

**Sunland Tujunga Neighborhood Council**  
**GENERAL BOARD MEETING MINUTES**  
**Wednesday, November 13, 2013 - 7:00 p.m.**  
**North Valley Neighborhood City Hall**  
**7747 Foothill Blvd., Tujunga, CA 91042**  
*Attendance: 72, audience: 59, Board: 13*

1. **Call to Order** at 7:05 pm by President Mark Seigel. Pledge of Allegiance included recognition of our Veterans. Roll Call: Joe DeCenzo, Richard Stewart, Ed Novy, Lydia Grant, Tom Smoker, Krystee Clark, Melodee Patterson, Mark Seigel, Cindy Cleghorn, Paolina Milana, Arsen Karamians, Pat O'Brien and John Blue. Quorum established. (Nina Royal arrived at 8:24 and Tom Smoker left at that time)
2. **President Mark Seigel asked for a moment of silence in recognition for Veterans.**
3. **Introductions and Reports from local officials:**
  - LAPD-Officer Boon included an update on the homeless problems in the Tujunga Wash; Community Calvary (Horseback Neighborhood Watch); Crime at its lowest level in decades with a 10% reduction. Sunland has seen a 9.5% reduction
  - LAPD- Officer Wall reported two recent auto theft crimes in Tujunga; he recommends calls to the City Attorney with issues regarding to Medical Marijuana dispensaries. There are two pre-2007, one in Sunland and one in Tujunga that could remain open. There was a Task Force out issuing traffic tickets and impounding cars that are 6 months late on registration and/or "wrecks on the road"; Tuesday 11/19 at 7 p.m. will be a Town Hall meeting with Valley Traffic, Department of Transportation, LAPD. Everyone welcome. Question regarding massage businesses recently opened. LAPD has made four arrests recently. Homeless camps on Foothill and Eldora and in Sunland Park have been removed. LAPD complimented that Sunland Park has improved.
  - Wesley Hernandez, CD7 Area Director for Councilmember Felipe Fuentes gave an update on issues; meeting to be held on 11/20 @ 2pm regarding overbilling of DWP; Updates to Howard Finn park expected to be completed mid-December.
  - DONE-EmpowerLA: Melvin Canas reported on Elections & Funding updates found on the weekly Friday e-newsletter. Sign up at [www.empowerla.org](http://www.empowerla.org) or by texting the word EMPOWERLA to 22828; new checking accounts should be available 1/1/14; urges the STNC to utilize CIS system. With 95 NC's they received a little over 200 CIS. There are top Council Files listed on the right side of the e-newsletter. Introduction of Jose Sandoval who is from the Panorama NC and who will be our Independent Election Administrator (IEA). Election info meeting will be held at NVCH 11/18 @ 6:30pm (prior to the LUC). Candidate Filing starts 12/23/13 and goes till 1/22/14 ([josese@empowera.org](mailto:josese@empowera.org) or 818-984-2133).
  - Marcos Sanchez, representing State Assembly Raul Bocanegra gave updates regarding the La Tuna Canyon off ramp lighting and signage. They are working with Cal Trans to upgrade. Invitations to Open House/Holiday gathering 12/12 @ 4-7pm 9300 Laurel Canyon Rd, Arleta.
  - Lydia Grant, BONC informed us on the position she took and that she is 1 of 7 that represent the NC as a whole and in particular represents the North Valley region
4. **President's Report:** Mark Seigel said there is an open seat on the board for Region 1 & 3. Pat Kramer announced her intention to be on the board as Region 1 rep. (Cleghorn/Grant) Motion to appoint Pat Kramer to the Region 1 vacancy. Motion unanimous. Pat then took her place on the board and resigned as minute taker as of 7:45pm.
5. **Approval of Minutes:** The board approved the minutes from the board meeting of October 9, 2013 as presented. The motion carried unanimous.
6. **Treasurer's Report/Financial Motions:** Cindy (Cleghorn) moved that the board approve the October 2013 STNC Financial Report. The motion carried 12-0-0 (O'Brien/Kramer ineligible to vote).
7. **Recap: Budget Day, October 26:** Budget Day was well supported with over 200 people in attendance. City Controller has a new website launched ([www.controlpanella.com](http://www.controlpanella.com)) which provides the ability to view the most all of the City's detail expenditures. Ed Novy was re-elected as north Valley Budget Rep.

8. **Report:** Status on **Sunland-Tujunga Community Branding Initiative:** there is a dedicated Facebook page to help answer questions and get more info on the status. Copies of the Facebook page distributed.
9. **Presentation:** Big Tujunga & Pacoima Sediment Removal Project – Dan Feinberg, CASM SFV Inc. <http://www.casm-sfv.org/CASM-SFV.html> presented a power point with detail on the Sylmar sites and a short report on the Big Tujunga site. He encouraged more to be involved. Q&A included comments that the movement of the sediment can cause illness such as Valley fever.
10. **Board Reports:**
- **John Blue-** distributed handouts from DWP for low income residents to enable reduction of your bill; also handouts on their exchange program for refrigerators.
  - **Pat O'Brien** - American Legion will host a Thanksgiving dinner Saturday 11/22
  - **Nina Royal** - Announced CERT training classes to be held Tuesdays in Pacoima starting 1/7/14 from 7-8:30 with CPR/First Aide class on Sat 1/11/14 (\$40 fee).
  - **Richard Stewart** – on Behalf of Roger Klemm – Announced more planting at the Sunland Welcome Garden Saturday 11/16 9am. \$1,800 was raised to fund the repair of the sprinklers & signage at this site through crowd funding.
  - **Joe DeCenzo** - Dinner Saturday 11/16 @ 5:30 McGroarty Art Center; Sunday 11/24 @ 4:30-6:30 Village Poets will be meeting at Bolton Hall.
11. **Public Comments on non agenda items:**
- **Andrew Longo-** November is “Movember” Men’s Health awareness month.
  - **Sheri Smith-** 11/9 was the Final Centennial Event for Bolton Hall; 12/7 McGroarty Chili event & Holiday boutique 10am-5pm; 12/7 Winterfest @ Bolton Hall 4pm-9pm; 12/14 Bolton Hall annual Holiday event @ 1pm.
  - **Michaela Chapman-** Staff Partner for American Cancer Society- Relay for Life, 24 hour event happening 4/19-4/20 @ VHHS with a Rocking Rally at the Angeles National Golf Course on Wednesday 12/4 from 6-8pm; looking for volunteers and donations.
  - **Candace Laughlin,** Secretary for ST Rotary - Winterfest Saturday 12/7 at Bolton Hall. She asked for community funding help to double the snow for our kids to play in.
12. **Item tabled to December meeting-** **Motion:** That STNC nominates the following community members to the White House Champion of Change: Amelia Anderson, Joe Barrett, Peggy Ryder and Mark Seigel for their work with the homeless.-
13. **BOARD RESOLUTIONS** – Regarding Neighborhood Council policy. (Grant recused herself from the following items/motions, O’Brien ineligible to vote). Vote count = 12 (Support-Oppose-Abstain).
- a. “The Department of Neighborhood Empowerment is to be permanently placed in charge of administering elections for neighborhood councils.” The STNC supports this motion. *The STNC knows that through the NCRS that NC elections were recommended to be under the control of the City Clerk. At the time the thought was that the City Clerk is “in the business of running elections”. The City Clerk took charge but failed with horrendous expense to the City and many complications in the understanding of NC bylaws, board seats and outreach. DONE was extended control of the NC elections in 2012 and we had the best outreach and candidate participation in the history of NCs. It is because of this and because of the progress and technology benefits that have been utilized by DONE that the STNC agrees with this recommendation and supports that The Department of Neighborhood Empowerment is to be permanently placed in charge of administering elections.* Motion passed: (Cleghorn/Stewart 12-0-0)
- b. “Neighborhood Council board members be required to complete Ethics and Financial Policy, and that the Department offer classes including, but not limited to Sexual Harassment, ADA

Compliance training, leadership, City government basics, parliamentary procedures, land use, and candidate training.” The STNC supports this motion *with the following revisions:* “*Neighborhood Council board members be required to complete Ethics, Financial Policy, Sexual Harassment, and ADA Compliance training, and that the Department offer classes including, but not limited to leadership, City government basics, parliamentary procedures, land use, and candidate training.*” [Note: *DONE does not have the staff or expertise in leadership and land use.*] (Cleghorn/Royal amended by DeGenzo 10-1-1 (opposed - Royal, abstained -Novy). Amended motion vote: 10-1-1.

- c. There be a citywide standard period of time from date of seating, not to exceed 90 days, that a Board member will have to pass the required training, and that this be enforced by the Neighborhood Council bylaws, which shall prohibit voting on any matter coming before the Neighborhood Council board. Inability of any board member(s) to vote for failure to timely complete training will not affect quorum.” *The STNC supports this recommendation. Board members are elected by their stakeholders. It is their responsibility to adhere to the requirements of the office which may include the required training within a certain time period. If they are unable to fulfill that obligation then the STNC supports their automatic resignation from the board.* (Cleghorn/Karamians11-0-1abstained- Novy)
- NOT OFFICIAL MOTION HERE, BUT COMMISSION ASKS FOR YOUR INPUT ON THE FOLLOWING AS WELL: During discussion it was also proposed that the Commission may amend the recommendation regarding training to include Workplace Violence/Bullying Prevention training. *The STNC supports the recommendation to include Workplace Violence/Bullying Prevention training. NC board members are volunteers and the more training in this regard, the better.* The STNC took no action on this item but may re-agendize it for the next meeting.
  - The following recommendation was presented but not voted as it was not presented on the printed meeting agenda: *The STNC supports the recommendation to include Workplace Violence/Bullying Prevention training. NC board members are volunteers and the more training in this regard, the better.*
- d. An Early Notification System be established by each city department, commission, and the City Council, and its committees to provide Neighborhood Councils with a minimum of 60 days notice of any proposed action. *The STNC supports this recommendation. The STNC further notes that it understands the importance of monitoring the City’s ENS system and that assistance is needed in how to monitor better. Most of the top issues come from other NCs. Many times motions are initiated and nothing develops for months. City departments need to do a better job of outreach to NCs. Especially the Dept. of Recreation and Parks, City Planning, Dept. of Building and Safety, LAPD and LAFD, Public Works and Housing.* (Cleghorn/Blue) (11-1-0) (opposed- Novy)
- e. For any proposed ballot measure or ordinance Neighborhood Councils must receive at least 60 days notice.” *The STNC supports this recommendation. Turning the city upside down to rush through a ballot measure is not transparent. Stakeholders are engaged in their communities and want the opportunity to hear all sides of issues.*(Cleghorn/Royal) (11-1-0) (opposed- Novy)
- f. “Neighborhood Councils should have the right to open Council files. No Neighborhood Council board member shall be required to file a financial disclosure form for a Neighborhood Council to open a Council file. There shall be no limit on the number of Council files that a Neighborhood Council may open each year.” *The STNC supports this motion. There are often issues that do not get listened to. Such is the case with Sunland-Tujunga where planning cases are being processed with less and less community outreach by the City Planning Department. What was once a practice has now recently changed. The STNC should be able to initiate a Council File*

*to find resolution to this issue and work to establish a policy to overcome the problems associated.* (Cleghorn/Blue) 12-0-0 – unanimous.

- g. “The Board of Neighborhood Commissioners, with the aid and advice of citywide Neighborhood Councils, will adopt policies establishing best practices for monitoring the delivery of City services.” (Cleghorn/Kramer). Motion to amend by Blue to add \*and most practical\* did not pass (5-6-1). Original motion passed (8-4-0) (opposed- Seigel, Patterson, Clark, Novy) *The STNC supports this motion. As with the earlier recommendation, most departments are not engaging with NCs. The BONC will be able to assist NCs if this recommendation is approved.*
- h. “City agendas should once again include the full text of the brief Community Impact Statement (CIS) from each NC submitting one, with links to any background materials that were provided as support. Any time a CIS is, for whatever reason removed from a subsequent agenda, the City Clerk will send a notice to the Neighborhood Council.” *The STNC supports this motion. This is already a burden for NCs with how complicated it can be to write, submit and monitor. With the CISs not published on agendas the NC is powerless in their communication with the City on the issue. By all means the CISs should be indicated on agendas.* (Background note: Los Angeles City Charter Sec. 910 states that, “Neighborhood Councils shall monitor the delivery of City services in their respective areas and have periodic meetings with responsible officials of City departments, subject to their reasonable availability.”) (Cleghorn/Stewart) (11-0-1) (abstained - DeCenzo).
- i. “Official Neighborhood Council or Neighborhood Council Alliance representatives addressing the City Council, its committees, City commissions, and boards be granted up to 5 minutes of presentation time separate from general public comment, to present the official view of the Neighborhood Council Board or Alliance. Neighborhood Councils should receive priority as city entities and be called for comment before general public comment.” *STNC supports this motion when official NC actions have been taken. The STNC realizes that it might be difficult for verification but if NC volunteers are taking the time out of their work day to come down to City Hall to speak and represent their community they should be given the time if they need it. This time is not intended for personal comment time on the item. It is absolutely for the position of the NC.* (Cleghorn/Kramer 9-1-2 opposed- Patterson, abstained- Karamians, Novy)
- j. “Unexpended Neighborhood Council funds should be kept in the Neighborhood Council system, received and administered by the Department of Neighborhood Empowerment.” *Absolutely. Funds should remain in the system and be available for the NC should they request it.* (Cleghorn/Milana 12-0-0)
- k. “Neighborhood Councils should be allowed to provide funds to City departments provided that the equipment benefits stakeholders, that in addition to the initial requestor there is documentation of the need from a higher level of the department, and that the transfer is accompanied by an MOU, agreement, or a form similar to a neighborhood purposes grant.” *Absolutely. NCs often pay out of their limited funds to a City department only to never know what happened after.* (Cleghorn/Milana 12-0-1)
- l. “Overriding principle should be that in the absence of conflicts of interests, ~~the Department of Neighborhood Empowerment~~ **Neighborhood Councils** should be empowered to seek and receive funds appropriate to their mission and support their operations.” *STNC supports this recommendation. With limited funding already, should a grant of other funding become available then, like the City Planning Department (and other departments) DONE should have this available. If an NC has a project that they are working on and there’s no way that the City can fund it, then they should be able to receive funding to assist in their efforts / work.*

(Cleghorn/Royal). Motion to amend by Novy 10-2-0 (opposed- Seigel, Kramer) Amended motion vote: 11-1-0

14. **Item tabled to December meeting** **Discussion/Action:** Should the STNC submit comments regarding Residential Parkway Landscaping Guideline and permitting process for gardening in parkways, CF-13-0478
15. **Item tabled to December meeting** **Discussion/Action:** That STNC supports Urban Beekeeping and submit the following Community Impact Statement -We urge the City of LA to legalize urban beekeeping and encourage the Planning Department to initiate an ordinance that would allow residents to raise their own honeybees, a practice that helps boost struggling honeybee populations and benefits the environment. After brief discussion by Clyde Steese & Bill Lewis the board voted to table the motion to December so as to revise the CIS.
16. **Item tabled to December meeting** **Discussion/Action:** Status report on paving of Oro Vista.
17. **Item tabled to December meeting** **Discussion/Action:** Status report on 100 Mules Walking/ California Aqueduct Centennial
18. **Safety Committee Report** – *Nina Royal* – see item 10
19. **Land Use Committee Report**
  - **Item tabled to December meeting** **Discussion/Action:** Approve Land Use Committee Report: Consolidation, Great Streets, Big T Area
  - **Item tabled to December meeting** **Discussion/Action:** Approve comment letter regarding CF13-1326 - Eldercare Facility Guidelines
  - **Item tabled to December meeting** **Discussion/Action:** Approve comment letter regarding CF13-1326 - That the City should realign its red curb striping policy with the state. Example: If state says 20 ft from a driveway then it should be 20 ft., not 40 ft as the City is doing.
  - **Discussion/Action:** Approve comment/support letter regarding CF13-1279 (Fuentes) - No overnight camping in the Tujunga Wash. Officer Wall & Officer Boon provided information on their operations in the Wash and indicated that their “Warrant Sweeps” are keeping crime down. They will be working 5 jurisdictions for the Wash cleanout. This operation will not affect the current police presence in our community.
20. **Outreach Committee Report**
  - **Item tabled to December meeting** **Upcoming Meet & Greet for Region Representatives – Cindy will send announcements via e-mail.**
  - **Item tabled to December meeting** **Discussion/Action:** Approve Outreach Committee Report
  - **Discussion/Action:** To approve STNC Elections Stipulation Worksheet – Cindy reviewed the Worksheet in detail. Elections will be held March 8, 2014, 2-8 p.m. with two choices for location. Preferred location is NVCH - Cindy Cleghorn, Elections Chair, Brenda Fortune, Elections Outreach Chair (Cleghorn/Royal). Question / Comment in support of Vote By Mail (VBM). VBM is costly, has chance of error and has not resulted in good turnout of voters. STNC Bylaws do not support VBM. Motion to approve worksheet as presented vote: 13-0-0-1
21. **Arts and Recreation Ad-Hoc Committee Report - (Ed Novy)**
  - 1<sup>st</sup> meeting held to revitalize this committee which has been dormant held tonight 11/13/13 with 10 people in attendance.
  - (Novy/Patterson) Motion to add members to committee: Richard Stewart, Candace Laughlin (McGroarty) and Robin Meares (ST Library) approved 13-0-0-1.
22. **Other Committee Reports** none.

**23. Announcements/Upcoming Meetings/Hearings/Events:**

- Land Use Committee – Meets 1<sup>st</sup> & 3<sup>rd</sup> Monday of each month- Monday Nov 18 & Dec 2 @ 7pm (NVCH) – Cindy reported that there will be a presentation on a roof top cell tower to be placed at Foothill Gardens which is two doors away from NVCH. This will be the first roof top installation of its kind on an apartment. There have also been three different concerns reported regarding building construction in progress without permits in the areas of Big Tujunga Cyn, Day Street and McGroarty.
- Safety Committee- 3<sup>rd</sup> Monday Nov 18 @ 6pm (NVCH)
- Town Hall Meeting/Neighborhood Watch –3<sup>rd</sup> Tuesday Nov 19 @ 6:30pm (NVCH)
- Budget Committee – Tuesday Nov 26 @ 6pm (NVCH STNC Office)
- Executive Meeting – Tuesday Nov 26 @ 7pm (NVCH STNC Office)
- Thanksgiving – Thursday November 28<sup>th</sup>
- STNC Board Meeting – 2<sup>nd</sup> Wednesday December 11 @ 7pm (NVCH)

**Adjourn** – 10:35 p.m.

*Minutes by Melodee Patterson, STNC Secretary*