



# 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, September 9, 2020

6:45 p.m.

### How to Join the Virtual Telephonic Meeting

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

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

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

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

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

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

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

Every person wishing to address the Board must dial 1 (888) 475-4499 and enter **918 9278 5703**, and then press # to join the meeting. The meeting can also be joined from the Zoom join meeting screen using Webinar ID **918 9278 5703**. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** The public is requested dial \*9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to (1) One minutes per speaker, unless adjusted by the presiding officer of the Board.

*The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.*

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

1. **Call to Order and Welcome** – Liliana Sanchez, President [2]
  - A. **Pledge of Allegiance**



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B. **Roll Call** - Secretary – Cindy Cleghorn – Quorum is 11

C. **Board Members eligible to vote.**

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

## 2. President's Report [2]

A. **ANNOUNCEMENT OF BOARD VACANCY** - Stakeholder Group Representative (2) vacant positions. From the Bylaws: Seven (7) Stakeholder Group Representatives shall be elected at large. These Representatives shall be elected from the pool of community stakeholders representing nonprofits, educational, faith-based, and, service, youth, and special-interest organizations located or meeting regularly within the Sunland-Tujunga Neighborhood Council boundaries. No organization may have more than one stakeholder representative. All Group Representatives must participate on at least one committee. Candidates interested in applying for the vacancy on the STNC board are to submit their interest statement, stakeholder documentation and supporting organization letter to [secretary@stnc.org](mailto:secretary@stnc.org) *no later than Wednesday, September 23, 2020* to be added onto the next Executive Committee and Board meeting agendas. If selected, new board members will be required to complete ethics, funding and code of conduct training, attend meetings, join committees.

## B. STNC BOARD MEMBER RESPONSIBILITIES

As a Board Member and/or Committee Representative of the STNC, I agree to

1. Attend all meetings and be on time unless prior arrangements are made.
2. Conduct myself in a civil manner at all times and always wait for the presiding officer to recognize me before speaking.
3. Learn the applicable laws that govern Neighborhood Councils including bylaws, standing rules, meeting procedures, the Brown Act, conflict of interest laws, city ordinances and the City Charter.
4. Take responsibility to fulfill my elected role as specified in the STNC Bylaws.
5. Support the chairperson's effort at preserving decorum.
6. Not use my Board position for a personal agenda outside my responsibilities as assigned by the STNC Bylaws.

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

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

Foothill LAPD Commanding Officer/Captain Johnny Smith 818-756-8861 -

Foothill Community Sgt. Jesse Ojeda - 818-756-8866 - [33272@lapd.online](mailto:33272@lapd.online)

SENIOR LEAD OFFICERS - TUJUNGA SLO: Gloria Caloca: 818-634-0754; [35755@lapd.lacity.org](mailto:35755@lapd.lacity.org)

SUNLAND SLO: Cesar Contreras: 818-634-0705; [36373@lapd.lacity.org](mailto:36373@lapd.lacity.org)

GANGS-DRUGS: Lt. Carlos Solano: 818-897-6081; [26339@lapd.lacity.org](mailto:26339@lapd.lacity.org)

NARCOTICS, Det. Travis Coyle, 818-834-3136; [33128@lapd.lacity.org](mailto:33128@lapd.lacity.org)

TRAFFIC ISSUES: Officer Joel Flores 818-644-8142 - Valley Traffic

CD7- Councilwoman Monica Rodriguez –Eve Sinclair 818-352-3287 - Staff Rep [Eve.Sinclair@lacity.org](mailto:Eve.Sinclair@lacity.org)

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

LA Mayor Garcetti–Caroline Menjivar, East Valley Rep - (818) 778-4990 [Caroline.Menjivar@lacity.org](mailto:Caroline.Menjivar@lacity.org)

BONC Commissioner - Quyen Vo-Ramirez, North Valley Commissioner



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LA City Attorney Mike Feuer – Neighborhood Prosecutor Mark Ross 213-978-8100 —  
[mark.ross@lacity.org](mailto:mark.ross@lacity.org)

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

LA County Supervisor Kathryn Barger 818-993-5170-Jason Maruca, Asst. Field Deputy:

[JMaruca@bos.lacounty.gov](mailto:JMaruca@bos.lacounty.gov)

CA Assembly Member Luz Rivas (District 39) Arturo Garcia 818-504-3911 [arturo.garcia@asm.ca.gov](mailto:arturo.garcia@asm.ca.gov)

CA State Senator Anthony Portantino (District 25) - 818-409-0400 [vickere.murphy@sen.ca.gov](mailto:vickere.murphy@sen.ca.gov)

Mission College – Dean Madeline Hernandez - (818) 875-4036

Sunland Elementary School – Principal John Graham - [Jmg8758@lausd.net](mailto:Jmg8758@lausd.net) (818) 353-1631

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

Diana Gutierrez, Greater Los Angeles County Vector Control District – 562-944-9656 -

[dgutierrez@glacvcd.org](mailto:dgutierrez@glacvcd.org)

Sunland-Tujunga Library - Ardem Tajerian, Senior Librarian - 818-352-4481

Congressman Adam Schiff (District 26) (818) 450-2900 [Theresa.lamb.simpson@mail.house.gov](mailto:Theresa.lamb.simpson@mail.house.gov)

Dept. of Neighborhood Empowerment - Jasmine Elbarbary, NEA [jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)

818-374-9886

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

Friendship Line for Aging Adults - Call anytime 24/7 1-888-670-1360

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

**6. Discussion: STNC Land Use Committee Report - Pati Potter [2]**

**7. Selection to fill vacant Stakeholder Group Representative Board seat [5]**

**MOTION:** The STNC Board shall select a stakeholder to fill a vacant Group Representative Board seat. Letter of application received by Evelyn Serrano representing ABRA Foothills: Anti-Bigotry Responding with Action.

**8. TREASURER REPORTS** (*Sandy Capps, Chair, Budget & Finance Committee approved 8-26-20*). [6]

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

**B. Discussion:** Sunland-Tujunga Shadow Hills Rotary NPG Report for PPE Face Shields

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 consent calendar:

**C. Approval of August 2020 MER**

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



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- D. **MOTION:** The STNC Board **approves** STARC Committee request that STNC provide up to \$300 for a sponsorship/outreach for the Sunland-Tujunga-Shadow Hills Rotary Club to promote and produce a virtual Halloween pageant and contest. (Outreach)
- E. **MOTION:** The STNC Board approves recommendation to **oppose** approval of Neighborhood Purpose Grant in the amount of \$4,000.00 for The Civics Center Grant Application to provide training and materials for students in Sunland-Tujunga to lead voter registration drives. (NPG)
9. **CONSENT CALENDAR - NON-FUNDING ITEMS** - Note: Consent calendar items are considered to be non-controversial and will be treated as one agenda item. Any Board member or stakeholder may request that an item be removed. There will be no discussion of these items unless an item is removed from the consent calendar, in which case it will go to the end of New Business and be considered as time allows. [4]
- A. [Approval of Board Meeting Minutes](#)  
**MOTION:** The STNC Board approves the August 12, 2020 minutes
- B. **MOTION:** That the STNC Board holds a Board Retreat within next two months via Zoom [Lydia Grant]
- C. **MOTION:** That the STNC Board approves letter to Mayor Garcetti and City Council supporting continuation of Zoom Meetings for Neighborhood Councils after COVID-19. [Lydia Grant]
- D. **MOTION:** STNC board approves adding the following language to government agencies outside the City of Los Angeles: “opinions expressed in this letter are those of the Sunland-Tujunga Neighborhood Council, and not necessarily those of the City of LA”; approve language to add to letters and statements sent out to levels of Government outside of City of Los Angeles. [Lydia Grant on behalf of Community Improvement Committee]
- E. [Approve STNC No Speeding artwork for lawn signs](#) recommended by STAT Committee  
**MOTION:** The STNC Board approves the STAT Committee artwork and acknowledges Gerardo Barrientos for preparing the STNC No Speeding artwork. *Board previously approved funding.* [Pat Kramer, STAT Committee]
- F. **STNC requests City to reopen and maintain the [West Valley Animal Shelter](#)**  
**MOTION:** To approve letter to Mayor Garcetti and City Council to immediately fund and open the West Valley Animal Shelter as a Municipal facility and do not give it away to nonprofits. The East Valley Shelter is unable to handle the load of needs for the entire San Fernando Valley. [Lydia Grant on behalf of Community Improvement Committee]
- G. **Community Impact Statement in support of extension regarding the [Housing Element](#).**  
**MOTION:** the STNC Board approves the submission of a Community Impact Statement in **support** of [Council File 20-0002-s110](#) to extend deadline for Housing Element submission by at least six months for the 6th RHNA Cycle covering October 2021-2029 and authorize the State Department of Housing and Community Development (HCD) to extend the application deadline for LEAP grant application submission to January 31, 2021 due to the COVID-19 crisis. [Lydia Grant on behalf of Community Improvement Committee]



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- H. [Approve letter regarding 60 days early notification for Neighborhood Councils prior to removal of protected trees.](#)  
**MOTION:** To approve letter to Mayor Garcetti, Board of Public Works, Community Forestry Advisory Committee requesting Neighborhood Councils be given 60 days early notification notice prior to removal of protected trees because three days notice is not enough time. *[Lydia Grant on behalf of Community Improvement Committee]*
- I. **Update to Community Impact Statement regarding [Slow Streets](#)**  
**MOTION:** To add the STNC letter to Slow Streets Council File Mobility & Open Space Access in Los Angeles during COVID-19 [CF 20-0838](#). STNC previously approved letter. This motion is to add STNC's letter to the Council File because there was not a Council File assigned at the time our letter was approved by the STNC Board. *[Lydia Grant on behalf of Community Improvement Committee]*
10. **OLD BUSINESS - None**
11. **NEW BUSINESS**
- A. **Direct the Bylaws & Standing Rules Committee & Reconfirm its members**  
**MOTION:** The STNC Board reconfirms the Bylaws & Standing Rules Committee members Bill Skiles, Sandy Capps, Cindy Cleghorn, Peter Darakjian, Liliانا Sanchez, Vicky Cerpa, Lydia Grant and direct the committee to present draft of updated / new STNC Standing Rules at the December 2020 board meeting. The committee will review existing STNC Standing Rules, recommend changes or removal of Standing Rules, recommend new Standing Rules to clarify intent of STNC Bylaws dated 6-29-20, review STNC Bylaws for any possible errors, including looking back on past Bylaws. The committee may review Standing Rules of other Neighborhood Councils across the City. *[Cindy Cleghorn] [4]*
- B. [Neighborhood Council Elections in 2021.](#) Discussion/Possible Action: Neighborhood Council Elections Report - Council File 20-0963. Review of City Clerk report, dated August 3, 2020, relative to the conduct of Neighborhood Council elections during the COVID-19 pandemic and holding the 2021 NC Elections all via Vote-By-Mail; Creation of STNC Ad Hoc Elections Committee + Committee Members; drafting of Community Impact Statement. *[Cindy Cleghorn] [5]*
- C. [MOTION: STNC opposes any defunding to LAPD Valley Traffic](#) and requests funding for additional overtime for another LAPD Valley Traffic Officer in light of continued fatalities, including that of an 83-year old man in Tujunga who was killed by a hit and run driver in August. We need a strong police presence in our community that cares about our stakeholders and tickets and/or arrests those who injure or kill our stakeholders. We've seen a high rate of traffic-related crimes and a rise in fatalities over the past few years and it is absolutely essential that we have more Traffic Officers assigned to and patrolling our streets. That being said, we do not condone violence, discrimination or rude and hostile behavior toward people of color or those who are protesting peacefully for their beliefs. Upon approval, this letter of support will be sent to CD7, LAPD and other interested parties. *[Pat Kramer on behalf of STAT Committee] [5]*



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## D. Update to Community Impact Statement regarding Defunding LAPD

Community Impact Statement (CIS) CF-0692 Motion to submit additional statement to Council File: Based on the present position/motion of the Mayor and City Council to Defund our LAPD \$150 million in the budget of 2020-2021, request that STNC support the DeFend The LAPD. [*Lydia Grant on behalf of Community Improvement Committee*] [5]

## E. Elimination of DWP Electric and Water Tiers

**MOTION:** STNC Board approves letter to ECCEJ Committee, City Council District 7 Monica Rodriguez, OPA (Office of Public Accountability), Mayor Eric Garcetti, City Attorney Mike Feuer Eliminating DWP tiers. The Residents of Sunland-Tujunga are requesting that the Department of Water and Power lift all water and electric tiers during the remaining year of 2020. Los Angeles residents are not only suffering financial hardships during this pandemic but we are also experiencing climate change with historical recorded high temperatures. Our elderly are especially vulnerable during this extreme heat and a limited pop-up cooling centers throughout Los Angeles are offering some relief from the extreme heat to some of our most vulnerable residents. Sunland-Tujunga residents do not have a cooling center option for their residents. We are asking that the DWP's board immediately look at the current tier rates and approve imposing an emergency tier price reduction on both electric and water use in the city of Los Angeles. [*Liliana Sanchez*] [5]

## 12. ANNOUNCEMENTS & REPORTS – Committee Chair Updates & Meeting Announcements

- A. Beautification – September 16 @ 6 PM - via Zoom
- B. Budget & Finance – September 23 or 30 @ 6 PM - via Zoom
- C. RYLAN (Ready Your LA Neighborhood) Update - Sandy Capps [2]
- D. Emergency Preparedness – *Need liaison to attend monthly meetings*
- E. Neighborhood Watch – Jon von Gunten written report - meetings via Zoom 3rd Tuesday - 9/15
- F. Land Use – Pati Potter - Next Meeting Presentations: Sept. 21 @ 7 PM - via Zoom
- G. STAT - Safe Traffic & Transportation Committee next meeting Sept. 22 @ 6 PM - via Zoom
- H. Outreach & Community Improvement Committee – Next Meeting Sept. 17 @ 6:00 PM - via Zoom  
National Night Out - Tuesday Oct. 6
- I. STARC – Arts, Culture & Recreation Committee, Sept. 22 @ 7:30 PM - via Zoom
- J. Executive Committee – Sept. 30, 2020 @ 7:30 PM via Zoom
  - i. STNC Bylaws Updated 6/29/20
  - ii. STNC Board Elections April 27, 2020 - Vote By Mail
- K. NC Congress - Saturday, Sept. 26 - 9:00 AM
- L. NC Budget Advocates – Liliana Sanchez / Sandy Capps [1] – ncbala.org - via Zoom
- M. VANC - Sept. 10 @ 6:30 PM via Zoom w/Mayor Garcetti
- N. DWP MOU / DWP Committee – Sept. 5 @ 8:30 a.m. via zoom
- O. LANCC Update on meeting with the Mayor – Next Meeting Sept. 5 @ 10 a.m. via Zoom

13. FINAL ANNOUNCEMENTS: Next STNC Board Meeting October 14, 2020

## ADJOURNMENT

[Google Drive Link to Agenda Items:](https://drive.google.com/drive/folders/1eGwlUC-OZdAD-ckQIVSAone3B3GiO5ZQ?usp=sharing)

<https://drive.google.com/drive/folders/1eGwlUC-OZdAD-ckQIVSAone3B3GiO5ZQ?usp=sharing>



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**THE AMERICAN WITH DISABILITIES ACT** As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

**PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: [www.stnc.org](http://www.stnc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact **Cindy Cleghorn, Secretary, at (818) 951-7411** or email at: [secretary@stnc.org](mailto:secretary@stnc.org).

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

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

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

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

**Notice to Paid Representatives** - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the STNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available on our website [www.stnc.org](http://www.stnc.org)

**Sunland-Tujunga Neighborhood Council**  
**General Board Online Meeting**  
**Meeting date: August 12th, 2020 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
Mark Norling	Present	No	Region 1 Representative
Glen Belt	Present	Yes	Region 2 Representative
Arsen Karamians	Present	Yes	Region 2 Representative
Oscar Alvarez	Present	Yes	Region 3 Representative
Rafi Shaheenian	Present	Yes	Region 3 Representative
Carol Hutchinson	Present	Yes	Region 4 Representative
Pati Potter	Present at 7:00	Yes	Region 4 Representative
Arnie Abramyan	Present until 8:40	Yes	Stakeholder Group
Kresse Armour	Absent	Yes	Stakeholder Group
Vacant			Stakeholder Group
Garbis Khanjian	Present	Yes	Stakeholder Group
Vacant			Stakeholder Group
Shirley Kim	Present	Yes	Stakeholder Group
Jon von Gunten	Present	Yes	Stakeholder Group
Ivan Spiegel	Present	Not Applicable non-voting consultant	Parliamentarian
Quorum: 11 16 Present for Roll Call; 17 for most of meeting; 18 after new member added			

**GENERAL BOARD MEETING**

**Pre Meeting Comments at 6:45pm by Secretary Cindy Cleghorn** – President Sanchez will run the meeting. Attendance and voting on motions will be by roll call. 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.



**Item 1. (a-c) Call to Order and Welcome, President Sanchez**—Meeting called to order, Pledge of Allegiance, Roll Call --Meeting quorum met. Member Norling has not completed all of his board training yet and will not vote on funding matters.

**Item 2. President's Report:**

Evelyn Serrano requests that items 10B be removed from tonight's agenda. There are 3 Group Representative Vacancies on the STNC board (two by end of meeting). President Sanchez hopes qualified stakeholders will apply for a position on the Board. This next year's STNC elections on April 27, 2021 will be vote by mail.

**Item 3. Representative Announcements and Reports**

**Foothill Division Commanding Officer Captain Johnny Smith**—Introduces self as new commanding officer of the Foothill Division; he used to be at the neighboring Mission Division. Is excited to join the Foothill Division, which is closer to home. This is his second week in command. The main challenge he has found so far are the weekly protests, occasional confrontations between the BLM and pro-Trump protesters who meet at Foothill and Lowell on Friday.

**Senior Lead Officer for Tujunga, Gloria Caloca** – Is still having a problem with auto thefts and theft of items left in vehicles. It is a good idea to hide any valuables left in car. For older vehicles such as cars from the 80's and 90's a steering wheel club is a good deterrent. If you need a club, call her.

**Senior Lead Officer for Sunland / Lake View Terrace / Shadow Hills, Cesar Contreras**-- Crime statistics for the area are flat after the 20% increase. Most of the auto thefts are around Foothill Blvd. There are also growing homeless camps around Sunland Park since LAMC 56.11 clean ups are on moratorium due to COVID 19. He was successful getting one RV that was leaking sewage towed. Is also working with campers trying to get them to have smaller, cleaner camps and with retailers who sell alcohol to keep their premises clean. Has also asked Eve Sinclair to send outreach workers to the camps. Fires have been a problem, particularly around Hansen Dam and the Tujunga Wash. There have been site inspections, starting the process to get wash campers removed.

**Officer Q & A:**

Mary Soracco, ABRA – has been organizing the Friday protests at Foothill and Lowell, would like to liaison with the LAPD to make the protests safer. A: By SLO Caloca – she will continue the ongoing dialog

Evelyn Serrano – is also interested in more dialogue. She also wonders if the LAPD contacts with unhoused people include mental health support. Concerned there will be more homeless with people losing housing in the coming months. A: By Captain Johnny Smith—The police do not handle rent issues, thinks there is a moratorium on evictions although rent is not waived. The homeless crisis is one of the main challenges of our time. The LAPD does not have a mental health arm, but does work with the HOPE teams.

Member Abramyan – thanks Captain Smith for coming to our meeting. Q: What are the challenges you face today vs. 20 years ago? A: 50% of auto thefts are from keys left in cars or from thieves testing key fobs. Foothill is still the second lowest in reported part one crimes. From 20 years ago cannot imagine the amount of disrespect that officers are dealing with. They have lost 9 officers and 2 civilians in the Foothill Division. Feels the LAPD is being blamed for problems thousands of miles away, of 1.7 million police-civilian encounters, there have been 26 people shot. When there is a mistake, the LAPD owns it. The LAPD has collaborated with the LA City council and the community for years. If you see an officer, smile and wave.

**Eve Sinclair, Area Director for Councilwoman Monica Rodriguez** – The council office has been very active delivering meals to seniors, over 112,000 meals have been delivered. The drive in food bank event at All Nations Church on July 31 handed out food for 1,950 families. This is the last week for the Summer Play LA

program at Sunland Park since school starts this week. The council office has conducted two of three online safety webinars that have been well attended: Emergency Management and Wildfire Protection. The third webinar next Monday is Evacuation Planning. If you missed the first two webinars, the links are on Monica Rodriguez' Facebook page. 57 new trees have been planted on Foothill from Marcus to Lowell Ave. They will be watered for three years. 300 new street trees have been planted in CD 7. Tujunga Canyon Blvd is going to be re-surfaced from Hanes Canyon to Foothill. The dangerous intersection of Valmont and Foothill has been re-striped with a no right on red traffic sign. The left hand turn signal has been approved but as of now funding has not been found. Operation Bright Spot is concentrating on Sunland Tujunga for the next two months with street sweeping, tree trimming, median cleaning, and power washing sidewalks. This week they are doing Foothill from McVine to Mt. Gleason. Commerce St is next week, then Foothill to Lowell.

**Q&A:** Q: By VP Grant— What are the plans for the West Valley Animal Shelter? A: Does not know, will look into it. (See Caroline Menjivar's answer below)

**Caroline Menjivar, Mayor Garcetti's East Valley Representative** – The West Valley Animal Shelter, along with another shelter were closed on April 13 due to staffing shortages because City staff was being re-assigned to emergency pandemic response. Animal Services has proposed having the shelter operated by a non-profit animal rescue organization. The public meetings are over but you can still make a public comment. There are still many people in this area who need to respond to the U.S. Census, this is even more crucial since it is ending a month early on Sept 30th. There is going to be a census event this Sunday 10am to 12 noon at Vons in Tujunga where the Mayor's office will be handing out free masks and there will be tablets for those who need to fill out the census. The tablets will be cleaned after each use. The Covid 19 testing site at Hansen Dam will be closed Friday and this weekend due to the heat wave. The testing center at Dodger Stadium will still be open.

**Vickere Murphy, Office of California State Senator Anthony Portantino** – This is a big week in Sacramento, if a bill does not come out of suspense by August 20th, it has to wait for the next session in January. If your EDD claim is still stuck, you should call her office now because their office has a waiting list too. If you have already contacted Luz Rivas' office, tell their office so they can coordinate and not have longer waiting as a result duplicate requests.

**Q&A:** By VP Royal—are the two housing bills that passed yesterday now law? A: Thinks they are now back in the assembly.

**Arturo Garcia, Office of California Assembly Member Luz Rivas**— Census outreach is critical, Los Angeles is only at a 50% response rate, please fill out the census if you have not already done so. Still working on lots of EDD problems and is coordinating with Senator Portantino's office. The Assembly Member's bill, AB 1845 to coordinate the various state offices working on homelessness is on its way to the Senate.

**Q&A:** By Member Royal: Are the land use bills on Member Rivas's radar? A: She did support AB 1120 in committee because she sees that affordable projects are being stalled in local government. She does understand the concern about density in high fire zones and is working with Senator Weiner to get an exemption for high fire severity zones which would apply to all of Sunland Tujunga. By VP Grant – What about the lack of parking? Does she support zero parking in places like Los Angeles where they have already reached housing goals? A: There is a housing crisis and the affordable housing is stalled in the review process. Q: By Member Khanjian is this for homeless housing or for affordable housing? A: This is to streamline the process for affordable homes and ADUs.

**Maria Leonido, Neighborhood Housing Services of Los Angeles County** – this is a non-profit who helps low and moderate income homebuyers and small businesses with services such as financial education, debt counseling, and low cost loans. More information is available on their website: [nhslacounty.org](http://nhslacounty.org) or call (213) 381-2862.

**Gibson Nyambura, DONE** – is being reassigned. President Sanchez presents DONE advisor Nyambura with a Certificate of Appreciation for all his help during the past months.

**Kelly Gonez, LAUSD Board Member, District 6** – per the Governor’s order, LAUSD will begin the school year with distance learning. This year will be more structured, starting with a 2 day orientation for students and parents. There will be a set schedule with daily live instruction as well as offline work. There will be special programs for homeless, those with learning disabilities, those in foster care. The Grab and Go program will continue at Mt Gleason Jr. High from 8 to 11am. Is working with public health, they will likely move to a hybrid campus when it is safe to do so. The LAUSD is also organizing into communities of schools. Of the 11 schools in our community of schools, 9 are within STNC’s boundaries. Cammina Narcoda is the administrator for this community of schools.

**Q&A:** By President Sanchez: regarding the Chrome notebooks donated by the Jain Center in Tujunga. Were these computers donated to local children? A: Does not know, she was on maternity leave in May she will check with her staff. By Member Abramyan-- How are working parents home schooling? What does next year look like? A: The situation is evolving, was hoping to offer child care, but then the second wave of infections came and public health said no. As soon as the Governor’s targets are met the hybrid classes will start. This might happen in January. With the hybrid system some students would be in class some days, in child care other days, allowing parents to work a 5 day week. By Member Grant-- Regarding the NC elections next year, will you help getting information out to parents? A: Yes. By Member Abramyan-- Will the kids have to wear masks? A: Staff and children above 2<sup>nd</sup> grade required to wear masks. Masks are encouraged, but not required for the younger children.

**Item 4. Public Comments on Non-Agenda Items:**

Evelyn Serrano – Is withdrawing her request to form an ad hoc committee (agenda item 10B). Is going to apply to be a Stakeholder Group Representative for ABRA instead.

Eric Early – Is running for the 28<sup>th</sup> District U.S. House seat. He is thankful for the LAPD. Crime is a big issue for him. Homelessness is a crisis in this state; other states do a better job. Has a plan to rebuild our nation’s health care system. He is a lawyer. His campaign office is in Burbank.

**Item 5. Selection of Shirley Kim, Shekinah Church, to Fill Vacant Stakeholder Group Representative Seat**

<b>Motion: Approve Shirly Kim, Shekinah Church as a Stakeholder Group Representative</b>				
Motion: Lydia Grant; Second: Lallah Rowe Roll call vote / BAC signed				
Yes	No	Ineligible	Recuse	Absent
Sanchez, Grant, Royal, Capps, Cleghorn, Rowe, Belt, Karamians, Alvarez, Shaheenian, Potter, Hutchinson, Abramyan, Khanjian, von Gunten	Keshish, Norling,			Armour
15 yes, 2 no, 1 absent, motion passed				

Candidate Introduction: She moved here from Burbank last year. When her organization found their location, they were very surprised at how beautiful the area was. She is an attorney who also produces independent films. Working with the City on improving their property has been hard because everything is done by Zoom meeting. Has experience serving on an HOA board when she lived in Santa Ana.

**Q&A:** By President Sanchez: Are you hands on? Can you come and help with events as well as attend meetings? A: She would always prioritize her time for beneficial events. Sunday events on short notice would be problematic due to her church duties. Is a people person and likes meeting new people. Q: By Susan P., member of Public: Would you only represent one church? A: She would represent all of the

Christian faith. : By Member Belt – where does the church meet? No congregation because of Covid 19, has meetings with church leadership on their property. By VP Royal – is the property a church? A: The property is both commercial and residential. They have the leadership meetings on the commercial side. Member Potter adds that Board members vote on all kinds of issues, not just issues involving your group. By Member Abramyan – Welcome and thanks for your interest. Are you aware of the Verdugo Hills Ministerial Association? A: Is interested and will look into this.

**Item 6. Treasurer Reports/Consent Calendar Funding Items**

**MOTION:** The STNC Board approves the consent calendar:

**A. Approval of June 2020 MER**

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

**B. Approval of July 2020 MER**

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

**C. MOTION:** The STNC Board approves the Land Use Committee request for a G-Suite Business Account at \$12 a month / \$144 yearly for LUC Committee email accounts. (Outreach)

**D. MOTION:** The STNC Board approves the STAT Committee request for up to \$500 for 50 Coroplast yard lawn signs for stakeholders who request them as a preventative measure to slow down speeding drivers. (Outreach)

**E. MOTION:** The STNC Board approves a request from Beautification Committee for up to \$850 for repair to the Sunland Welcome Sign located at Wentworth/Foothill. Repair: Installation of a new double sided graphic panel. Material to be used is .080” thick aluminum with applied digital prints. (Community Improvement - Special Clean Streets Fund)

**F. MOTION:** The STNC Board approves a Sunland Printing Invoice #191237 from March 11, 2020 in the amount of \$387.63 for printing costs of STNC board and committee meeting packets. (Office)

<b>Motion: Approve Consent Items A-F:</b>				
Motion: Sandy Capps; Second: Arnie Abramyan Roll call vote / BAC signed				
Yes	No	Ineligible	Recuse	Absent
Sanchez, Grant, Royal, Capps, Cleghorn, Rowe, Keshish, Belt, Karamians, Alvarez, Shaheenian, Potter, Hutchinson, Abramyan, Khanjian, von Gunten,  16 yes, 2 ineligible, 1 absent, motion passed		Norling, Kim		Armour

**Item 7/8. Consent Calendar, Non Funding Items**

<b>Motion: A)Approve June 29, 2020 Meeting Minutes; B) Approve July 8, 2020 Meeting Minutes</b>				
Motion: Lallah Rowe; Second: Lydia Grant Roll call vote / BAC signed				
Yes	No	Ineligible	Recuse	Absent
Sanchez, Grant, Royal, Capps, Cleghorn, Rowe, Keshish, Norling, Belt, Karamians, Alvarez, Shaheenian, Potter, Hutchinson, Abramyan, Khanjian, von Gunten, Kim  18 yes, 1 absent, motion passed				Amour

**Item 9. Old Business – none**

**Item 10. New Business**

**A. Selection of Community Forestry Advisory Committee Representatives Rafi Shaheenian and Mark Norling**

<b>Motion: Select Rafi Shaheenian and Mark Norling as STNC representatives/liasons to the City’s Community Forestry Advisory Committee which meets the first Thursday of every month</b>				
Motion: Lallah Rowe; Second: Nina Royal Roll call vote / BAC signed				
Yes	No	Ineligible	Recuse	Absent
Sanchez, Grant, Royal, Capps, Cleghorn, Rowe, Keshish, Norling, Belt, Karamians, Alvarez, Shaheenian, Potter, Hutchinson, Abramyan, Khanjian, von Gunten, Kim  18 yes, 1 absent, motion passed				Amour

President Sanchez and VP Grant both thank Members Shaheenian and Norling for volunteering for this committee.

**B: Creation of Equity, Diversity and Inclusion AdHoc Committee -- removed per Ms. Serrano’s request.**

**C: Add Signature Duties to the STNC Standing Rules**

<b>Motion: Add Signature Duties to the STNC Standing Rules that in the event the President is unable or unwilling to sign that the First Vice President, Second Vice President or Treasurer shall sign in that order on behalf of the STNC</b>				
Motion: Lydia Grant; Second: Carol Hutchinson Roll call vote / BAC signed				
Yes	No	Ineligible	Recuse	Absent
Sanchez, Grant, Royal, Capps, Cleghorn, Rowe, Keshish, Norling, Belt, Karamians, Alvarez, Shaheenian, Potter, Hutchinson, Khanjian, von Gunten, Kim  18 yes, 1 absent, motion passed				Amour, Abramyan

Since President Sanchez wants to speak on this matter she needs someone else to chair this discussion. VP Royal declines to chair since she is having problems with her computer. Treasurer Capps agrees to chair. President Sanchez wishes to propose an amendment to the motion:

<b>Motion: Amend Motion to include a 5 day turn around for signature, then confirm to STNC Board that letter was sent via email</b>				
Motion: Lilliana Sanchez; Second: Lydia Grant Roll call vote / BAC signed				
Yes	No	Ineligible	Abstain	Absent
Sanchez  1 yes, 13 no. 3 abstain, 2 absent, motion to amend fails	Grant, Royal, Capps, Cleghorn, Rowe, Belt, Karamians, Alvarez, Potter, Hutchinson, Khanjian, von Gunten, Kim		Keshish, Norling, Shaheenian	Amour, Abramyan

President Sanchez notes there have been a few problems with board letters getting signed after the pandemic, particularly in March and June. She asked DONE reps Nyambura and Elbarbary and they both said it was not necessary to have a signature if the board voted to approve the letter. The Bylaws say the Secretary is directed by the President to send the letters. VP Grant does not think unsigned letters can be sent. This is why she favors having other Board officers being able to sign documents. Secretary Cleghorn, VP Royal and Member Rowe think this is a different issue than the present motion. Member Potter and Land Use Member Betty Moskowitz note that with land use letters, the City deadlines are very tight, sometimes less than 5 days. VP Grant notes she is able to go the Secretary's place of business in the daytime on short notice if necessary. After discussion on failed amendment there is a vote on the original motion.

## **11. ANNOUNCEMENTS & REPORTS – Committee Chair Updates & Meeting Announcements**

- A.** Beautification – August 18 @ 6 PM - via Zoom
- B.** Budget & Finance – August 26 @ 6 PM - via Zoom
- C.** RYLAN (Ready Your LA Neighborhood) Update - Sandy Capps [2] - Webinars Aug 3, 10, 17 Treasurer Capps notes she listened to the webinars on Aug. 3<sup>rd</sup> and 10<sup>th</sup>.
- D.** Emergency Preparedness – *Need liaison to attend monthly meetings*
- E.** Neighborhood Watch – Jon von Gunten written report - meetings via Zoom
- F.** Land Use – Pati Potter - Next Meeting Presentations: Aug 17, Sept. 21 @ 7 PM - via Zoom – A presentation on hours of Operation at the Smart and Final in Tujunga is on the agenda for Aug. 17th.
- G.** STAT - Safe Traffic & Transportation Committee next meeting Aug. 25 @ 6 PM - via Zoom
- H.** Outreach & Community Improvement Committee – Next Meeting Aug 20 @ 6:30 PM - via Zoom  
National Night Out - Tuesday Oct. 6. VP Grant notes that these meetings have changed from the third Wednesday to the third Thursday of the month. Member Norland has a great idea he is going to present at this meeting.
- I.** STARC – Arts, Culture & Recreation Committee, Aug. 25 @ 7:30 PM - via Zoom
- J.** Executive Committee – August 26, 2020 @ 7:30 PM via Zoom
  - i. STNC Bylaws Updated 6/29/20
  - ii. STNC Board Elections April 27, 2020 - Vote By Mail
- K.** NC Congress - Saturday, Sept. 26 - 8:30 AM—This event lasts approximately 3 hours will be via Zoom.
- L.** NC Budget Advocates – Liliana Sanchez / Sandy Capps [1] – ncbala.org - via Zoom
- M.** VANC - August 13 @ 6:30 PM via Zoom w/Mayor Garcetti
- N.** DWP MOU / DWP Committee – Sept. 5 @ 8:30 a.m. via zoom
- O.** LANCC Update on meeting with the Mayor – Next Meeting Sept. 5 @ 10 a.m. via Zoom--  
VP Grant notes that Mayor Garcetti will be attending these meetings until the Covid 19 crisis is over, at least through December 2020

Adjourn at: 9:09 pm

Minutes by Marjorie Maxon

EVELYN SERRANO  
toevelynserrano@gmail.com

August 9, 2020

To: Sunland / Tujunga Neighborhood Council  
Re: Application for Community Stakeholder Position on behalf of ABRA Foothills

Dear Members of the Sunland / Tujunga Neighborhood Council,

I want to express my gratitude for the work that you do in our Neighborhood Council. Thank you for your leadership, and for creating a space that allows our fellow neighbors to contribute their voices, time, and action to better our community.

My name is Evelyn Serrano. I am a mother, educator, and artist, and have been a Sunland resident for 11 years. I've included my bio at the end of this letter, for your reference. I hope to contribute my time and skills to support the work taking place in our community. I am submitting this letter as my formal application to become a Stakeholder Group Representative on behalf of ABRA Foothills. Below you will find information about our organization:

## **ORGANIZATION**

ABRA Foothills: Anti-Bigotry Responding with Action

## **ORGANIZATION'S DESCRIPTION**

ABRA is a multicultural organization that is based in the Foothills of Southern California on Tongva land. It was founded by Sunland/Tujunga community members to create forums for dialogue, learning, and action that address bigotry, racism, and white supremacy in our community.

We seek to activate and empower all members of our community to fight against all forms of bigotry. We believe in the power of education to expand minds and in sharing our resources to open up new realms of possibility for our futures. We are firmly committed to defending, supporting, and amplifying the voices of Black people, Indigenous people, and people of color. Our strength is rooted in the diversity of our membership, experiences, and tactics.

In the context of a global movement for Black Lives, anti-poverty, and civil rights, ABRA Foothills leads a local movement for healing and equity. Our work adopts methodologies and strategies that address bigotry and change discriminatory and inequitable structures. We come together to imagine and enact a more inclusive, equitable, just, supportive, anti-racist, and inspiring community.

## **OUR VISION**

We build together an inclusive, diverse, equitable, and caring Sunland/Tujunga.

## **OUR MISSION**

To advance community initiatives that challenge racism and embedded histories of inequality through dialogue, education, advocacy, and collective multigenerational action

## **OUR GOALS**

- We work with our neighbors to build a more inclusive, equitable and caring Sunland/Tujunga
- We support the anti-racism movement for Black lives
- We center the needs, concerns, and goals of BIPOC, the un-house, low-income, under-employed, and other historically under-represented groups to frame collective action and community decision-making
- We redefine, imagine and enact an approach to community care and wellbeing that represents alternatives to policing
- We address the connections between our community's past, present and future
- We engage youth, adults, and elders through arts, collective action, and community initiatives that challenge white privilege, structural racism, and embedded histories of inequality.

## **OUR SHARED PURPOSE**

We believe that in order to build a unified community, it's essential that all voices are heard. By centering our collective work around the needs of BIPOC in the Foothills area, we aim to address systemic injustice, empower marginalized groups, and work towards a future where everyone can benefit from living in a fair and just community.

Activating.

We know there are BIPOC and allies in our community who are no longer content to stand on the sidelines. That's why we are dedicated to providing Foothills residents with the knowledge, tools, and support they need to turn empathy into action. The more every one of us gets involved, the more we can enact positive change.

Educating.

Honoring the diversity in our community means educating ourselves and each other about the issues that are specific to each under-represented group. We are committed to sharing and developing resources that give context to BIPOC issues and help us envision a path forward.

Empowering.



Working on behalf of Black, Indigenous, and People of Color is about more than just encouraging tolerance. It's about finding ways to amplify marginalized voices and ensure that BIPOC are represented in every facet of our community. ABRA is committed to addressing all forms of injustice and creating the conditions for long term success of BIPOC in the Foothills. We employ a diversity of tactics to those ends, consciously evolving our tools through a range of perspectives and expertise.

Inspiring.

We believe in a future where BIPOC have all of the opportunities and resources they need to thrive. By using direct action to enact demonstrable change in our schools, local institutions, city government and beyond, we hope to foster more diversity in our community while inspiring more BIPOC and allies to get involved.

## **OUR VALUES**

- Anti-racism
- Anti-bigotry
- Inclusion
- Equity
- Collective action
- Interconnectedness
- Relationship-building
- Personal responsibility
- Civic engagement
- Honoring the work of the ancestors who devoted their work and lives to the pursuit of freedom, equity and, liberation for those who were and are historically oppressed, under-represented, and under-privileged

## **OUR APPROACH**

- Educational forums
- Outreach
- Intentional, facilitated and inclusive community dialogue
- Listening forums
- Community clean ups
- Peaceful protests and collective action
- Voter Sign Ups
- Peaceful collective action
- Collaboration with our Neighborhood Council, City and County agencies to build an equitable and inclusive Sunland/Tujunga

## **OUR MEMBERSHIP**

ABRA Foothills currently has 135 members. Our educational and civic action events are attended by 50-200 residents each. Leadership meets several times a week, and has at least once-a-week convenings with its membership. In addition, ABRA's Facebook and Instagram forums are essential tools for organizing, reflection, and outreach.

Thank you in advance for reviewing this letter. Please do not hesitate to reach out if you have any questions or need additional information.

Respectfully,

A handwritten signature in black ink, appearing to read 'E. Serrano', with a stylized flourish at the end.

Evelyn Serrano  
Sunland resident

#### EVELYN SERRANO - BIO

Evelyn Serrano is an LA-based, Cuban experimental multimedia artist, educator and independent curator working at the intersection of creative placemaking, memory, community engagement, activism, and future thinking.

Serrano received her MFA in Studio Art and Integrated Media from the California Institute of the Arts (CalArts), her Masters in Education from Alliant international University, and her BFA from the Maryland Institute College of Art (MICA). Her work has been exhibited and performed nationally and internationally such as the Cooper Hewitt Smithsonian Design Museum, Riverside Museum of Art, the Los Angeles Museum of Contemporary Art, Centro Cultural Español Miami, the Ludwig Foundation in La Habana, CUNY Center Arts Gallery, San Jose Biennial, Fábrica de Arte Cubano, and Los Angeles Contemporary Exhibitions (LACE), in addition to many non-conventional art spaces.

She also serves as Co-Artistic Director of Nuestro Lugar : North Shore, the first large-scale resident-designed, culture-driven, community development project in a rural community on the Salton Sea, in partnership with Kounkuey Design Initiative and Mutuo Architecture. She founded Nomad Lab, an award-winning non-profit arts organization that worked with Newhall and Canyon Country residents and city policy-makers to develop art-centered initiatives and inclusive spaces for community organizing, capacity building, learning, asset mapping, and grassroots change through the arts.

She has had the privilege of collaborating with visual and performing artists, writers, policy makers, educators, community organizers, students, non profits, and diverse communities both nationally and internationally. Her curatorial projects have been featured in Miami, Los Angeles, Baltimore, Montevideo, Tel Aviv, Tijuana, and La Habana.

She has taught at the California Institute of the Arts (CalArts) since 2006, and has lectured and led workshops at the New World School of the Arts in Miami, the CEART in Mexicali, the Center for the Arts in Eagle Rock, and the University of Texas in Dallas. She is the Director of Arts Integration and Visual Arts Specialist at Los Feliz Charter School for the Arts, an arts integrated school in Glassell Park, and is an Arts for LA Advocacy Fellow in Los Angeles. She is the lead artist of El Acercamiento/The Approach, a transnational art project with Cuban and U.S. artists that investigates the past, present and possible futures of Cuba-U.S. relations.

Her work has been recognized and supported by Art Place America, the National Endowment for the Arts, the Surdna Foundation, and the Los Angeles County Commission on Human Relations, among others.



Cindy Cleghorn &lt;stnc.secretary2019@gmail.com&gt;

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**ABRA Letter**

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Evelyn Serrano &lt;toevelynserrano@gmail.com&gt;

Tue, Aug 25, 2020 at 11:02 AM

To: Cindy Cleghorn &lt;stnc.secretary2019@gmail.com&gt;, Liliana Sanchez &lt;stnc.president2019@gmail.com&gt;

Cc: Eric Santiestevan &lt;esantiestevan@gmail.com&gt;

Dear Cindy and Liliana,

Below please find the letter from Eric Santiestevan, one of the leaders and founders of ABRA. Please let us know if you need anything else. Eric is copied in this thread.

Regards,

Evelyn Serrano  
she/her/they/them

Begin forwarded message:

**From:** Eric Santiestevan <esantiestevan@gmail.com>**Subject:** Re: STNC Representative Seat Application**Date:** August 25, 2020 at 10:32:50 AM PDT**To:** Evelyn Serrano <toevelynserrano@gmail.com>

August 24, 2020

To whom it may concern,

This letter confirms that Evelyn Serrano is ABRA Foothills' representative for the stakeholder position of our Sunland Tujunga Neighborhood Council.

ABRA is a coalition of allies, BIPOC, LGBTQ+, and Black community members who are working together to elevate Sunland-Tujunga beyond its history and current levels of bigotry. Not only do we attend actions, but we do community outreach, cleanup, education, as well as build bridges with our local minorities. We have sponsored a neighborhood education zoom with Lázaro Arvizu and Mike Callahan about the Tujunga Foothills from both an indigenous history and recent history perspective. We are currently working with other civil rights groups to attend other events in Los Angeles and plan more cleanups, beautification, food justice, and minority justice in Sunland-Tujunga.

ABRA leadership communicates via social media and Zoom, and also has Zoom and group discussions with the entirety of ABRA.

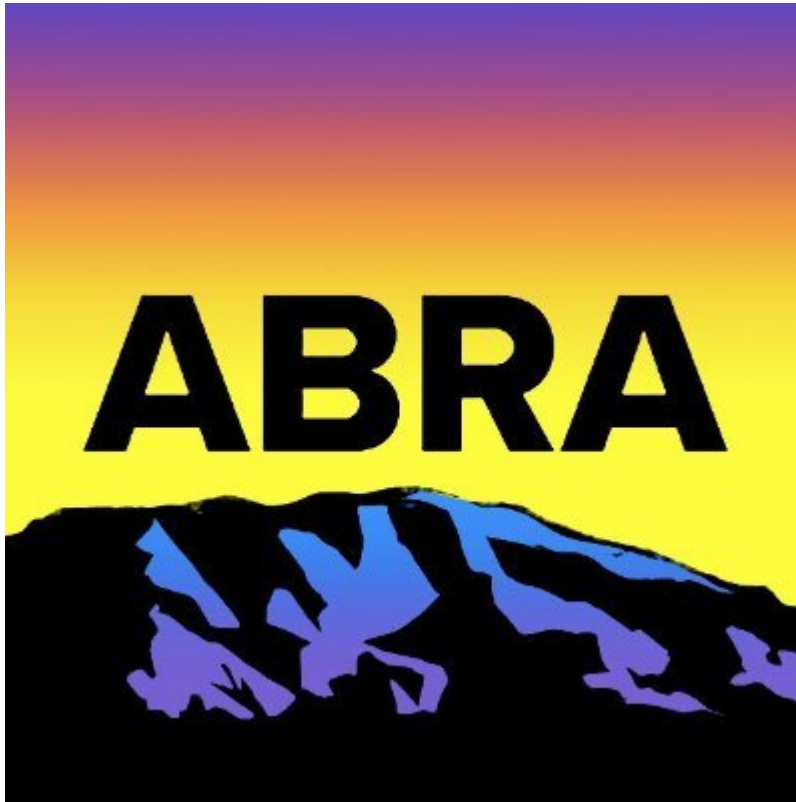
ABRA events and meetings are listed on our social media platforms:

<https://twitter.com/abrafoothills>[https://www.instagram.com/abra\\_foothills/](https://www.instagram.com/abra_foothills/)<https://www.facebook.com/ABRAfoothills>

Please do not hesitate to contact me if additional information is needed.

Regards,

Eric Santiestevan



**From:** Cindy Cleghorn <[stnc.secretary2019@gmail.com](mailto:stnc.secretary2019@gmail.com)>  
**Subject:** STNC Representative Seat Application  
**Date:** August 24, 2020 at 1:50:00 PM PDT  
**To:** [toevelynserrano@gmail.com](mailto:toevelynserrano@gmail.com)  
**Cc:** Liliana Sanchez <[stnc.president2019@gmail.com](mailto:stnc.president2019@gmail.com)>

Hello Evelyn,

Thank you for sending your statement for a Stakeholder Group Representative seat on the board of the Sunland-Tujunga Neighborhood Council.

There will be an Executive Committee Meeting this Wednesday at 7:30 p.m. Applicants wishing to hear more about the requirements to serve on the Sunland-Tujunga Neighborhood Council are welcome to join us on the Zoom meeting.

Please confirm the Stakeholder Group you will be representing as I want to be sure I have it worded correctly for the meeting agenda:

**Evelyn Serrano representing ABRA Foothills: Anti-Bigotry**

**Responding with Action.**

For documentation, we'll need to confirm your eligibility to run for the seat. This is described in the Bylaws, Attachment B. (Attached is a copy of the STNC Bylaws) Because we are only meeting virtually at this time if you could send documentation in advance it would be greatly appreciated. Documentation can be government issued ID such as driver's license or California ID. Also, when and where are the meetings held for the organization ? Please provide the organization's letter stating that you are their representative.

Here's the info from Attachment B that we need to confirm.

Stakeholder Group Representatives shall be elected at large. These Representatives shall be elected from the pool of stakeholders representing non-profits, educational, faith-based, service, youth, and special-interest organizations located or meeting regularly within the Sunland-Tujunga Neighborhood Council boundaries. No organization may have more than one stakeholder representative. All Group Representatives must participate on at least one committee.

Thank you,

--Cindy Cleghorn  
STNC Secretary  
818-429-6699

--

Eric Santiestevan

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Studio Manager @ Tangent Recording  
[www.tangentrecording.com](http://www.tangentrecording.com)  
<https://www.facebook.com/tangentrecording/>

Composer's Assistant @ Paul Buckley Music  
[www.paulbuckleymusic.com](http://www.paulbuckleymusic.com)

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[www.ericstantiestevan.com](http://www.ericstantiestevan.com)  
[esantiestevan@gmail.com](mailto:esantiestevan@gmail.com)



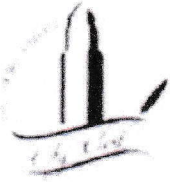


Sunland Tujunga Shadow Hills Rotary Club

# Face Shield Delivery







# NEIGHBORHOOD COUNCIL EVENT APPROVAL REQUEST FORM



Office of the City Clerk - Neighborhood Council Funding Program  
200 N. Spring Street, Rm 224 Los Angeles, CA 90012 • (213) 978-1058 or Toll-Free 3-1-1  
E-mail: [Clerk.NCFunding@LACity.org](mailto:Clerk.NCFunding@LACity.org) • [www.Clerk.LACity.org](http://www.Clerk.LACity.org)

Events are great opportunities for Neighborhood Councils to interact with their stakeholders. There are, however, liability and permitting issues that must be handled prior to the event. The Office of the City Clerk, Administrative Services Division, NC Funding Program Section must approve all Neighborhood Council sponsored events before any payments can be processed.

Please complete, sign, and submit this form at least 30 days prior to your event. Missing or incomplete required information or documents will delay review.

Neighborhood Council Sunland Tujunga Neighborhood Council

The Neighborhood Council is the Main Sponsor or  Co-Sponsor for the event

Main sponsor Sunland Tujunga Shadow Hills Rotary Club

Contact Person Michelle Ramage

Phone 818-400-3591 Email Tolkienfan@hotmail.com

Co-Sponsor (if applicable): Sunland Tujunga STARC Committee

Contact Person Joe DeCenzo

Phone \_\_\_\_\_ Email joedecenzo@gmail.com

### Event Information

Event Title and Description Virtual Halloween Costume + Decorating Contest:

A virtual costume + decorating contest open to all community members

Date 10-28-20 ~~11-04-20~~ Time Frame 1 week Est. number of attendees 300? Event Budget \$ 300.00

Venue Name Virtual via Facebook

Venue Address \_\_\_\_\_

Contact Person Michelle Ramage

Phone 818 400-3591 Email Tolkienfan@hotmail.com

Please note: If the venue for the event is at a City or public facility, e.g. park, school, the venue approval may be easier and at little or no cost. If the venue for the event is not a City facility, a separate contract may be needed and can take up to 60 days to complete.

Please scan the following documents and email to [Clerk.NCFunding@lacity.org](mailto:Clerk.NCFunding@lacity.org) for approval PRIOR to event:

- Neighborhood Council Event Approval Form - Signed by Treasurer, 2nd Signer or Event Chair
- Board Action Request (BAC) Form - Completed and signed by Treasurer and 2nd Signer or Alternate Signer
- Itemized Detailed Event Budget - Total budget with funding categories (food, entertainment, flyers, permits, etc.) and with specific vendors if available

If a bank card credit limit increase will be necessary to pay for expenditures for this event, please contact your Funding Program Representative to submit a request to increase applicable limits.

The City of Los Angeles provides Neighborhood Councils with event liability coverage in the amount of \$5 million. Depending on the type of event, there may be additional permits and liability issues that must be addressed prior to the event, or the Neighborhood Council will be liable for any penalties or injuries incurred at the event. There may be fees attached to obtaining permits and additional liability so please budget accordingly. It may be easier to partner with the City family or a community based organization or even hire an event planner (will require a contract prepared by the Department) so that they can obtain/handle the necessary permits and liability issues instead. The following must be obtained and submitted **PRIOR TO THE EVENT** if they are applicable to your event.

**If FOOD is being purchased/provided/distributed/served at your event, you may be required to obtain the following PERMITS:**

- ▢ LA County Public Health Department Permits – Community Event Organizer and Temporary Food Facility permits may be required. Permit fees may be waived by the County if requested.
- ▢ LA Fire Department – Permit may be necessary for temporary structures setup to prep/cook/serve food.

**CERTIFICATES OF INSURANCE, SERVICE AGREEMENTS, and/or FACILITY USE PERMITS from Vendors providing the following types of services. Insurance Certificates need to list the "City of Los Angeles" as Additional Insured.**

- ▢ Jumpers/Bouncers (Inflatables) – City Risk Management may need to review
- ▢ Games (e.g. dunk tank, other carnival style games, video game bus)
- ▢ Food (purchased, provided, distributed and/or served)
- ▢ Entertainers (e.g. DJs, musicians, face painting, balloon artists, etc.)
- ▢ Equipment Rentals (e.g. performing stage, mechanical rides, canopies)
- ▢ Event Venues (e.g. school auditoriums, private theaters and halls, parks, street block, etc.)

**If RENTING a vehicle or truck to transport event materials:**

- ▢ Renting and driving of vehicle/truck must be by a board member
- ▢ Additional insurance offered by the rental company must be purchased in full

**ADDITIONAL PERMITS may be required if the event has:**

- ▢ Over 500 attendees, which may require LAPD presence - LAPD Special Events
- ▢ Street closures for block parties - Bureau of Street Services or LADOT for larger street closures, such as a parade
- ▢ Tents/canopies larger than 450 square feet or stages/platforms more than 30 inches above grade - Building and Safety

**CONTACT INFORMATION for possible permits**

- Street Maintenance - (213) 847-2888
- Building and Safety - (213) 482-0367
- LADOT (Traffic Officers) - (323) 913-4652
- LADOT (Signs) - (213) 485-2298
- LADOT (Special Operations) - (323) 224-2124
- Risk Management - (213) 978-7475
- LAPD - (213) 468-0410
- LAFD - (213) 978-3640
- Sanitation - (213) 485-3612
- Street Services - <http://bsspermits.lacity.org/spevents>
- LA County Public Health Dept - <http://publichealth.lacounty.gov>

**Documents to be submitted to NC Funding Program and filed for your records:**

- ▢ Neighborhood Council Event Approval Form – Signed by Treasurer, 2<sup>nd</sup> Signer, Event Chair
- ▢ Board Action Certification (BAC) Form – Completed and signed by Treasurer and 2nd Signer, or Alternate Signer
- ▢ Itemized Detailed Event Budget – Final total budget with funding categories and specific vendors
- ▢ Vendor Invoices and Service-Facility Use Agreements
- ▢ Copies of Insurance Certificates
- ▢ Copies of Permits
- ▢ Proof of Sponsorships (e.g. event flyers, webpage copy, etc.)
- ▢ W-9 (for 1099 Individual Services (if applicable))

I have read and understand the requirements set forth in this document and agree to comply with the required paperwork necessary for Neighborhood Council events.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Print Name \_\_\_\_\_ Title \_\_\_\_\_  
 Email \_\_\_\_\_ Phone \_\_\_\_\_

For Staff Use Only     Approved     Denied    Code \_\_\_\_\_

Reviewers Signatures: 1<sup>st</sup> Level \_\_\_\_\_ 2<sup>nd</sup> Level \_\_\_\_\_

Reviewers Names: 1<sup>st</sup> Level \_\_\_\_\_ 2<sup>nd</sup> Level \_\_\_\_\_

Sunland Tujunga Shadow Hills Rotary/ STNC STARC Committee  
Virtual Halloween Costume and Decorating Contest

BUDGET DETAIL

ADVERTISING Poll Unit Rate sheet for \$22

\$200 CV Weekly Rate sheet (two weeks 1/16 page ad @  
\$100 per week)

\$100 for Candy from Smart & Final

**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) The Civics Center (Project of Community Partners)      95-4302067      California      April 1995  
*Organization Name*      *Federal I.D. # (EIN#)*      *State of Incorporation*      *Date of 501(c)(3) Status (if applicable)*

1b) 433 S. Beverly Drive      Beverly Hills      CA      90212  
*Organization Mailing Address*      *City*      *State*      *Zip Code*

1c) \_\_\_\_\_  
*Business Address (if different)*      *City*      *State*      *Zip Code*

1d) **PRIMARY CONTACT INFORMATION:**

Andrew Binder      (610) 701-1288      ahb@thecivicscenter.org  
*Name*      *Phone*      *Email*

2) **Type of Organization- Please select one:**  
 Public School *(not to include private schools)*      or       501(c)(3) Non-Profit *(other than religious institutions)*  
**Attach Signed letter on School Letterhead**      **Attach IRS Determination Letter**

3) Community Partners      1000 N Alameda St Suite 240      Los Angeles      CA      90012  
*Name / Address of Affiliated Organization (if applicable)*      *City*      *State*      *Zip Code*

**SECTION II - PROJECT DESCRIPTION**

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

Young people in California can preregister to vote when they turn 16. If preregistered, young people can vote as soon as they turn 18. Yet Los Angeles County has a preregistration rate below 15%. Many people do not know about the opportunity to preregister, and most high schools do not have effective programs to take advantage of the law.

This grant would be used to raise youth voter registration levels through our online workshops. Students can sign up for our week-long summer program, "Future Voters Action Week," where we teach high school students public narrative skills and how to run a voter registration drive in their community. We also run shorter workshops that focus on how to run a high school voter registration drive in California. This grant will help us train youth leaders in Sunland-Tujunga. This grant will also help us boost the very low voter preregistration rate in Los Angeles County.

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)**

The low voter registration rate in L.A. County feeds into a cycle of low voter turnout and a disconnect between the next generation and our democratic system. Voting is crucial to preserve American democracy, and studies show that early outreach and connection to communities and peers is key to turning these trends around. By raising youth voter registration numbers, Sunland-Tujunga has the potential to make a difference in strengthening our democracy.

Funds will be used to send postcards to families with 16-18-year-olds in the neighborhood advertising the program, social media ads to do the same, and for payroll to staff the program and facilitate the outreach. We also have an existing strong relationship with Students Run Los Angeles, a member of our coalition. SRLA supports marathon running programs in L.A. schools, and they have an existing network of teachers who we will contact to promote high school voter registration.

**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
	Payment for staff leading the session	\$ 1,400	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Postcards	\$ 1,500	\$
	Advertisement via Instagram	\$ 500	\$
	Democracy in a Bag merchandise + shipping & handling	\$ 600	\$

\* The amounts specified in section six include the Community Partners' administrative fee  
 7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No  Yes If Yes, please list names of NCs: Greater Cypress Park, Hollywood Studio District, Westlake North, Voices, NoHo, Lincoln Heights, Harbor Gateway North (continued at bottom)

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: \$4,000

10a) Start date: 08 / 15 / 2020 10b) Date Funds Required: 08 / 15 / 2020 10c) Expected Completion Date: 11 / 03 / 2020  
 (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

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.)

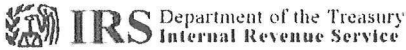
**SECTION V - DECLARATION AND SIGNATURE**

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\*  
Laura Brill Executive Director *La W Brill* July 22, 2020  
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*  
Andrew Binder Development Assistant Andrew Binder July 22, 2020  
 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](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248164828  
Aug. 16, 2016 LTR 4168C 0  
95-4302067 000000 00

00018714  
BODC: TE

COMMUNITY PARTNERS  
ALBERT R RODRIGUEZ  
% NORMA GARCIA  
1000 N ALAMEDA ST SUITE 240  
LOS ANGELES CA 90012



007462

Employer ID Number: 95-4302067  
Form 990 required: Yes

Dear Taxpayer:

This is in response to your request dated Aug. 05, 2016, regarding your tax-exempt status.

We issued you a determination letter in April 1995, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit [www.irs.gov](http://www.irs.gov) or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

0248164828  
Aug. 16, 2016 LTR 4168C 0  
95-4302067 000000 00  
00018715

COMMUNITY PARTNERS  
ALBERT R RODRIGUEZ  
% NORMA GARCIA  
1000 N ALAMEDA ST SUITE 240  
LOS ANGELES CA 90012

Sincerely yours,

*Doris P. Kenwright*

Doris Kenwright, Operation Mgr.  
Accounts Management Operations 1

State of California  
Secretary of State

CERTIFICATE OF STATUS

ENTITY NAME:

COMMUNITY PARTNERS

FILE NUMBER: C1676288  
FORMATION DATE: 11/16/1990  
TYPE: DOMESTIC NONPROFIT CORPORATION  
JURISDICTION: CALIFORNIA  
STATUS: ACTIVE (GOOD STANDING)

I, ALEX PADILLA, Secretary of State of the State of California,  
hereby certify:

The records of this office indicate the entity is authorized to  
exercise all of its powers, rights and privileges in the State of  
California.

No information is available from this office regarding the financial  
condition, business activities or practices of the entity.



IN WITNESS WHEREOF, I execute this certificate  
and affix the Great Seal of the State of  
California this day of April 15, 2015.

ALEX PADILLA  
Secretary of State



# Monthly Expenditure Report



Reporting Month: August 2020

Budget Fiscal Year: 2020-2021

NC Name: Sunland-Tujunga  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$47198.64	\$533.99	\$46664.65	\$74.94	\$0.00	\$46589.71

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$22770.00	\$449.00	\$20819.29	\$0.00	\$20819.29
Outreach		\$84.99		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$10000.00	\$0.00	\$10000.00	\$74.94	\$9925.06
Neighborhood Purpose Grants	\$9230.00	\$0.00	\$8750.00	\$0.00	\$8750.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$1896.72	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	US STORAGE CENTERS - L	08/01/2020	Revised US Storage receipt to include Encumbrance 2019/2020	General Operations Expenditure	Office	\$449.00
2	ZOOM.US	08/10/2020	STNC approves Zoom monthly payment of \$14.99 for Zoom meetings*. *Encumbrance 2019/2020 funds	General Operations Expenditure	Outreach	\$14.99
3	EIG CONSTANTCONTACT.CO	08/29/2020	Approved STNC payment of monthly \$70.00 payment to Constant Contact for outreach emails 500-2500* *Encumbrance 2019/2020 Funds	General Operations Expenditure	Outreach	\$70.00
<b>Subtotal:</b>						<b>\$533.99</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Sierra Sign Images	09/04/2020	STNC approves Beautification Committee request for up to \$850 for repair to the Sunland Welcome Sign located at Wentworth/Foothill: Installation of a new double sided graphic pa...	Community Improvement Project		\$74.94
<b>Subtotal: Outstanding</b>						<b>\$74.94</b>

# Receipts:

US Storage Centers - La Crescenta  
4454 Lowell Ave  
La Crescenta, CA 91214

818-957-0700

Encumbrance  
2019/  
2020

## 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

**Date Printed** August 11, 2020  
**Payment Date** August 1, 2020 2:21 PM  
**Unit** 0363  
**Available Credit** 0.00  
**Current Balance** 0.00  
**Paid Thru** August 31, 2020  
**Receipt Number** 87455  
**Posted By:** IJ

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
08/01/20	0358	Protection Plan 8/1-8/31	12.00	0.00	0.00	12.00	12.00	Master Card
08/01/20	0358	Rent 8/1-8/31	212.50	0.00	0.00	212.50	212.50	Master Card
08/01/20	0363	Protection Plan 8/1-8/31	12.00	0.00	0.00	12.00	12.00	Master Card
08/01/20	0363	Rent 8/1-8/31	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	August 31, 2020

Transaction Type Sale  
Authorization 040665  
Reference 55902

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

x \_\_\_\_\_

Check our website for other locations  
[www.USStorageCenters.com](http://www.USStorageCenters.com)

Join us in our quest to cure cancer. Ask our manager for details.



[www.kureit.org](http://www.kureit.org)



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

Invoice Date: 08/10/2020  
Invoice #: INV35480468  
Payment Terms: Due Upon Receipt  
Due Date: 08/10/2020  
Account Number: 3002589572  
Currency: USD  
Account Information: Sunland Tujunga NC  
7747 Foothill Blvd,  
Tujunga, California 91042  
United States  
sunlandtjunganc@gmail.com

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

Purchase Order Number:

TaxExemptCertificateID:

[Zoom W-9](#)

## CHARGE DETAILS

Charge Description	Service Period	Subtotal	Tax	TOTAL
<b>Charge Name: Standard Pro Monthly</b> Quantity: 1 Unit Price: \$14.99	08/10/2020-09/09/2020	\$14.99	\$0.00	\$14.99

## INVOICE TOTALS

	<b>Subtotal:</b>	\$14.99
	<b>Total (Including Tax):</b>	\$14.99
	<b>Invoice Balance:</b>	\$0.00

## TAX DETAILS

Charge Name	Tax Name	Jurisdiction	Charge Amount	Tax Amount
			<b>Total Tax</b>	<b>\$0.00</b>

## TRANSACTIONS

<b>Invoice Total</b>				<b>\$14.99</b>
Transaction Date	Transaction Number	Transaction Type	Description	Applied Amount
08/10/2020	P-37747145	Payment		(\$14.99)



INVOICE

---

Invoice <b>Balance</b>
------------------------

\$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.

# Encumbrance Funds 2019-2020

**From:** Constant Contact Billing  
**Sent:** Saturday, August 29, 2020 12:59 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 August 29, 2020

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:** August 29, 2020  
**Payment Date:** August 29, 2020  
**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**

**NO SPEEDING!  
RADAR ENFORCED**

**WE WATCH. WE CARE.**

**WE CALL POLICE:**

**818-644-8000**



**SUNLAND-TUJUNGA  
NEIGHBORHOOD COUNCIL**



# Sunland-Tujunga Neighborhood Council

*Certified May 27, 2003*

P.O. Box 635 • Tujunga, CA 91043-0635 • 818-951-7411 • Website: [stnc.org](http://stnc.org)

September 9, 2020

Mayor Eric Garcetti  
City Councilmembers  
City Of Los Angeles  
200 N. Spring Street  
Los Angeles, CA 90012

Dear Mayor Garcetti, City Controller Ron Galperin and Los Angeles City Councilmembers:

At the Sunland-Tujunga Neighborhood Council General Board meeting held on September 9, 2020, the Board voted \_\_\_For, \_\_\_Against, \_\_\_Abstain, to request the following letter:

The Safe Traffic and Transportation (STAT) Committee of the Sunland-Tujunga Neighborhood Council emphatically and unanimously opposes any defunding, redirecting or repurposing of the funding or budget of the Los Angeles Police Department or Los Angeles School Police Department.

We base this demand upon hundreds of residents' input loudly delivered at public meetings over our committee's four years. First-person observations are supported by almost quarterly traffic deaths on Foothill Blvd, our inclusion in the High-Injury Network, and last week's high-speed, late-night, hit-and-run fatality. We need more police and patrols, not fewer.

Grand theft auto (GTA) and burglary from motor vehicles (BFMV) have recently risen 30 percent in our community. Citywide that statistic is common. More, not fewer, police cars can reduce your constituents' resultant loss of work and costs to families and insurers who are now reworking rate structures.

In nearly every STNC, STAT, and Neighborhood Watch meeting, tearful or irate residents report recklessly speeding scofflaws and red-light offenders. Following City guidelines to educate, STAT overcame City obstacles to design and place light-pole banners urging traffic safety. Our traffic-safety yard signs are nearing distribution.

Necessary enforcement equipment will suffer further. Defective equipment, half of it manufactured in 2005, cut short a recent task force of LAPD and volunteers.

Foothill Community Police Station's highly active social interaction programs will suffer when fewer officers must urgently cover a rise in opportunistic crime. To date, outreach programs include:

Volunteer Community Patrols  
C-PAB; Cadet police programs  
Barbecues; Youth boxing  
Anti-theft license plate screws  
Neighborhood Night Out  
Attending Historical Society, Elks  
Special Olympics fundraisers

Shop with a Cop Holiday program  
Basketball Bash outreach  
Visiting, reporting to STNC  
Three S-T Neighborhood Watch  
meetings/month, pre-COVID



# Sunland-Tujunga Neighborhood Council

*Certified May 27, 2003*

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

Deemed vital to racial equality by DOJ's 2000 Consent Decree, Community Policing measures will suffer as LAPD resources stretch thinner.

Sunland-Tujunga has rampant traffic problems, is experiencing more gang-related graffiti, and sees growing encampments and home thefts by the unsheltered. While LAPD shouldn't have to deal with all those issues without help from other agencies, police presence helps keep those events from becoming violent.

Additionally, the LAPD has responded to calls for monitoring and keeping the peace between two opposing parties that have assembled, every Friday west of Foothill Boulevard and Lowell Avenue, and have been able to prevent any violence. Additionally, our STNC Board approved a CIS (#CF-0692) opposing defunding the LAPD by a vote of 12 - 2.

To recap, with this letter, we voice our support for LAPD and ask that attention be given to our previous request for funding an additional Traffic Officer to patrol our community and ensure that unsafe drivers are properly cited.

Sincerely,

Liliana Sanchez, President  
Sunland-Tujunga Neighborhood Council

Copy to: Councilwoman Monica Rodriguez



HOLLY L. WOLCOTT  
CITY CLERK

PETTY F. SANTOS  
EXECUTIVE OFFICER

# City of Los Angeles CALIFORNIA



ERIC GARCETTI  
MAYOR

OFFICE OF THE  
CITY CLERK

200 N. SPRING STREET, ROOM 360  
LOS ANGELES, CA 90012  
(213) 978-1020  
FAX: (213) 978-1027

[clerk.lacity.org](http://clerk.lacity.org)

August 3, 2020

Honorable Members of the  
Los Angeles City Council  
c/o Office of the City Clerk  
Room 395, City Hall  
Los Angeles, CA 90012

**SUBJECT: NEIGHBORHOOD COUNCIL AT-POLL ELECTIONS DURING COVID-19**

Honorable Members:

## **SUMMARY**

The Office of the City Clerk (City Clerk) is responsible for conducting up to 99 Neighborhood Council (NC) elections from March through June in odd-numbered years. After the recent 2019 NC election cycle, our Office, in partnership with the Department of Neighborhood Empowerment (DONE), joined with NCs to identify several areas in need of improvement for the 2021 NC election cycle. As a result, additional funding was requested in Fiscal Year (FY) 2020-21 Departmental Budget to: hire as-needed employees to assist with administrative functions; attend NC board meetings to foster on-going relationships with NC boards; and purchase additional polling place/Americans with Disability Act-compliant signage. In total, the Department requested \$1M to conduct the 2021 NC Elections to address these improvements. This was approximately a \$400,000 increase from the previous 2019 NC election budget.

For FY 2020-21, in a particularly difficult budget year for the City, only \$673,010 was approved for the 2021 NC elections. This will allow the City Clerk to implement a portion of the improvements originally planned. Given the current pandemic and related uncertainty, the Department is anticipating that precautionary measures and voting alternatives will need to be considered to continue providing elections in a safe environment. City Clerk staff have identified various procedures that can be implemented with the funding received, to provide a safe voting experience for the 2021 NC Elections. At this time, the Department's recommendation is that all NC elections be conducted by mail.

## RECOMMENDATION

That the City Council adopt the following recommendations:

1. Instruct the City Clerk to implement all Vote-by-Mail (VBM) NC elections in FY 2020-21, in response to the current pandemic.
2. Instruct the City Clerk and DONE to develop a joint outreach plan to inform and educate stakeholders on the all VBM election process using current resources.
3. Authorize the City Clerk to use up to \$673,010 in funds currently appropriated for at-poll NC elections for all VBM elections.

## BACKGROUND

In 2019, the City Clerk and DONE conducted a total of 81 at-poll NC elections. This included polling place recruitment, poll worker recruitment, in-person training, and Election Day administration. Voting hours varied from four to six hours and turnout ranged from 100 to over 1,000 stakeholders, depending on location. Tabling during elections was common practice, where NC Board Members served food, congregated with voters, and promoted their NCs.

Traditionally, NC elections are viewed as social gatherings where neighbors have the opportunity to not only vote for their local representatives, but also to socialize with their community members. This grassroots-oriented neighborly environment may not be feasible, nor practical, during the next scheduled election cycle if the current crisis persists and the safety restrictions set forth by the County of Los Angeles, Department of Public Health remain in place.

## AT-POLL VOTING

As previously mentioned, common practices typical of the NC election experience may not be viable options for stakeholders in the upcoming election. If the current safety restrictions persist, the City Clerk will provide an update to NC leaders regarding limitations and precautionary measures that have been identified and will need to be enforced in an effort to provide an opportunity to vote safely.

Precautionary Measures:

- Recruit larger polling locations to
  - enforce social distancing
  - bar any type of gathering outside the polling location
  - restrict persistent interactions and potential large crowds
- Add additional line monitors to ensure voters are six feet apart from each other
- Purchase cleaning supplies to sanitize high touch surfaces and equipment
- Continue to provide an online application for interested poll workers
- Produce an online poll worker training video

While some of these measures may present a challenge in implementation due to the lack of funding, as well as the challenges that will surface in high turnout elections, the City Clerk is

committed to providing the opportunity for all City of Los Angeles stakeholders to participate in NC elections.

In addition, the City Clerk will seek assistance from our NC partners, including DONE, to enforce such processes and recruit a larger number of volunteers.

#### VOTE-BY-MAIL (VBM)

Also included in the City Clerk's 2020-21 budget package was an add-on VBM option for up to 30 NCs. Although this option was not funded, implementing VBM for all NCs may be the most viable alternative to allow participation in NC elections, while ensuring stakeholders' safety. In light of the current pandemic and budget limitations, the following all VBM scenario would replace any/all at-poll voting options.

Conducting all VBM NC elections would be unprecedented. In 2012, the City Clerk administered a VBM add-on option for 12 NCs which also hosted at-polls voting. In 2014, City Clerk administered an add-on VBM option for only one NC.

In order to adequately assess the work involved for an all VBM option, the City Clerk based its figures on turnout for several past at-poll NC election cycles. The City Clerk believes that although an all VBM (with NO polling places) can be implemented for the 2021 NC elections with the funding received, there are specific caveats to be considered. Also, because there is no historic data for an all VBM election model, participation levels are unknown.

In a plan to accomplish an all VBM election, stakeholders would need to utilize an on-line portal to apply for VBM ballots. Stakeholders would be able to submit any required documentation online to qualify for a ballot (based on each NC's bylaws). Stakeholders without internet access would complete a paper application and submit their documentation by mail/email so that staff could enter their information into the portal. Upon verification of stakeholder status, paper ballots would be mailed to stakeholders, and voted ballots would be returned by mail to the City Clerk.

To facilitate participation, stakeholders will be provided with a postage-paid envelope to return their voted ballots. For those stakeholders who have not mailed their ballot before Election Day, the City Clerk may provide a limited number of Drop Box locations in each NC Region on its respective Election Day, with a possibility of in-person voting only at the City Clerk's Election Division Office (both contingent on the City's opening to the public and staff capacity requirement). Placement of Drop Boxes assume that they would be in a secured location (e.g. Council Field Offices or libraries), with oversight provided by individuals associated with that location.

For the all VBM option, development of the VBM portal needs to begin immediately, as it needs to be tested and functional by mid-December, 2020. In anticipation of all VBM NC elections, the City Clerk has started developing the process for such a scenario. This includes, formalizing deadlines and processes to ensure all stakeholders are able to vote safely and conveniently, and developing specifications for a portal that can provide a fillable voter application, as well as generating reports necessary for establishing stakeholder eligibility. All NCs will need to be notified and presented with timelines explaining major milestones throughout the election season. NC election outreach will be a critical component. The City Clerk will partner with DONE and NC boards to disseminate information.

At-Polls with VBM

Please note that a hybrid at-polls election with an all VBM component would not be feasible at this time, due to limited funding and resources. An all VBM option requires increased costs such as postage and additional staff to verify applications, prepare ballot packets, and process returned/voted ballots. These expenses would replace the at-polls election costs of polling location fees and hiring/training poll workers. Having both options would require funding a combination of all of the above costs, and that level of funding is not budgeted.

Outreach

Outreach for NC elections are administered by DONE. Funding to support the implementation of comprehensive outreach strategies in multiple languages to support the 2021 elections (\$450K) was not approved, due to the fiscal constraints caused by the City's response to the COVID-19 pandemic. In its transition of NCs to uniform virtual governance, the Department determined it prudent to develop outreach tools for NC use in their communities. Final versions of the tools were made available to NCs following seven regional successful outreach gatherings. Consideration will be given to how our combined departments might use existing resources to promote participation in the 2021 NC elections.

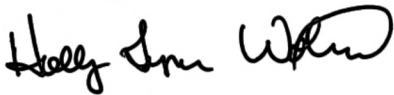
**FISCAL IMPACT STATEMENT**

No additional funding would be required this fiscal year for the implementation of either at-polls or all VBM NC election options.

**CONCLUSION**

The City Clerk is confident that either an at-polls or an all VBM voting scenario can be successfully conducted with ample planning and coordination, however, under the circumstances, we believe that an all VBM option is the best option to move forward. In these uncertain times, unprecedented actions are a necessity to meet the City's goals to serve the public. Due to budget constraints, sufficient funding does not exist to conduct both at-polls and VBM elections. In order to conduct a successful election cycle with existing funds, a decision to operate either at-poll elections or all VBM elections must be made. The City Clerk will continue to engage with DONE and NC stakeholders and welcomes feedback on voting processes that can be implemented to provide a safe NC election experience in 2021.

Sincerely,



Holly L. Wolcott  
City Clerk



# Sunland-Tujunga Neighborhood Council

*Certified May 27, 2003*

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

September 9, 2020

Mayor Eric Garcetti  
City Councilmembers  
City Of Los Angeles  
200 N. Spring Street  
Los Angeles, CA 90012

## **RE: Support to maintain the West Valley Animal Shelter as fully functioning municipal shelter**

Dear Mayor Garcetti, City Controller Ron Galperin and Los Angeles City Councilmembers:

At the Sunland-Tujunga Neighborhood Council General Board meeting held on September 9, 2020, the Board voted \_\_\_For, \_\_\_Against,\_\_\_Abstain, to request the following letter:

The STNC Board sends a letter to the Mayor and City Council and Los Angeles Animal Services to oppose the June 26, 2020 LAAS proposal as follows:

**Whereas** the Los Angeles Animal Services (LAAS) Department's draft Proposal dated June 26, 2020 to turn the West Valley Animal Shelter into a privately run Community Resource Center would result in significant loss of City services for the people and animals of the West San Fernando Valley; and

**Whereas** it would result in overburdening the only other city animal shelter in the Valley, the East Valley Animal Shelter; and

**Whereas** it would be inequitable because the entire burden of the LAAS budget cut is being visited on one area of the City, the West Valley; and is overwhelmingly opposed by the residents of the West Valley and the City; and

### **Whereas there are alternatives to the draft**

Proposal that would maintain the West Valley Shelter as a fully functioning municipal shelter.

**Now Therefore**, the Sunland-Tujunga Neighborhood Council opposes the LAAS draft Proposal for the West Valley Animal Shelter dated June 26, 2020 to close the shelter. The City needs to fund the shelter and reopen it..

Sincerely,

Liliana Sanchez, President  
Sunland-Tujunga Neighborhood Council

Copy to: Councilwoman Monica Rodriguez  
Brenda Barnette, General Manager, LA Animal Services

## CIS RE: RHNA TARGET FROM 40,000 TO 400,000

### Contact Information

Neighborhood Council: Sunland-Tujunga

Name:

Phone Number:

Email:

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

Date of NC Board Action:

Type of NC Board Action: **SUPPORT**

### Impact Information

Date:

Update to a Previous Input: No

Directed To: City Council and Committees

**Council File Number:** 20-0002-S110

Agenda Date:

Item Number:

The STNC supports the motion to extend and opposes any addition to the housing requirements to the City of Los Angeles

Discussion/Possible Action regarding Regional Housing Needs Assessment (RHNA) target from 40,000

RE: Slow Streets Initiative

Contact Information

Neighborhood Council: Sunland-Tujunga

Name:

Phone Number:

Email:

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

Date of NC Board Action: 06/10/2020

Type of NC Board Action: OPPOSE

Impact Information

Date: 06/10/2020

Update to a Previous Input: No

Directed To: City Council and Committees

Council File Number: Slow Streets

Agenda Date: 06/10/2020

Item Number: 8. B.

Summary:

The Sunland-Tujunga Neighborhood Council Opposes the use of the Mayor's Slow Streets Initiative in Sunland-Tujunga because Sunland-Tujunga is within the Very High Fire Severity Zone area and all streets need to be left open for evacuations. There is no need for this in our community.

**Motion Title:** Eliminating DWP 3-Tiers during COVID 2020-2021

**To:** ECCEJ Committee,  
City Council District 7 Monica Rodriguez,  
OPA (Office of Public Accountability),  
Mayor Eric Garcetti,  
City Attorney Mike Feuer

The Residents of Sunland-Tujunga are requesting that the Department of Water and Power lift their 3-Tier Rate Plan during the remaining year of 2020 through June 2021, or until the coronavirus outbreak stay-at-home order is lifted. Los Angeles' residents are not only suffering financial hardships during this pandemic but at the same time are also experiencing a deadly heat wave with confirmed recorded high temperatures.

During this historic pandemic we are obligated to stay indoors for safety concerns and in doing so our water and energy usage is almost impossible to stay at the lower tier usage rate. Our elderly are especially vulnerable during this extreme heat and a limited amount of pop-up cooling centers throughout Los Angeles are offering some relief from excessive hot weather. Sunland-Tujunga residents do not have a cooling center option for their residents so they must stay home.

We are asking that the DWP's board immediately review the current 3-Tier rates and approve imposing an emergency tier price reduction by charging customer only the lowest Tier 1 pricing on both electric and water usage throughout the city of Los Angeles until June 2021. This request will help renters, homeowners and businesses whom have all been impacted financially by this pandemic.

Sincerely,

Liliana Sanchez  
STNC President





Cindy Cleghorn <stnc.secretary2019@gmail.com>

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## Fwd: Update on CF 20-0656

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**Liliana Sanchez** <stnc.president2019@gmail.com>  
To: Cindy Cleghorn <stnc.secretary2019@gmail.com>

Sun, Sep 6, 2020 at 8:44 PM

Hi Cindy,

Sharing with you another CF that relates to LADWP rates.

Liliana

----- Forwarded message -----

From: **Liliana Sanchez** <[stnc.president2019@gmail.com](mailto:stnc.president2019@gmail.com)>

Date: Sun, Sep 6, 2020 at 8:42 PM

Subject: Update on CF 20-0656

To: Eve Sinclair <[eve.sinclair@lacity.org](mailto:eve.sinclair@lacity.org)>, [councilmember.rodriguez@lacity.org](mailto:councilmember.rodriguez@lacity.org) <[councilmember.rodriguez@lacity.org](mailto:councilmember.rodriguez@lacity.org)>

Good Day CM Rodriguez,

I am writing to ask if there is an update on CF 20-0656 from LADWP?

The Motion (Lee - Rodriguez) relative to requesting the Los Angeles Department of Water and Power (LADWP) to report on the impact of the COVID-19 pandemic and the subsequent Safer at Home order, on residential and commercial LADWP utility bills.

Link:

[https://clkrep.lacity.org/onlinedocs/2020/20-0656\\_mot\\_05-27-2020.pdf](https://clkrep.lacity.org/onlinedocs/2020/20-0656_mot_05-27-2020.pdf)

Looking forward to hearing from you and our Sunland-Tujunga representative Eve Sinclair.

Please join us at our next STNC board meeting Wednesday, September 9, 2020 at 6:45 pm.

Thank you.

Liliana Sanchez  
STNC President