



# 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](http://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 Liaison. [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)



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

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**STNC - Contact Form**

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dshahmir@gmail.com <dshahmir@gmail.com>  
To: stnc.secretary2019@gmail.com

Fri, Nov 13, 2020 at 11:25 AM



# SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL

**Agenda Request Form**

First Name: Dorisa

Last Name: Shahmirzai

Email: [dshahmir@gmail.com](mailto:dshahmir@gmail.com)

Request Title: Sustainability Alliance Liasion

Committee: Executive Committee

Agenda Motion Request: Dear Executive Committee, I spoke with Liliana Sanchez and she highly recommended that I contact you about being a Sustainability Alliance Liasion. I am a stakeholder at Sunland Tujunga and am an attorney with over 15 years of experience in areas of clean energy, and technology negotiating various agreements for the use and acquisition of technology and cloud sourcing as well as intellectual property and licensing. I believe my background can serve the needs of the Neighborhood Council. I look forward to learning more and hearing back soon. Best, Dorisa

**Uploaded Documents:**

**Sunland-Tujunga Neighborhood Council**  
**Special General Board Online Meeting**  
**Meeting date: November 9th, 2020 6:45pm**  
**ZOOM Meeting Online or by Telephone**

**Called to Order:** 6:46 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 (at 7:09)	Yes	2nd Vice President - Outreach
Sandy Capps	Present	Yes	Treasurer
Cindy Cleghorn	Present	Yes	Secretary
Lallah Rowe	Absent	Yes	At-Large Group Representative
Vartan Keshish	Present	Yes	Region 1 Representative
Mark Norling	Present	Yes	Region 1 Representative
Glen Belt	Absent	Yes	Region 2 Representative
Arsen Karamians	Absent	No	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	Yes	Region 4 Representative
Arnie Abramyan	Present at 7:10, absent for portions of meeting left early	Yes	Stakeholder Group
Kresse Armour	Present	Yes	Stakeholder Group
Garbis Khanjian	Present (until 7:00)	Yes	Stakeholder Group
Jon von Gunten	Present	Yes	Stakeholder Group
Shirley Kim	Present	Yes	Stakeholder Group
Vacant			Stakeholder Group
Vacant			Stakeholder Group
Vacant	Not Applicable	Not Applicable non-voting consultant	Parliamentarian
Quorum: 11 16 Present for Roll 14 for most of meeting			

## GENERAL BOARD MEETING

### Item 1.

A-B. **Call to Order and Welcome, President Sanchez**—Meeting called to order, Pledge of Allegiance, Roll Call --Meeting quorum met.

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

D. **Board Members Eligible to Vote** - Member Alvarez has updated his training. Member Norling confirms he has completed his training although he is having a hard time getting DONE to update their records. DONE Representative Semee Park confirms DONE is having problems with updating records so it is fine for now to go with honor system re member training.

E. **Board Member Conflicts** – none disclosed.

### Item 2. President's Report:

- A. There are 2 Group Representative Vacancies on the STNC board. Qualifications for seat read into record. Anyone interested in these positions should apply by November 25<sup>th</sup>.
- B. Jean Morrison, a self-defense instructor and author is offering a free 2 hour stress management online course on Monday, December 7<sup>th</sup> from 7-9 pm. More information at: diyresilience.com.

### Item 3. Committee/Liaison Announcements & Reports

- A. L.A. City COVID-19 Resources <https://corona-virus.la/>
- B. Bylaws/Standing Rules – November 30, 2020 @ 7 PM (tentative)
- C. Beautification – November 18 @ 5:30 PM - via Zoom – by Marjorie Maxon, Committee Member: There is going to be a planting/clean up at the Welcome Garden on Nov.14, social distancing and masks required; the Monument Sign at Foothill and Wentworth has been repaired; the committee has a funding/event approval for the Pinewood Elementary Mural, the LAUSD will not let volunteers on the property without city insurance.
- D. Budget & Finance – November 18 @ 6 PM - via Zoom
- E. RYLAN (Ready Your LA Neighborhood) Update – Treasurer Capps notes there are no training sessions due to the Covid 19 precautions; but there are some great videos on their website. Some are shared on the STNC website.
- F. Emergency Preparedness – Mark Norling-- went to the last meeting which was very informative. We do need to start organizing our neighborhoods to respond in case of emergency.
- G. Neighborhood Watch – meetings via Zoom 3rd Tuesday – Jon von Gunten -- 4 volunteers went to all 9 local polling places on Election Day, everything went pleasantly with no disturbances or problems.
- H. Land Use – Pati Potter - Next Meetings Nov 16 and Dec 7 @ 7 PM - via Zoom – Land use Chair Potter will give her report when Item 10 of the agenda is called.
- I. STAT - Safe Traffic & Transportation Committee next meeting Nov 24th @ 6 PM - via Zoom.
- J. Outreach & Community Improvement Committee – Next Meeting Nov 19 @ 6:00 PM - via Zoom – By VP Royal – she has been contacting former board members hoping some would be willing to serve on the elections committee.
- K. STARC – Arts, Culture & Recreation Committee, Nov 24 @ 7:30 PM - via Zoom – no report.
- L. Executive Committee – Dec 2, 2020 @ 7:30 PM via Zoom – no additional report.
- M. STNC Board Elections April 20, 2021—vote by mail Registration begins Feb. 19, ends April 19

- Candidate Filing Opens Dec. 19, 2020 and ends Feb 2, 2021.
- N. NC Budget Advocates – Liliana Sanchez / Sandy Capps [1] – ncbala.org - via Zoom – Report by Glen Bailey, Region 2 Budget Rep. Since there is no budget rep from Region 1 here, he will give a brief report: The City budget deficit had risen to \$700 million, it has been growing at a pace of \$50 million a month. DONE and many other departments are being cut. The early separation incentive for City workers only resulted in 2.6 million in savings and since Prop 15 did not pass there will no money from the state. Federal funding is still stalled in Congress. The Equity Funding Town hall has been postponed but is still planned. They are restructuring the budget advocates committees to be based on topics / issues. More information is available at: budgetadvocates.org
  - O. Homelessness – Date TBA
  - P. VANC - Nov 12 @ 6:30 PM via Zoom

#### **Item 4. Representative Announcements and Reports**

**Vickere Murphy, State Senator Anthony Portantino’s Office** – The EDD case overflow continues, there are fewer applications but it is still slow. If you applied and have not heard for months you should contact their offices because there is probably a problem. The State Legislature is on break, this is the time of year that state senators are in their districts and available for virtual meetings.

**Eve Sinclair, Area Director for Councilwoman Monica Rodriguez** –

**Oro Vista Flood Control Project:** Is very excited to announce that the community is going to get a Measure W project to improve flood control on Oro Vista Ave. from Foothill to Hillrose. This is a 10.5 million dollar project with new permeable sidewalks, catch basins and green space. The project is still in the planning stages, meetings will begin in 2021.

**Traffic Safety** 1) a new left turn phasing signal at Foothill/Apperson intersection was activated, one more is planned for Foothill at Tujung Canyon Blvd in April 2021; 2) new speed humps were installed on Apperson between Oro Vista and Parr, and on St. Esteban between Marcus and Walpole. The speed bump program is now on hold due to the current budget crisis.

**Operation Bright Spot** along Foothill Blvd is now completed, along with a 311 education campaign to try and maintain the improved conditions;

**Business Webinars:** The council office is presenting 3 webinars to help the business community deal with the Covid crisis: 1. Covid Relief and Business Regs.; 2. Commercial leases and legal resources; 3. Public Safety and Community Beautification (Nov. 16<sup>th</sup>). If you missed the first two webinars they are online on the Councilwoman’s Facebook Page.

**Homeless outreach:** The safe parking program just celebrated its second anniversary 186 families served many relocated to permanent housing. The Arroyo Bridge Home Women’s shelter in Sylmar offers immediate shelter for abused women; The Summit View supportive housing project in Lakeview Terrace is under construction, another project in Sylmar, Silva Crossing will be under construction soon. The Pacoima winter shelter is now open to service those at high risk for Covid 19. You can use LA-HOP to report people you see living on the street or in cars so outreach workers and contract them about available services. You can also use 311. For those who want to get personally involved, local charities such as Making It Happen and North Valley Caring Services and are always looking for volunteers.

**Veteran’s Day:** The Council Office is presenting a Veteran’s Resource webinar tomorrow at 6pm; there will be a drive through Veteran’s Day gift box drive through at Richie Valens Park on Veteran’s Day.

#### **Q&A:**

By President Sanchez: What is the status of reopening North Valley City Hall (“NVCH”)?

A: It is still under construction, she hopes it will be done by the end of the year

By VP Grant: Can we use NVCH as a location for the Neighborhood Council Elections ballot drop box?

A: Agrees to email VP Grant as soon as she can confirm availability.

By Secretary Cleghorn: Thanks for the update on the Oro Vista flood control street improvements. What would the community outreach meetings entail?

A: They have conceptual plans but want to get input from the businesses, the church and other impacted neighbors as well as everyone else in the neighborhood.

By Stakeholder Mark Dutton: Thanks for coming. I have sent you emails about the 5g issue any updates?

A: This is not an issue the City can weigh in on; contact your U.S. Representative Adam Schiff.

**Seme Park, DONE Rep --** The City and DONE are undergoing reorganization due to the Covid and budget crisis. Our regular DONE Rep is out of the office. She does not have any news regarding Planning 101 training dates yet. The Board needs to ratify land use members so DONE knows who to notify about the required training.

**Item 5: Updated Bylaws**

<b>Motion: The STNC Board Has Reviewed and Approves v3.STNC Bylaws 110920 Dated 11/9/20 as Requested by the Department of Neighborhood Empowerment (DONE).</b>				
Motion: Sandy Capps; Second Patti Potter Roll call vote / BAC signed				
Yes	No	Ineligible	Recuse	Absent
Sanchez, Grant, Royal, Capps, Cleghorn, Keshish, Alvarez, Shaheenian, Abramyan, , Potter, Hutchinson, Armour, Kim	Norling, von Gunten			Rowe, Belt, Karamians, Khanjian
13 yes, 2 no, 4 absent motion passed				

Discussion regarding changes mostly regarding the definition of community interest stakeholder and age of youth rep and voting age. Some discussion regarding what documentation would be needed to prove physical presence in NC boundaries. Bylaw language corrected to be consistent that a youth rep has to be 18 at the time they take office. Secretary Cleghorn inquires what date should be inserted; DONE Rep Park says it should be today since there was a correction.

**Items 6 and 7 re Censure moved to end of agenda since they are going to take an hour.**

**Item 8: Public Comment**

Samuel Kim—he is a student at CSUN and lives near Sunland Blvd. He appreciates the NC Sustainability Alliance’s efforts to improve sidewalks and trees. Glen Bailey notes that if Mr. Kim is interested this group is meeting on Nov 14<sup>th</sup> more information at NCSA.org

**Item 9 – Consent Calendar – Non Funding Items**

**A. Approval of Board Meeting Minutes**

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

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

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

**C. MOTION:** Board approves comment letter for 8152 Ellenbogen regarding zone change from RA-1-RFH to R1-1-RFA and subdivision 1 lot into 3 lots. *[Pati Potter on behalf of the Land Use Committee]*

**D. MOTION:** Board approves comment letter for 6555 Foothill (S&F) support with conditions to change alcohol hour of sale and remove the Beer & Wine container size restriction *[Pati Potter on behalf of the Land Use Committee]*

**E. MOTION:** Board supports letter regarding 7069 Foothill Blvd – DIR-2020-5246-SPP and ENV-2020-5247-CE- Change of Use to food retail store.  
*[Pati Potter on behalf of the Land Use Committee]*

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

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

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

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

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

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

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

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

**M. MOTION:** Approve letter regarding STNC use of space at 7747 Foothill for office, storage and meetings once the facility is open and COVID restrictions are lifted by the City. *[Cindy Cleghorn on behalf of the Executive Committee approved 10-28-20]*

<b>Motion: Approve Non Funding Consent Items A, C-H, J, L-M</b>				
Motion: Patti Potter; Second Nina Royal Roll call vote				
Yes	No	Ineligible	Recuse	Absent
Sanchez, Grant, Royal, Capps, Cleghorn, Keshish, Norling, Alvarez, Shaheenian, Potter, Hutchinson, von Gunten, Armour, Kim				Rowe, Belt, Karamians, Khanjian, Abramyan,
14 yes, 0 no, 5 absent motion passed				

Secretary Cleghorn requests that Item B be removed because the Special Board Meeting minutes are not done yet. Item I should be removed since it is just an announcement. Agrees with Treasurer Capps that Item K needs to be removed because the Elections Committee Members have not been selected.

**Item 10 Discussion: STNC Land Use Committee Report - Pati Potter** -- The signage was approved for the Sunhill Mall by the Area Planning Commission. The LUC supports Lichi’s restaurant beer and wine permit and the change of use to a food retail store at 7069 Foothill. There are new applications for subdivisions at 10854 Woodward and 6456 Olcott. The Nov. 16<sup>th</sup> land use meeting will discuss the business on Foothill that has its dumpsters in plain sight. Please attend this meeting if you are concerned about this. It is located in the Harbor Freight / Pet Smart location.

**Item 11 – Treasurer Report and Consent Calendar – Funding Items**

- A. Discussion:** Update on City Funding approvals regarding events during COVID 19 Stay at Home. The City is still not approving events at this time.
- B. Discussion:** Welcome Monument Sign Repair Completion Report – the sign has been repaired and the report is in the board packet.
- C. Approval of October 2020 MER**  
**MOTION:** The STNC Board approves the **October 2020** Monthly Expenditure Report  
*[Sandy Capps on behalf of Budget & Finance Committee approved 10-28-20]*
- D. Discussion:** NC City Clerk Election Expenditures Funding Policy 2.3 Procedures. Election Expenditures, Payment and Provisions. STNC allocation is \$8,500.00 for Election Budget Category. *[Sandy Capps on behalf of Budget & Finance Committee approved 10-28-20]*
- E. Discussion/Action: MOTION:** Approve Beautification Committee request for up to \$3,000.00 for The Pinewood Elementary School Mural Project Event. Event Form. *[Sandy Capps on behalf of Budget & Finance Committee approved 10-28-20]*
- F. Discussion/Action: MOTION:** Approve Beautification Committee request for \$200 to replace ornaments for outdoor holiday tree at Little Landers Park. *[Sandy Capps on behalf of Budget & Finance Committee approved 10-28-20]*
- G. Discussion:** Update from Region Reps regarding Unsafe Homelessness Concern in Sunland-Tujunga mailed by anonymous stakeholder. *[Liliana Sanchez]*
- H. Discussion/Action:** Request to Not have a December STNC board meeting. Off for the Holidays. Unless there is an urgent funding request and we can hold an Emergency Special mtg. *[Liliana Sanchez]*

<b>Motion: Approve Funding Consent Items C, E, F</b>				
Motion: Sandy Capps; Second Lydia Grant Roll call vote/ BACs signed				
Yes	No	Ineligible	Recuse	Absent
Sanchez, Grant, Royal, Capps, Cleghorn, Keshish, Norling, Alvarez, Shaheenian, Potter, Hutchinson, von Gunten, Armour, Kim				Rowe, Belt, Karamians, Khanjian, Abramyan,
14 yes, 0 no, 5 absent motion passed				

Treasurer Capps notes Item 11 D is informational and should not be a consent item. We have budgeted \$8,500 to conduct our NC elections. It would be very helpful if the Elections Committee could come up with a whole budget, that way each expenditure will not have to be individually approved. Member Hutchinson confirms she even though she is a member of the Beautification Committee she can vote for the committee’s items and does not have to recuse herself.

Items 11G and 11H are non-funding items and will be discussed separately.

**Item 11G – Letter from anonymous stakeholder regarding homeless in Tujunga** – This letter was sent, as requested by President Sanchez to each of the 8 STNC Region representatives. Region Rep Carol Hutchinson forwarded the letter to Eve Sinclair and to SLO Contreras. It is difficult to respond to an anonymous letter and let them know who to contact. The City and State have been given vast resources to handle this

problem; it is not really something the Neighborhood Council has the tools to handle other than refer the stakeholder to the appropriate City entities.

**Item 11 H – Request to Not Have A December STNC Meeting—**

<b>Motion: The STNC Should Not Have a General Board Meeting for December unless there is an urgent funding request</b>				
Motion: Sandy Capps; Second Patti Potter Roll call vote				
Yes	No	Ineligible	Recuse	Absent
Sanchez, Norling, Alvarez  4 yes, 11 no, 4 absent motion did not pass	Grant, Cleghorn, Royal, Capps, Keshish, Shaheenian, Abramyan, , Potter, Hutchinson, von Gunten, Armour, Kim			Rowe, Belt, Karamians, Khanjian

VP Royal would like to have a regular meeting since the elections are coming up and special meetings are so hard to schedule. VP Grant is trying to schedule U.S. Rep Adam Schiff for this meeting and does not want to call his office to reschedule again. She also notes the STNC is supposed to have 10 meetings a year and we’ve already missed 2 due to Covid. Member von Gunten notes that this year will have much less out of town travel so there is less reason than usual not to have a December meeting.

**Item 6 – Motion to Censure #1**

<b>MOTION TO CENSURE</b> President of the Sunland-Tujunga Neighborhood Council for continued violations of the Bylaws, Code of Conduct, Standing Rules, and the standard conduction of the orderly business of the Sunland -Tujunga Neighborhood Council dated 9-23-20 consisting of 8 separate items: 1) Changing Agendas that have already been approved. 2) Refusal to put an item on Agenda as required. 3) Failure to fulfill Duties of the President Position 4) Changing the Policies of the Executive Committee Meetings 5) Changing policies at Committee and Board Meetings. 6) Failure to hold the May Executive Committee and Board Meetings 7) Behavior at Executive Committee Meeting 8) On-going harassment of Board members using Technology: Private Messages, Emails and Social Media.				
Yes	No	Ineligible	Abstain	Absent
Grant, Royal, Alvarez, Hutchinson, von Gunten,  5 yes, 3 no, 5 Abstain, 5 absent Motion passed	Capps, Norling, Potter,	Sanchez	Cleghorn, Keshish, Shaheenian, Armour, Kim	Rowe, Belt, Abramyan, Karamians, Khanjian

Since President Sanchez is the subject of the censure and VP Grant is one of the moving parties, VP Royal will be the chair for the Censure procedures. The time for the motions will be split into ½ hour for each motion: 5 minutes for the charges, 5 for rebuttal, 10 for public comment, and 10 for board comments. VP Royal notes this motion is to censure, not remove President Sanchez from the board

DONE Rep Park notes that the purpose of the censure motion is to put the member on notice of conduct that is contrary to the rules or to the orderly conduct of business. The motion is to be in writing and contain specific facts on conduct, not conclusions. When DONE received these motions they were concerned that they contained subjective opinions, and some materials that might embarrass and humiliate. Material the City Attorney found to be privileged was removed. It is the responsibility of those filing the motion, not DONE to make sure the content complies with DONE policies. If a Board member is not sure the motion

complies with DONE policy, they should not vote for the motion. She notes that policies should be uniformly applied to all board members. If a board member does not think the policy is being uniformly applied, they should not vote for the motion. If a board member abstains, it does not count as a vote.

Member Hutchinson reads the charges, summarizing from the motion included in board packet: 1) Changing agendas that have already been approved – the August 12, 2020 agenda was changed, the bylaws update was removed, elections were added and National Night Out was removed . 2) Refusal to put an item on agenda as required – Rock Swart’s request to put an item on the June General Board Meeting Agenda. 3) Failure to fulfill duties of the President position – Failure to timely sign letters approved at the July 8<sup>th</sup> Board meeting. Not attending the NC President’s Round Table meetings and not giving VP Grant the meeting info. Failure to send Board members letters re violation of attendance policy. 4) Changing the policies of the Executive Committee meetings-- refused to add an agenda item at the July 1 executive committee meeting, changing the date of the Executive Committee meeting 5) Changing policies at Committee and Board meetings – insisting that pro and con speakers be named 2 weeks before the July 8 board meeting, objecting to a substitute speaker when the original speaker could not attend. 6) Failure to hold the May Executive Committee and Board Meetings 7) Behavior at July 29th Executive Committee meeting – she left the Zoom meeting and at first resisted having VP Grant chair the meeting in her absence 8) On-going harassment of Board members using Technology: Private Messages, Emails and Social Media – Telephone call to VP Grant, social media posts related to the protests on Foothill Blvd.

President Sanchez responds that most of the administrative problems have been corrected since September 2020. She did not understand her communication with Roger Swart to be a request for an agenda item since the City Council had already passed their motion regarding police funding. This item was placed on a subsequent meeting agenda and was passed by the Board. She left the executive meeting because the power was out at her house and it was very hot in her car where she had parked to get Wi-Fi. The last charge pertains to material sent as a private citizen, not as part of STNC business, and was not intended to harass.

#### Public Comments

Roger Swart – he has been a loyal LAPD supporter since 1965. When he heard at a CPAB meeting that some NCs were taking a position to defend, not defund, the LAPD, he contacted President Sanchez and was not told how to put this on the agenda. At a later time had a nice conversation with Secretary Cleghorn who told him what to do.

Mark Dutton – It seems there is disputed evidence and not much proof. If Mr. Swart wanted to make his point did President Sanchez have the power to stop this?

John Welman – Attended the Rallies on Foothill. President Sanchez called all the Trump supporters white supremacists, which he found very offensive since is he half Latino. She was going along with all the Antifa and ABRA people.

#### Board Comments

Member von Gunten – Concerned that President Sanchez’ political opinions might impact her decision making. The fact that the City Council has already voted did not make the point moot. The STNC passed a motion from the STAT committee opposing defunding any traffic enforcement efforts in our area even after the Council passed their motion.

VP Grant – feels she has the documentation on her side. She has never made any other motion to censure or remove a board member. She is concerned about the Board’s reputation.

Member Norling – He was embarrassed by the way the meeting went for the community member who applied to be a Group Rep for a new organization in the community.

**Item 7—Motion to Censure #2 –**

Member Hutchinson reads the charges: 1) Calling Board Members out by name and using and directing profanity to Executive Committee members and a Board member at the Executive Committee Meeting on September 30, 2020. 2) Removal of Items from the Neighborhood Council Storage shed and giving away those items during Covid -19. 3) Refusal to acknowledge Point of Order at Executive and Board meetings. 4) Cancelling Adam Schiff from attending the October Board Meeting 5) Issues with Parliamentarian Position. Violation not allowing checks and balances and violating the Bylaws.

VP Grant notes that due to objections by the City Attorney, Item 2 was removed. Treasurer Capps notes she will not vote for this unless all the charges other than Item 1 are removed.

<b>Motion: Amend Censure Motion #2 to include one charge:</b> Calling Board Members out by name and using and directing profanity to Executive Committee members and a Board member at the Executive Committee Meeting on September 30, 2020				
Motion: Sandy Capps; Second Patti Potter Roll call vote				
Yes	No	Ineligible	Abstain	Absent
Capps, Cleghorn, Keshish, Norling, Alvarez, Potter, Kim  7 yes, 4 no, 2 abstain, 5 absent Motion passed	Grant, Royal, von Gunten, Hutchinson,	Sanchez	Shaheenian, Armour,	Rowe, Belt, Karamians, Khanjian, Abramyan

<b>MOTION TO CENSURE</b> President of the Sunland-Tujunga Neighborhood Council for Calling Board Members out by name and using and directing profanity to Executive Committee members and a Board member at the Executive Committee Meeting on September 30 ,2020				
Yes	No	Ineligible	Abstain	Absent
Grant, Royal, Capps, Cleghorn, Keshish, Alvarez , Potter, Hutchinson, Armour, von Gunten, Kim  11 yes, 1 no, 1 abstain, 5 absent Motion passed	Norling	Sanchez	Shaheenian	Rowe, Belt, Karamians, Khanjian, Abramyan,

**Public Comments**

Mark Dutton – Regarding Item 1, President Sanchez is not an anomaly given some of the circuses he has seen at Neighborhood Council meetings. This seems like a waste of time and influenced by national politics.

Sharon Brewer – was in attendance at the Executive Committee where the comments were made. Understood that President Sanchez was under stress but still thinks the language was unacceptable.

**Board Comments on Proposed Amendment**

Jon von Gunten – Knows a cuss word may occasionally find its way into a board meeting but this was a barrage.

Mark Norling – thinks an apology was in order.

VP Grant and Member Kim want to know why Treasurer Capps wants only the first charge. Treasurer Capps responds that she does not think the other charges were misconduct.

VP Grant Moves to amend and eliminate all charges but 1 and 4. Motion to amend fails for lack of a second.

**President Sanchez' response to Charge 1:** The minutes of the last board meeting reflect that she apologized for her conduct during her opening comments. She was elected by many stakeholders and her conduct at that meeting let them down. It has been difficult to work with out of control board members. VP Grant seems to want things funneled through her committee. The former Parliamentarian saw this as a power grab. VP Grant could have spoken to her privately about these issues. She is a passionate person but recognizes this conduct was wrong. It happened at only one meeting. It will not happen again.

#### **Board Comments on Motion as Amended**

Treasurer Capps – there are only 6 months left, does not want this Board's legacy to be endless fighting. She had her problems with President Sanchez in the beginning, but managed to work through them.

Member Hutchinson – Does not want President Sanchez to get away with this kind of conduct, muting people and swearing at them.

VP Grant – President Sanchez did not apologize to the individuals she swore at, only for losing her temper.

Member von Gunten – did not think the first apology was sincere. Thinks this apology was.

Member Kim – agrees former apology more about being out of order vs. apologizing to those she swore at. Thinks the board should strive to be better elected officials and hopes this motion can bring closure.

VP Royal – was very angry and hurt that President Sanchez swore at her and called her a racist. Extremely upset the community was denied a voice on the defunding the LAPD issue.

Member Keshish - does not think this was a power grab by VP Grant. Does not think this board is racist. Was disappointed that some of his colleagues did not show up for the special meeting about the situation in Nagorno-Karabakh.

#### **Final Announcements:**

The next STNC General Board Meeting is scheduled for December 9, 2020.

Adjourn at: 10:14 pm

Minutes by Marjorie Maxon

Special General Board Online Meeting Minutes  
Wednesday, October 21, 2020  
6:30 p.m.

Meeting called to order at 6:30 p.m. by Liliana Sanchez, President.  
Boardmembers present: Liliana Sanchez, Sandy Capps, Cindy Cleghorn, Vartan Keshish, Mark Norling, Glen Belt, Arsen Karamians, Rafi Shaheenian, Pati Potter, Arnie Abramyan (arrived at 6:53 p.m.), Garbis Khanjian, Jon von Gunten. Quorum present.

Meeting Protocols Reminder

All Board Members present eligible to vote.

No one declared any conflicts of interest or ex parte communications relating to items on this meeting's agenda.

**Agenda Item #2. Community Impact Statement** regarding support of [CF 20-0004 resolution](#) to cease military support from Trump Administration to Azerbaijan

**MOTION (Khanjian/Potter)** : The STNC Board is in support of a [Community Impact Statement submitted by DTLANC on 10/15/2020 for CF 20-0004](#). [Garbis Khanjian] Motion passed 12-0.

**Agenda Item #3. Letter to City Council** to agendize CF 20-0004 to the earliest possible date

**MOTION (Keshish/Capps)**: [The STNC Board shall approve a letter to the members of the Los Angeles City Council concerning the current situation in Armenia](#). - [Garbis Khanjian] Motion passed 12-0

Meeting adjourned at 7:14 p.m.

**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)

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**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)

**US Storage Centers - La Crescenta**  
**4454 Lowell Ave**  
**La Crescenta, CA 91214**  
**818-957-0700**

**Rental Rate Increase Notice**

<b>Tenant</b>	City of los angeles	<b>Notice Date</b>	October 31, 2020
<b>Company</b>	c/o: City of Los Angeles	<b>Unit Number</b>	0358 / 363
<b>Address</b>	200 N. Main St.		
<b>City, State, Zip</b>	Los Angeles CA 90012		

**Dear City of los angeles:**

Although we strive to give you the best storage rental value for your money, it has become necessary to increase the rental rate on your unit to keep up with the supply and demands of the market, the ever increasing costs of doing business (i.e. taxes, utility increases, inflation, property improvements, increasing vendor costs and upkeep).

This letter is to serve as your thirty (30) day notice for a rental rate change on your unit noted above. Your monthly rent for the space will change from **\$212.50** to **\$231.50** per month.

The new Rental rate will be in effect starting with your payment due on or after **December 1, 2020**.

If you are participating in our Protection Plan Program, the rate has not changed and is still \$12.00 per month.

**Your New Total Monthly Payment Including Protection Plan and Tax (if applicable) will be \$243.50 - 358**

We appreciate your business.

Sincerely,

*Cleo Jauregui*

Property Manager

\$243.50 - 363

\$487.00 monthly



City of Los Angeles - Office of the City Clerk  
 Neighborhood Council Funding Program  
 Encumbrance Request Form - Fiscal Year 2019-2020



Neighborhood Council: SUNLAND TUJUNGA

To encumber NC funds, please provide the following information and follow the instructions below:

Vendor Name	Purpose of the encumbered funds	Amount
1. US STORAGE	2 Storage Units to hold all of the STNC Equipment, furniture, supplies and files. July 2020-Jan 2021	3143.00
2. WEB CORNER	\$150.00 Monthly Maintenance for STNC web development for STNC.org	1800.00
3. RING CENTRAL	\$70.00 phone	479.88
4. CONSTANT CONTACT	Monthly Maintenance from July 2020-June2021 Email Plus 501-2500 contacts	714.00
5. US POSTAL SERVICE	12 month P.O. Box 635 rental for STNC Mail	326.00
6. ZOOM	LICENSE for STNC Virtual Meetings	149.90
7. NPG SUNLAND TUJUNGA ROTARY	Personal Protection PPE Face Shields for local facilities in need.	482.58
8.		
9.		
10.		
<b>Total</b>		<b>7095.36</b>

**BOARD AFFIRMATION:**

THE NC BOARD AFFIRMS THAT SERVICES/PROJECTS RELATED TO THE ENCUMBRANCES LISTED ABOVE ARE INTENDED TO BE IN PLACE THIS CURRENT FISCAL YEAR OR HAVE BEEN AGREED UPON WITH THE VENDOR TO BEGIN WITHIN A REASONABLE TIME PERIOD DEPENDING ON COVID-19 PUBLIC HEALTH CIRCUMSTANCES.

**SANDY CAPPS**

NC President or Treasurer Name

*Sandy Capps*  
Signature

6/29/2020

Date

**Instructions:**

No later than Tuesday, June 30, 2020, please submit the following via email to [Clerk.NCFunding@lacity.org](mailto:Clerk.NCFunding@lacity.org):

1. Encumbrance Request Form, completed and signed
2. Payment request document from vendors listed, i.e., invoice, estimate, completed NPG application, etc.
3. The Board Action Certification (BAC) Form approving the Encumbrance Request Form

**From:** Sandy Capps  
**Sent:** Friday, November 13, 2020 11:54 AM  
**To:** Sandy Capps  
**Subject:** Funding items for future park activities

**From:** [Nichole Royer](#)  
**Sent:** Wednesday, October 14, 2020 8:46 AM  
**To:** [Sandy Capps](#)  
**Subject:** Re: Funding items for future park activities

Hi Sandy,

I am not sure if you need a formal request, or will a general list work for you?

At the moment Sunland Recreation Center is hosting an Alternative Learning Center free for children in the community from ~~8AM~~ to ~~7PM~~ Monday through Friday. The center is set up with wifi and hot spots, as well as desks for 22 students. Staff supervises the students during their scheduled online learning, provides homework time and assistance, breakfast, lunch, and snack, and afterschool activities which include physical education and STEM learning timing. This is all done with safety precautions in place meeting all LA County and City guidelines including masks, social distancing, regular hand washing, and frequent disinfection of surfaces. The program is designed for students who do not otherwise have online access and for students who's parents work and who do not have access to affordable child care. Students are grades 1-8, with 6 and 7 year old children making up over half the program. The program has run at capacity with a waiting list since we began on August 31.

At this time our greatest need is:

4 extension cords (100 foot)

Construction Paper

Individually packaged craft projects for 22 kids (S&S crafts or Oriental Trading)

STEM or STEAM project supplies (Oriental Trading)

While we are currently not allowed to host holiday events for the community, we are doing our best to make holidays special for the children in our programs. In order to do that we also need:  
Holiday craft projects (S&S crafts) and prizes, goodies, and party supplies (Dollar Store).

I can put together a more detailed list if you need it. Any help towards getting these items would be much appreciated.

Many thanks for thinking of us as always!!!

Nichole Royer  
Sr. Recreation Director  
Sunland Recreation Center [\(818\) 352-5282](tel:8183525282)



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Feedback

100 ft. 16/3 Indoor/Outdoor Extension Cord, Orange  
by HDX >

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San Fernando Store

*\$100.00*

Order early for on-time delivery! Carriers expect delays in December. See Details

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- Orders
- CART

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FREE SHIPPING ON ANY ORDER + \$10 OFF ORDERS \$50 OR MORE OR \$15 OFF ORDERS \$75 OR MORE OR \$20 OFF ORDERS \$99 OR MORE + Apply Promo

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**Thanksgiving & Fall - up to 40% off**  
 Limited Time - While Supplies Last!

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 Save on 100s of Festive Ornaments!

**Activity Kits - Save up to 20%**  
 Value, Convenience and Family FUN!

# Shopping Cart

[+ Catalog Quick Order](#)

## Your Cart (8 items)

	<b>3D Gingerbread House Christmas Craft Kit</b> #48/3846	\$17.39 each	<input type="text" value="2"/>	<b>\$34.78</b>	<a href="#">Save for Later</a>   <a href="#">Remove Item</a>
	<b>DIY STEAM Kaleidoscope Kit</b> #13942692	\$9.99 each	<input type="text" value="3"/>	<b>\$29.97</b>	<a href="#">Save for Later</a>   <a href="#">Remove Item</a>
	<b>Winter Break Journal Craft Kit</b> #13957419	\$9.99 each	<input type="text" value="2"/>	<b>\$19.98</b>	<a href="#">Save for Later</a>   <a href="#">Remove Item</a>
	<b>Christmas Ornament Craft Kit Assortment</b> #13619149	\$46.59 each	<input type="text" value="1"/>	<b>\$46.59</b>	<a href="#">Save for Later</a>   <a href="#">Remove Item</a>

Feedback

### Shipping Information

View our shipping policies by type.

SHIPPING OPTIONS  
 Contiguous U.S.

Shipping rates and policies are subject to change without notice.

### Promo Code

Enter a promo code for additional savings.

Limit one per order.

*\$200 - \$250*

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# Merry & Bright

## Self-Guided Holiday Light Tour

### Sponsorship Opportunities

#### TITLE SPONSOR:

\$3000

Sponsorship includes:

- Shared event title (CV Weekly & Your Name present the Merry & Bright...)
- Half Page Color Ad or Business Feature in the CV Weekly run on a date of your choosing before 5/21/2021.
- Two positions on the judging committee
- Name/Logo on all print, social media & advertising efforts

#### GOLD LIGHT SPONSOR:

\$1000

Sponsorship includes:

- 1/4Page Ad or Business Spotlight in the CV Weekly run on a date of your choosing before 5/21/2021.
- One position on the judging committee
- Name/Logo on all print, social media & advertising efforts

#### SILVER LIGHT SPONSOR:

\$700

Sponsorship includes:

- 1/8 Jumbo Page Ad or Advertorial in the CV Weekly run on a date of your choosing before 5/21/2021.
- Name/Logo on all print, social media & advertising efforts

#### TWINKLE LIGHT SPONSOR:

\$500

Sponsorship includes:

- 1/8 Page Ad
- Name/Logo on all print, social media & advertising efforts

CRESCENT VALLEY  
WEEKLY  
THE FORTNIGHTLY COMMUNITY MAGAZINE  
PALMS 2017'S

**PUN  
AND FRIGHTS**  
In The  
**FOOTHILLS**

A HALLOWEEN DRIVE

**WE HOPE YOU ENJOY  
THIS UNIQUE,  
FREE HALLOWEEN  
EVENT.**

**All decorated houses that take part  
in the tour will be entered to win a gift  
card donated by local businesses!**

**Hoots and Howls to Donors:**

*DISH • LOS GRINGOS LOCOS • CASA CORDOBA  
HILL STREET CAFE • JEREMY'S DINER  
THE CROW'S NEST • PROPERTY MASTERS REALTY  
ALISSA'S OCEAN VIEW BAR & GRILL  
JOSELITOS - WEST  
WINNERS ANNOUNCED IN THE  
NOV. 5 ISSUE!*



10355	Scoville Ave	Sunland	91040	3424	Buena Vista Ave	Spa
10314	Fernglen Ave	Tujunga	91042	1707	Arlington Ave	Spa
6420	Creemore Lane	Tujunga	91042	3410	Rosemary Ave	Spa
3848	4th Ave	La Crescenta	91214	3440	Rosemary Ave	Spa
3615	Altura Ave	La Crescenta	91214	3444	Las Palmas Ave	Spa
3552	Prospect Ave	La Crescenta	91214	3515	Angelus Ave	Spa
3420	Mary Ann St	La Crescenta	91214	4011	La Crescenta Ave	La C
3425	Mary Ann St	La Crescenta	91214	2747	Community Ave	La C
4422	New York Ave	La Crescenta	91214	2854	Sanborn Ave	La C
3447	Prospect Ave	La Crescenta	91214	3109	Alabama St	La C
3363	Park Vista Ave	La Crescenta	91214			

**From:** Sandy Capps  
**Sent:** Friday, November 13, 2020 11:48 AM  
**To:** Sandy Capps  
**Subject:** FW: STNC - Contact Form

On Wed, Nov 11, 2020 at 1:32 PM Sonya Marquez <[sonya@cvweekly.com](mailto:sonya@cvweekly.com)> wrote:

Hi Sandy,  
YES! This involves all cities from Sunland, Tujunga, and all our distribution areas which also includes, Montrose, La Crescenta, La Canada-Flintridge, Glendale and Eagle Rock.  
I must admit the majority of homes seemed to be coming from La Crescenta. Here is a pdf of the full page with the addresses.

There are three from our area and in fact, the home in Sunland won an award, so that is great! We had independent judges. There were people coming from Altadena, Pasadena and Monrovia. It really was a success. The paper has gotten an amazing response. I myself received an email just this morning from a client thanking us for hosting the Halloween event as her and her children really enjoyed it.

Now that Halloween was so well done, we are thinking there will be even more participation for Christmas.

Thanks for considering the sponsorship.  
Sonya

On Wed, Nov 11, 2020 at 12:40 PM Sandy Capps <[sandy.stnc@gmail.com](mailto:sandy.stnc@gmail.com)> wrote:

Hi Sonya,

Thank you for your email.

Is this just a tour for La Crescenta area?

I will have to check with the city To see if we can go outside of the sunland Tujunga boundaries to sponsor. ( city rules we have to follow)

Although I know we can advertise in CV Weekly for events we have inside our S-T boundaries.  
( I know we will be using CV for our elections outreach in the future)

Thank you

Sandy Capps  
STNC Treasurer

On Wed, Nov 11, 2020 at 11:48 AM Sonya Marquez <[sonya@cvweekly.com](mailto:sonya@cvweekly.com)> wrote:

Hi Liliana,

Thank you for your speedy response. It looks as though I need to email each member of the Budget Committee separately through the [stnc.org](http://stnc.org) website, which is easy, however it still won't allow me to attach the flyer. So I'm attaching it here for you and will then send my email to each member. Thanks again,  
Sonya

On Wed, Nov 11, 2020 at 11:22 AM Liliana Sanchez <[stnc.president2019@gmail.com](mailto:stnc.president2019@gmail.com)> wrote:

Hello Sonya Marquez,

Thank you for your email. I am including our treasurer Sandy Capps to this email.

Can you please submit your proposal through the [stnc.org](http://stnc.org) portal once again but this time select the Budget Committee so that they can review your event plan and make sure we have everything we need before it comes to the full board for approval.

Thank you for thinking of us!

Liliana Sanchez  
STNC President

On Wed, Nov 11, 2020 at 11:04 AM <[sonya@cvweekly.com](mailto:sonya@cvweekly.com)> wrote:



## SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL

First Name: Sonya  
Last Name: Marquez  
Email: [sonya@cvweekly.com](mailto:sonya@cvweekly.com)  
Phone: 8183812000

Message: Hi Liliana, I wanted to send some information about sponsoring the Crescenta Valley Weekly's Mer & Bright holiday lights tour. It similar to what we did for Halloween.... perhaps you saw that in the paper or on social media. It was all over the place. Please send me an email where I can attach a flyer and give you more details. I think this would be great community outreach for the STNC. The flyer will be in tomorrow's edition of the paper as well. But I'd like to speak with you if possible. Thank you, Sonya