

**PANORAMA CITY  
NEIGHBORHOOD COUNCIL**

**CITY OF LOS ANGELES  
CALIFORNIA**

**PANORAMA CITY  
NEIGHBORHOOD COUNCIL**

**Directors**

Lanira Murphy, **Chair**  
Michael Hasz, **Vice Chair**  
Perla Iliana Lagunas Abundez, **Treasurer**  
Pamela Gibberman, **Secretary**  
Tony Wilkinson  
Ronald Collins  
Luis Zapata  
Oscar Robles  
Joe Taylor  
Severiana Pablo  
Michelle Klein-Hass  
Jonathan Martinez  
Janette Soler  
Demetrio Gutiérrez

**Youth Representatives:**

**YR1** Vacant  
**YR2** Vacant



**Karen Bass  
MAYOR**

**POSTAL MAIL**

14500 Roscoe Blvd, Suite 425  
Panorama City, CA 91402

**TELEPHONE**

(818) 927-0003

**ELECTRONIC MAIL**

pcncoutreach@gmail.com

**ALTERNATES**

**Alt1** Maria Nieto  
**Alt2** Elijah Sugay  
**Alt3** Sandra Sanchez  
**Alt4 and Alt5** Vacant

**Vacant seats:**

Homeowner Center-West (2023)  
Business (2023)

**PANORAMA CITY NEIGHBORHOOD COUNCIL  
GENERAL BOARD MEETING MINUTES**

**Thursday, March 23, 2023, 6:30pm**

**\*\*Virtual Meeting via ZOOM, access info on last page of agenda\*\***

**Meeting URL: <https://us02web.zoom.us/j/84253128954>**

**Meeting ID: 842 5312 8954**

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)**

Meeting called to order at 6:43 p.m.

**2. Roll Call** of Board members or alternates (the quorum is 11).

Present: Lanira(left 7:19), Michael, Perla (arrived 6:48), Pamela, Tony (arrived 7:03), Ron, Luis, Oscar, Severiana, Michelle, Jonathan, Janette, Demetrio, Maria (arr. 7:09?, left 8:07), Elijah, Sandra Excused: Joe  
Guests: Martel Okonji, Claudia Cardenas-Primestor Dev.

**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).

NA

**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

*Mike sent an informational chart of the PCNC election results from the last 10 years. He announced there would be funding training next week for whoever needs it.*

b. Treasurer's Report

*Perla sent the February MER. She had trouble getting signatures on the BAC's which need to show month/year. The bills were paid and approved by the City Clerk.*

c. Secretary's Report

*Pamela sent the February minutes and will fix the letterhead for next month.*

d. Equity Officer's Report

*None*

e. Chair's Report

*Lanira announced that Elspeth has resigned and we're working on a replacement.*

**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

*Jose announced that PCNC candidates must submit all documents by tonight. Questions should go to [clerk.electionsnclacity.org](mailto:clerk.electionsnclacity.org). The window for Vote-by-Mail applications is 4/4/23-5/15/23; in-person voting is 6/3/23. He gave information about how to view candidate info on the City Clerk website. The City Clerk needs to be notified about the location(s) for Board and Committee meetings and the locations must have ADA inspections.*

### • 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](mailto:Lilia.Monterrosa@mail.house.gov))

NA

### • LOS ANGELES CITY COUNCIL DISTRICT 6

Odalys Gomez [odalys.gomez@lacity.org](mailto:odalys.gomez@lacity.org) and Marcela Quintanilla [marcela.quintanilla@lacity.org](mailto: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.

*Marcela reported that Tobias Park has top priority; permanent fencing funding has been approved and there will be a clean-up in April. Applications for the Metro Community Leadership Council are due tomorrow. The City Council is working on an ordinance about catalytic converters which will be voted on in April. She announced an event in Marson Park.*

### • 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](mailto:michelle.vergara@lacity.org)

*Michelle announced that yesterday was the Mayor's 100th day. 1000+ people have been housed. There is a new Office of Community Safety. As a new member of the Metro Board, the Mayor pushed for more Metro Ambassadors. The Los Angeles Public Library has trained 300+ employees to administer NarCan and Parks and Rec. people are being trained as well.*



- **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 Sheila Kuehl (Sheila@bos.lacounty.gov, 213-974-3333) is located at 821 Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, CA 90012. Valley District Director, Jessica Orellana, MSW District Director <JOrellana@bos.lacounty.gov>, represents supervisor Kuehl locally. The San Fernando Valley District Office is located at 7555 Van Nuys Blvd, Suite 1, Van Nuys, CA 91405.

NA

- **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](mailto:julissa.hernandez@asm.ca.gov)

NA

- **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

NA

- **RECREATION AND PARKS**

Announcements and updates from our Panorama City representatives and any other neighboring Rec and Parks teams. Panorama Park Representative

NA

- **BUDGET TRIBUNES**

Announcements and updates from the Budget Tribunes on matters related to our City Services and City Budget. The Tribunes can be reached at [LABudgetTribunes@gmail.com](mailto:LABudgetTribunes@gmail.com)

NA



### 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.
  1. *Claudia Cardenas-Primestor Development announced their next community meeting will be on Friday, March 31st, at 6:00 p.m. at the Panorama Rec. Center. They will make a presentation at the Land Use Committee meeting in April. Her contact info is [ccardenas@primestor.com](mailto:ccardenas@primestor.com) (213)223-5526.*
  2. *Martel Okonji-PCNC candidate wants to engage with the community and is looking forward to getting active. His contact info is [martel@developingcommunitiesllc.com](mailto:martel@developingcommunitiesllc.com).*

### 7. Consideration and possible action on the recommendation of the rules committee

Adjust the budget to increase the election outreach expenses from \$2,500 to \$4,000. The money would probably come from operations and outreach

*The motion to move \$1500 from Operations/Outreach to Elections passed with 13 yes, 0 no, 2 ineligible.*

### 8. Consideration and possible action on the recommendation of the rules committee:

Allocate the \$4,000 amount to be use for election outreach, including EDDM mailers, general mailers, and printed materials.

*Tony explained the need. The motion passed with 13 yes, 0 no, 2 ineligible.*

### 9. Consideration and possible action on the recommendation of the rules committee to

Add policy to the Policies and Procedure manual that says: "Committee chairs are responsible for keeping a list of their current committee members and their contact information."

*Mike went through an entire year of agendas to compile the list of committee members. It should be the duty of the committee chair but there is nothing about it in the Bylaws. The committee chair should keep the list current and purge members who are no longer active. The motion passed unanimously, 15 yes, 0 no.*

### 10. Consideration and possible action to

change the City Life and beautification meeting to the 4th Tuesday of the month after the outreach committee meetings to better make use of the translators.

*Tony said the committee chair should just do it; it does not need an agenda item since no Board action is needed.*

### 11. 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. February

*Tony read it to everyone. Mike moved, Pamela seconded and the motion passed with 13 yes, 0 no, 2 ineligible.*

**12. 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

*Pamela moved, Mike seconded, to approve the Feb. 23rd minutes which passed unanimously, 15 yes, 0 no.*

**13. Discussion and possible action to remove Board Members in violation of attendance policies:**

a. N/A

**14. 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.
- 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.

*No one can be appointed within 3 months of an election.*



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

John D. would like to remain on committees. Martha C. has withdrawn.

Commerce - NA

Finance - NA

Land Use - will meet at Plaza del Valle but the schedule is complex; Tony will be the point person to make arrangements.

Outreach - Outreach, City Life, and Rules will meet on Wednesday, March 29th, via Zoom.

Rules - see above

City Life & Beautification - see above

Public Safety - NA

Education - Pamela attended the Panorama HS Coffee with the Principal on 3/1 in person and gave information about the PCNC upcoming elections. Next month's meeting will be 4/17, the 3rd Monday, not the 4th, due to Armenian Genocide Recognition Day.



*Youth - Jonathan attended the Panorama HS CwtP via Zoom. The Youth Committee will meet jointly with Education.  
Alcanze Arte y Cultura - Sandra and Janette can provide Spanish to English translation as needed.*

### 16. Adjournment

*Meeting adjourned at 8:48 p.m.*

**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 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 the outside steel doors 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](http://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](mailto: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](mailto: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](mailto: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](http://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,





## Panorama City Neighborhood Council Meeting Minutes 3-23-23

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please contact Lanira Murphy at [no phone available] or email: [lanira\\_m@yahoo.com](mailto: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](http://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](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

### Instructions and Guidelines to Access and Participate in PCNC 'Virtual Meetings'

Effective April 1<sup>st</sup>, 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->

### 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)

- 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](mailto:lanira_m@yahoo.com).

For more information about the Panorama City Neighborhood Council visit our website at [www.panoramacitync.org](http://www.panoramacitync.org)