

CITY OF LOS ANGELES

PANORAMA CITY NEIGHBORHOOD COUNCIL

CALIFORNIA

PANORAMA CITY NEIGHBORHOOD COUNCIL

Directors

John DiGregorio, **Chair**
Michael Hasz, **Vice Chair**
Lanira Murphy, **Treasurer**
Cheryl Compton, **Secretary**
Maricar Summer Bernardo
Marc Coronel • Martha Cortez, VP
Adria Deliberto • Adam De Los Santos
Pamela Gibberman, VP
Reynaldo Hernandez
Michelle Klein-Hass, VP
Chris Q. Martinez, VP
Gurgen Mkrtychyan, VP
Marisa Persaud, VP • Yesenia Puente
Ryan Reich • Tony Wilkinson, VP

Vacant seats:

Homeowner Center-West (2023)
Renter Center-West (2021)
Business (2023) x1

Youth Representatives:
(vacant)



POSTAL MAIL
14500 Roscoe Blvd, Suite 425
Panorama City, CA 91402

TELEPHONE
(818) 714-2133

ELECTRONIC MAIL
pcncoutreach@gmail.com

ALTERNATES

Alt1 (vacant) **Alt2** (vacant)
Alt3 (vacant) **Alt4** (vacant)
Alt5 (vacant)

ERIC GARCETTI
MAYOR

PANORAMA CITY NEIGHBORHOOD COUNCIL RULES COMMITTEE AGENDA

September 9, 2019 at 7:00PM

Coco's Bakery Restaurant
13733 Roscoe Blvd, Panorama City, CA 91402

The quorum for Panorama City Neighborhood Council committees is three. Public comments on agenda items will be heard when the item is considered. Public comments on other matters within the committee'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. 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 Plaza del Valle, Community Room (see 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.

- 1. Call to Order Rules Committee** agenda and remarks (**Cheryl Compton, Rules Chair**) [2m]
- 2. Roll Call** of committee members or alternates (the quorum is three). [1m]
- 3. Public Comment** and announcements (**Please limit to two minutes per speaker.**) Public comment on agenda items will be heard at the time the item is considered. [4m]
- 4. Discussion and possible action regarding recommendation to the Board regarding adding new item to the Procedural Manual limiting access to storage unit.** Chair will prepare draft for review. (15 mins)
- 5. Discussion and possible action regarding drafting a CIS or letter to BONC and other governmental officials in support of revising the method by which NCs are funded by using a model heavily reliant on population to**



create an equitable distribution of funds (i.e., a “base plus” system). Panorama City is the most densely populated area of Los Angeles. (15 mins)

6. Discussion and possible action regarding reconfiguring the board seats to achieve quorum more efficiently and consistently. Recommendations to be presented at future general board meeting. Chair will provide research on neighboring NC’s bylaws and board configurations. All changes will require a revision of Bylaws – and possible extended approval process by BONC and DONE. (15 mins)

Suggestions for discussion:

- If any seat remains empty for a set period (90 days? 180 days?), it can be temporarily reclassified as an At-Large seat for a period of up to one-year, or until an interested Stakeholder who fits the original designation wishes to join the board.
- Reconsideration of district boundaries.
- Many NCs have Youth Rep position that counts towards quorum.

7. Discussion and possible action to allocate up to \$1,500 for targeted direct-mail recruitment or flyer distribution for Board Members and Alternates in the Center-West district. This is the most densely populated area of Panorama City, but has no board representation for at least the past two years.

8. Open discussion regarding the below or any other sections of Bylaws which should be considered for revision. Chair has prepared redline for discussion and possible inclusion in revised Bylaws. (15 mins)

Suggestions from Chair include:

- Article V, Section 4 – Terms. Needs extensive rewriting, refers to 2010 and 2012 in terms. Make more general; no mention of specific years. (Page 5)
- Added definition of Excused and Unexcused Absences (page 7)
- Article V, Section 10 – Resignation. Currently blank; consider drafting brief statement of how and who to resign to in writing. (Page 8)
- Incorporate that the use of a minute-taker at board meetings is allowable. (Page 9)
- Article VIII, Section 2 – 50 stakeholder signatures needed to add an agenda item; suggest lowering number (30?), as well as making all numbers consistent throughout Bylaws. (Page 11)
- Include designation of the Finance Committee Chair as the Second Signer. (page 12)
- Some NCs require board members and alternates to attend a minimum number of committee meetings or sanctioned events (monthly or quarterly requirement?)
- General clean-up of grammar, punctuation and clerical mistakes.

9. Action/Attention Item list for Officers and Committee Chairs – Chair has prepared a short list of action items called out in the Bylaws, which should be discussed and/or delegated to the various officers or committees. (5 mins)

10. Discussion and possible action regarding the identification, vetting and submission of Council Files, for which PCNC may want to submit a (CIS) Community Impact Statement for the public record. Chair would like Rules committee to identify areas or specific items to discuss in conjunction with Outreach committee. (5 mins)

11. 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 2, 2016. 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 Boulevard, 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 Boulevard; (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.*

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 3 business days prior to the meeting you wish to attend by contacting the city Department of Neighborhood Empowerment at least three business days in advance (213-978-1551, or toll-free 3-1-1).

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 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 Cheryl Compton, PCNC - Secretary, 14500 Roscoe Boulevard, Suite 400, Panorama City, CA 91402 (ComptonPCNC@gmail.com).

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