

CITY OF LOS ANGELES

CALIFORNIA

PANORAMA CITY NEIGHBORHOOD COUNCIL

Directors

Lanira Murphy, **Chair**

Michael Hasz, **Vice Chair**

Perla Iliana Lagunas Abundez, **Treasurer**

Pamela Gibbermam, **Secretary**

Tony Wilkinson

Ronald Collins

Luis Zapata

Oscar Robles

Joe Taylor

Severiana Pablo

Michelle Klein-Hass

Jonathan Martinez

Janette Soler

Demetrio Gutiérrez

Maria Nieto

Sandra Sanchez

Youth Representatives:

YR1 Vacant

YR2 Vacant



Karen Bass
MAYOR

PANORAMA CITY NEIGHBORHOOD COUNCIL

POSTAL MAIL

14500 Roscoe Blvd, Suite 425
Panorama City, CA 91402

TELEPHONE

(818) 927-0003

ELECTRONIC MAIL

pcncoutreach@gmail.com

ALTERNATES

Alt1 Elijah Sugay

Alt2, Alt3, Alt4 and Alt5 Vacant

Vacant seats:

Homeowner Center-West (2023)

Homeowner Center-East (2023)

Renter North (2025)

Renter Southwest (2023)

Renter Southeast (2023)

PANORAMA CITY NEIGHBORHOOD COUNCIL GENERAL BOARD MEETING AGENDA

Thursday, June 22, 2023, 6:30pm

In Person Location

Plaza Del Valle Community Room Building G Unit #62
8610 Van Nuys Blvd, Panorama City, CA 91402

The quorum is 11 Board members. 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 usually limited to two minutes per speaker, at the discretion of the Chair. Action may be taken on any agenda item except Public Comment and announcements. 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 Plaza Del Valle Community Room and at other locations (see notes 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 (213-978-1551, 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. Times shown in the agenda are only estimates. The sequence and time may be changed at the meeting.



1. **Call to Order** and Welcome (**Board Chair** Lanira Murphy)
2. **Roll Call** of Board members or alternates (the quorum is 11).
3. **Reports from LAPD & other relevant law enforcement agencies.** Senior Lead Officer Bronk [38980@lapd.online (818)-644-8017] covers Mission Traffic Division. Senior Lead Officer Sean Smith [(818-838-9842, mobile 818-442-3183, 35183@lapd.online)] covers Panorama City's North and Center-East districts. Senior Lead Officer Daniel Ruelas [(818) 838-9847, mobile 818-679-2082, 34435@lapd.online] is responsible for Panorama City south of Roscoe. Emergency: 911. Mission Division Front desk: 818-838-9800. Non-emergency: 877-ASKLAPD (877-275-5273).
4. **Officers' Reports** for relaying updates on NC Business not being discussed in other agenda items. *This item is strictly for reporting and not intended for Board discussion or action.* Not to exceed 2 minutes each.
 - a. Vice Chair's Report
 - b. Treasurer's Report
 - c. Secretary's Report
 - d. Equity Officer's Report
 - e. Chair's Report
5. **Reports from Elected Officials' field staff and other Neighborhood Agencies/Committees.**

Please Keep Reports to 2-3 minutes maximum to allow time for questions from the Board and Public

- **DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT**

Jose Galdamez (Jose.Galdamez@lacity.org) (818) 374-9886, Van Nuys City Hall 14410 Sylvan St. 3rd Floor Los Angeles, CA 91401 Direct Line: (818)-374-9893, Office (213)-978-1551

- **CALIFORNIA CONGRESSIONAL DISTRICT 29**

Congressman Tony Cardenas' District Office is located at 9612 Van Nuys Blvd, #201, Panorama City, CA 91402 (818-221-3718). He is represented in Panorama City by Field Representative Lilia Monterrosa, (818) 221-3718, (Lilia.Monterrosa@mail.house.gov)

- **LOS ANGELES CITY COUNCIL DISTRICT 6**

Odalys Gomez odalys.gomez@lacity.org and Marcela Quintanilla marcela.quintanilla@lacity.org represents Council District 6 in Panorama City The district field office is located at 9300 Laurel Canyon Blvd., 2nd Floor, Sun Valley, CA 91331; 818-771-0236.

- **LOS ANGELES CITY MAYOR'S OFFICE**

The Mayor's San Fernando Valley office is located in the Van Nuys City Hall, 14410 Sylvan Street, Van Nuys, CA 91401. She is represented in the East Valley Area by Field Representative Michelle Vergara michelle.vergara@lacity.org



- **LOS ANGELES UNIFIED SCHOOL DISTRICT, DISTRICT 6**

Our LAUSD School Board Member is Kelly Gonez. Charity Castro is her Policy and Advocacy Deputy (Main (213) 241-6097 Mobile (818) 212-6887, (charity.castro@lausd.net). The District 6 office is located at 8401 Arleta Avenue, Sun Valley, CA 91352.

- **LOS ANGELES COUNTY SUPERVISORIAL DISTRICT 3**

Supervisor Lindsey P. Horvath (thirddistrict@bos.lacounty.gov, 213-974-3333) is located at 821 Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, CA 90012. Barri Girvan (bgirvan@bos.lacounty.gov, 818-880-9416), represents Supervisor Horvath locally. The San Fernando Valley District Office is located at 7555 Van Nuys Blvd, Suite 1, Van Nuys, CA 91405.

- **CALIFORNIA ASSEMBLY DISTRICT 43**

Assembly-member Luz Rivas represents us. Her field office is located in the State Office Building at 6150 Van Nuys Blvd, Suite 300, Van Nuys, CA 91401. The Field Representative, Julissa Hernandez, can be reached at julissa.hernandez@asm.ca.gov.

- **CALIFORNIA SENATE DISTRICT 20**

District 20 State Senator Caroline Menjivar maintains a field office in the State Office Building at 6150 Van Nuys Blvd., Suite 400, Van Nuys, CA 91401 (818-901-5588). Her Field Deputy for Panorama City is Brandon Gonzalez who can be reached at brandon.gonzalez@sen.ca.gov.

- **RECREATION AND PARKS**

Announcements and updates from our Panorama City representatives and any other neighboring Rec and Parks teams. The Panorama Recreation Center Representative is Jeffrey Sabino.

6. Public Comment and General Announcements

- a. Limited from 2-5 minutes at the discretion of the presiding officer
- b. Limited to non-agenda items
- c. Speaker cards will be made available if attendance is significant
- d. **During Virtual Meetings**, use the 'raise your hand' feature to be added to the speaker queue by the Board Secretary. The Chair will recognize speakers in the order specified by the queue.

7. If permitted by the Department of Neighborhood Empowerment, seat the newly elected Board from the June 3 election.

8. If the newly elected board is seated, elect officers for the new board: Chair of the Board, Vice Chair of the Board, Secretary, Treasurer. Self-nominations are allowed. Election will be by majority vote of those voting. The outgoing Chair of the Board may elect to delegate the meeting chair role for this item to another member of the board who will not stand for an officer election or to a representative of the Department of Neighborhood Empowerment.



9. If the newly elected board is seated, reaffirm the board policy of having an Equity Officer, and elect an Equity Officer for the board.
10. If the newly elected board is seated, adopt a list of committees and appoint chairs of committees, or, at the option of the board, defer action on this item until the July meeting.
11. Discussion and possible action to appoint any interested qualified stakeholders to any appropriate vacant board seats including Alternates, and also Youth Representatives to the Board
- 12. Brief presentation on the East SFV Transit Neighborhood Plan**
- 13. Brief Presentation by See Change Institute**
- 14. Consideration and possible action** to approve participation as a signatory in the newly renewed Memorandum of Understanding between the city's Neighborhood Councils and the Los Angeles Department of Water and Power. The agreement provides extensive information to each participating Neighborhood Council. In return, each participating Neighborhood Council agrees to notify LADWP 14 days in advance when it will be considering an item related to LADWP so that the Department can arrange to attend the meeting and present its side of the issue. If the Board agrees to join the agreement, it will certify the decision on a Board Action Certificate. For that reason, this item requires a roll call vote. The new 2023 MOU agreement is at the following link. <https://ladwp.com/neighborhoodcouncils>.
- 15. Consideration and possible action** to appoint a Representative to the NC-DWP MOU Oversight Committee, provided that the Board has approved participation in the agreement. Tony Wilkinson, who currently serves as Chair of the Committee, has asked to continue as the council's Representative. The Board may also appoint an Alternate Representative. Meetings of this committee are held online on the first Saturday of each month from 8:30 am to 10:00 am and are open to all. The meeting link will always be found at the following link. <https://www.ladwpnews.com/dwp-nc-mou-and-advocacy-committee-meetings/>
- 16. Consideration and possible action** to support Danza Azteca at Panorama City Recreation Center
- 17. Consideration and possible action** on the recommendation from the outreach committee to purchase up to \$3,300 in audio interpretation equipment, preferably Williams Sound. This will allow us to get one more transmitter.
- 18. Consideration and possible action** from the outreach committee recommendation on election outreach reprinting Flyers for Election to have board members provide suggestions to choose text formatting and carrier routes
- 19. Consideration and possible action** from the outreach committee to leave funds to buy 200 letters for business license holders and the 1000 stickers to cover the last carrier flyers so they can be used in person. Provide 200 business names collected by Joe. ALL EDD flyers will be new copies to be sent to mail routes.



20. **Consideration and possible action** from the outreach committee to add funds for EDDM mailers we have a lot of postcards that are in the storage unit, up to 1,000 to send them out or just to have a budget for Mailers for outreach purposes
21. **Discussion and possible action** on how to make quorum easier
22. **Discussion and possible action** to approve the Administrative Packet for Fiscal Year 2022-2023, which includes the annual budget and the financial signers.
23. **Consideration and possible action** to approve the city purchase cardholder (s) and the Treasurer/first signer, the second signer, and the alternate signer.
24. **Discussion and possible action** on a contribution to the Congress of Neighborhoods, from Fiscal Year 2023-2024 funds, in the amount of \$1,000.
25. **Discussion and possible action** to increase the storage unit payment to \$232 to reflect the increase by the storage unit.
26. **Discussion and possible action for** ongoing monthly standing rule changes needed
 - a. May
27. **Discussion and possible action for approval of any financial statements, Monthly Expenditure Reports (MER's), or other ongoing monthly financial documents prepared by the Treasurer of Finance Chair which have not yet been approved by the Board.**
 - a. March
 - b. April
 - c. May
28. **Discussion and possible action to approve the Board meeting's minutes for the last Board meeting and any other prior meetings not yet approved.**
 - a. To include any past minutes
29. **Discussion and possible action to remove Board Members in violation of attendance policies:**
 - a. N/A
30. **Discussion and possible action to appoint any interested qualified stakeholders to any appropriate vacant board seats including Youth Representatives.**
 - Candidates must present documents to the Executive Committee that prove their identity and a "stake" in the Neighborhood Council, as required by each seat.
 - **Examples:** Driver's License, Consular Card or Student ID will prove identity. A Driver's License with a current address will also prove that a person lives within the council boundaries.

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- District seats are specific to either "homeowner" or "renter". For this reason, homeowners must present a recent mortgage statement or a tax bill, and renters must present a recent rent receipt or a lease. Business seats require a business card with a local address, a Business Tax Registration Certificate, or some other indication that the person works (including volunteer work) or operates a business within the council boundaries.
- Community Interest stakeholders (for an Unlimited At-Large seat) must provide a document that proves a substantial and ongoing interest within the boundaries, which is often evidenced by membership in a local organization. However, Community Interest stakeholders can be appointed to either of the vacant Alternate positions.) Signed letters from responsible parties can also be provided. The Secretary will determine the adequacy of the candidate's documentation.
- **No actual documents will be kept and interested stakeholders are only required to show the document for verification.**
- The council may appoint one or more Youth Representative(s) for a one-year term. A Youth Representative is not part of the voting Board. This is a position that allows youth to express opinions on council issues.

31. Discussion, nomination, and selection of Committees to include adding new Committee Chairs or new members to each committee. Also includes 2-minute report form each committee. The current committees are listed below. (20 min)

Standing Committees			
Name	Chair/Co-Chairs	Contact Email	Meeting Date/Time/Location
Commerce	Joe Taylor	joe.taylor27@gmail.com	2nd Wednesdays, 6:30pm
Finance			
Land Use	Tony Wilkinson & Michelle Klein-Hass	tonyw.civic@gmail.com , mkh.pcnc@gmail.com	4th Monday (following education), 7:30pm
Outreach	Perla Iliana Lagunas Abundez & Sandra Sanchez	Perlita.northhills@gmail.com	2 nd Thursdays, 6:30pm via zoom
Rules	Tony Wilkinson	tonyw.civic@gmail.com	As needed
Ad-Hoc and Sub-Committees			
City Life & Beautification	Severiana Pablo & Janette Soler		First Thursdays, 7pm, via zoom
Public Safety			2 nd Thursdays, 6:30pm, via zoom
Education	Pamela Glibberman	pglibberman@gmail.com	4 th Mondays, 6pm, via zoom
Youth	Jonathan Martinez	panoramacityrockgarden@gmail.com	2 nd Thursdays, via Zoom
Alcanze Arte y Cultura	Severiana Pablo	sevepablo@gmail.com	TBD
~ Please contact the Chairs if interested in participating on committees ~			

32. 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 real property within the boundaries of the Panorama City Neighborhood Council, or who declares a Community Interest in the area and the 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 April 20, 2021. 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

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SUCCESS.

Posting Sites: California's open meetings law, the Ralph M. Brown Act, requires that meeting notices be physically posted at a regular location 72 hours in advance for regular meetings and 24 hours in advance for special meetings. The location must be accessible to the public seven days a week, 24 hours a day. That location is on the glass of the Plaza Del Valle Community Room, Building G, 8700 Van Nuys Blvd, Panorama City, CA 91402. This council is also required to follow the City of Los Angeles posting policy for Neighborhood Councils. That policy additionally requires that councils post agendas through the city's Early Notification System (ENS), post the agendas on the council's website (if one exists), and make an effort to send agendas by electronic mail (if such a list exists). This council posts agendas on its website, panoramacitync.org. This council uses the city's ENS mailing list as its agenda email list. You may sign up for the ENS agenda system at: <http://lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>.

In addition to the Plaza Del Valle posting location, this council MAY post agendas at other locations within Panorama City. These may include: (1) Panorama City Branch Library, 14345 Roscoe Blvd; (2) Panorama Recreation Center, 8600 Hazeltine Avenue; (3) Sepulveda Recreation Center, 8801 Kester Avenue; and (4) Casa Esperanza, 14705 Blythe Street.

In addition to the ENS agenda list, this council MAY include agendas in its occasional informational emails. You can subscribe to the council's informational email list by sending your request to 'info@panoramacitync.org'. You can also sign up on the council's website. In order to respect our stakeholders' inboxes, messages to the informational email list will be sent at most once or twice a month. *The only way to assure that you will receive emailed agendas is through the ENS list.*

Interpretation for Meetings: If you need an interpreter for any Panorama City Neighborhood Council General or Committee Meeting, please notify the Board Chair at lanira_m@yahoo.com a minimum of **48 hours** prior to the meeting to ensure coverage. Please indicate the language(s) you need interpretation for and the date of the meeting.

Americans with Disabilities Act (ADA): 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, assistive 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 5 business days prior to the meeting you wish to attend by contacting the city's Department of Neighborhood Empowerment (213-978-1551).

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 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 Blvd, Suite 400, 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, PCNC - Secretary, pgibberman@gmail.com.

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 [the Panorama City Neighborhood Council no longer maintains a physical office] and at our website: panoramacitync.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 Lanira Murphy at [no phone available] or email: lanira_m@yahoo.com

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE PANORAMA CITY NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

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 Neighborhood Council's control, the meeting must be recessed or adjourned.

Public Posting of Agendas:

Neighborhood Council agendas are posted for public review as follows:

- Plaza Del Valle Community Room, Building G, 8700 Van Nuys Blvd, Panorama City, CA 91402
- www.panoramacitync.org
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System (ENS)

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 Section 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

[Instructions and Guidelines to Access and Participate in PCNC 'Virtual Meetings'](#)

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Effective April 1st, 2020 the City Attorney's office has permitted the use of 'Virtual Meetings' with voice/video capabilities which will allow Neighborhood Councils to continue conducting meetings during our current 'Stay at Home' order issued by Mayor Garcetti. The Panorama City Neighborhood Council has elected to use the platform ZOOM to host our virtual meetings.

For instructions on how to download and use the ZOOM audio-video conferencing platform, please click the link below, which will detail how to install the application on your smartphone or computer. Link for Support [HERE](https://support.zoom.us/hc/en-us/articles/201362193-How-Do-I-Join-A-Meeting-)
<https://support.zoom.us/hc/en-us/articles/201362193-How-Do-I-Join-A-Meeting->.

If you prefer to phone in to each meeting:

Dial by your location

- +1 669 900 9128 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 253 215 8782 US (Tacoma)
- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Germantown)
- +1 312 626 6799 US (Chicago)

Virtual Meeting Guidelines

- Upon entry to the meeting, all participants will be automatically placed on 'mute' as to not disrupt the current speaker.
- The Chair will run the meeting as 'close to normal' as possible, limiting the amount of time individual speakers may hold the floor.
- If you wish to speak, do so by 'Raising your Hand', a feature the platform has, which enables the formation of a queue.
- The Board Secretary will recognize your place in the queue, by responding through the 'Chat' feature.
- The Chair will then call upon, in 'first come first served' order as recognized by the Secretary. Once called upon, the speaker must UNMUTE their audio to begin their statement.
- Disruptions to the meeting or abuse of these guidelines will result in the immediate removal.
- Public Comment will also adhere to the 'Raise Hand', 'Enter the Queue', 'Be Recognized by the Chair' format.
- Should you need assistance, or require any specific ADA accommodations, please reach out to the Board Chair prior to the meeting at lanira_m@yahoo.com

For more information about the Panorama City Neighborhood Council visit our website at www.panoramacitync.org