



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

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



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- C. Meeting Protocols Reminder
- D. Board Members eligible to vote & Upcoming Training Dates / Opportunities including new Planning 101 classes & Funding requirements. Planning 101 training deadline is Dec. 16. Remaining classes are:
  - Session 3 – Fri, December 11, 2:00pm – 3:30pm
  - Session 4 – Tue, December 15, 4:00pm – 5:30pmAll sessions will be hosted online using Zoom. You will receive an email the day before the training, and another email on the day of the training with the link to the Zoom meeting for that session.  
To RSVP for a Planning 101 Training for NCs Session, please click [HERE](#).
- E. STNC board members to declare any conflicts of interest or ex parte communications relating to items on this meeting's agenda.

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

## 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, December 30, 2020** to be added onto the next Executive Committee and Board meeting agendas. If selected, new board members will be required to complete ethics, funding and code of conduct training, attend meetings, join committees.
3. **PRESENTATION: Congressman Adam Schiff** [15+15Q&A]  
Please submit questions to: <https://www.stnc.org/agenda-request.php>
4. **STNC BOARD ELECTIONS - APRIL 20, 2021** - City Clerk Admin: Nathan Singh (invited)
  - [STNC Board Elections](#) will be all Vote By Mail. Candidate Filing Opens Dec. 19
  - Board [Elections Handbook & Attachments](#)
  - STNC Election Administrator and [NC Election FAQs](#)
  - Appoint ad-hoc Election Committee
5. **MOTION: Approve 2021 Elections Committee** - Mark Dutton, Erica Cisneros
6. **COMMITTEE / LIAISON ANNOUNCEMENTS & REPORTS – Committee Chair Updates, Surveys, Meetings & Announcements** [10]
  - A. Homelessness Liaison - Camille Yiu
  - B. L.A. City COVID-19 Resources <https://corona-virus.la/>
  - C. Bylaws/Standing Rules - Jan 25, 2020 @ 7 PM (tentative)
  - D. Beautification – Dec 16 @ 5:30 PM - via Zoom



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- E. Budget & Finance – December 16 @ 6 PM - via Zoom
- F. RYLAN (Ready Your LA Neighborhood) Update - Sandy Capps
- G. Emergency Preparedness Alliance – Mark Norling, Nina Royal - 4th Saturday, Jan 22
- H. Neighborhood Watch – Jon von Gunten written report - meetings via LAPD Zoom
- I. Land Use – Pati Potter - Next Meetings: Jan 4 @ 7 PM - via Zoom
- J. STAT - Safe Traffic & Transportation Committee meets Jan 26 19 @ 6:00 PM - via Zoom
- K. STARC – Arts, Culture & Recreation Committee, Jan 26 @ 7:30 PM - via Zoom
- L. Executive Committee – Jan. 6, 2021 @ 7:00 PM via Zoom
- N. STNC Board Elections April 20, 2021 - Vote By Mail
  - Vote-By-Mail Registration Begins Feb 19 and Ends April 13
  - Candidate Filing Opens Dec. 19, 2020 and Ends Feb. 2, 2021
  - STNC Elections Timeline Calendar
  - City Clerk website: <https://clerk.lacity.org/elections/neighborhood-council-election>
- M. NC Budget Advocates – Liliana Sanchez / Sandy Capps – ncbala.org - via Zoom
- N. VANC - Dec 10 @ 6:30 PM via Zoom
- O. DWP MOU / DWP Committee – Jan 2 @ 8:30 a.m. via zoom
- P. LANCC Update – Next Meeting Jan 2 @ 10 a.m. via Zoom

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

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

Foothill LAPD Commanding Officer/Captain Johnny Smith 818-756-8861 - [30339@lapd.lacity.org](mailto:30339@lapd.lacity.org)  
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)  
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)  
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 [vickere.murphy@sen.ca.gov](mailto:vickere.murphy@sen.ca.gov)  
CA Assembly Member Luz Rivas (Dist.39) Arturo Garcia 818-504-3911 [arturo.garcia-mendoza@asm.ca.gov](mailto:arturo.garcia-mendoza@asm.ca.gov)  
Sunland-Tujunga Library - Ardem Tajerian, Senior Librarian - 818-352-4481 - [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: 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  
BONC Commissioner - Quyen Vo-Ramirez, North Valley Commissioner - [quyen.vo-ramirez@lacity.org](mailto:quyen.vo-ramirez@lacity.org)  
Mission College – Dean Madeline Hernandez - (818) 875-4036  
Sunland Elementary School – Principal John Graham - [Jmg8758@lausd.net](mailto:Jmg8758@lausd.net) (818) 353-1631  
Sunland Tujunga Community of Schools - Carmina Nacorda, COS Administrator - (818) 252-5400 - [SunlandTujungaCoS@lausd.net](mailto:SunlandTujungaCoS@lausd.net)  
Apperson Street School – Principal Rene Chavez 818-353-5544 - 10233 Woodward, Sunland  
Diana Gutierrez, Greater Los Angeles County Vector Control District – 562-944-9656 - [dgutierrez@glacvcd.org](mailto:dgutierrez@glacvcd.org)  
Gibson Nyambura, DONE Racial Equity Officer /NEA [gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org) 213-978-1551



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

**9. DISCUSSION/ACTION:** Appoint Dorisa Shahmirzai Sustainability Alliance Liasion. [Oscar Alvarez is currently in this position, Dorisa and Oscar would be co-liaisons]

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

## 10. Approval of Special Board Meeting Minutes

**MOTION:** The STNC Board approves the November 9, 2020 minutes

## 11. Approval of Special Board Meeting Minutes

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

## TREASURER REPORTS [6]

*(Sandy Capps, Chair, Budget & Finance Committee approved 11-16-20)*

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

## 12. Approval of November 2020 MER

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

*[Sandy Capps on behalf of Budget & Finance Committee approved 11-18-20]*

**13. Discussion/Action: MOTION:** Approve US Storage Rental increase for units #358 and #363 to \$243.50 per unit from \$224.500 per unit. \$487.00 monthly effective December 1, 2020.

*[Sandy Capps on behalf of Budget & Finance Committee approved 10-28-20]*

**14. Discussion/Action: MOTION:** Approve US Storage in the amount up to \$2,922.00 for January 2021 to June 2021 for STNC storage units #353 and #363. (Office) *[Sandy Capps on behalf of Budget & Finance Committee approved 11-16-20]*

**15. Discussion:** Approve Sunland Parks and Recreation request for up to \$350 for project/craft supplies and (4) - 100 ft extension cords for The Alternative Learning Center Free for children in the Community Program. (Outreach) *[Sandy Capps on behalf of Budget & Finance Committee approved 11-16-20]*





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16. **Discussion/Action:** Approve CV Weekly Sponsorship for up to \$1,000 for the Self-Guided Holiday Lights Tour Gold Light Sponsor. (Outreach or Election) [*Sandy Capps on behalf of Budget & Finance Committee approved 11-16-20*]
17. **FINAL ANNOUNCEMENTS:** Next STNC Board Meeting January 13, 2021.

## ADJOURNMENT

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