

SUNLAND-TUJUNGA
NEIGHBORHOOD
COUNCIL

Draft

**Special Joint Board & Executive Committee Meeting
Minutes
February 25, 2026, 6:30 PM**

IN CONFORMITY WITH THE JANUARY 1, 2026 ENACTMENT OF CALIFORNIA SENATE BILL 707 (DURAZO) AND LA CITY COUNCIL FILE 23-1114, THE SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY.

1. **Welcome, Call to Order & Roll Call** – Cindy, 6:32 pm
 - a. **Present:** Cindy Cleghorn, Melissa Sagastume, Karen Moran, Barry Glover. **Absent:** Lydia Grant, Carol Hutchinson and Armen Miradousi. **Member of the Community Present:** Vicky Cerpa (Vicky is also a Board Member).
 - b. **Purpose:** To prep for General Board meeting, able to get Elk's Lodge again. There was a good attendance during the last meeting and Cindy would like to continue with in-person meetings at the Elks in the immediate future. Barry inquired about the cost of the meeting – Cindy said it is \$160 for the meeting. Karen inquired about the pizza bought which was about \$130, so the total for each meeting could be \$350.
2. **Public Comments** - non agenda items. None.
3. **Committee Member Comments/Calendar & Other Updates** Status of Board members attendance and required City trainings. Interested candidates for Region 1, 2, 4, Education board positions.
 - a. Melissa comments:
 - i. We received an invite from North Hollywood North-east STNC for a joint candidate forum, date in April TBD. The STNC is reaching out to different NCs at this time.
 - ii. April 18th is Earth Day and 10-12 is the Resource event; Outreach voted for up to \$500 for give-aways for the Earth Day event.
 - iii. Swap meet TBD, perhaps May 2nd.
 - iv. Pat Kramer would like to do a Traffic Town Hall in May (12-14th dates, mid- week).
 - v. June 6th (Saturday) there will be an event at the Verdugo Hills swimming pool; STNC may have a table.
 - vi. 4th of July parade planning underway. The committee meets on Tuesday nights, includes the Rotary Club. Barry, Dante and Melissa are supporting the meetings as they can. They requested \$3,000 sponsorship. Melissa and Barry are forecasting to see what our budget can afford to do. We have approved up to \$500 for a float to be in the parade for STNC.
 - vii. LA Dept of Transportation now charges for parades; they will charge the Rotary Club \$10K to shut down Foothill Blvd for the 4th of July Parade. It is not clear if we can have this waived for this year. The City's budget is challenged.

- b. Cindy comments:
 - i. The Commerce Avenue Historical Walking Tour is scheduled for February 28, 2026 (this Saturday). This event, the history of the area. Meeting place is Bolton Hall at 11am.
 - ii. Shredding event at her business (CMC Printing on Commerce Ave, Tujunga) will be March 21st from 9-12 pm; STNC is welcomed to have a table at the event. The first 3 boxes are free and there is a small fee for additional boxes.
 - iii. The Jaine Temple is now opened (10105 Commerce Ave, across from Bolton Hall).
- c. Melissa CHAT comments:
 - i. 8-10am Neighborhood Clean Up
 - ii. 10-12pm Resource Fair at CD7 (i.e. NVCH)
 - iii. Tentative: May 2nd for the Community Market/Arts and Crafts Fair
 - iv. June 6th: Movie Night at Verdugo Hills Pool
 - v. 4th of July - 4th of July Parade
 - vi. August 4th - National Night Out
- d. Training. Vicky and Barry still need to complete training per Cindy. With training no longer allowed on cellphones, suggestions (from Cindy and Melissa) were to use the computer at the Library or at the DONE Office downtown or Valley Office, with an offer from Melissa to go to her house and use the computer.
- e. Cindy has identified a potential Board member; still need Region reps, Education Committee members/Chair, and STARC members/Chair.
- f. Vicky inquired about the responsibilities for the Education Chair.
- g. Selection vs election; City Clerk has made an early notice to have less frequent voting, but STNC feels it should be every two years. Cindy noted that the Selection process worked out well last time.
- h. The community survey, developed by Melissa and Dante, will be presented at the General Board meeting for approval. The survey was discussed during the past Outreach Committee meeting.

4. Discussion/Possible Action: Budget requests and STNC Budget updates

- Approve outstanding MERs for board to approve. Cindy completed the January MER.
- STNC Funding Balance: \$18,135.00 for remainder of this Fiscal Year. Cindy said Barry has more accurate info.
- Barry said there is adequate budget at this time for events and expenses discussed. Karen noted that if we have excess funds, roll-over to the next year is not guaranteed. Cindy commented that budget items voted for now may need to be voted on again in the new fiscal year. National Night Out expenses are not budgeted in this fiscal year's budget but in the next year's budget. Expenses include in-person meetings at the Elk's Lodge (including pizza) \$350/meeting for March, April, May and June; 4th of July STNC Parade Float for STNC up to \$500; Sponsorship of the Parade up to \$3,000; and up to \$500 for Earth-Day give-aways.

5. **Discussion: Update regarding STNC Bylaws and Standing Rules** if necessary with the deadline to submit to DONE / City is April 1, 2026.
 - a. Cindy noted that for changes to the By Laws, quorum needs to be 2/3 (or 14). There should be a meeting to focus on changes which need to be submitted by April 1. Cindy suggested that at the next meeting (March 21st), changes can be discussed. Melissa suggested 3 different dates for a focused meeting to discuss changes, March 24th, 25th, or 26th. Cindy provided an explanation of what some of the differences were between the Standing Rules vs. By Laws and how some things could be changed that would (for example) simplify processes if a committee were to dissolve (e.g. STARC). Other changes could affect current wording for the numbers of Region reps and the Education Committee.
6. **Discussion/Possible Action: Update regarding STNC Storage** changes to reduce size of space, move to different location or closure.
 - a. Melissa talked to Ricardo who offered space in NVCH for tables and chairs. There is a men's room not being used that can be modified. Melissa suggested that the 4-5 trash bins of emergency supplies be given to responsible community businesses/organizations both for storage and for accessible use if needed in an emergency.
7. **Discussion/Action: Confirm Community Impact Statements (CIS) for Board vote:** Lydia has more CIS and Cindy will add them on.
 - a. BONC recommendations to LA City Charter Commission;
 - b. Council File: 21-1469-S1 Pilot Pedestrian Facility Inventory and Assessment Program / Scope and Methodology -
<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=21-1469-S1>;
 - c. Council File: 23-1168 Speed Safety System / Policy / Impact Report / Locations / Public information / AB 645 (Friedman-Santiago-Ting)
<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=23-1168>
8. **Discussion/Possible Action regarding upcoming Administrative & Budget items.** Discussed in item 4.
9. **Discussion/Action: Approve outstanding minutes** (January 2026). A motion was made by Barry, seconded by Melissa, a vote taken which passed.
10. **Discussion/Action: Approve March 11, 2026 Board Meeting Agenda** including STNC Committee Reports and Presenters. Cindy will make updates as discussed, including the budget items to be put on the agenda (all voted for with the final vote taking place during the General Board meeting). A motion was made by Melissa and seconded by Barry, a vote taken which passed.
11. **Adjourn** 7:39 pm