

**Neighborhood Council
General Board**

Lydia Grant, President
Lallah Rowe, First Vice-President
Mapuana Moran, Second Vice President
Carol Hutchinson, Treasurer
Cindy Cleghorn, Corresponding Secretary
Karen Moran, Recording Secretary
Leny Freeman, Region 1
KT Travers, Region 1
Sherry McCoy, Region 2
VACANT Region 2
Michael Goglia, Region 3
Peter Darakljan, Region 3
Jon von Gunten, Region 3
Belinda Woodruff, Region 4
Trevor Schmidt, Region 4
Mark Seigel, Region 4
Ross Herman, Region 4
Chris Rowe, Education Representative
Cheryl Schmidt, Public Safety Representative
Nina Royal, Senior Representative
Vartan Keshish, Community Interest Representative

**CITY OF LOS ANGELES
CALIFORNIA**



**SUNLAND-TUJUNGA
NEIGHBORHOOD
COUNCIL**



P.O. BOX 635
Tujunga, CA 91042
Phone: 818-951-7411
Email: Secretary@stnc.org
Website: www.stnc.org

TRANSLATION SERVICE – If you need translation service, please contact Lydia Grant, STNC President via e-mail at 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 or 818-951-7411 para avisar al Concejo Vecinal.

**Special General Board Meeting Agenda
Wednesday, October 11, 2023
Living Stones Community Room (In Person)*** location change
7156 Valmont Street, Tujunga 91042
7:00 PM**

- 1. Call to Order, Welcome** - Lydia Grant, President
- 2. STNC President's Updates**
 - A. STNC In Person Board & Committee Meeting updates/meeting locations + Update on SB411 (Portantino) regarding NC meetings on Zoom
 - Apperson, ST Library, Elks, McGroarty, Bolton Hall, McDonald's, NVCH, Sunland Rec Center, other
 - B. Board Vacancy - Region 2
 - C. Land Use Committee Vacant Seats
 - D. Status of STNC Board approved Light Pole Banners
 - E. STNC Board & Committee Chair Planning Meeting held Aug. 26
 - Items covered, Zoom recording, future topics / categories to cover
- 3. Roll Call, Voting Eligibility** - Karen Moran, Recording Secretary
 - A. Completion of City / DONE Required trainings status for the STNC board
 - B. Announce any Board member recusals or paid lobbyists in attendance
- 4. Pledge of Allegiance**
- 5. PRESENTATION / SPEAKERS / Q&A : Oro Vista Recreational Impacts on Surrounding Neighborhood - Lack of Enforcement - Public Safety Health / Diana Miner**
- 6. Comments: LAPD, Elected Officials/Representatives, DONE, City Departments (2 min per Representative including Q&A)**

7. 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: **[Budget Committee approved 9/27/23]**

A. Discussion/Action: Approve September 2023 MER

B. Discussion/Action: Approve reimbursement to Karen Moran for September expenses paid when card not available: \$60.46 for Sept. Smart & Final (office) meeting refreshments

C. Discussion/Action: Approve reimbursement to Karen Moran for Sept Domino's (office) meeting refreshments \$98.48

8. 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:

A. Motion to approve K.T. Travers as a member of the STNC Beautification Committee, recommended by the STNC Beautification Committee 9-20-23.

B. Approve September 2023 STNC Board Meeting Minutes

9. Discussion/Action: Approve LUC support for **8041 Foothill Sunland** DIR-2023-5098-SPP Change of use from office building to Dentist office with interior remodel. Two-story building.

10. Discussion/Action: Approve LUC support for **10176 Tujunga Canyon Blvd.** DIR-2023-5647-SPP and ENV-2023-5648-CE Construction of new two-story warehouse with a partial mezzanine area for office & warehouse uses. Zone M1-1. **Note: City has approved application with conditions.**

11. UPCOMING Land Use Committee projects:

A. 7665 Machrea – Subdivision into 7 single family dwelling lots, zoned RE3-1. Scheduled for 10/16/23 meeting

B. 9604 Hillhaven - addition to two story home and relief from 20ft widening of street. - not scheduled yet

C. 10156-10158 Hillhaven – demolishing 4 single-family homes and replaced with new 3 story 19 unit apartment building with 21 parking spaces- not scheduled yet

12. Discussion/Possible Action regarding holding STNC Board and Committee Meetings in accordance with Senate Bill 411, Zoom and/or In Person. [$\frac{2}{3}$ vote of the board required. Prior CFs 23-0002-S16 and 23-0002-S]

13. Discussion/Possible Action: Review latest version of the proposed new Neighborhood Council Code of Conduct and consider submitting updated Community Impact Statement to the Board of Neighborhood Commissioners. *[Board previously submitted non support]*

14. Discussion/Possible Action: Motion that the STNC Board will not hold a General Board Meeting on December 13, 2023.

15. Discussion/Possible Action: Motion requesting DONE maintain a list of facilities suitable for NC meetings and that City departments support such pursuant to the instructions approved by the City Council under CF 02-0090 on October 29, 2002:

1. INSTRUCT all City departments to offer meeting facilities to NCs free of charge for official City meetings.

2. INSTRUCT the Department of Neighborhood Empowerment to develop a listing of every meeting room in every City facility and make the list available to certified NCs.

3. Motion for Neighborhood Councils to support a letter to the acting GM Vanessa Serrano, cc: Jared Rivera Deputy Mayor of Community Engagement, for help in finding appropriate spaces to meet, and to immediately convene an open meeting to brainstorm ideas on addressing finding and securing facilities.

16. Discussion/Action: Should the STNC take a position on SB423 regarding Ministerial approval process in very High Fire Hazard Severity Zones?

17. Committee & Liaison Reports - by committee chairs present (See last page for meeting and committee member and meeting locations:

- Monthly STNC Special General Board Meeting: 10/11 @ 7pm -- Living Stones SDA Community Room (in person ** location change) - 7156 Valmont Street, Tujunga 91042
- Land Use: 10/16 @ 7pm -- Elks Lodge
- Community Improvement & Government Affairs: 10/19 @ 10am -- McDonalds Tujunga
- Outreach: 10/19 @ 7pm -- Sunland Rec Center
- Youth & Adult Education: 10/19 @ 7pm @ McDonalds Tujunga
- Beautification: 10/19 @ 6pm @ ST Library - this is change of day/date
- STAT: 10/24 @ 6pm @ ST Library
- STARC: 10/24 @ 7:30pm @ TBA
- Budget & Finance: 10/25 @ 6pm -- Apperson
- Executive: 10/25 @ 6:45pm - Apperson

18. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS - 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 one minute per speaker, unless adjusted by the presiding officer of the Board.

19. 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 - NC Congress is 9/23 at L.A. City Hall - <https://www.neighborhoodcongress.la>

20. FINAL ANNOUNCEMENTS - Schedule Bylaws /Standing Rules committee meeting; new Google Sheet for approved board actions.

21. ADJOURN by 9:00 p.m.

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.](mailto:Lydia.Grant@stnc.org)

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

* 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. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the STNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the Sunland-Tujunga Neighborhood Council Bylaws. The Bylaws are available on our website www.stnc.org

SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL

General Board Meeting Minutes Wednesday, September 13, 2023 Apperson Elementary School (In Person) 10233 Woodward Ave., Sunland, CA 91040

1. **Call to Order, Welcome** - Lydia Grant, President, 7:05pm
 - Kudos to the team of STNC members who helped move the two storage units into a single unit, not a trivial job.
2. **INSTALLATION OF THE 2023-2025 General Board not installed at July Board Meeting** - Keren Waters, Commissioner, BONC (Board of Neighborhood Commissioners)
3. **STNC President's Updates**
 - A. STNC In Person Board & Committee Meeting updates/meeting locations and update on SB411 (Portantino) regarding NC meetings on Zoom
 - Meetings are currently at Apperson Elementary, ST Library, Elks, McGroarty, Bolton Hall, McDonald's, NVCH, Sunland Rec Center, and other; waiting for SB411 to pass to have option for virtual meetings for both the Board and Committees.
 - B. Board Vacancy - Region 2 Region Rep
 - C. Land Use Committee Vacant Seats
 - D. Status of STNC Board approved Light Pole Banners
 - STNC has paid for repair; need to get effort back on track. No updates from CD7.
 - E. STNC Board & Committee Chair Planning Meeting was held Aug. 26
 - Suggested to watch the zoom recording available on the STNC YouTube channel.
4. **Roll Call, Voting Eligibility**
 - A. Completion of City / DONE Required trainings status for the STNC board – all training is up to date for board members who were present
 - B. Announce any Board member recusals or paid lobbyists in attendance – none

Board Member	Roll Call	Funding Voting Eligibility	Board Appointment
Lydia Grant	Present	Yes	President
Lallah Rowe	Present	Yes	First Vice-President
Mapuana Moran	Present	Yes	Second Vice President
Carol Hutchinson	Absent	Yes	Treasurer
Cindy Cleghorn	Present	Yes	Corresponding Secretary
Karen Moran	Present	Yes	Recording Secretary
Vartan Keshish	Arrived 7:25PM	Absent	Community Interest Representative
Leny Freeman	Present	Yes	Region 1

KT Travers	Present	Yes	Region 1
Sherry McCoy	Present	Yes	Region 2
Michael Goglia	Present	Yes	Region 3
Jon von Gunten	Present	Yes	Region 3
Trevor Schmidt	Present	Yes	Region 4
Peter Darakjian	Absent	Absent	Region 4
Mark Seigel	Present	Yes	Region 4
Belinda Woodruff	Present	Yes	Region 4
Chris Rowe	Present	Yes	Education Representative
Cheryl Schmidt	Present	Yes	Public Safety Representative
Nina Royal	Present	Yes	Senior Representative
Quorum: 11 16 present at roll call			

5. Pledge of Allegiance - Jade Yerby

6. PRESENTATION / SPEAKERS / Q&A:

Steve Vetrone, Director of Scientific-Technical Services, LA County Vector Control – Mr. Ventrone gave an engaging and informative presentation about the mosquito infestation we are experiencing. Integrated Vector Management (IVM) is conducting “Surveillance, Management and Education/Outreach”. Sources of mosquito reproducing includes storm drains, unmaintained swimming pools, stagnant water sources. Diseases may be transmitted (e.g. West Nile Virus), may be from people traveling and global commerce. Vector Control has traps throughout the area for surveillance. A focus is on sterilization of male mosquitos that do not sting and releasing them in established neighborhoods where they would mate with females who would not be able to reproduce. Sterile Insect Technique (SIT) (sterilization), bacteria, irradiation, and self-limiting techniques are used to prevent breeding.

7. Comments: LAPD, Elected Officials/Representatives, DONE, City Departments

- **Keren Waters, BONC Commissioner** – Ms. Waters introduced herself and provided updates
- **Ofcr Wilcer Godoy** – Status update about crime in the area, appreciated National Night Out, concern about people using parks to discourage return of tents
- **Ofcr Gloria Caloca** – update about crime in the area and the homeless issue, addressed a question about putting up no-trespassing signs and what information needs to be on it and provided contact information (emergency and non-emergency).
- **Astra, Coordinator at Sunland Park** – gave status on park, progress made, hiring additional people at this time, will be starting adult sports. Astra addressed a concern about locked rest-rooms saying that it would need security to improve the situation, but possible to use indoor rest-room if asked. Sewer lines need to be changed, currently inadequate.
- **Declan Floyd, Senator Portantino District 25** – SB411 bill is in process, hopefully next month will

be the mandated last in-person meeting for Neighborhood Councils.

- **Ricardo Flores, Office of Monica Rodriguez, City Council District 7-** provided status and updates.
- **Raul Preciado, DONE** – provided status and updates

8. CONSENT CALENDAR ITEMS (FUNDING)

- A. Discussion/Action: Approve August 2023 MER**
- B. Discussion/Action: Approve \$30 to Webcorner for Domain name. (unpaid in 22-23 budget)**
- C. Discussion/ Action: Approve \$150 to Webcorner for April 2023 bill (unpaid in 22-23 budget)**
- D. Discussion/Action: Approve an additional amount of \$30 for payment of Post Office Box (now \$430 annually) due 7/31.**
- E. Discussion/Action: Approve up to \$25 for late fee for Post Office box (due on 7/31) (Office)**
- F. Discussion/Action: Approve up to \$100 for storage totes for items in storage. (Office)**
- G. Discussion/Action: Approve up to \$500 for waste bags for Little Landers and Sunland Park (Outreach)**
- H. Discussion/Action: Approve up to \$100 for small plaques at waste bag stations to say: “Waste Bags courtesy of Sunland Tujunga Neighborhood Council” for receptacles at Little Landers Park and Sunland Park. (Outreach)**
- I. Discussion/Action: Approve up to \$100 for outreach items at Halloween carnival event at Sunland Park on 10/31/23 (Outreach)**
- J. Discussion/Action: Approve updated inventory to send to City Clerk**
- K. Discussion/Action: Approve changes to STNC storage units at US Storage from two units to one unit. [this will result in savings of \$150 or more per month; vote needed for City Clerk to process Letter of Authorization (LOA)].**

- MOTION to approve items a-h and j-k with item I excluded approved.

Item 8 A-H and J & K. Slate of motions to Approve Funding Consent Calendar Items					
Motion: Cleghorn, Second: L Rowe					
Yes	No	Abstain	Ineligible	Recuse	Absent
Grant, L Rowe, M Moran, Cleghorn, Keshish, Travers, McCoy, Goglia, von Gunten, Seigel, Woodruff, C Rowe, C Schmidt, Royal, Herman, K Moran 16 yes, 0 no, 0 abstain, 0 ineligible, 4 absent					Hutchinson, Freeman, Darakjian, T Schmidt

- MOTION to approve item I after some discussion approved.

Item 8i. Motion to Approve up to \$100 for outreach items at Halloween carnival event at Sunland Park on 10/31/23 (Outreach)					
Motion: Cleghorn, Second: L Rowe					
Yes	No	Abstain	Ineligible	Recuse	Absent
Grant, L Rowe, M Moran, Cleghorn, Keshish, Travers, McCoy, Goglia, von Gunten, Seigel, Woodruff, C Rowe, C Schmidt, Royal, Herman, K Moran 16 yes, 0 no, 0 abstain, 0 ineligible, 4 absent					Hutchinson, Freeman, Darakjian, T Schmidt

9. 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:

- A. **A. Discussion/Action:** Approve LUC recommendation to support application ZA-2034-3760-ZAD-SPP AND ENV-2023-3671-CE at 11337 Riverwood Ranch Road: 2,290 sq. ft. addition to an (E) 1,663 sq. ft. SFD and 462 sq. ft. addition to a (E) 461 sq. ft. garage. Total sq footage of home will be 3,9553sf with a 823sf garage
 - B. **Discussion/Action:** Approve LUC recommendation to support DIR-2023-4356-SPP and ENV-2023-4357-CE at 9411 N Wexford Drive Tujunga - 137 square foot addition to an existing covered area at the center of a single-family residence.
 - C. **Approve August 2023 STNC Board Meeting Minutes**
 - D. **Discussion/Action:** Support Community Impact Statement in support of CF23-0002-S84 regarding Caltrans working with California Indian Tribes for signage designating tribal lands and designating State Route 210 as the Southern California Native American Freeway. *(This item was postponed)*.
 - E. **Discussion/Action:** Support extension of the Victim Emergency Assistance Program and submit Community Impact Statement (CIS) to CF23-0837.
- Items A through C and Item E approved. Item D was postponed until a later date.

Item 9. Motion to Approve Consent Calendar items (non-funding) A-C and E (9D is postponed).					
Motion: Siegel, Second: L Rowe					
Yes	No	Abstain	Ineligible	Recuse	Absent
Grant, L Rowe, Cleghorn, Keshish, Travers, McCoy, von Gunten, Seigel, Woodruff, C Rowe, C Schmidt, Royal, K Moran 13 yes, 1 no, 2 abstain, 0 ineligible, 4 absent	Goglia	M Moran, Herman			Hutchinson, Freeman, Darakjian, T Schmidt

10. Discussion/Action: STNC Board directs the Outreach & CIGA Committees to use social media, town hall and other outreach methods to mobilize stakeholders to participate in a Sunland-Tujunga Evacuation Routes campaign.

- Motion approved.

Item 10. Motion to Approve Outreach & CIGA Committees to use social media, town hall and other outreach methods to mobilize stakeholders to participate in a ST Evacuation Routes campaign.					
Motion: Cleghorn, Second: L Rowe					
Yes	No	Abstain	Ineligible	Recuse	Absent

Grant, L Rowe, M Moran, Cleghorn, Keshish, Travers, McCoy, Goglia, Von Gunten, Seigel, Woodruff, C Rowe, C Schmidt, Royal, Herman, K Moran 16 yes, 0 no, 0 abstain, 0 ineligible, 4 absent			Darakjian, Royal		Hutchinson, Freeman, Darakjian, T Schmidt
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11. STNC supports the Independent Redistricting Commission and submit Community Impact Statement (CIS) to CF-22-1196-S1. – Postponed

12. Discussion/Action: Problems in the Oro Vista Wash area with excessive BBQs and Trash in this high fire danger area, including recommendations to L.A. Sanitation. CF23-0224 Riverwood Ranch Community - Oro Vista Crossing

- No action/vote. Need to identify who is responsible for clean-up and enforce it. STNC to prepare a letter with possible solutions and include pictures of the area for approval at the next General Board Meeting when someone from the City should be in attendance.

13. Committee & Liaison Reports - by committee chairs present - no individual reports given due to lateness of time; attention brought to continual changes in dates and venues which should be verified prior to attending:

- Budget & Finance - 9/27 @ 6pm @ Apperson
- Land Use - 9/19 @ 7pm @ Elks — change of day/date for this meeting
- STAT - 9/26 @ 6pm @ TBA
- STARC - 9/26 @ 7:30pm @ TBA
- Community Improvement & Government Affairs - 9/21 @ McDonalds Tujunga
- Outreach: 9/28 @ Sunland Rec Ctr, 7 pm
- Youth & Adult Education – September 22 (Friday) @ 7pm @ McDonalds Tujunga
- Beautification - 9/21 @ 6pm @ ST Library - change of day/date
- Liaison Reports: LANCC / VANC /Budget Advocates /Other
- Ad Hoc Bylaws / Standing Rules

14. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS - none

15. PRESENTATION & TRAINING on the Neighborhood Council (NC) System

- Bylaws, Standing Rules, BONC Policies, Brown Act (Meeting Agenda Posting, ENS)
- NC Meetings: Agenda Items, Presenters, Meeting Agendas, Making Motions, Community Impact Statements
- NC Alliances, STNC Community Events/Meetings, Other Training Opportunities - NC Congress is 9/23 at L.A. City Hall - <https://www.neighborhoodcongress.la>
 - **Lydia Grant** – meeting locales subject to change and kudos to the people who helped move storage units, saving \$150/month
 - **Cindy Cleghorn**, VANC Town Hall regarding the Housing Element, City Planning Commission regarding Metro TCN (billboards), and hearing regarding Plainview & Foothill (former Denny's) is Sept. 28th , items will be up on the website.
 - **Mapi Moran** – Outreach will make a questionnaire available for Committees each month to be able to help promote events.
 - **KT Travers** – ST Forward will be having its 3rd Indigenous Day at 12400 Big Tujunga Canyon Rd, Sunday Oct 8th

16. FINAL ANNOUNCEMENTS - Schedule Bylaws /Standing Rules committee meeting; new Google Sheet for approved board actions.

17. ADJOURN 9:40pm

[1]

Monthly Expenditure Report



Reporting Month: September 2023 Budget Fiscal Year: 2023-2024

**NC Name: Sunland-Tujunga
Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$30063.23	\$1480.73	\$28582.50	\$0.00	\$0.00	\$28582.50

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$32000.00	\$989.49	\$25380.21	\$0.00	\$25380.21
Outreach		\$491.24		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$5139.06	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	US STORAGE - LA CRE	09/02/2023	Storage	General Operations Expenditure	Office	\$558.50
2	EIG CONSTANTCONTACT.CO	09/03/2023	Email management-	General Operations Expenditure	Office	\$81.00
3	THE WEB CORNER, INC	09/06/2023	Web management	General Operations Expenditure	Office	\$150.00
4	ADOBE PRODUCTS	09/06/2023	For Treasurer use	General Operations Expenditure	Office	\$19.99
5	THE WEB CORNER, INC	09/19/2023	Past due payments for Web Domain and April missed payment	General Operations Expenditure	Office	\$180.00
6	DOG WASTE DEPOT.COM	09/19/2023	Outreach for Region 1 and 3	General Operations Expenditure	Outreach	\$491.24
Subtotal:						\$1480.73

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

Rewards Code: F598H11
 #502 Nitro 5 Pizza
 (918) 352-0030
 3/13/2023 7:56 PM

C

***** CUSTOMER *****

PHONE: 03/20 PM 1:10 A
 #484 1818 4/6 1620
 MO PAID
 Est. Order Ready: 9:13 PM

SUMMARY

#484

1 14" Handless Deluxe
 1 14" Handless MeatZZa
 1 14" Handless New Veggie Pizza
 1 14" Handless Pizza
 TOTAL ITEMS: 5

ORDER OVER

1 14" Handless New Veggie Pizza \$19.99
 (New Veggie Pizza)
 1 14" Handless Deluxe
 (Deluxe)
 1 14" Handless MeatZZa
 (MeatZZa)
 1 14" Handless Pizza
 (New Veggie)
 1 14" Handless Pizza
 (Pepperoni)
 TOTAL ITEMS: 6

ORDER NEW OVER

COMMENTS/ASSIGNMENTS

20% OFF entire Order -327.50
 (1128)
 Sub Total \$69.96
 Tax 1 \$8.04
 Total \$78.00

PAYMENTS

Balance Due \$78.00

THIS ORDER CAN STILL EARN
 POINTS TOWARD FREE PIZZA AND MORE!
 VISIT DORRUS.COM/REWARDS
 WITHIN 30 DAYS OF ORDER
 YOUR POINTS.

New! Try! Apply at dbs.dorrus.com
 Please call 4840

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 We Deliver! Smart & Final is a Supermarket
 Smart and Final
 Store #14
 5555 FOOTHILL BLVD
 TULLINGA, CA 91042
 Tel: (918) 352-0030

Frozen Food Premium Ice 5.49 F
 Grocery
 Pine Foods Assorted Cans 21.99 F
 Knorr's Berry Fruit Zest 10.99 F
 Bananas Original 9.99 F
 Beverages
 First Street Water 3.99 F
 Regular Price \$4.49
 (LOW FUELSTAMP NORTHAB) 1.75 F
 First Street Water 3.99 F
 Regular Price \$4.49
 (LOW FUELSTAMP NORTHAB) 1.75 F
 SUBTOTAL 59.94

Total Items Sold \$

54.45 @ 0.2074 = 0.00
 5.49 @ 5.5012 = 0.32
 TOTAL 60.46
 Visa 60.46

PURCHASE \$60.46
 *****4327 Visa
 CHIP READ
 REF# 061150 APPROVED
 VISA CREDIT
 Acct. Total
 CAC: 06011205214000

Total Saved \$1.00
 Item Savings 1.00

Legend
 F - Variable
 P - Food Stamp Eligible
 * - Non-Food Stamp Accountable



You were served by:
 Erik

Date Time Store Term Bar Tran
 03/13/23 06:12 PM 414 5 40041 0404

Thank you for shopping at
 Smart and Final!

We want to know what you think!
 Complete our survey and
 enter for a chance to win a
 \$500 Smart & Final Gift Card!
 Visit www.smartfinal.com/survey
 within 7 days of this store
 thank you!

See Final! Visit www.smartfinal.com/cards
 See Try! That's It



Sunland-Tujunga Neighborhood Council

Certified May 27, 2003

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

October 11, 2023

Los Angeles City Planning
ATTN: Dang Nguyen

email: dang.nguyen@lacity.org

RE: DIR-2023-5098-SPP and ENV-2023-5049-CE
8041 W Foothill Blvd, Sunland
SUPPORT: Change of use from Office to Dental office with interior remodel of the two-story building.

The Sunland-Tujunga Neighborhood Council (STNC) Land Use Committee (LUC) met on September 19, 2023 with the applicant Lusine Piloyan and her rep/agent with the HKRE Design Group.

The site plans and pictures of the property, building, and parking area, do comply with the Foothill Blvd. Corridor Specific Plan (FBCSP).

The agent said there were no plans for any new signage, but they intended to use the billboard that is currently on their property. However, we did bring it to their attention that there are signage limitations not only with the City of Los Angeles but also in the FBCSP plan.

Upon the recommendation of the STNC's Land Use Committee, the Sunland-Tujunga Neighborhood Council, at the October 11, 2023 meeting voted to support the Land Use Committee recommendation by a vote of _____(yes); _____(no) _____(abstained).

Please contact us with any questions and include us in the Determination Letter distribution. Thank you.

Sincerely,

Lydia Grant

Lydia Grant
President

Sunland-Tujunga Neighborhood Council (STNC)
e-mail: president@stnc.org

Cc:

Councilmember.Rodriguez@lacity.org
paola.bassignana@lacity.org,
hovhos@gmail.com

MOTION


The Brown Act is a state law that governs the operation of public legislative meetings in California. While the Brown Act has traditionally required all legislative bodies in the state to meet in person, over the course of the COVID-19 Pandemic, Los Angeles Neighborhood Councils were given the opportunity to meet virtually over Zoom. During this period, many members of the neighborhood council system found that meeting virtually made it easier to participate in local government, and would now like to continue this practice.

On October 8, 2023 Governor Gavin Newsom signed SB 411 into law, which modifies the Brown Act to authorize eligible legislative bodies, including Los Angeles Neighborhood Councils, to use teleconferencing for their meetings. To allow this, the City Council must first adopt an authorizing resolution, and then two thirds (2/3) of each participating neighborhood council must vote to use the alternate teleconferencing provisions. An accompanying resolution is being introduced to start this legislative process.

Practically, in order for Neighborhood Councils to meet virtually they also need access to Zoom or other teleconferencing accounts, and technical assistance from the Department of Neighborhood Empowerment (DONE) to effectuate this change.

I THEREFORE MOVE that the City Council direct the Department of Neighborhood Empowerment to report back in 30 days on what technology, support and other resources are needed to provide Neighborhood Councils with the ability to meet virtually through the end of Fiscal Year 2024-2025.

PRESENTED BY:


HUGO SOTO-MARTÍNEZ
Councilmember, 13th District

SECONDED BY:



ORIGINAL

PK

OCT 10 2023

RESOLUTION

WHEREAS, on October 8, 2023 Governor Gavin Newsom signed SB 411 into law, which modifies the Brown Act to authorize eligible legislative bodies to use teleconferencing, as prescribed, if the City Council has adopted an authorizing resolution and two thirds (2/3) of an eligible legislative body votes to use the alternate teleconferencing provisions;

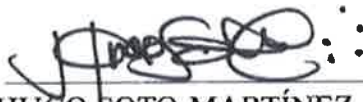
WHEREAS, SB 411 defines "eligible legislative body" for this purpose to mean a neighborhood council that is an advisory body with the purpose to promote more citizen participation in government and make government more responsive to local needs that is established pursuant to the charter of a city with a population of more than 3,000,000 people that is subject to the act;

WHEREAS, during the height of the COVID-19 pandemic, Neighborhood Councils met using teleconferencing and many community members found the ability to join meetings remotely eased the process of being involved in their neighborhoods; and

WHEREAS, Neighborhood Councils should be able to increase participation by meeting remotely if they think it is in the best interest of their community;

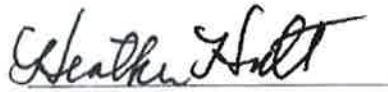
NOW, THEREFORE, BE IT RESOLVED, with the concurrence of the Mayor, that by the adoption of this Resolution, the City of Los Angeles authorizes Neighborhood Councils to use teleconferencing pursuant to California Code Section 54953.8.

PRESENTED BY:



HUGO SOTO-MARTÍNEZ
Councilmember, 13th District

SECONDED BY:



ORIGINAL

OCT 10 2023

PK

RESOLUTION

WHEREAS, any official position of the City of Los Angeles (City) with respect to legislation, rules, regulations or policies proposed to or pending before a local, state, or federal government body or agency must have first been adopted in the form of a Resolution by the City Council with the concurrence of the Mayor; and

WHEREAS, recognizing that virtual meetings have allowed much easier access to the neighborhood council process for Angelenos, with far more members of the public participating in each meeting from the convenience of their own home—creating greater equity in the process and fostering the health of our democracy; and

WHEREAS, AB-2449 last year made amendments but failed to specifically address the needs of the Neighborhood Council system; and

WHEREAS, the 99 Neighborhood Councils in Los Angeles all have unique communities, needs, technology abilities, access to public meeting spaces; and

WHEREAS, in person meetings may jeopardize the health and safety of vulnerable Angelenos, due to ongoing risk from COVID-19; and


WHEREAS, it is not realistic to expect the Neighborhood Council system to be able to carry out “hybrid” meetings effectively, both due to budget and technology limitations; and

WHEREAS, Neighborhood Councils wish to have the option to meet virtually in perpetuity; and


WHEREAS, the ability for Neighborhood Councils to meet virtually will end with state and local emergency orders expiring; and

NOW, THEREFORE, BE IT RESOLVED, that by adoption of this Resolution, with the concurrence of the Mayor, the City of Los Angeles hereby includes in its 2023-2024 State Legislative Program, Sponsorship or Support for legislation to amend the Ralph M. Brown Act to permit the City of Los Angeles Neighborhood Council system to choose to operate remote meetings indefinitely.

PRESENTED BY:



HUGO SOTO-MARTÍNEZ
Councilmember, 13th District



JOHN LEE
Councilmember, 12th District

SECONDED BY:



ORIGINAL

PK

JAN 10 2023

RESOLUTION

WHEREAS, any official position of the City of Los Angeles with respect to legislation, rules, regulations or policies proposed to or pending before a local, state or federal governmental body or agency must have first been adopted in the form of a Resolution by the City Council with the concurrence of the Mayor; and

WHEREAS, prior to the outset of the COVID pandemic, the Ralph M. Brown Act placed such significant restrictions on the use of teleconferencing or virtual meetings that this tool was rarely used; in particular, the Brown Act required that all teleconferencing locations be open to the public; and

WHEREAS, when COVID restrictions prevented in-person meetings, on March 17, 2020, the Governor signed Executive Order #N-29-20, which modified the Brown Act to permit local governing bodies to meet virtually; the State Legislature subsequently enacted AB 361, which would until January 1, 2024 authorize virtual meetings, but only during a declared state of emergency and when state or local health officials have imposed or recommended measures to promote social distancing or when meeting in person would present imminent risks to the health or safety of attendees; and the State Legislature most recently enacted AB 2449, which allows for virtual participation by individual members of a local legislative body, but only upon a showing of just cause and for a limited number of meetings, and still requires a quorum of the legislative body to meet in a physical location that is open to the public; and

WHEREAS, AB 361 and AB 2449 fail to fully recognize that virtual meetings make it easier for people to participate in local government meetings as members of the public, and because the Brown Act applies to boards, commissions and advisory bodies created by a local legislative body, the strict limits on virtual meetings also reduces the pool of people who are able to serve on these bodies; and

WHEREAS, these restrictions on virtual meetings especially burden people with family care obligations, less-flexible work schedules, physical limitations and/or who do not have access to a car, which is a particular problem in jurisdictions like the City of Los Angeles whose residents are spread across large geographic areas; and allowing virtual meeting has especially benefited the 99 Los Angeles Neighborhood Councils with nearly 2,000 volunteer Board members;

WHEREAS, in Los Angeles, public attendance and comment has increased substantially during the period during which virtual meetings have become standard practice;

NOW, THEREFORE, BE IT RESOLVED, with concurrence of the Mayor, that by adoption of this Resolution, the City of Los Angeles hereby includes in its 2023-2024 State Legislative Program SUPPORT for legislative action that would amend the Ralph M. Brown Act to allow local legal legislative bodies, including appointed boards, commissions, advisory bodies, and Neighborhood Councils, to continue to

PK

JAN 10 2023

conduct most meetings virtually in the absence of any special circumstances, subject to appropriate safeguards to ensure full and robust opportunities for public participation, including by persons who lack means of digital access.

CO-PRESENTED BY: 
BOB BLUMENFIELD
Councilmember, 3rd District

CO-PRESENTED BY: 
PAUL KREKORIAN
Councilmember, 2nd District

SECONDED BY: 

ORIGINAL

**PROPOSED NEIGHBORHOOD COUNCIL BOARD MEMBER
CODE OF CONDUCT POLICY
2021-1
(September 17, 2023)**

WHEREAS, on March 30, 2022, Mayor Eric Garcetti issued Executive Directive No. 34 implementing the city-wide Workplace Equity Policy and the Workplace Equity Complaint Procedure:

WHEREAS, the Workplace Equity Policy protects volunteers, including Neighborhood Council board members from harassment, sexual harassment, hazing, bullying, and inequitable conduct, as defined in the Workplace Equity Policy;

WHEREAS, the Board of Neighborhood Commissioners (the Commission) recognizes the need to apply the Workplace Equity Policy definitions to Neighborhood Councils;

WHEREAS, the Commission adopted a Code of Conduct Policy in 2016 and an amended Code of Conduct Policy in 2018, to govern the conduct of Neighborhood Council members;

WHEREAS, the Commission expects Board Members and Committee Members, including stakeholders serving on committees to conduct themselves in a manner in keeping with the Commission's Code of Conduct and with regard for the rights and welfare of others in the system;

WHEREAS, Certified Neighborhood Councils are encouraged to be independent in accordance with the Los Angeles City Charter and Administrative Code and have the tools to address violations of this Code of Conduct;

WHEREAS, Section 902 (b) of Article IX of the City Charter provides that the Commission "shall be responsible for policy setting and policy oversight and the promulgation of rules and regulations but not be responsible for day to-day management;

NOW, THEREFORE, BE IT RESOLVED that the Commission amends the Code of Conduct policy to conform to the City Workplace Equity Policy.

NOW, THEREFORE, IT IS FURTHER RESOLVED that the Commission amends the Code of Conduct POLICY NUMBER: 2014 2(2) to say:

POLICY NUMBER: 2021-(1)

1. Neighborhood Council Board Members and Committee Members are required to acknowledge this policy (Exhibit "A") in the manner established by the Department of Neighborhood Empowerment (Department). Neighborhood Council Board Members and Committee Members shall acknowledge this policy every two years.
2. The Neighborhood Council Boards shall be responsible for informing Stakeholder Committee Members of their obligation to acknowledge this policy as a condition of committee service. The Neighborhood Council shall retain a copy of the Stakeholder Committee Member's acknowledgment.
3. Neighborhood Council Boards shall be responsible for informing appointed board members of their responsibility to acknowledge the Code of Conduct. Newly elected, selected, appointed, or re-elected Neighborhood Council board members and committee members shall have a grace period of 30 days from the date the board member or committee member begins assuming their duties to comply with this policy as indicated in item #1.
4. When a Neighborhood Council Board Member fails or refuses to comply with item #1, above, the Department shall have the authority to suspend the Board Member from their Neighborhood Council. Said Board Member shall not be eligible to act on any matter that comes before their Neighborhood Council and shall not be counted for the purpose of establishing a quorum of the Neighborhood Council.
 - a. The Department shall notify the Board Member of their suspension by sending a letter to their last known email address and/or physical mailing address.
 - b. The Department shall also notify *the Executive Officers and the remainder of the Board Members* by email and/or U.S. mail of the suspension of the Board Member.
 - c. The Neighborhood Council shall retain its authority to remove Committee Members for failure to adhere to this policy.
5. If within 30 days the Board Member complies with item # 1 above, the Board Member shall be reinstated.
6. If after 30 days of being suspended the Neighborhood Council Board Member does not comply with the provisions of item #1 above, they shall be removed as a Neighborhood Council Board Member by the following procedures:
 - a. Prior to any Board Member being removed pursuant to this policy they shall have the right to present to the Department evidence that he, she, or they have complied with this policy. The Department shall be the sole and final decision maker of whether the matter should proceed before the Commission.
 - b. If the Department determines that the Board Member has not complied with item # 1 above, the Department shall recommend to the Commission that the Board Member be removed, and their Board position be declared vacant pursuant to Los Angeles Administrative Code Section 22.810.1(e)(3).

- c. If the Board member is removed by the Commission, the Department will notify the individual of their removal by sending a letter to their last known email address and/or mailing address.
 - d. The Department will also notify *the Executive Officers and the remainder of the Board* by email and/or First-Class U.S. mail regarding the removal of the Board Member and that the Board Member's seat or position shall be considered vacant.
7. In the case of a Stakeholder Committee Member, who after 30 days has not complied with item #1 above, the Neighborhood Council Board shall remove the Committee Member pursuant to their bylaws.
8. If the Department is notified that a Board Member or Committee Member has committed an act of violence in violation of the Code of Conduct, the Department shall immediately suspend the Board or Committee Member and refer the matter to the appropriate city agency.
- a. The Department will notify the Board Member or Committee Member of their suspension by sending a letter to their last known email address and/or mailing address.
 - b. The Department will also notify the Board by email and/or First-Class U.S. mail regarding the suspension of the Board or Committee Member, and that the Board Member's position shall not be deemed vacant during the suspension period.
 - c. For the duration of the suspension period, said Board Member or Committee Member shall not be eligible to act on any matter that comes before their Neighborhood Council Board or Committee and shall not be counted for the purpose of establishing a quorum of the Neighborhood Council Board or Committee.
 - d. The Neighborhood Council shall retain its authority to remove Board and Committee Members for failure to adhere to these provisions.
9. The Department may petition the Commission to remove a Board Member or Members for a violation of this Policy pursuant to the process for Declaring a Board Vacancy in Los Angeles Administrative Code 22.810.1(e)(3).

ATTACHMENT A

1. Neighborhood Council Board Members and Committee Members shall conduct themselves in a professional and civil manner.
2. This Policy applies to all Neighborhood Council Board or Committee meetings, Neighborhood Council events; events where the Neighborhood Council is a sponsor or participant; any event where a Board or committee member is acting, purports to be acting or appears to be acting in their official capacity as a Board or Committee Member; or when interacting with City employees, contractors, Neighborhood Council Board Members, Committee Members, and other volunteers.
3. This Policy also prohibits Neighborhood Council Board or Committee members who is acting, purports to be acting or appears to be acting in their official capacity as a Board or Committee Member from using any technology, communication system, or equipment, regardless of whether City-issued, personal, or otherwise, whether used online or offline, to deliver, display, store, forward, publish, circulate, or solicit material in violation of this Policy. The technology, communication systems, or equipment referenced in this subsection may include, but are not limited to, email, text, social media, internet, intranet, telephones, computers, fax machines, voicemail, radio, video, cell phones, mobile digital terminals, or other communication devices.
4. If necessary, it is expected that the Neighborhood Council shall use this policy to either Censure or Remove a Board member who violates this Policy in accordance with BONC Policy numbers 2020-3 and 2020-4 and will proceed to remove an offending Stakeholder Committee member in accordance with its bylaws.
5. This Policy prohibits harassment or discrimination on the basis of any Protected Category, or sexual harassment, other inappropriate conduct based on a Protected Category or protected activity. These activities interfere with the Policy's goals of maintaining diverse, equitable, inclusive, and productive Neighborhood Councils Protected Categories under this Policy include those set forth in Section 3.1 of the City Workplace Equity Policy.

This Policy also includes protections for individuals perceived as being a member of one of the Protected Categories and individuals associated with members of the Protected Categories.

6. Neighborhood Council Board and Committee members shall not engage in harassment. For the purposes of this Policy, harassment is the unwelcome and offensive, threatening, or abusive treatment of one or more persons (by any individual, including both Board and Committee members) because of their actual or perceived Protected Categories.

Harassment can include, but is not limited to, one or more instances of conduct as set forth in Section 3.2.2 of the City Workplace Equity Policy.

7. Neighborhood Council Board and Committee members shall not engage in sexual harassment. For the purposes of this Policy, sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature (by any individual, including both Board and Committee members.)

Sexual harassment may include, but is not limited to, one or more instances of conduct as set forth in Section 3.2.3 of the City Workplace Equity Policy.

8. This Policy prohibits inequitable conduct.

Inequitable Conduct is any inappropriate conduct based on a Protected Category or protected activity. Inequitable Conduct includes any instance of unwelcome conduct directed at one or more persons, that is committed by any Neighborhood Council Board or Committee member, because of the person's actual or perceived Protected Category(ies) or protected activity(ies). Similarly unwelcome conduct that is sexual in nature may also violate this Policy.

Inequitable Conduct may be similar in nature to conduct defined as discrimination, harassment, and sexual harassment under this Policy, although to be considered Inequitable Conduct, it will be lesser in severity. It may include but is not limited to verbal or behavioral conduct that communicates hostile, derogatory or negative attitudes toward a person or persons because of their protective class or perceived protective class.

9. Certain behaviors, including hazing, abusive conduct, bullying, and other types of discourteous and unprofessional conduct interfere with the Commission's goals of fostering a civil, safe, professional, and productive environment for Neighborhood Councils. This Policy prohibits such conduct, and the Commission expects that Neighborhood Councils will respond promptly and effectively to reports of potential Policy violations. This includes action to stop, prevent and correct any conduct that violates this Policy.
 - a. Abusive Conduct is verbal, physical, electronic, or other behavior by a Neighborhood Council Board or Committee member, directed at one or more persons that demeans, intimidates, or humiliates or could reasonably be considered hostile, offensive, and unrelated to a legitimate interest of the Neighborhood Council.
 - b. Bullying is verbal, physical, electronic, or other behavior directed at one or more persons within a peer group that demeans, intimidates, or humiliates or could reasonably be considered hostile, offensive, and unrelated to a legitimate interest of the Neighborhood Council.

Bullying may constitute a violation of this Policy where it interferes with the performance of a Board or Committee member or creates an environment unfavorable to the goals of the Neighborhood Council system in promoting a safe and secure environment for all Board and Committee Members and members of the public.

Abusive conduct and bullying consist of a broad range of behaviors, which may be subtle or overt. In most circumstances, abusive conduct or bullying consists of repeated or multiple incidents, over a period of time. The determination of whether a particular act constitutes abusive conduct or bullying will depend on the circumstances and context in which that act occurs.

Abusive Conduct and/or Bullying can include one or more instances of conduct as set forth in Section 4.2.2 of the City Workplace Equity Policy.

By signing this document, I acknowledge that I have received a copy of this Code of Conduct and understand that I must abide by it.

I also understand that if I am found to have violated the Code of Conduct, I may be subject to censure and/or removal by my Neighborhood Council Board, or by action of the Department or the Commission.

Any Neighborhood Council bylaws in conflict with this Code of Conduct are hereby superseded.

NEIGHBORHOOD COUNCIL

BOARD OR COMMITTEE POSITION

SIGNED

DATE

NAME PRINTED