flat Washer (25 per Bag) Model #802294 Aisle 22 Bay 009

1 \$9.50

Halex 1-1/2 in. 2-Hole Electrical Metallic Tube (EMT) Straps (2-Pack) Model #26165 Aisle 06 Bay 008

2 \$2.98

Everbilt 1/4 in.-20 x 4 in. Zinc Plated Hex Bolt Model #800656 Aisle 33 Bay 002

6 \$1.86

Everbilt #8 x 1 in. Phillips Pan Head Stainless Steel Sheet Metal Screw (25-Pack) Model #802612 Aisle Bay

1 \$8.78

Quikrete 20 lb. Quick-Setting Cement Concrete Mix Model #124020 Aisle 28 Bay 004

3 \$40.41

Reese Fifth Wheel Hitch Replacement Parts Pull Pin Kit Model #58053 Aisle Bay

1 \$16.17

Subtotal \$134.89

Sales Tax \$0

Est. Total \$134.89 \$150.00 with tax

Main Materials Used & Approximate Pricing:

Either Linseed Oil or Exterior Light Colored Paint (Your choice for a finish) with paint brushes.

Two Galvanized Metal Fence Poles (One 5/8" x 3' 16 GA Line Pole and One 7/8" x 8' 16 GA Line Pole.

Note: The poles should slide into one another, securely. 60 lbs. Fast Setting Concrete Mix (Get the type that does not require mixing)

Two Pack of EMT 2 hole 1/2" Strap (Home Depot Item No. 051411261658)

One 7/8" Adjustable Wood Adapter (Home Depot Item No. 099713046450)

Clevis stainless pin (3/8" x 2 1/2") and a Reese tow pin that'll slide into clevis pinhole

1" Self drilling stainless steel screws (At least 3 or more), 1/4-20 "X2" galvanized hex bolts (At least 6), 1/4" galvanized washers (At least 6), 1/4" galvanized lock washers (At least 6), and 1/4" nuts (At least 6).

Directions:

7/8" Adjustable Wood Adapter

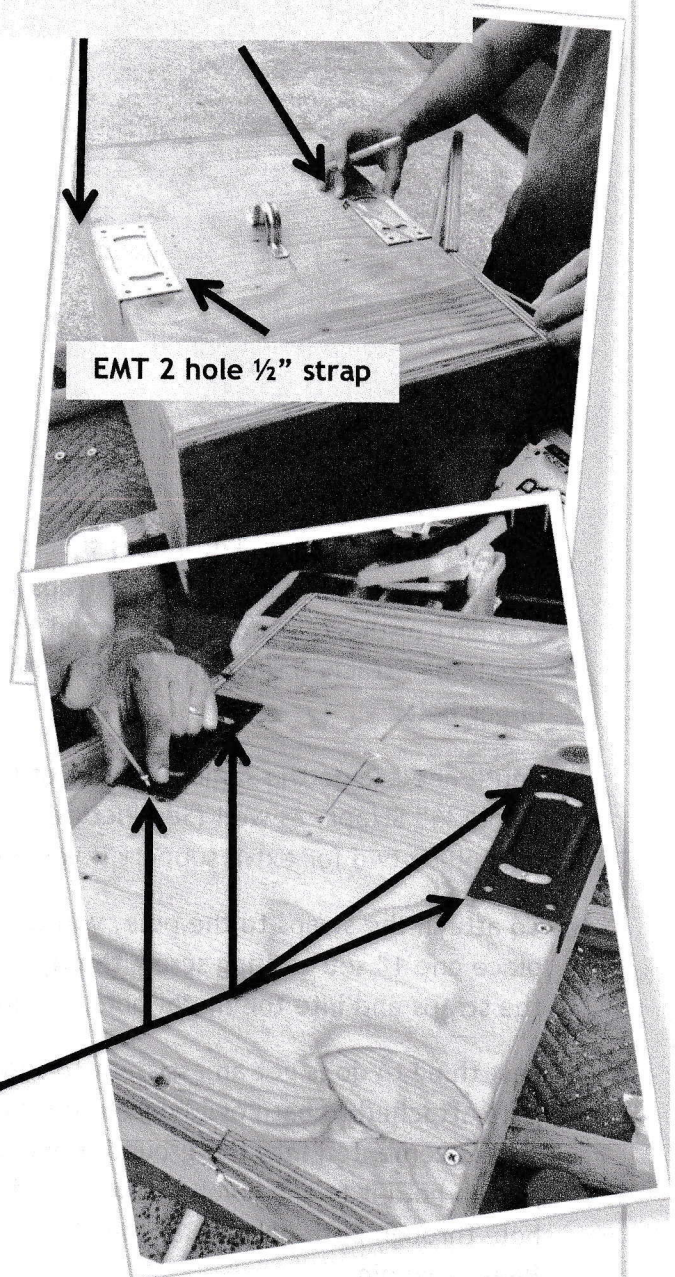
1. With a brush, coat the **OUTSIDE** of the box with either linseed oil or a light colored paint to help weatherproof the outside of the box. Draker color paint can cause the box to overheat in the sun. Do not coat the inside or the box at all. Let it dry completely. NOTE: If you wish, you may spray paint the brackets to another color if you don't like the metallic finish on the galvanized bolts and poles. In the pictures provided, all the materials were spray painted black. It's really up to your own personal preference.

2. Dig a hole approximately 3'-4' deep (Terrain will vary) and a width of about 2'-3'. Take the smaller diameter pole and prepare to place this in the ground. I will typically use a pole hammer and slam the smaller diameter pole into the ground, securely. Set the pole in straight using a level at the top and pour in the Fast Setting Concrete Mix and add water. You can brace the pole straight with a board, or some 2"x 4" boards.

3. After the barn owl box dries, separate the 7/8" adjustable wood adapter into two, separate L brackets. Measure and mark the center of the box from side to side.

4. Center both brackets based on the width of the box and mark the four small holes to place wood screws.

Make sure the length of the small wood screws do not breach through the box and create a sharp end inside the box. This will hold the two brackets in place and fasten the box to the brackets.



Request for Sunland Tujunga Neighborhood Council Funds

Please send this completed form to: President, Secretary, Treasurer and Involved Committee Heads

General Information

Date 2/18/21	Applicant Name Nina Royal, VP Outreach / Chair, Outreach Committee
Circle the budget category where your request fits (see category definitions before making your choice) Outreach Operations Neighborhood Purpose Grant (NPG)* Neighborhood Improvements* Elections/Selections *Require additional forms	
Overview (Describe your project/funding request) A one-year street banner plan to promote the STNC	

Project Details

New Project? Yes	Contributing to an existing program?	Donation?	Other (explain)
What group(s) will benefit from this project? How will they benefit? Community Outreach / Awareness of the STNC			
Project Start Date July 2021 or as soon as can be approved by Funding & City Council / other requirements		Project End Date One year following placement of the banners	
Will other entities be working/coordinating with you? If yes, please list and define all roles. Other STNC Committees: Community Improvement Government Affairs, Beautification, STARC – Arts, Culture, Recreation, ST Rotary Club.			
Will STNC be publicized or benefit in another way? If yes, please list how and when (media, flyers, training, etc.) Announcements at meetings and on promotional materials.			

Funding Details

Amount requested \$4,200.00	If buying a tangible item(s), attach 2 or more written quotes/bids from vendors. If a donation, attach recipient’s written request. Attached
Any other group contributing money to this project? If so, list their name and certainty/status of their funding. When do you expect all money to be available? ST Rotary Club will coordinate artwork with local artists and prepare final art for light pole vendor	
Is this the first time requesting funds for this project? N/A	If not, briefly explain why it was/wasn’t funded before. STNC did a Street Banner Program over 10 years ago

Please add your final comments including what results you expect. When will STNC get them?

The banners are being used as an outreach tool to encourage neighborhood stakeholders to participate in Sunland-Tujunga Neighborhood Council’s community programs and activities. It has been great to work with each of the committees and include our overall community.

I certify neither I nor my family are receiving any personal benefit from this.

Signed *Nina Royal* Office: **Vice President, Outreach** Date **12/18/20**

The Sunland-Tujunga Neighborhood Council (STNC), a certified Neighborhood Council, is coordinating a street banner program. Street banners will be used as an outreach tool to encourage stakeholders to become involved in the STNC programs and activities.

I THEREFORE MOVE that the City Council, in accordance with the Los Angeles Municipal Code (LAMC) Section 62.132, approve the street banner program identifying the Sunland-Tujunga Neighborhood Council, as a City of Los Angeles Non-Event Street Banner Program for the period of November 15, 2020 to November 15, 2021.

I FURTHER MOVE that the City Council approve the content of the attached street banner design.

PRESENTED BY: _____
MONICA RODRIGUEZ
Councilmember, 7th District

SECONDED BY: _____

stnc.org

Sunland-Tujunga Neighborhood Council

GET INVOLVED

Meets 2nd Wednesday of the month

STNC Office at
7747 Foothill Blvd.
Tujunga, CA 91042

Telephone: (818) 951-7411



stnc.org

empowerla.org

Sunland Tujunga

drive safe - stay safe!



Your Neighborhood
Your Council
Your Voice



SUNLAND-TUJUNGA
NEIGHBORHOOD COUNCIL

www.stnc.org



#10



21051 Warner Center Lane
Suite 250A
Woodland Hills, CA 91367
(Tel) (800) 755-9466 (Fax) (818) 348-1956

Quote/Sales Order

Date: 11/19/2020
Job #: AG 3662

Bill To:					
Sunland-Tujunga Neighborhood Council ATTN: Nina Royal				Prior Customer: Yes No Credit OK by:	
Ship To					
				Terms Due Upon Acceptance of order Explain:	
Sale Type	Launch Date	Removal Date:	Customer P.O.	Account REP	FOB
				AG	
Quantity	Description			Unit Price	Amount
30	"Neighborhood Council" City Light Pole Banner (Single Wing) 3'(w) x 8'(h) - Printed on outdoor vinyl with wind slits (2) Images (A/A, B/B)- All 4 Color Process			83.50	2,505.00T
30	Installation, maintenance and removal. Maintenance includes normal wear & tear for 90 days (Maintenance due to any unforeseen circumstances will be charged extra). City of Los Angeles Permit Fees not included - you must have City Council approval to waive fees. Full payment due upon acceptance of order.			48.50	1,455.00

Sales tax subject to change based on current sales tax rate at time of invoicing. Prices subject to change after review of supplied art. All claims for errors or allowances must be made in writing within 10 days from receipt of goods. No goods returnable without written consent.	Sales Tax:	\$0.00
	TOTAL AMT. DUE	\$3,960.00

Order confirmation sent Date:
Received:

Authorized by: _____

#10



21051 Warner Center Lane
 Suite 250A
 Woodland Hills, CA 91367
 (Tel) (800) 755-9466 (Fax) (818) 348-1956

Quote/Sales Order

Date: 11/19/2020
 Job #: AG 3661

Bill To:					
Sunland-Tujunga Neighborhood Council ATTN: Nina Royal				Prior Customer: Yes No Credit OK by:	
Ship To					
				Terms Due Upon Acceptance of order Explain:	
Sale Type	Launch Date	Removal Date:	Customer P.O.	Account REP	FOB
				AG	
Quantity	Description			Unit Price	Amount
40	"Neighborhood Council" City Light Pole Banner (Single Wing) 3'(w) x 8'(h) - Printed on outdoor vinyl with wind slits (2) Images (A/A, B/B)- All 4 Color Process			76.50	3,060.00T
40	Installation, maintenance and removal. Maintenance includes normal wear & tear for 90 days (Maintenance due to any unforeseen circumstances will be charged extra). City of Los Angeles Permit Fees not included - you must have City Council approval to waive fees. Full payment due upon acceptance of order.			42.50	1,700.00

Sales tax subject to change based on current sales tax rate at time of invoicing. Prices subject to change after review of supplied art. All claims for errors or allowances must be made in writing within 10 days from receipt of goods. No goods returnable without written consent.	Sales Tax:	\$0.00
	TOTAL AMT. DUE	\$4,760.00

Order confirmation sent Date:
 Received:

Authorized by: _____

#10



Corporate Office
8955 National Blvd
Los Angeles, CA 90034
310-836-3200

TRANSACTION # **QTE276801**
DATE **10/29/2020**
EXPIRES **1/27/2021**
SALES TEAM **486 JEREMY TAGUE**



CUSTOMER C234528
Sunland Tujunga NC

PROJECT
Pole Banners

PRIMARY CONTACT
Cindy Cleghorn
818-429-6699
cindycleghorn@gmail.com

BILL TO
Sunland Tujunga NC
address to follow
Los Angeles CA 90034

DUE DATE

SHIP TO
Sunland Tujunga NC
address to follow
Los Angeles CA 90034

SHIPPING METHOD
Installation - AAA Factory

PAYMENT TERMS
Prepayment

QTY			EACH	TOTAL
20	Description	single pole banners - long term program (Graphic)	\$87.50	\$1,750.00 *
	Item	Pole Banner Graphic		
		Facing Double Faced: Same Art - 1 Ply		
	Size	36" W x 96" H		
		Layout Portrait		
	Material	Vinyl - Block Out - White - 16oz		
		Process Ultraviolet		
	Color Match	Print As Is		
	Production Details	Quantity 60: 3'x8' Blockout Vinyl Banner - DF:S 2 1 ply - 4CP		
	Finishings	Pole Pocket - Placement: Bottom, Top - Size: 3" Trim - Type: Trim Wind-Slits		
	Finishing Notes	3" pole pockets top and bottom plus wind slits (TBD)		
20	Description	single pole banners - long term program (Hardware)	\$67.50	\$1,350.00 *
	Item	Single Pole Banner Display Hardware		
20	Description	installing 20 single pole banners - Local LA	\$37.50	\$750.00
	Item	Pole Banner Installation		
20	Description	Removing 20 single pole banners - Local LA	\$32.00	\$640.00
	Item	Pole Banner Removal		
1	Description	Permit Processing (labor)	\$200.00	\$200.00 *
	Item	Miscellaneous Item		
1	Description	Permits - one year non event (waived with documentation)	\$0.00	\$0.00
	Item	Permit fees		
1	Description	Quote doesn't include - art design, storage, cleaning, delivery or anything not explicitly mentioned in quote.	\$0.00	\$0.00
	Item	Memo		

#10



Corporate Office
8955 National Blvd
Los Angeles, CA 90034
310-836-3200

TRANSACTION **QTE276801**
DATE **10/29/2020**

QTY			EACH	TOTAL
1	Description	Maintenance calls or banner repairs are a minimum of \$495 per instance	\$495.00	\$495.00
	Item	General Conditions		

IMPORTANT CLIENT REQUIREMENTS

- 1) APPROVE QUOTE ASAP
- 2) SUBMIT ARTWORK IMMEDIATELY
- 3) SUBMIT PAYMENT PER TERMS
- 4) APPROVE PRINT PROOF ASAP

- PRODUCTION DOES NOT BEGIN UNTIL ALL THE ABOVE ITEMS HAVE BEEN COMPLETED
- DELAYS CAN CAUSE ADDITIONAL RUSH FEES

SUBTOTAL	\$5,185.00
EST. SHIPPING	TBD
TAX (9.5%)*	\$313.50
TOTAL	\$5,498.50

11

**Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)**



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Sunland Tujunga

SECTION I - APPLICANT INFORMATION

1a)	<u>Sunland Tujunga Shadow Hills Rotary Club</u> <i>Organization Name</i>	<u>84-4602587</u> <i>Federal I.D. # (EIN#)</i>	<u>CA</u> <i>State of Incorporation</i>	<u>2/26/2020</u> <i>Date of 501(c)(3) Status (if applicable)</i>
1b)	<u>P.O. Box 366</u> <i>Organization Mailing Address</i>	<u>Sunland</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>91041</u> <i>Zip Code</i>
1c)	<u></u> <i>Business Address (if different)</i>	<u></u> <i>City</i>	<u></u> <i>State</i>	<u></u> <i>Zip Code</i>
1d)	PRIMARY CONTACT INFORMATION: <u>Roger Klemm</u> <i>Name</i>	<u>818-635-9532</u> <i>Phone</i>	<u>treehuggers@ca.rr.com</u> <i>Email</i>	
2)	Type of Organization- Please select one: <input type="checkbox"/> Public School (not to include private schools) Attach Signed letter on School Letterhead or <input checked="" type="checkbox"/> 501(c)(3) Non-Profit (other than religious institutions) Attach IRS Determination Letter			
3)	<u></u> <i>Name / Address of Affiliated Organization (if applicable)</i>	<u></u> <i>City</i>	<u></u> <i>State</i>	<u></u> <i>Zip Code</i>

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

The purpose of this grant is to commission artwork from local artists for pole banners on Foothill Boulevard in Sunland and Tujunga. This grant is intended to be the vehicle by which the artistic component of the STNC Pole Banner Project is funded.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

This grant will fund the original artistic components of the STNC Pole Banner Project, part of a city-wide effort to promote neighborhood councils and encourage local participation. Our banners will highlight the STNC and our unique neighborhood, and inspire community members to become involved.

The Sunland Tujunga Shadow Hills Rotary Club will be working with a team of individuals from the STNC Outreach, STARC, & Beautification Committees to commission and adjudicate the artwork, and engage a graphic designer to generate the call for artists, coordinate the artwork produced, and generate promotional fliers and other materials that might be needed.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a) Personnel Related Expenses		
	Requested of NC	Total Projected Cost
Art Commissions	\$ 2000	\$ 2000
Coordinating Graphic Artist	\$ 500	\$ 500
	\$	\$

6b) Non-Personnel Related Expenses		
	Requested of NC	Total Projected Cost
Promotional Materials	\$ 500	\$ 500
	\$	\$
	\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 3000

10a) Start date: 03/01/21 10b) Date Funds Required: 03/15/21 10c) Expected Completion Date: 06/30/21
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant
Kresse Armour	Member of Rotary Club
Mark Seigel (former NC Board member)	Member of Rotary Club
Cindy Cleghorn	Friend of Rotary Club (not a club member)

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

Michelle Ramage President Michelle Ramage 2-15-21
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

Sabrina Godinez Secretary [Signature] 2-15-21
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 01 2020

SUNLAND-TUJUNGA-SHADOW HILLS ROTARY
CLUB
PO BOX 366
SUNLAND, CA 91041-0000

Employer Identification Number:
84-4602587
DLN:
26053462006050
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
February 26, 2020
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

SUNLAND-TUJUNGA-SHADOW HILLS ROTARY

Sincerely,

Stephen A. Morten

Director, Exempt Organizations
Rulings and Agreements

Letter 947

2/22/2021

LA-7324

San Fernando Valley
North

#13

#37749 - Sunland Tujunga Neighborhood Council · Insite · Apparatus

*Election
Bus Bench
Ads*

*Service dates
3/8/2021 - 4/11/2021*

2' x 7'

No

69,170²

\$0.00

03/08/21

04/11/21

(Bench) EB Sunland Blvd NS Newhome Ave SWC, N/F (Sunland) [Geopath#: 30735575]

(34.2596/-118.3229) **Restricted (No Adult, Tobacco, Cannabis, Alcohol, Political, No Alcohol, No Political, No Sexual Material)**

2

LA-6896

San Fernando Valley
North

2' x 7'

No

90,860²

\$0.00

03/08/21

04/11/21

(Bench) EB Foothill Blvd NS McVine Ave SWC, N/F (Sunland) [Geopath#: 30735229]

(34.2596/-118.3116) **Restricted (No Adult, Tobacco, Cannabis, Alcohol, Political, No Alcohol, No Political, No Sexual Material)**

3

LA-6906

San Fernando Valley
East

2' x 7'

No

80,940²

\$0.00

03/08/21

04/11/21

(Bench) SB Foothill Blvd NS Wyngate St NWC, E/F (Tujunga) [Geopath#: 30731800]

(34.2576/-118.3013) **Restricted (No Adult, Tobacco, Cannabis, Alcohol, Political, No Alcohol, No Political, No Sexual Material)**

4

LA-0264

San Fernando Valley
North
WS

6 x Bus Bench Production (\$600.00 Total)

TERMS

NOTES

Deposit of \$300.00 will be paid with credit card. Balance will be paid after 3/10/21

² Weekly impressions for individuals 18+ years old according to Geopath. The Geopath Audience Location MeasurementSM data is provided by the GeoPath, Inc. New York, New York. ©Copyright 2021, All Rights Reserved.

Judy Lambert | Production Mgr.

jlambert@insitesm.com | 310-559-1600 | 213-713-4476 (cell) | 310-559-1666 (fax)

1990 Westwood Blvd, Ste.300 | Los Angeles, CA 90025

Location Details

x

#15



Cindy Cleghorn <cindycleghorn@gmail.com>

Neighborhood Council Printing - Sunland-Tujunga

dave@phantomprint.com <dave@phantomprint.com>

Wed, Oct 28, 2020 at 12:14 PM

To: Cindy Cleghorn <cindycleghorn@gmail.com>

Hi Cyndy,
Sunland-Tujunga Neighborhood Council Region / 91042 (Tujunga) 10,855 addresses & 91040 (Sunland) 6,655 addresses for a total of 17,500 addresses.

- \$1895.00 Print 6 x 9 Postcards (17,500 pcs) 2 sided
- \$395.00 Mail services (bundle, sort, paperwork, deliver to two Post offices)
- \$3345.00 Postage (U.S. Postmaster)

Thank you,

David Guerra
Phantom Lithography
310-478-7173

 Sunl_Tuj.pdf
795K



dave@phantomprint.com

to Evelyn, Lydia, me ▾

Tue, Feb 16, 12:53 PM (3 days ago)

Brochures 8.5 x 11" / 100# gloss cover / 2-sided

4 over 4 (full color both sides)

\$1895.- Print 17,500 brochures

\$ 495.- Presort, bundle, deliver to PO

\$3250.- EDDM Postage (17,000 pieces)

Brochures 11 x 17 folded to 8.5 x 11" / 70# offset / 2-sided

4 over 4 (full color both sides)

\$1995.- Print 17,500 brochures

\$ 495.- Presort, bundle, deliver to PO

\$3250.- EDDM Postage (17,000 pieces)

Thank you,

David Guerra
Phantom Lithography
310-478-7173

ELECTION MAILERS

From: Julie Ward
Sent: Tuesday, February 23, 2021 3:04 PM
To: Sandy Capps
Subject: EDDM mailer

EDDM NUMBERS per the [USPS.Com](https://www.usps.com) website for both Residents and Business
For mailing purposes in your local area.

Tujunga 14 different carrier route totaling 10859 pieces needed
Sunland 8 different carrier route totaling 6667 pieces needed

Mailing price that you can pay directly to the post office yourself should be **\$3365.**

Full color printing for 6.5X9 full color post card printed front and back
Artwork supplied
Bundled in sets of 100 for delivery to the local post office would be

20,000 pieces **\$1,813.21**

25,000 pieces **\$2,314.53**

+tax

Printing and delivery to the post office will 5-6 working days

Julie Ward
Sunland Printing
7566 Foothill Blvd.
Tujunga, CA 91042
818.353.1588
mail@sunlandprinting.com



15121 Ventura Blvd Sherman Oaks CA 91403
 Voice: 818.783.5172 Fax: 818.783 8649
 Email: goodway@goodwayprintcopy.com

No. **45695**

Date 11/4/2020

Customer P.O. No.

SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL

Sunland CA 91040
 Liliana Sanchez

QUANTITY	DESCRIPTION	AMOUNT
20,000	STNC6.x9 uv one side 2-4 days 4/4postcards 16 pt bundled in 100's	1,900.00
20,000	post card Eddm mailing services tab address and take to post office .05 cents ea	1,000.00
20,000	newsletter 11x17 fold to letter size 100 gloss book 2-4days	3,532.00
20,000	newsletter 11 x17 mailing service tab and address and mail .12 cents each	1,580.00
20,000	letter 8.5x11 fold to letter size 100 gloss book 2-4days	1,724.00
20,000	letter 8.5x1 mailing service tab and address and mail .10 cents each	1,580.00
1	Presorted Automation: \$0.259 - \$0.299bulk mail for newsletter and letter our permit	
1	postcard EDDM valley .postage .18 outside the valley .22 cents	
Taken by: Account Type: Charge Account THIS IS AN ESTIMATE AND DOES NOT REQUIRE PAYMENT. Estimate is good for 30 days. Please call with any questions. THANK YOU!		SUBTOTAL 11,316.00 1,075.02 SHIPPING TOTAL 12,391.02 AMOUNT DUE 12,391.02



15121 Ventura Blvd Sherman Oaks CA 91403
 Voice: 818.783.5172 Fax: 818.783 8649
 Email: goodway@goodwayprintcopy.com

Invoice

No. **46113**

Date 2/17/2021

Customer P.O. No.

SUNLAND TUJUNGA NEIGHBORHOOD COUNCIL

Sunland CA 91040
 Evelyn Serrano <stncevelyn@gmail.com>

QUANTITY	DESCRIPTION	AMOUNT
17,000	letter 11x17 fold to letter size 100 gloss book 2-4days 4/4	3,532.00
17,000	letter 11x17 fold to letter size 2-4days black and white 70 white opaque stock	1,800.00
17,000	letter 8.5x11 fold to letter size 100 gloss book 2-4days 4/4	1,724.00
17,000	letter 8.5x11 fold to letter size 2-4days black and white 70 white opaque stock	1,160.00
17,000	mailing 11 x17 tab and address and mail .12 cents each	2,040.00
17,000	mailing 8.5x1 tab and address and mail .10 cents each postage standard mail 20-30 each	1,700.00
<div style="border: 1px solid black; border-radius: 50%; padding: 20px; display: inline-block;"> <p><i>No Bleeds on the Black & white</i></p> </div>		
Taken by: Account Type: Charge Account THIS IS AN ESTIMATE AND DOES NOT REQUIRE PAYMENT. Estimate is good for 30 days. Please call with any questions. THANK YOU!		SUBTOTAL 11,956.00 SHIPPING 1,135.82 TOTAL 13,091.82 AMOUNT DUE 13,091.82

Sunland-Tujunga Neighborhood Council
General Board Online Meeting
Meeting date: February 10th, 2021 6:45pm
ZOOM Meeting Online or by Telephone

Called to Order: 6:45 pm by Liliana Sanchez, President.

Board Member	Roll Call	Funding Voting Eligibility	Board Appointment
Liliana Sanchez	Present	Yes	President
Lydia Grant	Present	Yes	1st Vice President
Nina Royal	Present	Yes	2nd Vice President - Outreach
Sandy Capps	Present	Yes	Treasurer
Cindy Cleghorn	Present	Yes	Secretary
Lallah Rowe	Present	Yes	At-Large Group Representative
Vartan Keshish	Present	Yes	Region 1 Representative
Vacant			Region 1 Representative
Glen Belt	Present	Yes	Region 2 Representative
Arsen Karamians	Present	No	Region 2 Representative
Oscar Alvarez	Present	Yes	Region 3 Representative
Rafi Shaheenian	Absent	Yes	Region 3 Representative
Carol Hutchinson	Present	Yes	Region 4 Representative
Pati Potter	Present	Yes	Region 4 Representative
Arnie Abramyan	Present (at 7:35)	Yes	Stakeholder Group
Kresse Armour	Present	Yes	Stakeholder Group
Garbis Khanjian	Absent	Yes	Stakeholder Group
Jon von Gunten	Present	Yes	Stakeholder Group
Shirley Kim	Present	Yes	Stakeholder Group
Vacant			Stakeholder Group
Vacant			Stakeholder Group
Vacant	Not Applicable	Not Applicable non-voting consultant	Parliamentarian
Quorum: 15 Present for Roll Call, 16 for most of meeting			

GENERAL BOARD MEETING

Item 1.

A-B. **Call to Order and Welcome, President Sanchez**—Meeting called to order, Pledge of Allegiance, Roll Call Meeting quorum met. Meeting attended by 40 at roll call, including members of the board, public officials and members of the public.

Meeting Protocols Reminder by Secretary Cindy Cleghorn – Welcome. This meeting will be recorded for records purposes. Treasurer Capps will be the timer. Meeting attendees will be muted, use raise hand feature to comment on Zoom or dial *9 on phone. Comments by public limited to two minutes. We are transitioning into this new environment. Please provide grace and follow code of civility. Please address comments to the Board and not to individual members. Board members generally do not respond to public comments. Board members should mute if not speaking or voting.

Board Members Eligible to Vote / Member Training – All Board Members Eligible.

C. **Board Member Conflicts** – None stated.

Item 2. President's Report: President Sanchez— Welcome and thank you for attending. If any new candidates for the STNC are present tonight she suggests they take notes and if they have any questions, they should contact her or another current STNC member.

There are 3 open seats on the board, 1 Region One representative and 2 Group Representatives. Qualifications for these seats read into record.

To accommodate busy schedules of on duty police officers and other speakers with multiple speaking engagements tonight, agenda items were taken out of order at this meeting.

Item 3. Legacy of the 2019 STNC Board

Treasurer Capps—needs another month to complete this item for next month's meeting.

Item 4. Covid Vaccine Information Updates: Caroline Menjivar, the Mayor's East Valley Representative is not feeling well enough to attend tonight. President Sanchez did invite another speaker-- Phillipe Escobar from Pacoima Beautiful. This organization has been selected by Los Angeles County to help those with language or technological barriers who are currently eligible for the vaccine. They are now hiring 4 bilingual part time workers to do outreach and track those who need the vaccine and coordinate available appointments, transportation. They will train the new hires on their system which uses the Excel spreadsheet program.

Q&A:

Q: by President Sanchez: What languages are you hiring?

A: Now seeking people who speak Spanish or Armenian. The program is up and running, but still working out details. He will send President Sanchez a flyer with more details next week.

President Sanchez notes she is grateful for this program because she works with the elderly and knows that some are not that tech savvy. She thanks Mr. Escobar for providing these services and for sharing this information.

Item 8. Representative Announcements and Reports

Vickere Murphy, State Senator Anthony Portantino's Office – the big thing happening this term is the senator is taking the lead on introducing a major resilience bond measure that will help the state prepare for wildfires and have supplies of clean drinking water. She thinks this bill will be of interest to this area given its closeness to the wildland/urban interface. The senator is also working on some other bills: 1) mental health training in schools; 2) creating incentives to convert empty box stores to homeless housing; 3) requiring

schools to screen in early childhood for dyslexia. There has been a huge influx of EDD claims exacerbated by the revisions to the EDD database in order to implement recent federal legislation and to combat the massive EDD fraud problem that even extends to organized international criminals.

Q&A:

Q: By Secretary Cleghorn—Do you have any updates on Covid 19 vaccine availability?

A: She does not think anything has changed; they are still vaccinating front line health care workers and seniors 65 and over. The numbers infected / hospitalized are way better than they were a month ago.

Member Keshish has a comment -- he commends the Senator for doing something to catch dyslexia early in childhood, this is very important. Many people do not discover they are dyslexic until they are adults.

Esmelrada Marical, Director of Community Engagement & Advocacy, LAUSD Region 6 – Unfortunately the Covid 19 risk is too high to open schools at this time. The key will be a rapid distribution of vaccine to all school employees. She is advocating having educators prioritized. LA County’s Health Director, Barbara Ferrer, will be at next week’s LAUSD Board meeting. She will email the link so it can be posted on the STNC website. Since the last meeting, Kelly Gonez was elected LAUSD president. She looks forward to hearing from the public. The student advisory council will also be starting to meet online.

Senior Lead Officer Caloca – she reminds the audience that she covers Tujunga from Mt. Gleason to Lowell. There has been a huge increase in property crime, especially vehicle theft. Always be sure to lock your car and take the key fob. The LAPD does have a few clubs to give those with older cars, contact her if interested. Violent crime is down. As for those living in vehicles, the City cannot impound the vehicles, but she can encourage them to move if they are causing a problem. It is good to let her know about people living in vehicles so she can know who is living in a given vehicle.

Q&A:

Q: by Member Belt- He has heard a lot about nighttime crime between 10pm and 6am, people checking cars to see if they are locked. Is the LAPD doing nighttime patrols? The Area around Mt Gleason Middle School seems to be a problem area.

A: No requests for door checks, and has not seen any trends for vehicle break-ins other than on Foothill Blvd.

Q: by VP Grant – she has seen a lot of social media posts about catalytic converters being stolen; is this a problem in this area?

A: Not in her area.

Q: by Member von Gunten: he has noticed some TVR tagging around Commerce Ave. Does this signal an uptick in gang activity?

A: No. Oddly the gang problems get worse when members from out of town come here to visit. She is focusing on Little Landers Park, trying to make it a little more family friendly. If you see suspected gang activity in the park, please report. You should call 311 for graffiti removal, but also let your SLO know.

Q: By Member Hutch: Notes 311 has a phone app to make graffiti reporting easy. How has the LAPD funding cuts impacted police response times?

A: (by LAPD Sergeant Jesse Ojeda) The LAPD has responded to the budget cuts by making patrol a priority. A lot of officers who were previously assigned to the HOPE team or to other special units have been reassigned to patrol. Has heard in other meetings complaints about 911 and AskLAPD call response so there may have been impacts these services due to lack of staffing.

Q: By Member Hutch: How should you now report a car break in?

A: You can now generate you own report online for low level crimes. This is also the procedure for non-injury traffic collisions.

Senior Lead Officer Cesar Contreras – There is no real crime trend in his area, but take the same precautions since criminals do not care if they are in Tujunga or Sunland. His main issue is dealing with the homeless dwelling in vehicles or around Sunland Park. They are very limited in what they can do at this time, no deep cleaning, they can only do spot cleaning and ask if tent dwellers have trash / hazardous waste they want removed. The tents have to be ADU compliant, those across from Sunland Park are and they are not committing crimes so he has no power to remove them. Tries to have a good relationship with the homeless; discouraging them from camping in Sunland Park. As far as the merchants go, he tries to discourage them from selling alcohol to those with substance abuse problems; free Wi-Fi is also a huge attraction for homeless people.

Sgt. Jesse Ojeda, Community Relations LAPD Foothill Division – Always remember to take your key fob and not leave valuables in your vehicles. They are doing a virtual Valentines event for the Police Cadets to give them some sense of normalcy despite Covid.

Q: By Tabu Stewart – just moved here from LaCrescenta and thinks the homeless on Commerce are bad for local businesses.

A: (by SLO Caloca) Knows of only one person set up at Foothill / Commerce. Email her with any details of illegal activities. Most homeless campers are East of Tujunga Canyon Blvd. except for one camper at Mt. Gleason and Foothill.

DONE Advocate Jasmine Elbarbary – NC elections updates will be in the monthly profile. Information on election resources is consolidated in one link: [cc2021ncelectionsresources](#). DONE is looking for volunteers to serve on regional grievance panels and on regional election grievance panels. Vote by mail will be coming soon, that is the time for candidates to engage with their voting base.

Q&A:

Q: By Treasurer Capps: Any word on when the new board is going to be seated?

A: Does not know if a decision has been made yet. She will let the Board know

Q: By VP Grant: Has DONE decided where the drop box for the STNC elections is going to be located? She needs this information to print up the flyers.

A: She does not know yet, she will let VP Grant know as soon as she knows.

Eve Sinclair, Area Director for Councilwoman Monica Rodriguez – They are moving forward with the 10.5 million dollar Measure W project. LA Sanitation will give the work to a contractor after initial design. Community meetings will probably be sometime this summer; loss of staff in City departments may impact the timeline. LADWP's Redmont Pump Station is in the final design stage, there will be community outreach. This project is from Oct 2021 to Nov. 2023. Operation Bright Spot will be here again in Tujunga March 22 to April 23 and in Sunland from April 26- May 28th. The conversion to low voltage lighting on Commerce from Summitrose to Valmont will hopefully start late this month. There will be a sewer improvement project on Tujunga Canyon Blvd. from Pinewood to Marcus/Valmont. The project is now in the design phase. This health and safety project was deemed necessary because of bad smells due to septic systems and illegal installations. The rest of the alley west of Commerce resurfaced last year will be resurfaced from Foothill to Tujunga Canyon Blvd. The City broke ground on the 56 unit Silver Crossing homeless housing development in Sylmar. The 49 unit Summit View project in Lake View Terrace should be completed by the end of the year. The Arroyo Women's Center in Sylmar, the Pacoima Winter Shelter, and the North Hills Safe Parking facilities are open and operational. 97% of the Covid vaccines the City was given have been distributed. The City is working on getting more resources for vulnerable populations such as the project with Pacoima Beautiful

Q&A:

Q: by Matt Walker: Any update on Patrick, who is living in front of the library? He has spoken to him and he is sick. Would he be a candidate for the expanded Operation Room Key he read was recently fully federally funded?

A: The CARE team goes to this site on a regular basis. There are two case workers helping Patrick, she cannot give medical details per federal health privacy regulations. Operation Room Key usually uses larger hotels than what is in our area, 50 units or more. The City is considering two smaller hotels next door to each other in this area. Some homeless need to move out of the area depending on their needs.

Item 5. Old Business

- A. Owl Boxes** – By VP Grant – she has no new news, she reached out to CLAW the organization that provided the boxes, and they are not that helpful because the City Depts. that would handle this sort of issue are on skeleton crews due to Covid. She will continue to follow-up.
- B. Yard Signs** – STAT Committee Chair Pat Kramer – the yard sign give away was very successful with 50 yard signs given away at the event and 38 more yard signs delivered to people who could not make the event or saw a sign and wanted one. She still has 22 yard signs available; email her if you want one. It must be placed on your property or with your landlord’s permission. It cannot be placed in the City right of way in front of your home. She hopes the signs let careless drivers know they will be reported. If the Foothill Traffic Division gets numerous calls about one driver, this will be noted by Valley Traffic. This project took over a year to accomplish and took a team. She thanks all the members of the STAT committee: Jon von Gunten, Betty Markowitz, George Arakel, Levon Parian, and Barbara Rowe for two years of dedication to make this happen She also thanks artist Gerardo Barrientos for designing the sign graphics.
- C. Update on Grievance #265** – By VP Grant – she has submitted documentation in response to the grievance that DONE initially did not give her time to submit. She does not know at this point if DONE is going to move forward with the grievance.

SPECIAL BOARD ONLINE MEETING

President Sanchez said each of the three presenters would be given 2 minutes each for the two items on the Special agenda.

Special Meeting Item 1. Special Meeting called to order at 8:04 pm by President Sanchez.

President Sanchez introduced Special Meeting Item 2:

Special Meeting Item 2. Equity and Inclusion Resolution

MOTION: Discussion/Action to review and approve the proposed Equity and Inclusion Resolution of the Neighborhood Council of Sunland-Tujunga, California acknowledging Sunland-Tujunga’s racially-exclusionary past and our community’s commitment to equity, diversity, inclusion and belonging.

Member Grant requested to allow the presentation of the item.

President Sanchez refused and called for the Motion.

Member Grant presented Motion to Postpone Item 2 indefinitely.

Motion: Postpone Item 2 indefinitely on grounds the resolution 1) is not under the purview of Neighborhood Councils (“NCs”), 2) many items requested would require legislation, NCs do not legislate, 3) does not support the mission of the NC system 4) does not pertain to the work of NCs under the City Charter, 5) does not pertain to a LA City Counsel File, 6) special notice violates the bylaws by not having this item go through the Executive Committee who sets the agenda, 7) the STNC is not responsible for the behavior of individual community members, 8) violates the purpose of special meetings because it is not so urgent it cannot wait for the next Board meeting, 9) is another example of President Sanchez violating the bylaws to push her personal political agenda, 10) information is inaccurate, not based on facts and is biased, 11) documentation provided is from cities other than Los Angeles, 12) requests NC resources that cannot be used for these purposes, 13) is designed to create division, 14) has the ability to disrupt the

upcoming NC elections, 15) some items may take away community members' rights of free speech; Motion to postpone indefinitely the Equity and Inclusion Resolution.				
Motion: Lydia Grant Second Carol Hutch Roll call vote BAC Signed				
Yes	No	Ineligible	Recuse	Absent
Grant, Royal Capps, Cleghorn, Rowe Keshish, Belt, Karamians, Alvarez, Potter, Abramyan, Hutchinson, von Gunten, Armour, Kim	Sanchez			Shaheenian, Khanjian
15 yes, 1 no, 2 absent motion passed				

Special Meeting Item 3. Appoint Stakeholder Group Representative for PTA

MOTION: Discussion/Action to review and approve appointment of Michelle Wadler

Secretary Cleghorn notes she has two documents submitted by applicant, a letter of interest and a letter from her organization. She has confirmed Ms. Wadler is a Sunland resident.

Candidate Statement: she is a mother of 2 at Apperson Elementary School and chair of the Apperson PTA. She has lived here most of her life except when she went to college. She wants to make the neighborhood better for everyone. President Sanchez reads the letter of recommendation from the Apperson Elementary PTA.

Q&A

Q: by President Sanchez: What do you hope to accomplish as a Board member?

A: She would like to see inclusivity of neighbors. People do not know what is going on in these STNC meetings.

Q: by Member Potter: what region are you from?

A: Region 4

Motion: Postpone approval of appointment of Michelle Wadler to follow process outlined in STNC Bylaws				
Motion: Lydia Grant Second Nina Royal Roll call vote BAC Signed				
Yes	No	Ineligible	Recuse	Absent
Grant, Royal Capps, Cleghorn, Rowe Keshish, Belt, Karamians, Alvarez, Potter, Abramyan, Hutchinson, von Gunten, Armour, Kim	Sanchez			Shaheenian, Khanjian
15 yes, 1 no, 2 absent motion passed				

VP Grant notes that the new STNC Bylaw (incorporating new provisions of the LA Municipal Code) requires that stakeholder groups confirm where in the NC their meetings are held and that they have been in existence for one year. This new bylaw was the reason another stakeholder group rep candidate was denied, it would not be fair to apply a different standard to this candidate.

President Sanchez does not think the bylaw pertains to the PTA; they have been around for a long time.

Elisabeth Yerke-Robbins- wrote the group letter and thinks she can clear this up. The PTA has been around for 70 years and they still hold virtual meetings.

Member Royal thinks that according to state law, the PTA is not supposed to be political.

Member Potter believes the STNC Bylaws say the letter must state where the group meets, how often they meet. We need to stick to the rules.

Members Von Gunten, Secretary Cleghorn and VP Grant note no one is making a comment re the candidates fitness to serve, just about the paperwork.

Member Hutch wonders if the whole PTA voted to have the candidate as their group rep.

Bylaws Committee Chair Bill Skiles is concerned about this being a special meeting agenda item. This should have gone through the Executive Committee and the regular process for candidates seeking board appointment.

Special Meeting Adjourned at: 8:31 pm.

GENERAL BOARD MEETING (Continued)

Item 6: STNC Elections Update by VP Grant- the phase 2 flyers are complete. We have 45 candidates, a new record due to the hard work of the elections committee. April 20th is our election day. There will be a time for online registration, and then those that register will be mailed a ballot. You can send the ballot back by mail, but if you wait too long you will also be able to drop the ballot into the drop box on Election Day. Working with the City Clerk to customize materials to fit the STNC Bylaws such as stakeholder group candidates who must state what group they represent. The form letter that the City Clerk sent these candidates to qualify does not request all the needed information.

Item 7. Committee/Liaison Announcements & Reports

- A. Bylaws/Standing Rules – Feb 22 2021 @ 7 PM
- B. Beautification – Feb 17, 2021 @ 5:30 PM
- C. Budget & Finance – Feb 24 @ 6 PM
- D. Neighborhood Watch next meeting TBA, Chair von Gunten will post report on last mtg. tomorrow
- E. Land Use – Pati Potter March 1 & 15 @ 7pm
- F. Community Improvement- Government Affairs Feb 18 @ 6:30pm
- G. Elections Committee Feb 12 @ 6:30pm
- H. Outreach – Feb 18 @ 7pm
- I. STAT - Safe Traffic & Transportation Committee next meeting Feb 23 @ 6 PM --
- J. STARC – Arts, Culture & Recreation Committee, Feb 23 @ 7:30 PM - via Zoom – no report.
- K. Executive Committee – Feb 24 @ 7:00 PM

Liaisons:

1. Homelessness – Camille Yiu
2. NC Budget Advocates Punam Gohal
3. Public Works – Lydia Grant
4. LADWP – Nina Royal
5. NC Sustainability Alliance – Oscar Alvarez and Dorisa Shahmirzai
6. RYLAN (Ready Your LA Neighborhood) – no in person workshops, online virtual training
7. Emergency Preparedness Alliance – Nina Royal 4th Saturday Feb 27
8. VANC – Feb 11 @ 6:30pm
9. DWP/MOU Committee March 6 @ 8:30am
10. LANCC March 6 @ 10am – VP Grant notes homelessness programs will be discussed as well how DONE is doing its job under Raquel Beltran’s management

Item 9. General Public Comments /Community Event Announcements

Clare Gordon – Has been a homeowner in Tujunga for 21 years. Is now an archival assistant at the Bradley Center at CSUN. Was a co-author of the resolution on tonight’s special meeting agenda. Thinks it is vitally important to have greater inclusiveness and equity in the STNC. By discovering more about the lived experience of those who have been traditionally marginalized we will create more community involvement and investment. Our neighborhood’s racist history has effects on our non-white residents to this day. We need a forum centered upon anti-racist ideals.

Evelyn Serrano – Thank you for the opportunity. She will work with board members to make the resolution fit STNC rules. Sunland-Tujunga has been her community for 12 years. She is passionately committed to a more compassionate, equitable and inclusive community for all residents especially minorities, particularly the 1% of African Americans who live here. Many feel unsafe and others have been targeted, making them reluctant to attend or speak at STNC meetings. Others have been told this work is not necessary, discounting their experiences. We can and must do the work to make Sunland Tujunga anti-racist and inclusive.

Leny Freeman – is a candidate for Region 1 representative. His priorities are safer conditions on Foothill Blvd., controlling illegal fireworks that upset veterans with PTSD and dogs, and participating in clean up events so there is less trash in the community. Thinks everyone is being included now. He would like to see evidence which supports the claims of the previous two speakers.

Cheryl Schmidt – she is a candidate for Region 4 representative. Public safety is her #1 concern. She thinks the community should work with the police to keep parks clean and safe. She supports small businesses and would like to see more of them.

Member von Gunten – he supports outreach to underrepresented communities. To his knowledge every major ethnic group has been represented on the STNC Board during the last few election cycles. Thinks it does harm to their proposed resolution when they allege actions that happened so far in the past. If anyone has evidence that they have been excluded recently, he would like to hear it. In all his years in ST Neighborhood watch he has not heard 1 allegation of a racially motivated hate crime. He would like to see evidence.

Member Abramyan – to say there is no discrimination is naive. There has been harassment of the Armenian community, threats and constant social media complaints about reckless BMW drivers. That being said when bad things happen, your closest friend is your neighbor, they are the one to help you in a medical or other sort of emergency. Hopeful the focus could be more positive.

VP Royal – she has been begging people to attend the outreach meetings for months. If you want to participate, join the outreach committee. It does no good to dwell on things that happened 40 years ago or more.

Member Hutch – she keeps hearing about inclusivity, she is all for that. You can’t force people to be interested.

VP Grant – Would like to state for the record she is not a racist. Has a 30 year record of defending social justice and is from a mixed race family. She will not work with a committee that calls out the ST community for being racist. She does not like condemning and dividing people.

Member Rowe – she is also from a very mixed family. Does not see the need to blame and point fingers. Thinks a community town hall / day of dialogue with the police and the community might be a better vehicle to resolve these differences. Does not think this is a STNC Board matter.

Items 10-12, Funding Consent Items:

10. Approval of January 2020 MER

MOTION: The STNC Board approves the **January 2021** Monthly Expenditure Report

11. Approval of Certificates of Appreciation

MOTION: Discussion/Action to approve up to \$160 for printing full color certificates of appreciation request from STNC President Sanchez. (*Office*)

12. Approval of Cost Increase for STNC Zoom Account

MOTION: Discussion/Action: Monthly Zoom increase from \$14.99 to \$16.34 for a \$1.35 Utility Users Tax.

Motion: Approve Funding Consent Items 10-12				
Motion: Sandy Capps Second Lydia Grant Roll call vote BAC Signed				
Yes	No	Ineligible	Recuse	Absent
Sanchez, Grant, Royal Capps, Cleghorn, Rowe Keshish, Belt, Karamians, Alvarez, Potter, Abramyan, Hutchinson, von Gunten, Armour, Kim				Shaheenian, Khanjian
16 yes, 0 no, 2 absent motion passed				

Items 13, 14 a-b. 15 and 16, Non Funding Consent Items:

13. Approval of Board Meeting Minutes

MOTION: Discussion/Action that STNC Board approves the January 13, 2021 minutes

14. Approval of Land Use Committee Recommendations

- a. **MOTION:** Discussion/Action: that STNC support CF 21-0002-S18 which is in opposition to SB 9.
- b. **MOTION:** Discussion/Action: that STNC support CF 21-0002-S21 which is in opposition to SB 10.
- c. **MOTION:** Discussion/Action approve STNC letter of support regarding 11203 N Rhodesia SunlandENV-2020-7768-CE

15. Approval of letter regarding LAUSD parent engagement program

MOTION: Discussion/Action that STNC approves letter to LAUSD to open their parent engagement program.

16. Approve Community Impact Statement regarding City's insurance vendors

MOTION: Discussion/Action that STNC support **Council File** 20-0492 "The City should not be supporting investments in fossil fuel companies, and residents shouldn't have to worry about the City's insurance vendors failing due to investments in, or issuing risky insurance to, a declining industry." [recommended by STNC NCSA Liaison Dorisa Shahmirzai]

Motion: Approve Non Funding Consent Items 13, 14 a-b. 15 and 16				
Motion: Pati Potter Second Lallah Rowe Roll call vote BAC Signed				
Yes	No	Ineligible	Recuse	Absent
Sanchez, Grant, Royal Capps, Cleghorn, Rowe Keshish, Belt, Karamians, Alvarez, Potter, Abramyan, Hutchinson, von Gunten, Armour, Kim				Shaheenian, Khanjian

16 yes, 0 no, 2 absent motion passed				
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Land Use Committee Chair Potter requests Item 14c be removed because it is no longer needed.

Final Announcements: The next STNC General Board Meeting is scheduled for March 10, 2021

Adjourn at: 9:09 pm

Minutes by Marjorie Maxon

DRAFT

Contact Information

Neighborhood Council: Sunland-Tujunga Neighborhood Council

Name: Cindy Cleghorn

Phone Number: (818) 429-6699

Email: cindycleghorn@gmail.com

The Board approved this CIS by a vote of: Yea() Nay() Abstain() Ineligible() Recusal()

Date of NC Board Action: 03/10/2021

Type of NC Board Action: **AGAINST UNLESS AMENDED**

Impact Information

Date: **03/11/1021**

Update to a Previous Input: No

Directed To: City Council and Committees

Council File Number: **11-1705**

Agenda Date 03/10/2021

Item Number: **XX**

Summary: Sunland-Tujunga Neighborhood Council fully supports Version B of the proposed sign ordinance as approved by the City Planning Commission on September 24 and October 22, 2015, and not the recent expansions and changes proposed at the Planning Land Use Management committee meeting of August 13, 2019 and adopted by the City Council on 9/25/2019

**Minutes from 2/10/2021 taken by Marjorie Maxon, my corrections are in red.
Please revise with my correction to align with the actual meeting recording.**

Special Meeting Item 1. Special Meeting called to order at 8:04 pm by President Sanchez.
President Sanchez introduced Special Meeting Item 2:

Special Meeting Item 2. Equity and Inclusion Resolution

MOTION: Discussion/Action to review and approve the proposed Equity and Inclusion Resolution of the Neighborhood Council of Sunland-Tujunga, California acknowledging Sunland-Tujunga's racially-exclusionary past and our community's commitment to equity, diversity, inclusion and belonging.

Member Grant **requested** to allow the presentation of the item. **Recommended (did not move)**

President Sanchez **refused and called for the Motion**. "Would somebody like to move it?"

Member Grant presented Motion to Postpone Item 2 indefinitely. Member Grant said she would make a motion. **Nina and Carol Seconded HEARING THE presentation first, then Lydia said she hadn't made the motion yet.**

Actual Minutes taken from February 10, 2021 meeting recording.

President Sanchez: We have 3 people that are going to have a 2 minute each presentation. We are now starting it is 8:04 on the Special Agenda. There are 2 items on this Special Agenda the first item is item #2 Equity and Inclusion Resolution: Discussion/Action to review and approve the proposed Equity and Inclusion Resolution of the Neighborhood Council of Sunland-Tujunga, CA, acknowledging Sunland-Tujunga's racially exclusionary past and our community's commitment to equity, diversity, inclusion and belonging.

President Sanchez: so does somebody like to move this motion so we can discuss this? Lydia you have your hand up.

Member Grant: Yes, I would recommend doing the presentation first.

President Sanchez: Ok, would somebody like to move it?

Member Grant: Ok, then my hand's raised, I'll make a motion.

Member Royal: I Second

Member Hutchinson: I second that we hear the item first.

Member Grant: But Liliana I haven't made the motion.

President Sanchez: Wait everyone's talking at the same time. So we can get Lydia to make the motion

Member Grant: So whereas this item...whereas this item...the motion I am making is to postpone indefinitely the equity and inclusion resolution.

Member Hutchinson: And I will second that motion.

Member Royal: Call for the vote. We should vote on it.

President Sanchez: So there is a motion before us to not allow this to go forward. So we will be taking a vote on this...

No discussion taken just went straight to vote.

7747 FOOTHILL BLVD., TUJUNGA, CA 91042

March 8, 2021

TO: STNC Board
RE: Letter of support for Eric Santiestevan

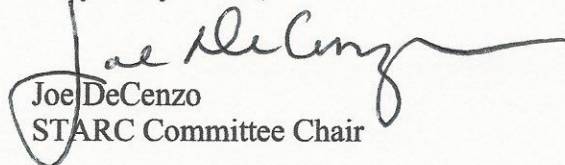
Dear Esteemed Board Members,

I am submitting this letter on behalf of the Sunland-Tujunga Arts, Recreation and Culture committee. It is our hope that you will consider our request to approve Eric Santiestevan as the newest member of STARC committee.

Eric and his family have resided in our neighborhood for nearly five years. As a parent, he has a vested interest in preserving and expanding the green space in our district to benefit the healthy growth and development of his child. Apart from this, he is a musician and player of exotic instruments and feels drawn to STARC committee's mission to help artists and organizations find resources available to them in our area.

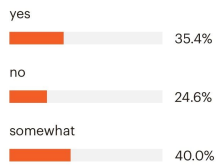
Eric has attended our meetings in the past as a guest. He has eagerly participated in topical conversation and has helped move our objectives forward by lending his unique perspective to our discussions. STARC will be stronger with Eric as a member. Please consider his application and vote your approval.

Very Truly Yours,


Joe DeCenzo
STARC Committee Chair

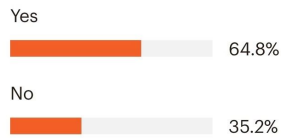
Traffic Survey Results:

“If LAPD reduces traffic officers, as a result of reduced funding, are you afraid traffic problems will increase in Sunland-Tujunga?”



Question 1 has 582 answers
(Radio Buttons)

“Would you agree that, at times, traffic on Foothill Blvd is very dangerous?”



Question 2: “If you answered Yes, were you walking, riding a bike, or in a car when you felt unsafe?”

Walking: 134

Riding a Bike: 18

In a Car: 161

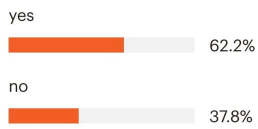
Yes: 8

No: 216

All above: 52

Question 3 has 582 answers
(Radio Buttons)

“Do you believe
we should have
more police
patrolling traffic in
the area?”



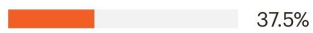
Question 4: “Are there any specific locations in Sunland-Tujunga you believe are dangerous (traffic-wise)?”

Question 5 has 302 answers

(Radio Buttons)

“Do your concerns about traffic safety ever keep you from using Foothill Blvd to ride your bike, walk, or drive?”

yes



no



Question 6: “Do you know anyone who has suffered from a traffic-related injury, collision, or accident in Sunland-Tujunga?”

Letter to LAPD Opposing Reassignment of Officer Joel Flores

March 10, 2021

Dear LAPD Valley Traffic Captain Andrew Neiman:

The STNC strongly opposes the reallocation of our primary and sole Traffic Officer Joel Flores due to LAPD budget cuts. Our Safe Traffic and Transportation Committee discussed this at our last meeting on February 23, 2021 and agreed that removing the presence of Officer Flores would immediately impact our stakeholders' safety. A survey recently taken in November/December 2021 by our STAT Committee and with the participation of Verdugo High School Leadership Students found that an overwhelming majority of our stakeholders feel that with less police protection on our roads, we will see more traffic-related accidents and possibly fatal collisions. (See survey attached).

Unsafe driving has escalated in our community over the past ten years. We have seen over 15 fatalities in just the last ten years on Foothill Boulevard alone. The cause of these accidents ranges from speeding to unsafe left turns, crossing pedestrian crosswalks when pedestrians are walking on them, and inattention to traffic laws. The only way we can positively cutback on serious injury accidents is to have a strong presence of traffic officers like Officer Joel Flores.

Officer Flores has been a good friend to our community in many, many ways. He has taken the time to investigate ongoing issues on different impacted side streets and even contacted those drivers who we have reported to him. Although he wasn't able to give them traffic citations under those circumstances of second-hand reports, he was able to caution these drivers about future consequences.

Our Safe Traffic and Transportation Committee (STAT) of the STNC was formed specifically to address unsafe traffic issues in Sunland-Tujunga. For the past two years, STAT has been requesting LAPD Valley Traffic's assistance in assigning a second Traffic Officer to our community as Officer Flores can't be everywhere at all times. The STNC board also approved a motion asking for \$80,000 in funding to be allocated for overtime for more LAPD Traffic Officers' presence in our community. Unfortunately, we have not seen this happen.

Due to the actions taken by our City Council to reduce LAPD's budget, we now find ourselves with even less help than before. We cannot allow unsafe motorists to continue to intimidate and harm our stakeholders. Please listen to our request today to maintain Officer Flores as a full-time Traffic Officer assigned to our area and do not reassign him to investigate traffic accidents instead of giving out tickets to those who cause the accidents.

Thank you,

Pat Kramer, Chairperson, STAT Committee

STAT Traffic Safety Survey Results, Nov – Dec. 2020

By Betty Markowitz, STAT Committee Member

Students attending Verdugo Hills High School conducted a traffic survey of local residents concerning issues related to traffic hazards, level of police enforcement, locations experiencing high traffic violations and accidents, and concerns for safety when commuting on Sunland-Tujunga's main thoroughfare, Foothill Blvd. The survey was conducted between November 16, 2020 and December 7, 2020. A total of 582 responses were received.

With respect to the dangerousness of traffic on Foothill Blvd., 65% of the people responding agreed traveling on Foothill was very dangerous. When asked for specific locations that were of concern, Mt. Gleason and Foothill, Tujunga Canyon and Foothill, Valmont and Foothill, and Oro Vista and Foothill were identified. Other areas specifically mentioned included Tujunga Canyon Blvd. both north and south of Foothill, the area around Verdugo Hills High School, and Oro Vista from Foothill to the Wash. Respondents also identified problems of people not stopping for stop signs along Apperson, Plainview, Hillrose and Valmont.

Seventy-five percent of the people responding thought traffic problems would be worse if police presence was reduced in Sunland-Tujunga. The majority of respondents (62%) wanted more police presence, not less.

Safety concerns prevented 62% of the respondents from using Foothill Blvd. if an alternative route was available. Thirty-three percent felt threatened when riding in a vehicle and 26% felt threatened when walking in the area. Thirty-nine percent of the respondents knew someone personally who had been injured in a vehicle accident in Sunland-Tujunga.

Dear Sunland-Tujunga Neighborhood Councilmembers:

Every year in March, Rep. Schiff honors outstanding women across the 28th Congressional District who make a positive impact on the lives of their neighbors, and improve and enrich our community.

This year, our focus is on healthcare workers, caregivers, teachers, frontline and essential personnel.

We would love to have Women of the Year nominations from the Sunland-Tujunga Neighborhood Council!

The women must live in our district, which includes Sunland-Tujunga, Shadow Hills, Kagel Canyon, La Cañada Flintridge, Glendale, La Crescenta-Montrose, Burbank, West Pasadena (San Rafael, Linda Vista and lower Arroyo areas) and West Hollywood. It also includes much of Los Angeles: Hollywood, Hollywood Hills, Los Feliz, Silver Lake, Atwater Village, Echo Park, Griffith Park.

Please feel free to share the flyer widely!

If you have any questions, feel free to email Mary at mary.hovagimian@mail.house.gov and cc me.

Thank you!

Best regards,

Teresa

Teresa Lamb Simpson

District Representative | Congressman Adam B. Schiff |

28th Congressional District

245 E. Olive Avenue, Suite 200

Burbank, CA 91502

Office (818) 450-2900

Fax (818) 450-2928

Nominate an outstanding woman for the

2021 WOMEN OF THE YEAR AWARDS

Every March during Women's History Month, Rep. Adam Schiff honors outstanding women across the 28th Congressional District who make a positive impact on the lives of their neighbors, and improve and enrich our community. This year, we have witnessed the particular burden shouldered by women during this pandemic, as healthcare workers, caregivers, teachers, and as frontline and essential personnel.

Join the Office of Rep. Schiff in honoring these outstanding women and their selfless contributions to our community by submitting a nomination for the 2021 Women of the Year awards.



SUBMIT NOMINATIONS AT
[SCHIFF.HOUSE.GOV/WOMAN-OF-THE-YEAR](https://schiff.house.gov/woman-of-the-year)
DEADLINE IS MARCH 19, 2021