

**Neighborhood Council  
General Board**

Lydia Grant, President  
VACANT First Vice-President  
Ross Herman, 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 Darakjian, Region 3  
Jon von Gunten, Region 3  
Belinda Woodruff, Region 4  
Trevor Schmidt, Region 4  
Mark Seigel, Region 4  
VACANT, Region 4  
VACANT Education Representative  
Cheryl Schmidt, Public Safety Representative  
Nina Royal, Senior Representative  
Vartan Keshish, Community Interest Representative

**CITY OF LOS ANGELES  
CALIFORNIA**



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

**SUNLAND-TUJUNGA  
NEIGHBORHOOD  
COUNCIL**

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

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

**DRAFT General Board Meeting Agenda  
Wednesday, December 11, 2024**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/89206524158>

**Meeting ID: 892 0652 4158**

**One tap mobile**

**+16694449171,,892 0652 4158# US**

**7:00 PM**

Every person wishing to address the Board virtually may join by clicking on the link: <https://us02web.zoom.us/j/89206524158> or by dialing (669) 900-6833 or (888) 475 4499 and entering Web ID # **892 0652 4158** and then pressing #. When prompted by the presiding officer to provide public input at the Neighborhood Council meeting the public will be requested to dial \*9 or use the Raise Hand option 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. Public comment on any agenda item will be limited to 1 minute per person and a total of 30 minutes unless adjusted by the presiding officer. Comments from the public on 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.

**This meeting is being held by the Sunland-Tujunga Neighborhood Council using teleconferencing pursuant to Government Code Section 54953.8(a)(2)(B).**

- Call to Order, Welcome - Lydia Grant, President
  - In Memory of Pati Potter
  
- Pledge of Allegiance

- STNC President's Updates
  - A. Notice of Board Vacancies: **Region 2 Representative:** North-West Tujunga Region: North of Foothill Boulevard, from Mount Gleason Avenue and Big Tujunga Canyon Road to Commerce Avenue and Seven Hills Drive. **Region 4 Representative** - South of Foothill Blvd. between Sunland Blvd. on the west & Tujunga Canyon on the east. Geographical Representatives shall represent the interests of the stakeholders within their region. Geographical Representatives shall maintain lines of communication with the various neighborhoods, businesses, and other organizations operating within their districts. Geographical Representatives shall actively outreach to stakeholder groups and individuals within their regions. One (1) Geographical Representative from each region shall attend all Outreach Committee meetings. Region boundaries shall be based upon population density, distinct neighborhoods and geographical size within the community, and distribution of diverse populations and interests. It is expected that region boundaries may need to be changed over time, and that these changes will be made by means of bylaws amendments.
 

**Vice President Community Improvement:** Shall perform the duties of the President when the President is unavailable or otherwise unable to preside at Agenda or Board meetings. They shall be the liaison between the Board and STNC/Community Improvement Projects They shall assist Standing and or Ad Hoc committees and see that the committees are able to perform their appointed tasks, as requested by the President or any Board member. The First Vice-President shall carry on the duties of the Treasurer should there be no Treasurer or the Treasurer be incapacitated. The First Vice President will chair the Community Improvements Committee.

**Education Representative (1)** Open to Stakeholders eighteen (18) years of age or older who live, work, or own real property within the STNC boundaries. This Representative shall be elected from the pool of community stakeholders representing an interest in Education and will chair/co-chair the Education Committee.
  - C. Announce any Board member recusals or paid lobbyists in attendance
  - D. Update regarding Welcome Garden Tree Trimming
  - E. Update on Oro Vista Survey & Outreach
  - F. Community Events: Wreaths Across America at Verdugo Hills Cemetery
- 4. Roll Call, Voting Eligibility - Karen Moran, Recording Secretary & Completion of City / DONE Required trainings status for the STNC board & committees
- 5. Discussion/Action: Applications to fill the Vice President, Community Improvement position:
  - a. Armen Mardirousi
- 6. Discussion/Q&A with LAPD, LAFD, Elected Officials/Representatives, DONE, NC Budget Advocates, City Departments (2 min per Representative including Q&A)
  - Haines Canyon area closed by LADWP due to Dept. Fish & Game requirements.
  - Tagging on Property
  - Inaccessible Sidewalks
- 7. Discussion/Motion to Approve STNC Board 2025 Selection Manual and Timeline
- 9. CONSENT CALENDAR ITEMS (FUNDING) - Note: Consent calendar items are considered to be non-controversial and will be treated as one agenda item. Any Board member or stakeholder may request that an item be removed. There will be no discussion of these items unless an item is removed from the consent calendar, in which case it will go to the end of New Business and be considered as time allows.

MOTION: The STNC Board approves the funding consent calendar: Discussion/Action:

- a. Motion to approve October / November 2024 MERs
- b. ~~Discussion/Action: Motion to approve up to \$400 to purchase Doggie waste bag dispensers (unable to purchase dispensers, previously approved due to price increase.) Dispenser only- plus tax and shipping per dispenser x 3 dispensers, one replacement for Sunland Park (one already purchased) as well as dispensers for Finn park and McGroarty Park from [dogwastedepot.com](http://dogwastedepot.com)~~
- e. ~~Discussion/Action: Motion to approve \$700.00 outreach materials.(i.e. totes, beach balls, etc.)~~
- d. ~~Discussion/Action: Motion to approve up to \$800.00 for promotional materials, food, amenities, location and staffing for “Community Engagement Event” for end-of-October or early November.~~
- e. ~~Discussion/Action: Motion to approve up to \$350.00 for outreach materials for STAT committee tree watering events: Five gallon buckets w/lids & 2 gallon jugs with caps.~~
- f. ~~Discussion/Action: Motion to approve up to \$300.00 for Beautification committee for future Big Tujunga Canyon clean ups, welcome garden maintenance, paint supplies.~~
- g. ~~Discussion/Action: Motion to approve up to \$200 for Halloween event materials including promotion, candy, table, materials, miscellaneous.~~

**10. Discussion/Action:** to approve the STNC SELECTION MANUAL WITH IN PERSON SELECTION DAY ON SATURDAY MAY 17, 2025 12 NOON TO 4 PM AT NORTH VALLEY NEIGHBORHOOD CITY HALL (FIRST CHOICE) AND ELKS LODGE (2ND CHOICE) AND SUNLAND RECREATION CENTER (3RD CHOICE) AND SEATING OF NEW BOARD AT JUNE 11, 2025 STNC BOARD MEETING TO BE HELD IN PERSON AND SUBMIT STIPULATION WORKSHEET TO DONE NO LATER THAN THE JANUARY 3, 2025 DEADLINE.

11. 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. Discussion/Motion: To approve November board meeting minutes.

12. **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.

13. Committee & Liaison Reports - by committee chairs present (See last page for committee members and meeting locations):

- Land Use Committee - DCR Licensing Community Virtual Meeting: 12/19 -9-11am; No LUC meeting 12/16; New applications pending
- Community Improvement & Government Affairs - No meeting scheduled
- Outreach Meeting - Dec 19 @ 7PM - virtual Zoom
- Beautification: Dec 19 @ 6PM - in person @ ST Library
- STAT - Jan 28 @ 6PM
- STARC: Jan 28 @ 7:30PM
- Youth & Adult Education: - No meetings
- Budget & Finance: Jan 8
- Executive: Jan 8

14. 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 (Valley Alliance of Neighborhood Councils - VANC meets 2nd Thursday on Zoom; LANCC meets 1st Saturday at 10am; PlanCheckNC meets 2nd Saturday at 10am, STNC Community Events/Meetings, Other Training Opportunities

15. FINAL ANNOUNCEMENTS

16. ADJOURN

*Posted: \_\_\_\_\_ — Remove after: 12/12/24*

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, Secretaria, al (818) 951-7411 o por correo electrónico [secretary@stnc.org](mailto:secretary@stnc.org) para avisar al Concejo Vecinal.

IN CONFORMITY WITH THE OCTOBER 6, 2023 ENACTMENT OF CALIFORNIA SENATE BILL 411 (PORTANTINO) AND LA CITY COUNCIL APPROVAL ON NOVEMBER 1, 2023, THE SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY.

Every person wishing to address the Board must dial (669) 444-9171, and enter **892 0652 4158** and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial \*9 or use the Raise Hand option, 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 **TWO** minutes per speaker, unless adjusted by the presiding officer of the Board.

**SB 411 Updates:**

In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(C) The eligible legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time.

(D) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(E) (i) An eligible legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (D), to provide public comment until that timed public comment period has elapsed.

(ii) An eligible legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to

allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.

(iii) An eligible legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.

***The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities. Unless otherwise specified, all items on the meeting agenda are for Discussion and Possible Action and may be taken out of order at the discretion of the President. This is an online virtual meeting, please understand that there may be some connection delays from time to time.***

**THE AMERICAN WITH DISABILITIES ACT** As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting **[Lydia Grant, STNC President at 818-470-6629.](#)**

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

**PUBLIC POSTING OF AGENDAS** – Neighborhood Council agendas are posted for public review as follows:

\* **NORTH VALLEY NEIGHBORHOOD CITY HALL, 7747 Foothill Blvd, Tujunga, CA 91042 – *front window***

\* [www.stnc.org](http://www.stnc.org)

\* You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

**NOTICE TO PAID REPRESENTATIVES** - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

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

