

**Neighborhood Council
General Board**

Lydia Grant, President
Armen Mardirousi, First Vice-President
Ross Herman, Second VicePresident
Carol Hutchinson, Treasurer
Cindy Cleghorn, Corresponding Secretary
Karen Moran, Recording Secretary
Leny Freeman, Region 1
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Michael Goglia, Region 3
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Jon von Gunten, Region 3
Belinda Woodruff, Region 4
Trevor Schmidt, Region 4
Mark Seigel, Region 4
Deborah Ramirez, Region 4
VACANT, Education Rep
Cheryl Schmidt, Public Safety Rep
Nina Royal, Senior Rep
Vartan Keshish, Community Interest Rep

**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 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 or 818-951-7411 para avisar al Concejo Vecinal.

**Special General Board Meeting Agenda
Wednesday, March 12, 2025 at 7:00 PM
Elk's Lodge — In Person at
10137 Commerce Avenue - Tujunga**

1. Call to Order, Welcome - Lydia Grant, President
 - a. Congratulations VHHS Decathlon
 - b. School Safety
 - c. STNC Candidate Filing is Open til 3/31
 - d. Report Non Functioning Street Lights <https://forms.gle/yGjnKBXDVoFDDYdEA>
 - e. 311 Week is March 10-14 – Report to My311LA - <https://lacity.gov/myla311>
 - f. Forming the STNC Emergency Preparedness Committee
2. Pledge of Allegiance
3. Roll Call, Voting Eligibility - Karen Moran, Recording Secretary & Completion of City / DONE Required trainings status for the STNC board & committees
4. Announce any Board member recusals or paid lobbyists in attendance
5. Upcoming Community Events:
 - Our Lady of Lourdes - Fish Fry @ 5:30-7:30PM on 3/14, 21, 28, April 4, 11
 - American Legion - All Day Event 3/15
 - Elks Lodge - St. Patrick's Dinner 3/15
 - Other
6. **Discussion/Motion: To approve Updated STNC Letter to the County Grand Jury to encourage community liaison and engagement regarding Sunland-Tujunga Emergency Evacuation Routes**
7. **Discussion/Possible Action: Truck Traffic with fires debris dropping in Seven Hills with LA County Public Works**
8. Discussion/Q&A with LAPD, LAFD, Elected Officials/Representatives, DONE, NC Budget Advocates, City Departments (2 min per Representative including Q&A)
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:**

- A. Discussion/Action: Motion to approve February 2025 Monthly Expenditure Report and Balances. (MER)
 - B. Discussion/Action: Motion to approve up to \$80 each date (total \$240) for refreshments at STAT tree watering dates March 22, April 26, May 24, 2025
 - C. Outreach Committee Recommendation: Motion: That the Board approve up to \$10,000 [allocated in our annual budget] for STNC Board Selection expenses to include candidate and voters promotion banners, printing, postage, food with pointers regarding other languages.
 - D. Discussion/Action: Motion to approve up to \$200 for Zoom renewal (May 2025 to Apr 2026)
10. 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 February 2025 board meeting minutes.
 - B. Discussion/Motion: To approve Ross Herman on the Budget & Finance Committee
 - C. Discussion/Action: to recommend LA City Council support AB 467 (Fong):
https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202520260AB467 - Extends NC virtual meetings through 2030.
11. 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.
12. Committee & Liaison Reports - by committee chairs present
- Land Use Committee - Early Notification: Demolitions, New Applications, Zoning Admin hearing on 4/3
 - Beautification: 3/20 @ 6PM - in person @ ST Library
 - Outreach Meeting - 3/20 @ 7PM - virtual Zoom
 - STAT - 3/24 - Special Meeting @ 6PM - virtual Zoom
 - STARC: 3/25 @ 7:30PM - in person
 - Youth & Adult Education: - TBA
 - Budget & Finance: 3/26 @ 6pm
 - Community Improvement & Government Affairs - 3/26 @ 6:30PM
 - Executive: 3/26 @7:00pm
 - Other
13. 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
14. FINAL ANNOUNCEMENTS
15. ADJOURN *Posted: 3/7/25 — Remove after: 3/13/25*

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 para avisar al Concejo Vecinal.

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.

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](mailto:Lydia.Grant@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: 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**.

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

* 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

Sunland Tujunga Neighborhood Council Special General Board Meeting Minutes

February 12, 2025, 7pm

DRAFT

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

1. **Call to Order, Welcome - Lydia Grant, President, 7:04pm**

- Meeting called to order and a moment of silence was observed in memory of Marlene Hitt who was a pillar in this community, per Lydia.

2. **Pledge of Allegiance**, led by Leny.

3. **STNC President's Updates.** Lydia noted she would be recusing herself from one item in voting (13D)

4. **Roll Call, Voting Eligibility** - Karen Moran, Recording Secretary & Completion of City / DONE Required trainings status for the STNC board & committees. Members of the Community included Susan Denning, Jennifer Noyes (the Noyes family) as well as representatives.

Board Member	Roll Call	Funding Voting Eligibility	Board Appointment
Lydia Grant	Present	Yes	President
Armen Mardirousi	Present	Yes	1st VP
Ross Herman	Present	Yes	2nd VP
Carol Hutchinson	Present	Yes	Treasurer
Cindy Cleghorn	Present	Yes	Correspondence Sec
Karen Moran	Present	Yes	Recording Sec
Leny Freeman	Present	Yes	Region 1 Rep
KT Travers	Absent	Yes	Region 1 Rep

Board Member	Roll Call	Funding Voting Eligibility	Board Appointment
Sherry McCoy	Present	Yes	Region 2 Rep
Vacant			Region 2 Rep
Mike Goglia	Absent	Yes	Region 3 Rep
Peter Darakjian	Absent	Yes	Region 3 Rep
Jon von Gunten	Present	Yes	Region 3 Rep
Belinda Woodruff	Absent	No	Region 4 Rep
Trevor Schmidt	Absent	Yes	Region 4 Rep
Mark Seigel	Present	Yes	Region 4 Rep
Deborah Ramirez	Absent	UNK	Education Rep
Cheryl Schmidt	Present	Yes	Public Safety Rep
Nina Royal	Present	Yes	Senior Rep
Vartan Keshish	Absent	Yes	Community Interest Rep
<p>Quorum: 12 present at roll call, 7 absent (19 total). <i>Trevor Schmidt came at 7:15 pm and left early; Deborah Ramirez came at 7:10 pm and left at 8:22 pm; Vartan Keshish came at 7:15 pm; KT Travers came in late.</i></p>			

5. **Announce any Board member recusals or paid lobbyists in attendance.**

- Lydia noted that she would recuse herself for item 13(D) (“Our Neighborhood Voices”).

6. **Discussion/Action: Applications to fill board seats – last opportunity before May 17, 2025**

- To appoint Deborah Ramirez to Region 4 Representative. Deborah is in Education Rep seat at this time but there is another person interested in this position; Deborah will vacate and take Region 4 Rep. Per Lydia, Deb is very active in her community. In addition, another member of the community, Aaron Peterson, has expressed an interest in the Education Rep position. Deb discussed her involvement in the community already, and as a life-time resident of the area, she is eager to be involved as a Rep.
- Motion to approve Aaron Peterson as Education Representative. To be continued.
- Motion to fill Region 2 representative vacancy. To be continued.

Item 6A. Motion to approve Deborah Ramirez as Region 4 Rep.					
Motion: Grant, Second: Mardirousi					
Yes	No	Abstain	Ineligible	Recuse	Absent
Grant, Mardirousi, Herman, Hutchinson, Cleghorn, Moran, Freeman, McCoy, von Gunten, T Schmidt, Siegel, Ramirez, C Schmidt, Royal		Travers			Woodruff, Goglio, Darakjian, Keshish
14 yes, 0 no, 1 abstain, 0 ineligible, 4 absent 19 total					

7. **Notice of Board Vacancies:** Region 2 Representative & Region 4 Representative – **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.

8. **Upcoming Community Events:** Per Lydia:

- Elks - Fish Fry 2/15
- American Legion - Dinner 2/15

9. **Discussion/Q&A with LAPD, LAFD, Elected Officials/Representatives, DONE, NC Budget Advocates, City Departments**

- Ofc Caloca provided an update on crime stats. The recent protests (deportation) at Verdugo High were uneventful, cleanups continue with Patrick. Cheryl shared a screen ad for a March 13th Tip-A-Cop event at Joselito’s 11am-1:30pm with tips going to the Special Olympics.
- Sgt Ojeda encouraged attendance at the Tip-A-Cop event and discussed recent events. Ojeda said we are fortunate to now have Ofc Herrera, the Homeless SLO, dealing with homeless issues/RVs. Ojeda said that Officers may continue to be pulled away for other causes as has happened recently (fires, protests, etc.). Please be patient.
- Susan asked if we were going to have Tuesday’s Coffee with a Cop event; Ofc Caloca said

it was on the schedule right now although one of the two officers might be pulled away for some other support.

- Jennifer Noyes, member of the community, said she went to the SunValley NC meeting and Ofc Herrera said that the best way to report homeless encampments is to send information to him at 813-400-7358 and/or email which is 38507@lapd.online. Ross said there is a direct link in the recent newsletter also. Deborah encouraged communicating with neighbors to encourage their involvement. Susan Denning, member of the community, said one of things she does when reporting a homeless problem (*e.g.* encampments) is to take the complaint number and text it to Ofcs Caloca and Hererra so they also know that 311 is getting the complaints.
- Jose Galdamez, Empowerment advocate, provided a status of updates including the Department’s website has migrated to another website with links/information to the City domain. Galdamez noted that the NCs zoom licenses expire the end of April so if STNC wants a zoom license, they need to agendize it to receive the \$200 for the following year; the license is good from May 25 to end of April 2026. Updates are on the website as well as forms, information on elections, fliers, a template for board meeting minutes, guidance/guidelines, and more, making it available so NCs can find information quickly. Congress takes place during December in City Hall, and the regular Congress meetings are the first Saturdays of the month, via zoom at 1:30pm.

10. CONSENT CALENDAR ITEMS (FUNDING)

- A. Discussion/Action: Motion to approve December 2024 Monthly Expenditure Report and Balances. (MER)
- B. Discussion/Action: Motion to approve January 2025 Monthly Expenditure Report and Balances. (MER)
- C. Discussion/Action: Motion to approve up to \$50 for the January meeting of the STAT committee refreshments
- D. Discussion/Action: To approve up to \$500 color flyer to promote candidates to run for STNC Board.

Lydia read the 4 items. A Motion made by Carol and seconded by Cindy to approve items A through D which passed.

Item 10. Motion to approve Consent Calendar items A, B, C and D.					
Motion: Hutchinson, Second: Cleghorn					
Yes	No	Abstain	Ineligible	Recuse	Absent

Grant, Mardirousi, Herman, Hutchinson, Cleghorn, Moran, Freeman, Travers, McCoy, von Gunten, Siegel, Ramirez, C Schmidt, Royal, Keshsh					Woodruff, Goglio, Darakjian, T Schmidt,
15 yes, 0 no, 0 abstain, 0 ineligible, 4 absent 19 total					

11. DISCUSSION/MOTION: STNC SELECTION OUTREACH.

- Cindy said she was almost through with the book and we are moving forward with Selection. Cindy showed the STNC website which has the first call for candidates. The Election day location first choice is the Council Office but we have not received a response to our inquiry so we are tentatively booking with the Elk’s Lodge and waiting for their response, per Lydia. The election is February 12 and the month to sign up for office is March, per Cindy.

12. DISCUSSION/MOTION: To establish the STNC Emergency Preparedness Committee with Lydia Grant as chair. A motion was made by Carol and seconded by Cheryl.

- Cindy said that this Committee was discussed at the Executive Committee meeting and that STNC had such a committee some years ago. Lydia said she would start off as Chair to get it rolling but needs a co-chair and another Board member, and wants to involve the community. Lydia commented she does not want to repeat what happened during the recent fires where information was not being received by the community; Facebook and other resources were used instead. Lydia envisions a one-stop shop place on the STNC website where people can access information/links that include evacuation routes.
- Deborah commended the formation of the committee and having the community involved. Nina suggested that we contact members in the City of Los Angeles to involve them; Nina has information/contacts for City to include them as resources. Lydia said she has talked to other NCs about getting supplies and will also talk to the City. Susan said there are already emergency plans on-line and we need to coordinate with others. Lydia said she spent time during the recent fires getting information out to people via Facebook. Lydia hopes for a future presentation to the Board by Animal Services to address evacuation of animals. Jennifer Noyes said she has done emergency preparedness at the elementary school and can provide information given to the students which might be helpful; Lydia expressed an interest in getting the material. Lydia said we need to work with the district and that the last time there was an evacuation it did not go well.
- A vote was taken, forwarded by Carol and seconded by Cheryl, which passed.

Item 12. Motion to approve establishing the STNC Emergency Preparedness Committee with Lydia Grant as chair.					
Motion: Hutchinson Second: C Schmidt					
Yes	No	Abstain	Ineligible	Recuse	Absent
Grant, Mardirousi, Herman, Cleghorn, Moran, Freeman, McCoy, von Gunten, Siegel, Ramirez, C Schmidt, Royal, Keshish 14 yes, 0 no, 1 abstain, 0 ineligible, 5 absent 19 total		Travers			Hutchinson, Woodruff, Goglio, Darakjian, T Schmidt

13. CONSENT CALENDAR ITEMS (NON-FUNDING).

- A. Discussion/Motion: To approve January 2025 board meeting minutes.
- B. Discussion/Motion: To form the STNC Emergency Preparedness Committee.
- C. Discussion/Motion: To add Armen Mardirousi as Community Impact Statement submitter. *[currently Cindy Cleghorn, Carol Hutchinson, Karen Moran and Jon von Gunten are submitters - up to five possible]*
- D. Discussion/Action: That STNC supports and recommends L.A. City Council support the “Our Neighborhood Voices” Ballot Initiative to Amend Article IX of the Constitution of the State of California to make zoning, development, and land use matters of local authority.
 - Lydia recused herself from voting on this item (D). A motion was made to pass this item. Cindy read a draft letter expressing STNC’s support. Carol commented that, watching what is going on in Palisades, there is over-reach by government which envisions a future use of the land and is not sympathetic to the people’s needs. The power of the people needs to be reasserted over government. Susan said the letter is good and asked if other NCs are doing a similar letter or if we planned to share the letter and get more ground support. Cindy said this was generated to assist other organizations (including other NCs) and her understanding is that other NCs plan to use it as an example as well as other community groups. We are making a recommendation to the City Council to take a stand on these issues as well.
- E. Discussion/Motion: To support CF 25-0065 regarding illegal fireworks enforcement and recommend video be used as evidence and fines raised so people submitting violations can receive half of the reward.
- F. Independent After Action Report. This motion instructs the Chief Legislative Analyst, in coordination with Los Angeles County, to procure an outside entity to prepare a comprehensive, independent After Action Report of the City and County emergency

response to the January 2025 wildfires.

- G. Improving Communication Between Departments. The Council instructed the LAFD, in coordination with LADWP, to establish a formal protocol to provide the LAFD with weekly updates on the status of all water reservoirs and critical water infrastructure. This motion can be found [here](#).
- H. Preparedness Plan for Mudslide Risks. The Council has instructed the Emergency Management Department, LAFD, and other relevant emergency response departments to report to the Council within 30 days on a comprehensive Emergency Preparedness Plan in preparation for mudslide risks. [Click here to read the motion.](#)
- I. Amending Emergency Declaration Regarding Parks in High Fire Severity Zones. I (Council woman) introduced a motion amending the emergency declaration to close all parks in the city’s very high fire severity zones during these recent red flag days. Additionally, I introduced another motion asking to amend the municipal code to do the same during future red flag days. [Access the motions here](#) and [here](#).
- J. Requesting Prosecution of Misdemeanors. The City Council has instructed the City Attorney to prosecute all misdemeanors related to fires, including curfew violations, evacuation order violations, looting, and impersonation of public safety personnel.
- K. Amending the Los Angeles Municipal Code to include Penalties for Price Gouging. This motion requests that the City Attorney to prepare an ordinance that amends the LAMC to include penalties for price gouging on housing & lodging. This motion can be found [here](#).
- L. Discussion/Status on: Local Street Lights that are out. STNC will have a Google Form available for submittal and reporting.

Items A through L were read by Cindy with items B and D pulled. A motion was made by Ross and seconded by KT to pass items A, C and E through L. Item B was already voted on in item 12, and Lydia needed to recuse herself for Item D which would have to be voted on without her participation. A motion was made by Ross and seconded by KT, which passed.

Item 13, Items A, C and E through L. Motion to approve Non Funding Consent Calendar items A, C and E through L.					
Motion: Herman Second: Travers					
Yes	No	Abstain	Ineligible	Recuse	Absent
Grant, Mardirousi, Herman, Hutchinson, Cleghorn, Moran, Freeman, Travers, McCoy, von Gunten, Siegel, Ramirez, C Schmidt, Royal					Hutchinson, Woodruff, Goglio, Darakjian, T Schmidt, Keshish
14 yes, 0 no, 0 abstain, 0 ineligible, 5 absent 19 total					

A vote on Item D was taken with Carol making the motion and Nina seconding it. This vote included Lydia. The motion passed.

<p>Item 13 Item D. Motion to approve letter stating that the STNC supports and recommends L.A. City Council support the “Our Neighborhood Voices” Ballot Initiative to Amend Article IX of the Constitution of the State of California to make zoning, development, and land use matters of local authority.</p> <p>Motion: Hutchinson Second: Royal</p>					
Yes	No	Abstain	Ineligible	Recuse	Absent
<p>Mardirousi, Herman, Hutchinson, Cleghorn, Moran, Freeman, Travers, McCoy, von Gunten, Siegel, C Schmidt, Royal, Keshish</p> <p>13 yes, 0 no, 0 abstain, 0 ineligible, 6 absent 19 total</p>		Grant			<p>Hutchinson, Woodruff, Goglio, Darakjian, T Schmidt, Ramirez</p>

14. **GENERAL PUBLIC COMMENTS ON NON-AGENDA ITEMS.** NONE.

15. **Committee & Liaison Reports** - by committee chairs present:

- Land Use Committee - Next LUC meeting 3/10.
 - Cindy said that, at the recent LUC meeting, Jain Temple presented and would cano come to a future STNC General Board meeting (e.g. April) (TBD) to present their project. Additionally their grand opening is May 2 and they will extend an invitation to the Board members to attend.
 - Planning 101 will be later this year, required for LUC members and Board members). The class is on YouTube, but there is a registration process to track those who have taken the training. Next meeting on 10th of March.
- Selections Committee Meeting: TBA
- Community Improvement & Government Affairs - 2/26 @ 12 noon – Armen said that the last meeting was two weeks ago and invite everyone to attend the next meeting.
- Beautification: 2/20 @ 6PM – meetings via zoom at this time per KT.
- Outreach Meeting - 2/20 @ 7PM - virtual Zoom. Ross said that there are a number of events coming up, including Easter at Sunland Park, the Small Business Bazaar April/ May, upcoming elections and other community involvement information. Lydia said she has the mailer for elections she will give Ross.

- STAT - 2/18 - Special Meeting @ 6PM - virtual Zoom. Cindy said that there is a mulching event on February 22 with more details on the STNC.org website. Cindy said she is looking forward to the 4th of July and people are interested they can look to the Rotary for information.
- STARC: 2/25 @ 7:30PM – KT said meetings continue to be via zoom.
- Youth & Adult Education: - TBA
- Budget & Finance: 2/26 @ 6pm – Loss of Pati Potter and Sandy Caps has created open positions and Carol is looking for additional people to join. The Commttee meets the last Wednesday of the month to go over the budget. It is a short meeting (~30 min) and usually 6-6:30pm. Let Lydia, Cindy or Carol know if interested.
- Executive: 2/26 @6:30pm
- Other

16. PRESENTATION & TRAINING on the Neighborhood Council (NC) System, Lydia went over items A, b and C below.

1. Bylaws, Standing Rules, BONC Policies, Brown Act (Meeting Agenda Posting, ENS)
2. NC Meetings: Agenda Items, Presenters, Meeting Agendas, Making Motions, Community Impact Statements
3. 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
 - Lydia said the LANCC went well and there would be a speaker discussing the forth-coming Olympics during the next month's meeting.

17. FINAL ANNOUNCEMENTS.

- KT read a poem she composed about Marlene Mitt which was well received. She will send to Lydia and Ross for inclusion in the STNC website and newsletter.

18. ADJOURN, 8:27pm

MOTION

Enhancing and Strengthening Los Angeles County's Emergency Preparedness and Evacuation Planning

The events of January 2025, including unprecedented wildfires and significant flooding and landslides, laid bare the fact that Los Angeles faces unprecedented dangers from natural disasters. Along with the ever-present threat of earthquakes, the dangers of wildfire and flooding continue to worsen as a combination of climate change, overdevelopment in high fire danger severity zones (HFDSZ), misguided (in retrospect) forestry management policies, and other direct and indirect factors.

In recent years Sunland-Tujunga has endured multiple wildfires, including the 2017 Creek and 2018 La Tuna fires, as well as significant mud slides. During the January 2025 L.A. firestorms our community experienced at least two “near misses,” with fires breaking out in the Tujunga Wash, and the Lidia Fire that ignited on the afternoon of January 8.

According to the 14th National Risk Assessment performed by First Street, 90% of Sunland-Tujunga is considered an area of severe or extreme risk for wildfire. Overall, 11,257 of 16,141 homes and 468 out of 548 businesses are at severe risk.

These dangers are further highlighted in a report issued by the Los Angeles County Department of Sustainability (CDS) in October 2021, “LA County Climate Vulnerability Assessment¹.” This document lays out the current and future risks to all Angelenos. It includes some two dozen maps of specific areas and communities at risk for wildfire, inland flooding, coastal flooding, extreme heat, and other hazards that pose threats to life, property, and sustainability. Sunland-Tujunga has many such areas.

Reports like these, along with hard experience over the last decade and particularly recently, leave no doubt that the City and County have a long way to go before we can consider ourselves prepared for the next significant natural or human-made disaster. Neighborhood Councils, as the elected bodies closest to residents, can take a leading role in pushing for preparedness.

1

https://ceo.lacounty.gov/wp-content/uploads/2021/10/LA-County-Climate-Vulnerability-Assessment-1.pdf?utm_content=&utm_medium=email&utm_name=&utm_source=govdelivery&utm_term=

In our community, evacuations during the Creek and La Tuna bogged down into near gridlock in several places. Fortunately no human life was lost, though 40 horses perished when a rancher was unable to reach her property in time. Other communities have had frighteningly similar experiences. During the first hours of the Palisades Fire on January 7, 2025, hundreds of hundreds of people were forced to abandon their cars and flee on foot when evacuations came to a standstill. Likewise, during 2018's Woolsey Fire, the biggest in L.A. history, despite the best efforts of first responders some evacuations were chaotic, with much of the West Side slowing to a crawl as some 100,000 people fled south on PCH. The after-action report² described the dynamic nature of evacuations, including detours, necessitated by the fast-moving inferno. The authors noted in particular that "in the early hours, there was not a clear, single, comprehensive voice speaking to evacuation, and not all notification tools were used or used often enough." This kind of situation could easily play out in our part of the City.

We have gotten relatively lucky so far. However, if the City and County do not act decisively and quickly to update, upgrade, and modernize our emergency response systems and procedures it is only a matter of time before the next tragedy strikes. This is especially true when it comes to evacuations, where the City and County, like dozens of others throughout the state, is frighteningly unprepared. Public safety is the first obligation of public service. We have no time to waste.

Los Angeles is in Good Company

Over the last five years many California counties have taken deep looks at their emergency preparedness plans, particularly evacuation routes and procedures. The efforts include formal civil grand jury investigations, which have occurred in nearly half the state's counties, as well as expert third party analyses like the Woolsey after action report, academic studies, and news media investigations.

Collectively these efforts reveal the distressing degree to which communities throughout California are unprepared for mass evacuations. A recurring theme is significant and often potentially catastrophic shortcomings in evacuation planning and

2

<https://lacounty.gov/wp-content/uploads/Citygate-After-Action-Review-of-the-Woolsey-Fire-Incident-11-17-19.pdf>

infrastructure. Other issues include significant gaps in emergency alert systems and communications and poor coordination plans between and among different cities, counties, and agencies.

Here in Sunland-Tujunga it is essential that residents understand evacuation routes and constraints well in advance. We still have not fully evaluated evacuations in our community during the 2017 and 2018 fires or learned from them. It is therefore urgent that steps be taken to fill in those gaps in our knowledge. We must ensure our community is prepared for the next emergency before it happens. We still have time.

Motion

I THEREFORE MOVE that the Sunland Tujunga Neighborhood Council formally request that the 2025-2026 Los Angeles County Civil Grand Jury prepare an investigative report into the state of evacuation preparedness. The 2021-2022 Grand Jury final report included an investigation entitled, "Only We Can Prevent L.A. County Wildfires," which evaluated the status of the county's wildfire work farms. An evaluation of evacuation routes and constraints is a next logical step.

I FURTHER MOVE that the STNC form a standing Wildfire Working Group. The Group's first task will be to study evacuation routes, constraints, and procedures in Sunland Tujunga. The Group will interface with our local fire personnel and CalFire/Forestry Department personnel as appropriate. The Group will report back to the full STNC no later than October with findings and recommendations.

I FURTHER MOVE that the STNC invite representatives from the Los Angeles Fire Department (LAFD) to join a future meeting to discuss emergency preparedness, particularly evacuation planning.

I FURTHER MOVE that the STNC calendar follow-up meetings with LAFD regularly, and no less than once per quarter, to ensure we remain up to date on relevant information, which we will disseminate in the community.

PRESENTED BY:

SECONDED BY:

STNC Outreach Committee - 2025 Elections
Updates / Estimates
2-20-25

Banners

Candidate Banners 4x6' = 10 total

4 - English

2 - Spanish

2 - Armenian

Estimate: \$750

Vote Banners 4x6' = 10 total

4 - English

2 - Spanish

2 - Armenian

Estimate: \$750

Social Media

-volunteers will post to Social Media networks

Facebook

Instagram

NextDoor

Postcard Mailer

With Candidate Names

8.5 x 11 Size

Print 20,000 = \$3,219

Postage = \$3,865

 Tujunga 91042 = 11,117

 Sunland 91040 = 6,214

Copies

Various = \$230

Other

In Person Meeting Rental / Security / Social Media

Refreshments

\$1,186.00

REQUEST:

Total Elections Budget included in annual budget submitted to DONE last June 2024 \$10,000



Bill Text: CA AB467 | 2025-2026 | Regular Session | Introduced California Assembly Bill 467

Bill Title: Open meetings: teleconferences: neighborhood councils.

Spectrum: Partisan Bill (Republican 1-0)

Status: (*Introduced*) 2025-02-18 - Referred to Com. on L. GOV. [AB467 Detail]

Download: California-2025-AB467-Introduced.html

CALIFORNIA LEGISLATURE— 2025–2026 REGULAR SESSION

ASSEMBLY BILL

NO. 467

Introduced by Assembly Member Fong

February 06, 2025

An act to amend Section 54953.8 of the Government Code, relating to local government.

LEGISLATIVE COUNSEL'S DIGEST

AB 467, as introduced, Fong. Open meetings: teleconferences: neighborhood councils.

Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as specified.

Existing law, until January 1, 2026, authorizes specified neighborhood city councils to use alternate teleconferencing provisions related to notice, agenda, and public participation, as prescribed, if, among other requirements, the city council has adopted an authorizing resolution and $\frac{2}{3}$ of the neighborhood city council votes to use alternate teleconference provisions, as specified.

This bill would extend the authorization for specified neighborhood city councils to use the alternate teleconferencing provisions described above until January 1, 2031.

Existing constitutional provisions require that a statute that limits the right of access to the meetings of public bodies or the writings of public officials and agencies be adopted with findings demonstrating the interest protected by the limitation and the need for protecting that interest.

This bill would make legislative findings to that effect.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

This bill would make legislative findings and declarations as to the necessity of a special statute for the neighborhood councils of the City of Los Angeles.

Digest Key

Vote: majority Appropriation: no Fiscal Committee: no Local Program: no

Bill Text

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. The Legislature finds and declares that neighborhood councils in the City of Los Angeles provide important community input to the city council. Unlike other legislative bodies that have access to regular meeting locations, these volunteer, uncompensated, elected members have had trouble finding public locations to hold their meetings. While the Legislature recently granted additional teleconferencing flexibility for legislative bodies, the additional teleconferencing flexibility of this act is necessary to account for the specific needs of neighborhood councils in the City of Los Angeles.

SEC. 2. Section 54953.8 of the Government Code is amended to read:

54953.8. (a) (1) An eligible legislative body may use teleconferencing without complying with paragraph (3) of subdivision (b) of Section 54953 if the eligible legislative body complies with paragraphs (2) to (4), inclusive.

(2) An eligible legislative body may only use teleconferencing as described in this section after all the following have occurred:

(A) The city council for a city described in subdivision (c) considers whether to adopt a resolution to authorize eligible legislative bodies to use teleconferencing as described in paragraph (1) at an open and regular meeting.

(B) If the city council adopts a resolution described in subparagraph (A), an eligible legislative body may elect to use teleconferencing pursuant to this section if two-thirds of the eligible legislative body votes to do so. The eligible legislative body shall notify the city council if it elects to use teleconferencing pursuant to this section and its justification for doing so.

(C) Upon receiving notification from a legislative body as described in subparagraph (B), the city council may adopt a resolution to prohibit the eligible legislative body from using teleconferencing pursuant to this section.

(3) After completing the requirements in paragraph (2), an eligible legislative body that holds a meeting pursuant to this subdivision shall do all of the following:

(A) In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the eligible legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option.

(B) 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 comment 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.

(F) At least a quorum of the members of the eligible legislative body shall participate from locations within the boundaries of the city in which the eligible legislative body is established.

(G) At least once per year, at least a quorum of the members of the eligible legislative body shall participate in person from a singular physical location that is open to the public and within the boundaries of the eligible legislative body.

(4) An eligible legislative body that holds a meeting pursuant to this subdivision shall do the following, as applicable:

(A) If the meeting is during regular business hours of the offices of the city council member that represents the area that includes the eligible legislative body, the eligible legislative body shall provide a publicly accessible physical location from which the public may attend or comment, which shall be the offices of the city council member who represents the area where the eligible legislative body is located, unless the eligible legislative body identifies an alternative location.

(B) If the meeting is outside regular business hours, the eligible legislative body shall make reasonable efforts to accommodate any member of the public that requests an accommodation to participate in the meeting. For the purposes of this subparagraph, "accommodation" means providing a publicly accessible physical location for the member of the public to participate from, providing access to technology necessary to participate in the meeting, or identifying locations or resources available that could provide the member of the public with an opportunity to participate in the meeting.

(b) The legislative body shall comply with all other requirements of Section 54953.

(c) As used in this section, "eligible legislative body" means a neighborhood council that is an advisory body with the purpose to promote more citizen participation in government and make government more responsive to local needs that is established pursuant to the charter of a city with a population of more than 3,000,000 people that is subject to this chapter.

(d) This section shall remain in effect only until January 1, ~~2026~~, 2031, and as of that date is repealed.

SEC. 3. The Legislature finds and declares that Section 2 of this act, which amends Section 54953.8 of the Government Code, imposes a limitation on the public's right of access to the meetings of public bodies or the writings of public officials and agencies within the meaning of Section 3 of Article I of the California Constitution. Pursuant to that constitutional provision, the Legislature makes the following findings to demonstrate the interest protected by this limitation and the need for protecting that interest:

During the COVID-19 pandemic, audio and video teleconference were widely used to conduct public meetings in lieu of physical location meetings, and those public meetings have been productive, increased public participation by all members of the public regardless of their location and ability to travel to physical meeting locations, increased the pool of people who are able to serve on these bodies, and protected the health and safety of civil servants and the public. Extending the operation of teleconference as conducted during the COVID-19 pandemic for neighborhood councils will continue these benefits.

SEC. 4. The Legislature finds and declares that Section 2 of this act, which amends Section 54953.8 of the Government Code, furthers, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

During the COVID-19 pandemic, audio and video teleconference were widely used to conduct public meetings in lieu of physical location meetings, and those public meetings have been productive, increased public participation by all members of the public regardless of their location and ability to travel to physical meeting locations, increased the pool of people who are able to serve on these bodies, and protected the health and safety of civil servants and the public. Extending the operation of teleconference as conducted during the COVID-19 pandemic for neighborhood councils will continue these benefits.

SEC. 5. The Legislature finds and declares that a special statute is necessary and that a general statute cannot be made applicable within the meaning of Section 16 of Article IV of the California Constitution because of the specific needs of neighborhood councils in the City of Los Angeles.

NEA Announcements

Last Updated: Wed, March 5, 2025 11:12PM

Conflict of Interest Announcement

Any Board Member who may have a conflict of interest and you have not consulted with the Office of the City Attorney, the Board should move to have the matter tabled until the next meeting so that the board member has an opportunity to consult with the City Attorney's Office. If the Board declines to table the matter, the Board Member may want to consider recusal before the matter is discussed. If choosing to recuse, the Board Member should state for the record, all reasons for the recusal and that they will be leaving the meeting during the discussion and voting. Because recusal may not always be sufficient, tabling of the matter at issue is always preferred to allow time for the Board Member to consult with the City Attorney's Office.

Department Announcements

Administrative Services

On October 15, 2024, EmpowerLA launched the Neighborhood Council Distribution Groups for each of the 99 Neighborhood Councils in the City of Los Angeles. This project which was accomplished in collaboration with the Information Technology Agency (ITA) is the result of an extensive effort to establish a streamlined, secure, and efficient method for communication with the Neighborhood Councils, and replaces the Neighborhood Councils forwarding email addresses that were previously used. Google distribution groups are email lists that allow users to send an email to multiple recipients using a single email address. These groups are typically used to facilitate communication.

EmpowerLA sent an invitation to the executive board members of each Neighborhood Council with instructions on how to access the NC Distribution Groups. Access to use these distribution groups has been provided to executive board members by default. Neighborhood Council boards may elect to provide a more specific list of designated users by contacting the department at communications@EmpowerLA.org. Changes to the designated senders will be managed by EmpowerLA Administrative staff. To learn more about Google Distribution Groups, please refer to EmpowerLA's [Google Distribution Groups: General Rules and Guidelines](#) document.

Public Notice: Website Link Migration Issues

Update as of 1/27/25

The Department of Neighborhood Empowerment (EmpowerLA) recently conducted a required migration to a new website domain in compliance with City of Los Angeles requirements. Unfortunately, after the migration was completed in early January, it became clear that some

links were not redirecting as expected to the new domain and its subpages. After working with GoDaddy, the issue was resolved. The empowerla.org page and subpage links are now successfully forwarding to neighborhoodempowerment.lacity.gov as they should.

If you find any pages that are not working, please contact the department so we can resolve the issue.

Reserving Recreation and Park Facilities

To reserve space at Rec and Parks Recreation and Senior Centers, please contact the appropriate Park Director to verify availability and complete the "[Application for Use of Facility](#)."

Neighborhood Councils may hold **meetings at no charge** during the center's operating hours. However, they will be responsible for their set-up and breakdown and will incur fees for facility use outside of operating hours. Please be aware that facility use is subject to availability. It is recommended that the "Application for Use of Facility" be submitted at least 30 days in advance of the desired date(s).

For special events, **all activities are subject to fees** unless organized in partnership with the recreation center. Special event requests must be submitted a minimum of 12 weeks before the event to allow for proper review and processing. Vendors providing services such as jumpers, food, performers, etc., must submit proof of insurance. Specific insurance requirements will be provided. Neighborhood Councils wishing to collaborate on an event should coordinate directly with the Director-In-Charge.

[Here](#) is a list of all Recreation and Parks facilities within your Neighborhood Council boundaries. We will do our best to maintain an updated list of contacts for each facility. If you encounter any issues, please reach out to us at empowerla@lacity.org.

Awareness & Engagement

2025 Neighborhood Council Elections Timeline

Check out the [2025 NC Elections Timeline](#) to stay informed and make sure you don't miss any important deadlines.

Candidate Engagement Workshop 101

To support Neighborhood Council election candidates, EmpowerLA is inviting certified candidates to an informative session designed to equip them with essential knowledge and strategies for a successful Neighborhood Council campaign and meaningful engagement of your community. All sessions will be hosted on Zoom and will be recorded. Each session will cover the same content.

Invitations have been emailed to all candidates in Neighborhood Council regions as they become certified by the Office of the City Clerk's-Elections Division throughout the elections cycle.

Engagement Resources for Outreach Leaders

Check out our [Awareness & Engagement Public Google Drive](#)—a one-stop shop for Neighborhood Council members looking to boost their outreach! The [NC Elections Outreach](#) is regularly updated throughout the election cycle to provide you with the most current information and resources. From election resources to event planning checklists, these tools are designed to help you engage with your stakeholders more effectively. Explore them now and elevate your outreach efforts!

Canva Licenses for Neighborhood Councils

We are excited to announce that all 99 Neighborhood Councils now have access to a Canva Pro license for the remainder of the fiscal year, provided through the EmpowerLA organization account. This opportunity is part of our ongoing commitment to support and enhance awareness, engagement, and outreach across the Neighborhood Council system. Each Neighborhood Council has been provided ***one Canva Pro license***, and the login can be shared among the Neighborhood Council Board and Committee Stakeholder Members as needed. Please contact your Neighborhood Council President/Vice President or Outreach Chair for access to your Neighborhood Council's Canva Pro license. If you have further questions, please contact [Ava Marinelli](#), Public Information Officer. [Explore the Getting Started with Canva Pro Guide](#)

Communications

#BoardMemberMonday Series

EmpowerLA is excited to continue our #BoardMemberMonday series! Each Monday, we feature a Neighborhood Council Board Member, highlighting the important and impactful work they do in their community. For March, we are excited to honor and celebrate Women's History Month by featuring female Neighborhood Council leaders. Please complete this [short submission form](#) to be featured!

Don't identify as a woman, but want to be featured in a future #BoardMemberMonday spotlight? [Complete your submission!](#) Submissions are selected based on completeness of answers, equitable representation across Neighborhood Council districts and service reasons, and other qualifications as determined by EmpowerLA.

Spread the Word About Neighborhood Council Elections

The EmpowerLA Communications and Awareness & Engagement Divisions are working to develop a comprehensive set of tools and resources to help Neighborhood Councils and their trusted community partners get the word out about the 2025 Neighborhood Council Elections. We invite you to explore the regionally specific and general citywide toolkits, share them with partners, and

use materials as part of your Neighborhood Council's (or personal!) outreach about this upcoming election season.

- [Region 11 Neighborhood Council Elections Outreach Toolkit](#)
- [Region 12 Neighborhood Council Elections Outreach Toolkit](#)
- [Region 9 Neighborhood Council Elections Outreach Toolkit](#)
- [Region 10 Neighborhood Council Elections Outreach Toolkit](#)
- [Region 5 Neighborhood Council Elections Outreach Toolkit](#)
- [Region 6 Neighborhood Council Elections Outreach Toolkit](#)
- [Region 7 Neighborhood Council Elections Outreach Toolkit](#)
- [Region 8 Neighborhood Council Elections Outreach Toolkit](#)
- [Region 1 Neighborhood Council Elections Outreach Toolkit](#)
- [Region 2 Neighborhood Council Elections Outreach Toolkit](#)
- [Region 3 Neighborhood Council Elections Outreach Toolkit](#)
- [Region 4 Neighborhood Council Elections Outreach Toolkit](#)
- [Citywide Neighborhood Council Elections Outreach Toolkit](#)

Civic Leadership

Candidate Forum Guidance

During this election season, your neighborhood council may want to host a candidate forum, which is a great idea! However, there are some important rules and regulations to keep in mind when creating and hosting a forum. To help guide you, we've provided a document from our department with helpful information. If you have any questions or need further assistance, feel free to reach out to your NEAs.

<https://drive.google.com/file/d/1qm2ykydaPE9NmxY6UgNnfv10mBdlRqxB/view>

Roberts Rules Made Simple

Over the past few years, we have collaborated with our partners at Robert's Rules Made Simple, we've revamped the videos and resources available on our Empower LA - Roberts Rules of Order training portal. Neighborhood Council leaders are granted free access to these valuable tools and resources, delivered directly to their Neighborhood Council public email addresses. Credentials for access were distributed last month. Some of the video topics covered

include:

- How to chair a meeting with confidence
- Managing debate and discussion
- How to Amend and amendment
- How to use point of order

Meeting minutes, Do's & Dont's and various other resources already available for your access.

Expressing gratitude to those who have logged in and accessed the training tools is a testament to the commitment and engagement of the community. This acknowledgment not only appreciates the proactive participation but also encourages continued use of the training tools for ongoing learning and skill development. It fosters a sense of community and collaboration in the pursuit of knowledge and effective governance.

If you have not received a welcome email with your credentials, please email me directly to Atziri.camarena@lacity.org

Innovation

Zoom Updates

This is a friendly reminder to take action on renewing your Zoom licenses for the 2025-2026 year. The renewal period runs from April 1, 2025, through March 31, 2026.

To complete your renewal, please follow these steps:

1. **Board Approval:** Conduct a board action to approve the Zoom license renewal for the upcoming year, including the account and account holder.
2. **Notify Your NEA:** Ensure your Neighborhood Empowerment Advocate (NEA) is informed of the board's action.

NCs should have this completed by March 20, 2025. Once these steps are completed, the department will issue an invoice for the estimated amount of \$200.00 per Zoom account for the year. The approved amount will be deducted accordingly. We strongly recommend assessing your board's Zoom usage before making any decisions regarding license reductions, to avoid unnecessary costs. If you have any questions or need assistance, please feel free to reach out.

Website Updates

The department has made improvements to the website's front page, making it easier to share information related to neighborhood councils. A new Google Drive folder, named "Neighborhood Council Resources," has been created to facilitate document searches. This folder includes essential materials such as meeting minute templates, election outreach information, BONC policies, department guidelines, and resources for the liaison program. These updates enhance accessibility and streamline the process of finding important neighborhood council information.

How to Use the Google Drive Folder:

1. **Access the Folder** – Click on the provided link to open the "Neighborhood Council Resources" folder in Google Drive.
2. **Browse or Search** – Use the search bar at the top to find specific documents or browse through the available folders.
3. **Open and Download** – Click on a document to preview it, or select the download option to save it to your device.
4. **Make a Copy** – If needed, right-click on a file and select "Make a copy" to save it to your own Google Drive.
5. **Share Documents** – Click the "Share" button on any file to send it to colleagues or stakeholders.

These simple steps ensure quick and efficient access to vital neighborhood council resources.

Policy & Government

Congress of Neighborhoods

Planning for the 2025 Los Angeles Congress of Neighborhoods is beginning in January. If you are interested in joining the Planning Committee to help put on the largest annual gathering for our Neighborhood Council system, consider attending the Saturday, January 4 committee meeting at 1:30 p.m. via Zoom. Learn more at neighborhoodcongress.la.

Community Impact Statement Portal

We'd like to remind you of the updates to the Community Impact Statement (CIS) Portal, as featured in our May 15th board newsletter. These updates aim to provide greater support and resources for Neighborhood Councils. The updated CIS Portal includes:

- Updated Board and Commission [lists and contacts](#)
- An option to include a City Planning Case Number when filing a CIS
- Updates to the auto-reply subject line to be more descriptive
- A new [Board of Neighborhood Commissioners CIS Dashboard](#) and [City Planning CIS Dashboard](#) in addition to the general [CIS Dashboard](#)

SB 1174 Update

Senate Bill 1174, signed by Governor Newsom and effective January 1, prohibits local governments from requiring identification for voting or ballot submission, enforceable only if mandated by state or federal law. However, this law does not apply to the registration process. In Neighborhood

Council Elections, stakeholders are still required to provide documentation, including identification, for registration purposes. If your board would like more information, your board president can contact NCAD.

City Family Announcements

City Clerk Elections

NC Election Update

[Election Administrators](#) continue to create Ballot Voting Models (BVMs) and review amended bylaws to ensure any updates are accurately reflected in the Neighborhood Council Portal and on the BVM. The BVMs contain information on board seats, the method of verifying stakeholders, and ballot information used to administer voting for NC elections. Our office will send BVMs to neighborhood councils for their review and confirmation that our office interpreted their voting requirements correctly. Neighborhood Councils can also add vacant seats with an unexpired term to their election at that time.

The Office of the City Clerk will host regional election information sessions for NC board members and NC stakeholders to learn about the 2025 All Vote-By-Mail NC Elections. The sessions will provide information on the election timeline, ballot voting models, candidate filing and voting processes, as well as our library and recreation center partnerships. All sessions will be held over Zoom. Election Administrators will email NC board members with dates and times for each region along with a registration form. You can also register [here](#).

We encourage NC leaders and stakeholders to visit our website at clerk.lacity.gov/ncelections and subscribe to [NC Election Updates](#) to stay informed of the latest and most relevant election information as it becomes available.

City Clerk Funding

Updated Funding Program Policies and Guidelines

- 1) Policy 1.0 – NC Boards and Financial Officers (p.8)
 - 2.a(v) - General statement of additional training required
- 2) Policy 1.1 – Fiscal Year Annual Budget & Administrative Packet (p.11)
 - 1.c(i) - Increased credit card limit from \$333 to \$600 for office/operational expenses when the board-approved Administrative Packet/Annual Budget is not submitted.
- 3) Policy 2.1 – Office/Operational Expenditures (p.23)
 - 1.d - Meeting refreshments/snacks guidelines expanded to include healthy food options.
- 4) Policy 2.4 – Neighborhood Purposes Grants (p.31)

4.b - Clarified guidelines for board members to consult with the City Attorney's Office in cases of potential conflicts of interest

5) Policy 2.5 – Community Improvement Projects (p.33)

1 - Updated examples of possible projects, removing examples that do not qualify

The updates in the Policies and Guidelines document will be highlighted in **red text** for one month, so you may easily find and review. You may find the Policies and Guidelines document, as a PDF download, at clerk.lacity.org/neighborhood-council-funding-program

Training

You can find a list of funding trainings for Financial Officers and board members [here](#).

Upcoming Events

EmpowerLA invites you to attend Empowering Communities: Understanding Neighborhood Councils' Role in City Budget Advocacy, a virtual workshop on **Thursday, March 6, 2025 from 6:00-7:30 pm**. This interactive session will provide a detailed overview of the City's budget process and delve into the opportunities for Neighborhood Councils and communities to participate and make your voices heard throughout the budget cycle. Additionally, you will receive an introduction to the Neighborhood Council Budget Advocates and learn how to actively engage in Budget Day in June. This session aims to prepare you with the tools you need to advocate for the essential City services & programs your neighborhood needs. | [Register for Empowering Communities: Understanding Neighborhood Councils' Role in City Budget Advocacy](#)