

CITY OF LOS ANGELES CALIFORNIA

PANORAMA CITY NEIGHBORHOOD COUNCIL

DIRECTORS

Jose Sandoval, Chair • Tony Wilkinson, VChair
Martin Geisler, Treas • Pamela Gibberman, Sec
Erica G. Alonso • Dianabel Gonzalez, VP
Barbara M. Hawkins, VP • Otis Lee Hopson, VP
Michelle Klein-Hass • Steven Martinez
Saul Mejia, VP • Viviano Montes, VP
Anthony A. Robles • Faarax Dahir Sheikh-Noor
Angela Sichler • Jose Soto
Fred M. Whitebook, VP

Youth Representative: Vacant



ANTONIO R. VILLARAIGOSA
MAYOR

PANORAMA CITY NEIGHBORHOOD COUNCIL

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ALTERNATES

Alt1 Elizabeth Galan • Alt2 Vacant
Alt3 Vacant • Alt4 Vacant
Alt5 Vacant

PANORAMA CITY NEIGHBORHOOD COUNCIL BOARD OF DIRECTORS MEETING AGENDA

Thursday, May 27, 2009 -- 6:30 PM

Mission Community Hospital, Medical Office Building, 2nd Floor, Room 208
14860 Roscoe Blvd., Panorama City, CA 91402

Public comments on agenda items will be heard when the item is considered. Public comments on other matters within the council's jurisdiction may be made during the Public Comment period. Public comments are limited to two minutes per speaker. Action may be taken on any agenda item except Public Comment, announcements and reports. Actions may be reconsidered only if a motion for reconsideration is adopted at the same meeting where the action was taken. You may request a copy of printed materials that are distributed at the meeting. You may record the meeting by audio, video or photographic means as long as it is not disruptive. Meeting notices and agendas are posted at the Panorama City Branch Public Library and at other locations (see list below). If you need translation, or accommodation for a disability, please call the city Department of Neighborhood Empowerment at least three business days in advance (213-485-1360, or toll-free 3-1-1). The city is a covered entity under Title II of the Americans with Disabilities Act. If you believe the council is not following the law or its own rules you may file a grievance in writing with copies to both the Chair and the Secretary. Please be respectful of others, even when you differ with them.

- 6:30 1. **Call to Order** and Opening Remarks (**Jose Sandoval, Chair**) [3m]
- 6:33 2. **Self-Introductions** of Participants and Guests (**Please sign the sign-in sheet!**) [3m]
- 6:36 3. **Public Comment** and Announcements (*Please limit to two minutes per speaker.*) [8m]
- 6:44 4. **Roll Call** of Board of Directors and Alternates (the quorum for Board meetings is 11) [1m]
- 6:45 5. **Adoption of minutes** [2m]
- 6:47 6. **Treasurer's report** for expenses and remaining funds since the start of this fiscal year. [3m]
- 6:50 7. **Reports from the Los Angeles Police Department.** Officer **Edwin Ayala** (818-838-9854, mobile 818-634-0718) is the Senior Lead Officer in Panorama City's Center-West area. Senior Lead Officer **Karen Reade** (818-838-9842, mobile 818-442-3183) serves Panorama City's North and Center-East districts. Senior Lead Officer **Tarek Ismail** (818-838-9846, mobile 818-731-2553) serves Panorama City south of Roscoe. [10m]

7:00 8. Election of the Vice President and Finance committee Chair, and possible appointment of other members of the Finance committee. (Three non-Board stakeholders are required, in addition to the Treasurer and four other Board members.) Finance committee member Barbara Hawkins declined the chairmanship of this committee. Tony Wilkinson served as the interim Chair at the committee's meeting on May 17. The chair must be a Board member, but not the Treasurer. Barbara Hawkins, Anthony Robles, Fred Whitebook and Tony Wilkinson are eligible. [10m]

7:10 9. Discussion and action on the council budget for the 2010-2011 Fiscal Year. Neighborhood council boards are required to approve their 2010-2011 budgets in a public meeting and submit the approved budget, with meeting minutes or a Board resolution, to the Department of Neighborhood Empowerment by June 15, 2010. Failure to submit an approved budget will result in suspension of access to 2010-2011 funds. The budget may be modified by action of the Board and resubmitted at any time.

On May 17, the Finance committee met and unanimously recommended that the Board adopt a budget with the same general distribution as the 2009-2010 DONE-approved budget. The proposed budget allocates \$20,200 (44.9%) to Operations, \$15,300 (34%) to Outreach, and \$9,500 (21.1%) to Community Improvement, for a Total planned city funding of \$45,000. [20m]

7:30 10. Discussion and action on revisions to the council budget for the 2009-2010 Fiscal Year to accommodate purchase of audio-visual equipment and office furniture. [10m]

(a) On November 19, 2009, the Board approved \$3500 in audio-visual equipment, for use at meetings and council-sponsored community events. Adjustments were not made in the 2009-2010 budget to accommodate this Board action.

(b) On October 23, 2008, the Board allocated \$800 for office furniture, for a large storage cabinet, literature racks and a bulletin board. These items were not purchased in 2008. The funds allocated for these expenditures, from the 2008-2009 fiscal year, were taken earlier this year by the City Council, when it abolished the prior three-year rollover policy because of the current city budget crisis.

Recommendation is that \$3500 from General Community Projects and \$500 unused from Elections be moved to Office Equipment. Office Equipment would increase from \$1300 to \$5300 in the current-year budget.

7:40 11. Discussion and action on revisions to the council budget for the 2009-2010 Fiscal Year to accommodate purchase of additional office supplies. [8m]

On May 14, the Board held a special meeting for the purpose of expediting expenditure of unspent current-year funds before they are lost by being "swept" into the city general fund. Discussion included suggestions to purchase paper and other office supplies before funds were lost. No formal action was taken. The Board did not amend the current year budget to accommodate these suggested expenditures.

Recommendation is that \$1000 from Utilities and \$800 from Accountant Review be moved to Office Supplies. Office Supplies would increase from \$1200 to \$3000 in the current budget. In taking this action, the Board acknowledges its approval of this expense for Office Supplies in the current budget period.

7:48 12. **Discussion and possible action on proposal to allocate \$1500 in 2010-2011 Fiscal Year funds to the council-sponsored Blythe Street Community Initiative, to be administered by the Public Safety committee in the June through October period.** These funds will be used to augment the National Night Out funds allocated on May 14, support a safe Halloween event at Cardenas Park, provide an occasional English-Spanish newsletter listing summer youth activities, and support summer events for youth and families in the Blythe Street area. [10m]

7:58 13. **Discussion and possible action on recommendation that the Board formally adopt the Finance committee policy on use of Board-authorized funds for Outreach and Office Supplies that was established by the Finance committee of the prior Board.** This policy of the prior Board's Finance committee was never formally approved by the Board: [8m]

Purchases for the purposes of Outreach or Office Supplies may be made by or on behalf of committee chairs without specific prior approval of the Board, as long as the purchases are under \$200 and fall within the Board-approved budget for the category. The Finance committee, guided by reports from the Treasurer, is responsible for assuring that cumulative small transactions do not drain budgeted annual funds at an excessive rate.

The intent of this policy is to provide flexibility in meeting community service needs between monthly meetings of the Board, while preserving the Board's prerogative to approve larger expenditures and/or blocks of funds. This council's Board has never considered or approved an expenditure of less than \$200.

8:06 14. **Discussion and possible action on Finance committee recommendation that the Board adopt a policy on grants of funds to community organizations.** Last year, neighborhood councils were allowed to begin making grants of funds to community organizations for projects which benefit the community. These grants are called "Neighborhood Purposes Grants." They require special paperwork and city approval. On May 17, the Finance committee unanimously recommended that the Board adopt the following policy: [10m]

Grants to outside organizations should only be made to other government agencies or to non-profit organizations with 501(c)(3) federal tax status, for use in programs that are open to the public, after on-site inspection visits to the programs by Board members.

8:16 15. **Discussion and possible action on the unanimous recommendation of the Finance committee that the Board OPPOSE the Mayor's proposal to outsource neighborhood council funds processing at the expense of neighborhood councils.** Staff in the office of Mayor Antonio Villaraigosa have been talking with two neighborhood council activists who originally proposed outsourcing NC funds processing to a non-profit organization. This idea is now incorporated in the Mayor's proposal to cut DONE staff and consolidate its functions into the Community Development Department. The outside organization would charge at least 10 percent of the funds processed, at NC expense. That is, if an NC received \$45,000 funding, \$4,500 of that would be charged for processing the funding paperwork. On May 13, the Valley Alliance of Neighborhood Councils overwhelmingly opposed this funds processing plan. [8m]

8:24 16. **Discussion and possible action on the unanimous recommendation of the Finance committee that the Board OPPOSE the Mayor's proposal to merger the Department of Neighborhood Empowerment (a department created by the City Charter) with the Community Development Department (a department created by ordinance).** CDD is funded entirely by grants, primarily federal funds grants. It manages the grant funds that go to community non-profit organizations. The Mayor's office claims that DONE will save staff, perhaps four positions, by having CDD perform human resources and mayor-council relations for DONE. However, because of the need to "firewall" its federal money, CDD staff will *charge*

an hourly rate to the general fund for ALL services performed on behalf of DONE. This is likely to exceed the cost of the few general fund employees needed for the same work. In addition, CDD will firewall DONE from direct communication with the Mayor's office and the City Council. Both the Los Angeles Neighborhood Council Coalition (LANCC) and the Valley Alliance of Neighborhood Councils (VANC) strongly oppose combining DONE and CDD. [5m]

8:29 17. Committee reports Committees that have business to report (other than the agenda items above) will provide brief reports at this time. The council currently has five standing committees and one special committee. Outreach has Education and City Life subcommittees. [4m]

STANDING COMMITTEES (Chair and Vice President)

Commerce	Saul Mejia	saulmejia99@yahoo.com	818-359-2825
Finance (interim)	Tony Wilkinson	lawilkinson@acm.org	818-785-9355
Land Use	Fred M. Whitebook	workcompmaven@yahoo.com	818-894-7841
Outreach	Viviano Montes	vivianom@yahoo.com	818-780-4586
Education.....	Dianabel Gonzales	dbelgonzalez@yahoo.com	818-304-4285
Rules	Otis Lee Hopson	otishopson@yahoo.com	818-893-6019
SPECIAL COMMITTEES (Chair)			
City Life.....	Jose Soto	joeyesoto007@aol.com	818-339-2812
Public Safety	Jose Sandoval, VP	josand71@hotmail.com	818-984-2133

8:33 18. Public Comment and Announcements. (Please limit to two minutes per speaker.) [2m]

8:40 19. Adjournment

Council Process: The council gained its official city role upon certification by the Board of Neighborhood Commissioners on March 15, 2007. Everyone who lives, works or owns property within the boundaries of the Panorama City Neighborhood Council, or who declares an interest in the area and the factual basis for it, is a "stakeholder". All stakeholders are members of the Council. Stakeholders elect a Board of Directors to represent them. This Board is recognized as the decision-making entity by the City of Los Angeles. The current Board was elected on March 27, 2010. While the Board is the official decision-making entity, meetings are conducted as much as possible in a town hall spirit. Committees are open to anyone with an interest in Panorama City. Panorama City's neighborhood council is much more than its Board, and it depends on public participation for its success. **Posting Sites:** Meeting notices and agendas are posted at five locations within Panorama City (three days in advance for regular meetings and one day in advance for special meetings). The posting sites are: (1) **Panorama City Branch Library**, 14345 Roscoe Boulevard; (2) **Panorama Recreation Center**, 8600 Hazeltine Avenue; (3) **Valley Ice Center**, 8750 Van Nuys Boulevard; (4) **Sepulveda Recreation Center**, 8801 Kester Avenue; (5) **Casa Esperanza**, 14705 Blythe Street. You can receive notices and agendas by electronic mail. Please send your request to 'info@pcnc.us'. We ask that you please also include your name and telephone number.

Agenda-related written materials: The council may occasionally prepare supplementary information to the agenda ("agenda packets"). When this is done, the agenda packets are normally made available both to Board or committee members and to the general public at the start of the posted meeting. In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Board or committee *in advance of a meeting* may be viewed by appointment at the Panorama City Neighborhood Council office, 14500 Roscoe Boulevard, Suite 425, Panorama City, CA 91401, (818-714-2133) during normal business hours, 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 Pamela Gibberman, Secretary, 14500 Roscoe Boulevard, Suite 425, Panorama City, CA 91402 (818-893-2020, pgib@internexions.net).