Neighborhood Council General Board

Mark Seigel, At Large

Lydia Grant, President Lallah Rowe, First Vice-President Shauna Scanlon, Second Vice President Ed Babakhanian, Treasurer Carol Hutchinson, Secretary Sherry McCoy, Neighborhood Watch Shirley Kim, Shekinah Church Michael Goglia, VH Cemetery Chris Rowe, Toastmasters Nina Royal, STSERVS Cindy Cleghorn, STSH Community Fund VACANT, Stakeholder Group Rep Leny Freeman, Region 1 KT Travers, Region 1 Claire Gordon, Region 2 Trevor Schmidt, Region 2 Jon von Gunten, Region 3 Karen Moran, Region 3 Belinda Woodruff, Region 4 Cheryl Schmidt, Region 4

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 structure 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.

General Board Meeting Agenda Wednesday, January 11, 2023 7:00 PM

Zoom Meeting Online or By Telephone Dial (888) 475-4499 to Join the Meeting Then Enter This Webinar ID: **918 9278 5703** and Press # Online: Go to https://zoom.us/j/91892785703

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

- 1. Call to Order, Welcome Lydia Grant, President
 - A. Homeless Count: Jan. 24-26 sign up at https://www.theycountwillyou.org
 - B. Community Impact Statement Portal Update
 - C. Status of STNC Board approved Light Pole Banners
 - D. Coffee & Tea with the STNC next date
- 2. Roll Call, Voting Eligibility Carol Hutchinson, Secretary
 - A. Completion of City / DONE Required trainings status for the STNC board
 - B. Announce any Board member recusals or paid lobbyists in attendance
 - C. Announcement of vacant board seat: Stakeholder Group Representative One Position Details at https://www.stnc.org/readpost.php?news id=776
- 3. Pledge of Allegiance
- **4. Comments: LAPD, Elected Officials/Representatives, DONE, City Departments** (2 min per Representative including Q&A)
- **5. Discussion/Action:** Response letter from L.A. Police Commission.

- 6. Discussion/Action: Finalize date for Board Retreat and recommended topics.
- 7. Discussion/Action: Approve Fentanyl Youth Town Hall event at Aurora Banquet and required liability insurance up to \$1,000. Event to be held on Jan. 21 or in Feb. 2023.
- 8. Discussion/Action: Update on <u>CF-21-0407</u> and approve submittal of updated Community Impact Statement regarding motion on Neighborhood Council elections.
- **9. Discussion/Motion:** Response to Councilwoman Monica Rodriguez letter of 12-2-22 regarding vacating the North Valley Neighborhood City Hall building at 7747 Foothill Blvd., Tujunga
- 10. Discussion/Possible Motion: Explore new STNC office and related details
- 11. Discussion/Possible Action: STNC Board Elections:
 - a. Candidate Filing opens Feb. 3, 2023 and Election Date: Saturday, June 3 12 noon 6 p.m.
 - Official Polling Location: Not yet confirmed by City Clerk. Suggestions include VONS Parking Lot, Howard Finn Park, New Hope Community Church, Aurora Banquet, North Valley Neighborhood City Hall, Tujunga United Methodist Church, Sunland Recreation Center, Sunland Senior Center, Apperson Elementary School
 - c. Review and Approve STNC Ballot Voting Model
 - d. Possible Motion regarding DONE Election outreach thru Pacoima Beautiful
 - e. Review and Approve STNC Election Plans
 - f. New STNC board will be seated at the July 12, 2023 board meeting (Note: May 10 General Board Meeting is last meeting to vote on funding items)
- 12. Discussion/Action: Motion to hold In-Person/Hybrid with Wi-Fi Board & Committee Meetings after March 1, 2023
- **13.** Discussion/Action: Motion to **approve locations for In-Person/Hybrid with Wi-Fi Board/Committee Meetings** at Apperson Elementary School, Sunland Recreation Center, Tujunga United Methodist Church, New Hope Community Center Locations
- **14. Discussion/Action/Motion** to support Senator Portantino's bill so Neighborhood Councils can continue holding meetings on Zoom
- 15. Report from The Land Use Committee (LUC): Approve LUC recommendations
 - A. Discussion/Motion: Approve Letter of Support or Non Support re: full liquor license (currently beer & wine) at 10505 Mt. Gleason Corner Market for A CONDITIONAL USE PERMIT TO ALLOW THE SALE AND DISPENSING OF FULL-LINE ALCOHOLIC BEVERAGES FOR OFF-SITE CONSUMPTION WITH AN EXISTING 2,155 SQ. FT. CONVENIENCE STORE WITH OPERATING HOURS OF 7AM-11PM.
 - B. Discussion/Motion: Approve Letter of Support / Non Support re: ZA-2021-10673-CU-SPR-SPP-SPPA, ENV-2021-10675-CE 6724-36 Foothill Blvd., Tujunga @ Haines Canyon new drive thru Starbucks NEW DRIVE-THRU COFFEE SHOP FAST-FOOD RESTAURANT UNDER A CONDITIONAL USE PERMIT, SITE PLAN REVIEW, AND SPECIFIC PLAN PROJECT PERMIT COMPLIANCE AND ADJUSTMENT
 - C. Discussion/Motion: Support / Non Support re: ZA-2022-6410-ZAD-SPP and ENV-2022-6411-CE 10731-10733 N Plateau Dr. Sunland 2134 SQ FT ADDITION TO (E) 2144 SQ FT SFD, ALONG WITH INTERIOR / EXTERIOR RENOVATION, NEW POOL, PATIO. PROPOSED BUILDING HEIGHT IS 19'-10", FAR .19, PROPOSED 3 TOTAL PARKING SPACES

- **16. Committee & Liaison Reports by committee chairs present** (see last page for meeting and committee member information)
- A. Budget & Finance
- B. Land Use
- C. STAT
- D. STARC Presentations
- E. Community Improvement & Government Affairs
- F. Outreach
- G. Youth & Adult Education
- H. Beautification *Update on Pinewood Mural*
- I. Liaison Reports: LANCC / VANC / Budget Advocates / Other
- J. Ad Hoc Bylaws / Standing Rules
- K. Other
- **17. 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:
- **A.** Discussion/Action: Approve November 2022 Monthly Expenditure Report (MER) and Balances, as recommended by the Budget & Finance Committee.
- B. Discussion/Action: Approve December 2022 Monthly Expenditure Report (MER).
- C. Discussion/Action: Approve STNC Budget to include rollover funds from FY2021-22
- D. Discussion/Action: Approve up to \$200 for Board Name Badges, funding approved in prior Fiscal Year.
- **18. 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/Possible Action: Approve November 2022 Board & Special Meeting Minutes
 - B. **Discussion/Possible Action:** Approve STARC committee members and quorum.
 - C. Discussion/Possible Action: Approve Youth/Education committee members and quorum.
- 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
- **20. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS** One minute per speaker unless otherwise announced by the presiding officer 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).

21. FINAL ANNOUNCEMENTS

22. ADJOURN

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS: Every person wishing to address the Board must dial **(888) 475-4499** or **(669) 900 6833**, and enter **918 9278 5703** and then press # to join the meeting. When prompted by the presiding officer, to provide public comment at the Sunland-Tujunga Neighborhood Council meeting the public will be requested to dial *9 or use the Raise Hand option, to address the Committee 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.

<u>AB 361 Updates:</u> Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Sunland-Tujunga Neighborhood Council's control, the meeting must be recessed or adjourned.

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 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 **Carol Hutchinson, 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
- * 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

STNC YouTube Meeting Link: Subscribe to our Channel https://www.youtube.com/channel/UCAxPhaALDxHWQncRU_UL09Q

STNC YouTube Videos are generally posted within 3-5 days after board and committee meetings

Representatives of LAPD, Local Schools, City, County, State, Federal - updated January 2023

Foothill LAPD Commanding Officer Captain III Marco Lozano 818-756-8861

Foothill Community Sgt. Jesse Ojeda - 818-756-8866 - 33272@lapd.online

SENIOR LEAD OFFICERS - TUJUNGA SLO: Gloria Caloca: 818-634-0754; 35755@lapd.online and SUNLAND SLO:

[new July 2022] Diana Figueroa: 36838@lapd.online Encourage victims you speak with to formally report every crime. Minor crimes can be reported online at https://www.lapdonline.org/file-a-police-report/ If an officer on-scene refuses to write a report of an actual crime, request a Supervisor. Call 911 for emergencies and crimes in progress. Call LAPD Dispatch-877-ASK-LAPD-for everyday matters.

<u>City Council District 7-</u> Monica Rodriguez <u>councilmember.rodriguez@lacity.org</u> – Area Representative **Ricardo**Flores, handling the Tujunga community - <u>ricardo.x.flores@lacity.org</u>, Caseworker Billie Jean Londono - <u>billie.jean.londono@lacity.org</u>; CD7 Planning Deputy Anissa Raja - <u>anissa.raja@lacity.org</u>

The Sunland-Tujunga Field Office is now open by appointment only at 7747 Foothill Blvd. Call 818-352-3287 to schedule.

<u>LA Mayor Karen Bass</u> – Michelle Vergara, East Valley Rep - <u>Michelle.Vergara@LACity.org</u>

LA City Attorney Hydee Feldstein-Soto - Neighborhood Prosecutor Mark Ross 213-978-8100 --

mark.ross@lacity.org

LA City Controller Kenneth Mejia - 213-978-7200 - controller@lacity.org

LAUSD Kelly Gonez (District 6) – Michael Menjivar 213-241-6388 michael.menjivar@lausd.net

Congressman Adam Schiff (District 26) (818) 450-2900 Theresa.lamb.simpson@mail.house.gov

LA County Supervisor Kathryn Barger 818-993-5170 - Jason Maruca, Asst. Field Deputy:

JMaruca@bos.lacounty.gov

<u>CA State Senator Anthony Portantino (District 25)</u> - 818-409-0400 - Declan Floyd: <u>Declan.Floyd@sen.ca.gov</u>

CA State Senator Caroline Menjivar

CA Assembly Member Luz Rivas (Dist.39) - Mary Jerejian 818-504-3911 mary.jerejian@asm.ca.gov

Sunland-Tujunga Library - Ardem Tajerian, Senior Librarian - 818-352-4481 - tajerian@lapl.org

LADWP - Christina Holland, Community Affairs, (213) 367-1076, christina.holland@ladwp.org

Friendship Line for Aging Adults - Call anytime 24/7 1-888-670-1360

GANGS-DRUGS: Frank Kryshak, email: 27701@lapd.online (Gang Enforcement Detail)

NARCOTICS, Det. Travis Coyle, 818-834-3136; 33128@lapd.online

TRAFFIC ISSUES: Officer Joel Flores 818-644-8142 - Valley Traffic

VECTOR CONTROL: Diana Gutierrez, Greater L.A. County Vector Control District 562-944-9656

dgutierrez@glacvcd.org [presenting in March 2023]

DONE - [As of 1-28-22] Raul Preciado, NEA, Raul.Preciado@lacity.org - (213) 978-1551 Vanessa Serrano, Director of Civic Leadership - 818-374-9889 - vanessa.serrano@lacity.org
NCAD (Advice Division) - Ayelet Feiman-Office of the City Attorney General Counsel, ayelet.feiman@lacity.org
213-978-8132

BONC - [As of Sept 2022] - Jennifer Valdivia, BONC Commissioner - North Valley

Mission College – Olivia Sanchez Ayala, 818-364-7795, sancheo@lamission.edu
Sunland Elementary School – Principal John Graham - Jmg8758@lausd.net (818) 353-1631
Sunland-Tujunga Community of Schools - Carmina Nacorda, COS Admin - (818) 252-5400 - SunlandTujungaCoS@lausd.net

Apperson Street School - Principal Rene Chavez 818-353-5544 - 10233 Woodward, Sunland

<u>City of L.A. Protected Trees: (6 types of trees) Oak, Sycamore, Bay, Black Walnut, Toyon, Elderberry.</u> Protected trees can be removed. Trees with Urban Forestry Department approval which will require an Arborist report, pay City fees. Go to Streets LA website https://streetsla.lacity.org Scroll down the landing page to Services, then to icon link for "Report a Protected Tree Violation". You will need the address or you can use a map viewer. Keep the record number. You can then contact urban forestry with the record number to Gerald.Stephens@lacity.org -- and copy trees@ncsa.la

STNC Committees, Committee Chairs, Meeting Dates/Times - updated January 2023 please send updates for this list to: secretary@stnc.org

[No STNC Board or Committee Meetings held on National Holidays]

STNC Committees - to join any committee, request agenda items, contact the committee chair directly or via secretary@stnc.org and participate at meetings. All committees require one board member and no more than five board members. More info on stnc.org website calendar – all meetings are subject to change for special meetings - see calendar at stnc.org

- a. Beautification Roger Klemm/Nelly Luboff (co-chairs) 3rd Wednesdays @ 5:30 PM
- b. Budget & Finance Ed Babakhanian 4th Wednesday @ 6:00 PM
- c. Neighborhood Watch meetings 2nd Tuesday, 9 a.m. via LAPD Zoom
- d. Land Use Pati Potter 1st & 3rd Mondays @ 7:00 PM
- e. Community Improvement-Government Affairs Lallah Rowe, VP 3rd Thursdays @ 10:00 AM
- f. Elections Committee (ad-hoc) Various dates check calendar at stnc.org
- g. Outreach Shauna Scanlon, VP 3rd Thursdays @ 7:00 PM
- h. Bylaws & Standing Rules (ad-hoc) Sandy Capps (co-chair) TBA
- i. STAT Safe Traffic & Transportation Committee Pat Kramer 4th Tuesdays @ 6:00 PM
- j. STARC Arts, Culture & Recreation Committee Joe De Cenzo 4th Tuesdays @ 7:30 PM
- k. Executive Committee Lydia Grant 4th Wednesdays @ 7:00 PM
- I. STNC Youth & Adult Education Committee Lallah Rowe, Chair 3rd Tuesdays @ 6:30 PM
- m. Ad-Hoc Storage Inventory Committee check calendar at stnc.org

Community Impact Statement Submitters - updated October 2022

Jon von Gunten Carol Hutchinson Cindy Cleghorn Shirley Kim Claire Gordon

STNC Bank Card Holders & BAC (Board Action Certificate) signers

Ed Babakhanian, STNC Treasurer Carol Hutchinson 2nd Card Holder

STNC Second Signer

Cindy Cleghorn

STNC Committees & Members affirmed by the STNC Board: * = STNC Boardmember

STAT Committee: Chair Pat Kramer, Co-Chair Jon von Gunten* Committee Members: George Arakel, Barbara Rowe, Roger Swart and Leny Freeman*

STARC: Joe DeCenzo (Chair) Committee Members: Gerardo Barrientos, Debby Beck, Lucy Berman, Dawn Jenkins, Joanna Gates, vacant, Michelle Wadler and KT Travers* [Quorum = 5]

Beautification Committee: Co-Chairs Roger Klemm and Nelly Luboff Committee Members: Carol Hutchinson*, Gerardo Barrientos, Judy Sutherland, Marjorie Maxon, Angela Nordhagen and Curtis Brown.

Land Use Committee (LUC): Co-Chairs/Vice Chairs: Pati Potter, Richard Marshalian. Committee Members: Cindy Cleghorn*, Nina Royal*, Liliana Sanchez, Vartan Keshish, Betty Markowitz, Berj Zadoian, Cathi Comras, Arsen Karamians, and Stephanie Mines. Planning 101 Training Required for all LUC members. Application and participation [two meetings each month] required to join the LUC.

Ad Hoc Bylaws & Standing Rules: Co-Chairs/Vice Chairs: vacant, Sandy Capps. Committee Members: Cindy Cleghorn*, Mark Seigel*, Lydia Grant*

Budget & Finance Committee: Chair Ed Babakhanian, Pati Potter, Karen Perdue, Sandy Capps

Outreach Committee: Chair Shauna Scanlon. Committee Members: Leny Freeman, Cheryl Schmidt, Claire Gordon, Karen Moran, Belinda Woodruff

[Liaison] Neighborhood Council Budget Representative / Budget Advocate: [July 2022] Cindy Cleghorn

[Liaison] LA Neighborhood Council Coalition: Lydia Grant / Nina Royal

[Liaison] Valley Alliance of Neighborhood Councils: Lydia Grant; Cindy Cleghorn and Mark Seigel VANC Exec

[Liaison] LA DWP MOU: Cindy Cleghorn / Nina Royal

[Liaison] LA DWP Committee: Cindy Cleghorn / Nina Royal

[Liaison] PlanCheckNC: Cindy Cleghorn, Chair PlanCheckNC / Nina Royal

Training Requirements for all board members. City has a time limit when this training must be completed to be able to vote:

Code of Conduct *also applies to all STNC committee members

Anti-Bias

Funding

Ethics

Planning & Land Use Committee members are required to complete the City's Planning 101 Training Class which is given live from time to time.

Website www.stnc.org

Submit updates to secretary@stnc.org - Carol Hutchinson, Cindy Cleghorn and for Calendar: Leny Freeman

Social Media: Facebook Pages managed by STNC committees & their status as of August 2022: [send updates to this list to secretary@stnc.org]

https://www.facebook.com/Sunland-Tujunga-Neighborhood-Council-Youth-494264710753646 [public - last post 1/23/22]

https://www.facebook.com/groups/stbeautification [private - last post 12/31/22]

https://www.facebook.com/STNC-Safe-Traffic-and-Transportation-Committee-323289951875218

[public - last post 1/3/23]

https://www.facebook.com/groups/sunlandtujunganw [private - last post December 2022 https://www.facebook.com/Sunland-Tujunga-Arts-Recreation-Culture-114962973244166 [last post 12/4/22]

Social Media: NextDoor - https://nextdoor.com

Social Media Instagram: https://www.instagram.com/sunlandtujunga.nc/

Social Media: Twitter https://twitter.com/stncoutreach

STNC YouTube Meeting Link: https://www.youtube.com/channel/UCAxPhaALDxHWQncRU_UL09Q

Zoom Accounts/Settings: Contact: secretary@stnc.org

STNC Surveys History STARC LUC

To report a Parking Violation

818-374-4823

Press #1 for English

then wait for all the extensions, and use #2

reporting a vehicle parked over the hour limit as noted on the signs.

Give the block #, you might have to give an exact address, cross street and type, and color, maybe even the lic #. For big trucks only have to give the block#, cross street and color.

Also ask how you can get a regular car to monitor the block.

Many times there are calls waiting, as many as 10, then hang up and try later, for that many it could be 1hr. but if you are working on your computer maybe ok to be on hold. 5 calls can be around 10-20 minutes sometimes.

Example: called in a truck for the first time they gave an option of a call back. This is something new.

reCycla - Republic - Commercial Trash Service - local representative

ALizaola-shakoor@republicservices.com

Fire Safe Council

L.A. Police Commission

Cannabis Enforcement - To submit a complaint on the DCR Commercial Cannabis Activity Complaint Portal click here (may be submitted anonymously).

Visit DCR Personal Activity page for information on the personal use of cannabis.

For more information, please visit the DCR website, email cannabis@lacity.org or call (213) 978-0738.

L.A. Department of Building & Safety - permits, enforcement, plan check - ladbs.org

City Planning Neighborhood Liaison - liaison@lacity.org

L.A. City Recreation & Parks - new superintendent - San Fernando Valley