



# Sunland Tujunga Neighborhood Council

7747 Foothill Blvd., #101 Tujunga, CA 91042 - (818) 951-7411 FAX (818) 951-7412

E-mail: [secretary@stnc.org](mailto:secretary@stnc.org)

## General Meeting Agenda

Wednesday, May 9, 2018 – 6:30 PM

North Valley City Hall

7747 Foothill Blvd., Tujunga, CA 91042

### Code of Conduct

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|---|---|
| 1. Silence cell phone. No cell phone conversations. Limit texting.      | 5. Present issues in a way that promotes mutual discussion and resolution.      |
| 2. Raise hand and wait to be acknowledged by chair to speak.            | 6. Treat on another with dignity and respect.                                   |
| 3. No side conversations, please. Keep to subject matter on the agenda. | 7. Show respect for time and opinion.   |
| 4. Keep language and tone appropriate and respectful.                   | 8. Think, speak and act in the best interest of the community and stakeholders. |
|   | 9. Assume positive intent.  |

1. Call to Order and Pledge of Allegiance (2)
2. Announcements, Roll Call and Quorum (2) (Treasurer resignation)
3. Event Announcements- 1 min per speaker (10)
4. Public Comment on Non-Agenda items within the Board's subject matter jurisdiction. 2 min per speaker (10)
5. Public Official and Community Representative Announcements (20)
6. **DISCUSSION/ACTION: Appoint Group Representative position.** (According to Bylaws: Any stakeholders or board members interested in filling the vacant position will be asked to submit a statement announcing their desire to fill the vacancy and their qualifications to do so. These may be submitted in person to the STNC office or by email to [secretary@stnc.org](mailto:secretary@stnc.org). They must be submitted at least 24 hours in advance of the next General Meeting. Stakeholders must provide proof of membership in a group that falls into the category they wish to represent. That group must possess a facility and/or hold regular meetings within the boundaries of the STNC, and the candidate must regularly attend meetings at that branch of the organization; and the candidate must live within the STNC boundaries. Furthermore, the Candidate must provide proof that the organization/group affirms that he/she is their representative.)
7. **DISCUSSION/ACTION: Appoint Region 2 Representative.** Region 2 is North of Foothill from Mt Gleason east to Commerce/ Seven hills. Two (2) Geographical Representatives shall represent each region. Geographical Representatives shall represent the interests of the community stakeholders within their region. Geographical Representative shall maintain lines of communication with the various neighborhoods, businesses, and other organizations operating within their districts. Geographical Representative Representatives shall actively outreach to community stakeholder groups and individuals within their regions.)
8. **DISCUSSION/ACTION: Announcement of Treasurer position opening.** (According to the Bylaws: 1. Any stakeholders or board members interested in filling the vacant position will be asked to submit a statement announcing their desire to fill the vacancy and their qualifications to do so. These may be submitted in person to the STNC office or by email to [secretary@stnc.org](mailto:secretary@stnc.org). They must be submitted at least 24 hours in advance of the next General meeting.) 2. The Treasurer shall be responsible for holding the monies of the STNC, and for maintaining records of income and expenditures and current balance and keeping the records current. The Treasurer shall comply with Generally Accepted Accounting Principles (GAAP) requirements and shall file the Department's required quarterly reports and all other paperwork and reports required by the Department in a timely manner. 3. The position is open to: stakeholders who live, work, own property in the neighborhood or those who declare a stake in the neighborhood as a community interest stakeholder or who are identified by participation in business, educational, faith-based, community service, youth and special interest organizations that are located or that meet regularly within the STNC boundaries and are 16 years old at the time of filing for candidacy.



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- 9. DISCUSSION/ACTION: Approve boundary adjustments to STNC By Laws – 2/3 vote required
- 10. **BEAUTIFICATION COMMITTEE:** Committee recommendation that STNC board approves letter to Councilmember Monica Rodriguez seeking her support and collaboration for a new **Welcome Monument and Landscaping Community Improvement Project located at the east end of Foothill Blvd. between Pali and Saluda in Tujunga.**

**11. Budget & Finance Committee Recommendations: That the STNC board approve the following:**

Link to funding requests in Google Drive link: [https://drive.google.com/open?id=1N5jP6gLXyjA\\_YEMq\\_Q13mIlbWzO18cDC](https://drive.google.com/open?id=1N5jP6gLXyjA_YEMq_Q13mIlbWzO18cDC)

- 1) Members of the Budget & Finance Committee: Sandy Capps, Nina Royal, Bill Skiles, Pati Potter (board member) and recommends alternates Janelle Hussion and Rick Ramirez.
- 2) Approve draft STNC Strategic Plan and Outreach Plan.
- 3) Regarding funding items for FY17-18
- 3a)** Motion to process payment and/or set aside of 16 previously approved items in the amount of \$19,067.00

Refreshments for May & June meeting	270.00
Insight (copier rental)	375.00
Konica (copy meter count)	965.00
Ring Central (telephone)	200.00
The Web Corner (website))	612.00
CTC Constant Contact (email blast)	140.00
Bridgeway (minute taking)	450.00
NPG: Little Landers Historical Society	3,500.00
NPG: Making it Happen (Patty Colvin)	2,500.00

NPG: Giving Music	1,005.00
Citizens for LA Wildlife owl boxes	800.00
Sunland Printing: Magnets AND Shopping Totes (Grocery bags) w/STNC logo	1,000.00
NC Congress	750.00
NC Budget Advocates	250.00
NC Election April 2019	6,000.00
FABA License Plate Screws for LAPD	250.00

**3b)** Motion to approve a Neighborhood Purposed Grant (NPG) submitted through STNC Education Committee recommendation by Lydia Grant and Sandy Capps to PESA (Parents, Teachers/Educators and Students) to help fund the Teen Court program to be held in Sunland-Tujunga in the amount up to \$5,000. Budget & Finance Committee recommends \$5,000. *Category: outreach*

**3c)** Motion to approve a Neighborhood Purposes Grant (NPG) submitted by Nayri Vartanian a request by the YMCA to provide arts programming for youth in our community at the Verdugo Hills Family YMCA in Tujunga for supplies and staff support in the amount up to \$10,000 requested. Budget & Finance Committee recommends \$5,000 - *Category: outreach*

**3d)** Recommendation regarding Chamber of Commerce requested funds up to \$10,000 for July 4, 2018 Fireworks show to follow the Budget & Finance Committee recommendation from their May 7, 2018 meeting.

**3e)** Motion to approve increase in the Elections set aside from \$6,000 up to \$15,000 to follow the Budget & Finance Committee recommendation from their May 7, 2018 meeting in FY17-18. *Category: elections*

**3f)** Motion to approve a funding request from the Outreach Committee up to \$775 for STNC Polo Shirts for STNC Board to include STNC and City logos. *Category: outreach*

**3g)** Motion to approve request from the STEP Committee up to \$500 for disaster/first aid supplies for community in case of disaster. *Category: outreach*

**3h)** Motion to approve request from the ST Beautification Committee up to \$340.29 for custom T-shirts for the committee to include STNC, City and Beautification committee logos. *Category: outreach*

**3i)** Motion to approve request to reimburse Linda Adran \$62.00 to cover refreshments supplied at the WEST April 26, 2018 event. *Category: outreach*

**3j)** Recommendation regarding outstanding NPGs from the Budget & Finance Committee recommendation from their May 7, 2018 meeting.

**3k)** Motion to approve updated STNC Budget FY17-18 presented by the Budget & Finance Committee.



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## 12. STNC Board and Committee Reports including Discussion/Possible Action:

- a. Education Committee recommendation: *Lydia Grant*
  - i. That STNC sign up for the Presidential Service Awards program. Info: <https://www.presidentialserviceawards.gov/>,
  - ii. That STNC approves draft letter regarding support for the Verdugo Hills Pool letter
- b. Safe Streets Ad-Hoc Committee – Update on completion of street banners and other items – *Pat Kramer*
- c. Land Use Committee: Recommendation to approve Vartan Kashish as a member of the LUC
- d. Region & Group Representatives
- e. Sunland-Tujunga Emergency Preparedness (STEP) Committee
- f. Neighborhood Council Budget Advocates - *Rick Ramirez, Budget Advocate: North East Valley*
- g. Report from representatives of VANC, LANCC or other NC Coalitions or Alliances
- h. Youth Advisory Council
- i. Sunland-Tujunga Arts, Recreation and Culture Committee (STARC)
- j. Women Empowering Sunland-Tujunga (WEST) Committee – *Ana Orudyan*
- k. Animal Issues Committee – *Dana Stangel*

13. **DISCUSSION/ACTION:** To appoint Community Impact Statement (CIS) submitters: Dana Stangel, Jon von Gunten, Mark Seigel and Sevada Hemelians and obtain log in for each.

14. **DISCUSSION/ACTION:** Approve December 2017 Monthly Expenditure Report (MER)

15. **DISCUSSION/ACTION:** Approve April 2018 Monthly Expense Report (MER)

16. **DISCUSSION/ACTION:** Approve April 2018 General and Special Meeting Minutes

17. Closing Comments, Acknowledgements, and Adjournment. (1)

Adjourn by 9:00 p.m.

Posted 5/06/18; Remove after 5/09/18

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**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “Speaker Card” 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 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

**PUBLIC POSTING OF AGENDAS** - STNC agendas are posted for public review as follows:

- At Sunland Tujunga Neighborhood Council Office, 7747 Foothill Blvd #101, Tujunga, CA. 91042
- At [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/your-government/government-information/subscribe-other-meetings-agendas-and-documents/neighborhood>

- **THE AMERICANS 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



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interpreters, assistive listening devices and 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 you wish to attend by contacting Sevada Hemelians, Board Secretary, at (818) 951-7411 or email via [secretary@stnc.org](mailto:secretary@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: [stnc.org](http://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 Sevada Hemelians, Board Secretary, at (818) 951-7411 or email via [secretary@stnc.org](mailto:secretary@stnc.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 STNC Bylaws. The Bylaws are available on the [STNC.org](http://STNC.org) website or at [EmpowerLA.org](http://EmpowerLA.org).

**SERVICIOS DE TRADUCCION** – Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte, STNC Secretary, al (818) 951-7411 o por correo electrónico [secretary@stnc.org](mailto:secretary@stnc.org)."

**Թարգմանական ծառայություններ: Ժողովում հայերեն թարգմանությունների համար, զանգարեք գարտուղարուհուն՝ ճանել հյուսըն 818-951-7411 ժողովից առնվազն 72 ժամ առաջ:**