

**Neighborhood Council  
General Board**

Lydia Grant, President  
Lallah Rowe, First Vice-President  
Shauna Scanlon, Second Vice President  
Ed Babakhanian, Treasurer  
Carol Hutchinson, Secretary  
Sherry McCoy, Neighborhood Watch  
Shirley Kim, Shekinah Church  
Michael Goglia, VH Cemetery  
Chris Rowe, Toastmasters  
Nina Royal, STSERVS  
Cindy Cleghorn, STSH Community Fund  
VACANT, Stakeholder Group Rep  
Lenny Freeman, Region 1  
KT Travers, Region 1  
Claire Gordon, Region 2  
Trevor Schmidt, Region 2  
Jon von Gunten, Region 3  
Karen Moran, Region 3  
Belinda Woodruff, Region 4  
Cheryl Schmidt, Region 4  
Mark Seigel, At Large

**CITY OF LOS ANGELES  
CALIFORNIA**



P.O. BOX 635  
Tujunga, CA 91042  
Phone: 818-951-7411  
Email: [Secretary@stnc.org](mailto:Secretary@stnc.org)  
Website: [www.stnc.org](http://www.stnc.org)

**SUNLAND-TUJUNGA  
NEIGHBORHOOD  
COUNCIL**

**TRANSLATION SERVICE** – If you need translation service, please contact Lydia Grant, STNC President via e-mail at [stnclydia@gmail.com](mailto:stnclydia@gmail.com) or 818-951-7411 at least 72 hours before the meeting.

**SERVICIOS DE TRADUCCIÓN** – Si requiere servicios de traducción, favor de avisar al concejo vecinal 72 horas antes del evento. Por favor contacte Lydia Grant, President, al electrónico [stnclydia@gmail.com](mailto:stnclydia@gmail.com) or 818-951-7411 para avisar al Concejo Vecinal.

**DRAFT #1 General Board Meeting Agenda  
Wednesday, November 9, 2022  
7:00 PM**

Zoom Meeting Online or By Telephone  
Dial (888) 475-4499 to Join the Meeting  
Then Enter This Webinar ID: **918 9278 5703** and Press #  
Online: Go to <https://zoom.us/j/91892785703>

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IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

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**1. Call to Order, Welcome** - Lydia Grant, President

- A. Volunteer Recognition-Back Door Bakery-Deborah & Reno Goodale
- B. In Person / Hybrid Meetings
- C. Community Impact Statement Portal Update

**2. Roll Call, Voting Eligibility** - Carol Hutchinson, Secretary

- A. Completion of City / DONE Required trainings status for the STNC board
- B. Announce any Board member recusals or paid lobbyists in attendance
- C. Announcement of vacant board seat: Stakeholder Group Representative - One Position - Details at [https://www.stnc.org/readpost.php?news\\_id=776](https://www.stnc.org/readpost.php?news_id=776)

**3. Pledge of Allegiance**

**4. Comments: LAPD, Elected Officials/Representatives, DONE, City Departments** (2 min per Representative including Q&A)

## 5. Report from The Land Use Committee (LUC): *Approve LUC recommendations*

- A. Discussion/Motion: To support 10371-10405 Samoa, Tujung Subdivision as recommended by the LUC
- B. Discussion/Motion: To support 8055 Foothill Blvd., Sunland , Urgent Care as recommended by the LUC

## 6. Committee & Liaison Reports *(see last page for meeting and committee member information)*

- A. Budget & Finance
- B. Land Use
- C. STAT
- D. STARC
- E. Community Improvement & Government Affairs
- F. Outreach - *upcoming opportunities*
- G. Youth & Adult Education
- H. Beautification - *Update on Pinewood Mural*
- I. Liaison Reports: *LANCC / VANC / Budget Advocates / Other*
- J. Ad Hoc Bylaws / Standing Rules - *future meeting dates*
- K. Other

## 7. UNFINISHED BUSINESS

Discussion/Action: Approve October 2022 Board Meeting Minutes

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

## 8. NEW BUSINESS

- A. Discussion/Action: Approve September Monthly Expenditure Report (MER) and Balances, as recommended by the Budget & Finance Committee.
- B. Discussion/Action: Approval of up to \$300 to promote and provide light snacks / water at education committee emergency health and safety fair, as recommended by the Budget & Finance Committee.
- C. Discussion/Action: Approval of up to \$500 for volunteer appreciation and refreshments during quarterly tree care events, as recommended by the Budget & Finance Committee.
- D. Discussion/Action: Approval of up to \$200 for refreshments during coffee and tea with STNC events, as recommended by the Budget & Finance Committee.
- E. Discussion/Update/Possible Action: Acknowledgement of Fiscal Responsibility Admonition Notice related to July and August MER submissions having late BAC attachments, as recommended by the Budget & Finance Committee.
- F. Discussion/Action: Approval of Community Impact Statements
- G. Discussion/Action: Motion to not hold the December 14, 2022 STNC Board Meeting, as recommended by the Executive Committee

~~10. CONSENT CALENDAR ITEMS (NON-FUNDING)~~ — 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 non-funding consent calendar:

## 11.

- A. Discussion/Possible Action: of current budget, rollover funds and possible future revision.

## NEW BUSINESS

## **9. PRESENTATION & TRAINING on the Neighborhood Council (NC) System**

- A. Bylaws, Standing Rules, BONC Policies, Brown Act (Meeting Agenda Posting, ENS)
- B. NC Meetings: Agenda Items, Presenters, Meeting Agendas, Making Motions, Community Impact Statements
- C. NC Alliances, STNC Community Events/Meetings, Other Training Opportunities

**10. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS** - One minute per speaker unless otherwise announced by the presiding officer – 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).

## **11. FINAL ANNOUNCEMENTS & BOARD ANNOUNCEMENTS**

## **12. ADJOURN**

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS:** Every person wishing to address the Board must dial **(888) 475-4499** or **(669) 900 6833**, and enter **918 9278 5703** and then press # to join the meeting. When prompted by the presiding officer, to provide public comment at the Sunland-Tujunga Neighborhood Council meeting the public will be requested to dial **\*9 or use the Raise Hand option**, to address the Committee 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 two minutes per speaker, unless adjusted by the presiding officer of the Board.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Sunland-Tujunga Neighborhood Council's control, the meeting must be recessed or adjourned.

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

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

**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 Lydia Grant, STNC President at 818-470-6629.

**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 **Carol Hutchinson, Secretary, at email: [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 Sunland-Tujunga Neighborhood Council Bylaws. The Bylaws are available on our website [www.stnc.org](http://www.stnc.org)

**STNC YouTube Meeting Link:** [https://www.youtube.com/channel/UCAxPhaALDxHWQncRU\\_UL09Q](https://www.youtube.com/channel/UCAxPhaALDxHWQncRU_UL09Q)

*STNC YouTube Videos are generally posted within 3-5 days after board and committee meetings*

**Representatives of LAPD, Local Schools, City, County, State, Federal - updated October 2022**

**Foothill LAPD** Commanding Officer 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.online](mailto:35755@lapd.online) and **SUNLAND SLO: [new July 2022]** Diana Figueroa: [36838@lapd.online](mailto:36838@lapd.online) Encourage victims you speak with to formally report every crime. Minor crimes can be reported online at <https://www.lapdonline.org/file-a-police-report/>. If an officer on-scene refuses to write a report of an actual crime, request a Supervisor. Call 911 for emergencies and crimes in progress. Call LAPD Dispatch-877-ASK-LAPD-for everyday matters.

**City Council District 7-** Monica Rodriguez [councilmember.rodriguez@lacity.org](mailto:councilmember.rodriguez@lacity.org) – Area Representative **Mary MacAdam**, handling the Tujunga community - [mary.macadam@lacity.org](mailto:mary.macadam@lacity.org); Caseworker Billie Jean Londono - [billie.jean.londono@lacity.org](mailto:billie.jean.londono@lacity.org); CD7 Planning Deputy Anissa Raja - [anissa.raja@lacity.org](mailto:anissa.raja@lacity.org) *The Sunland-Tujunga Field Office is now located in Pacoima at 13520 Van Nuys Bl., Pacoima 91331. The Sunland-Tujunga office has not yet been opened to the public due to COVID-19.*  
**LA Mayor Garcetti**–Michelle Vergara, East Valley Rep - [Michelle.Vergara@LACity.org](mailto:Michelle.Vergara@LACity.org)

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

**LA City Controller Ron Galperin** - 213-978-7200 - [controller@lacity.org](mailto:controller@lacity.org)

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

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

**LA County Supervisor Kathryn Barger** 818-993-5170-Jason Maruca, Asst. Field Deputy: [JMaruca@bos.lacounty.gov](mailto:JMaruca@bos.lacounty.gov)

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

**CA Assembly Member Luz Rivas (Dist.39)** - Mary Jerejian 818-504-3911 [mary.jerejian@asm.ca.gov](mailto:mary.jerejian@asm.ca.gov)

**Sunland-Tujunga Library** - Ardem Tajerian, Senior Librarian - 818-352-4481 - [tajerian@lapl.org](mailto:tajerian@lapl.org)

**LADWP** - Christina Holland, Community Affairs, (213) 367-1076, [christina.holland@ladwp.org](mailto:christina.holland@ladwp.org)

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

**GANGS-DRUGS:** Frank Kryshak, email: [27701@lapd.online](mailto:27701@lapd.online) (Gang Enforcement Detail)

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

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

**VECTOR CONTROL:** Diana Gutierrez, Greater L.A. County Vector Control District 562-944-9656 [dgutierrez@glacvcd.org](mailto:dgutierrez@glacvcd.org)

**DONE** - **[As of 1-28-22]** Raul Preciado, NEA, [Raul.Preciado@lacity.org](mailto:Raul.Preciado@lacity.org) - (213) 978-1551

Vanessa Serrano, Director of Civic Leadership - 818-374-9889 - [vanessa.serrano@lacity.org](mailto:vanessa.serrano@lacity.org)

NCAD (Advice Division) - Ayelet Feiman-Office of the City Attorney General Counsel, [ayelet.feiman@lacity.org](mailto:ayelet.feiman@lacity.org)  
213-978-8132

**BONC** - **[As of Sept 2022]** - Jennifer Valdivia, BONC Commissioner - North Valley

Mission College – Olivia Sanchez Ayala, 818-364-7795, [sancheo@lamission.edu](mailto:sancheo@lamission.edu)

Sunland Elementary School – Principal John Graham - [jmg8758@lausd.net](mailto:jmg8758@lausd.net) (818) 353-1631

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

[SunlandTujungaCoS@lausd.net](mailto:SunlandTujungaCoS@lausd.net)

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

**City of L.A. Protected Trees: (6 types of trees) Oak, Sycamore, Bay, Black Walnut, Toyon, Elderberry.** Protected trees can be removed. Trees with Urban Forestry Department approval which will require an Arborist report, pay City fees. Go to Streets LA website <https://streetsla.lacity.org> Scroll down the landing page to Services, then to icon link for “Report a Protected Tree Violation”. You will need the address or you can use a map viewer. Keep the record number. You can then contact urban forestry with the record number to [Gerald.Stephens@lacity.org](mailto:Gerald.Stephens@lacity.org) -- and [copytrees@nca.la](mailto:copytrees@nca.la)

**STNC Committees, Committee Chairs, Meeting Dates/Times - *updated October 2022***

***please send updates for this list to: [secretary@stnc.org](mailto:secretary@stnc.org)***

**[No STNC Board or Committee Meetings held on National Holidays]**

**STNC Committees - to join any committee, request agenda items, contact the committee chair directly or via [secretary@stnc.org](mailto:secretary@stnc.org) and participate at meetings. More info on [stnc.org](http://stnc.org) website calendar**

- a. Beautification – Roger Klemm/Nelly Luboff (co-chairs) 3rd Wednesdays @ 5:30 PM
- b. Budget & Finance – Ed Babakhanian - 4th Wednesday @ 6:00 PM
- c. Neighborhood Watch – meetings 2nd Tuesday, 9 a.m. via LAPD Zoom
- d. Land Use – Pati Potter - 1st & 3rd Mondays @ 7:00 PM
- e. Community Improvement-Government Affairs - Lallah Rowe, VP - 3rd Thursdays @ 10:00 AM
- f. Elections Committee (ad-hoc) - Various dates - check calendar at [stnc.org](http://stnc.org)
- g. Outreach - Karen Perdue, VP - 3rd Thursdays @ 7:00 PM
- h. Bylaws & Standing Rules (ad-hoc) - Sandy Capps (co-chair) - TBA
- i. STAT - Safe Traffic & Transportation Committee - Pat Kramer - 4th Tuesdays @ 6:00 PM
- j. STARC – Arts, Culture & Recreation Committee - Joe De Cenzo - 4th Tuesdays @ 7:30 PM
- k. Executive Committee – Lydia Grant - 4th Wednesdays @ 7:00 PM
- l. STNC Youth & Adult Education Committee - Lallah Rowe, Chair - 3rd Tuesdays @ 6:30 PM
- m. Ad-Hoc Storage Inventory Committee - check calendar at [stnc.org](http://stnc.org)

**Community Impact Statement Submitters - *updated October 2022***

Jon von Gunten  
Carol Hutchinson  
Cindy Cleghorn  
Shirley Kim  
Claire Gordon

**STNC Bank Card Holders & BAC (Board Action Certificate) signers**

Ed Babakhanian, STNC Treasurer  
Carol Hutchinson 2<sup>nd</sup> Card Holder

**STNC Second Signers**

None

**STNC Committees & Members affirmed by the STNC Board: \* = STNC Boardmember**

**STAT Committee:** Chair Pat Kramer, Co-Chair Jon von Gunten\* Committee Members: George Arakel, Barbara Rowe, Roger Swart and Leny Freeman\*

**STARC:** Chair Joe DeCenzo Committee Members: Gerardo Barrientos, Debby Beck, Lucy Berman, Dawn Jenkins, vacant, Corey Stein, Michelle Wadler, KT Travers\*

**Beautification Committee:** Co-Chairs Roger Klemm and Nelly Luboff Committee Members: Carol Hutchinson\*, Gerardo Barrientos, Judy Sutherland, Marjorie Maxon, Angela Nordhagen and Curtis Brown.

**Land Use Committee (LUC):** Co-Chairs/Vice Chairs: Pati Potter, Richard Marshalian. Committee Members: Cindy Cleghorn\*, Nina Royal\*, Liliana Sanchez, Vartan Keshish, Betty Markowitz, Berj Zadoian, Cathi Comras, Arsen Karamians, and Stephanie Mines. Planning 101 Training Required for all LUC members. Application and participation required to join the LUC.

**Ad Hoc Bylaws & Standing Rules:** Co-Chairs/Vice Chairs: vacant, Sandy Capps. Committee Members: Cindy Cleghorn\*, Mark Seigel\*, Lydia Grant\*

**Budget & Finance Committee:** Chair Ed Babakhanian, Pati Potter, Karen Perdue, Sandy Capps

**Outreach Committee:** Chair Shauna Scanlon. Committee Members: Leny Freeman, Cheryl Schmidt, Claire Gordon, Karen Moran, Belinda Woodruff

**[Liaison] Neighborhood Council Budget Representative / Budget Advocate:** [July 2022] Cindy Cleghorn

**[Liaison] LA Neighborhood Council Coalition:** Lydia Grant / Nina Royal

**[Liaison] Valley Alliance of Neighborhood Councils:** Lydia Grant/Cindy Cleghorn/Mark Seigel VANC Exec

**[Liaison] LA DWP MOU:** Cindy Cleghorn / Nina Royal

**[Liaison] LA DWP Committee:** Cindy Cleghorn / Nina Royal

**[Liaison] PlanCheckNC:** Cindy Cleghorn, Chair PlanCheckNC / Nina Royal

**Training Requirements for all board members.** *City has a time limit when this training must be completed to be able to vote:*

Code of Conduct \*also applies to all STNC committee members

Anti-Bias

Funding

Ethics

Website [www.stnc.org](http://www.stnc.org)

Submit updates to [secretary@stnc.org](mailto:secretary@stnc.org) - Carol Hutchinson, Cindy Cleghorn and for Calendar: Leny Freeman

Social Media: Facebook Pages managed by STNC committees & their status as of August 2022: [send updates to this list to [secretary@stnc.org](mailto:secretary@stnc.org)]

<https://www.facebook.com/SunlandTujungaNeighborhoodCouncil> [public last post August 2022]

<https://www.facebook.com/Sunland-Tujunga-Neighborhood-Council-Youth-494264710753646> [public - last post 1/23/22]

<https://www.facebook.com/groups/stbeautification> [private - last post 2/22/22]

<https://www.facebook.com/STNC-Safe-Traffic-and-Transportation-Committee-323289951875218> [public - last post 1/27/22]

<https://www.facebook.com/groups/sunlandtujanaw> [private - last post 3/1/22]

<https://www.facebook.com/Sunland-Tujunga-Arts-Recreation-Culture-114962973244166> [last post 5/24/21]

Social Media: NextDoor - <https://nextdoor.com>

Social Media Instagram: [https://www.instagram.com/sunlandtujunga\\_nc/](https://www.instagram.com/sunlandtujunga_nc/)

Social Media: Twitter <https://twitter.com/stncoutreach>

STNC YouTube Meeting Link: [https://www.youtube.com/channel/UCAxPhaALDxHWQncRU\\_UL09Q](https://www.youtube.com/channel/UCAxPhaALDxHWQncRU_UL09Q)

Zoom Accounts/Settings: Contact: [secretary@stnc.org](mailto:secretary@stnc.org)

STNC Surveys

History

STARC

LUC

To report a Parking Violation

818-374-4823

Press #1 for English

then wait for all the extensions, and use #2

reporting a vehicle parked over the hour limit as noted on the signs.

Give the block #, you might have to give an exact address, cross street and type, and color, maybe even the license #. For big trucks only have to give the block#, cross street and color.

Also ask how you can get a regular car to monitor the block.

Many times there are calls waiting, as many as 10, then hang up and try later, for that many it could be 1hr. but if you are working on your computer maybe ok to be on hold. 5 calls can be around 10-20 minutes sometimes.

Example: called in a truck for the first time they gave an option of a call back. This is something new.