

**STNC Ad-Hoc Bylaws  
& Standing Rules Committee**

Sandy Capps - Co-Chair

Bill Skiles - Co-Chair

\*Claire Gordon

\*Lydia Grant

\*Cindy Cleghorn

\*Mark Seigel

**CITY OF LOS ANGELES  
CALIFORNIA**



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**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

**STNC Special Joint Board and Ad-Hoc Bylaws & Standing Rules Committee  
Meeting Agenda  
Monday, February 7, 2022  
6:00 PM**

Zoom Meeting Online or By Telephone  
Dial (888) 475-4499 to Join the Meeting  
Then Enter This Webinar ID: **874 3955 9120** and Press #  
Online: Go to <https://us02web.zoom.us/j/87439559120>

*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, composed 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 Chair. This is an online virtual meeting, please understand that there may be some connection delays from time to time.*

1. Roll Call and Welcome
2. Purpose and Goal of Ad-Hoc Committee.
3. General Public Comment on Non-Agenda items.
4. Discussion/Action: Review New DONE NC Bylaws Template version 2.03.
5. Discussion / Action: Review New/Updated STNC Standing Rules.
6. Discussion / Action: Confirm date and time of next Bylaws, Standing Rules Meeting.
7. Adjourn Meeting.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS:** Every person wishing to address the Board must dial **(888) 475-4499** or **(669) 900 6833**, and enter **874 3955 9120** 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.

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.

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**AB 361 Updates:** 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 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 the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.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](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 **Carol Hutchinson, 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

\* [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)