

CITY OF LOS ANGELES

PANORAMA CITY NEIGHBORHOOD COUNCIL

CALIFORNIA

PANORAMA CITY NEIGHBORHOOD COUNCIL

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ALTERNATES

Alt1 Rhonda Bartlett • **Alt2** Gloria Diaz
Alt3 Andrea Jimenez
Alt4 Jody Pineda DiGregorio
Alt5 Scott Boundy
Youth Representatives
Vianca Perez • MacKenzie Keller

Vacant seats:
Homeowner Center-West (2023)
Resident-Renter Southwest (2023)
Business (2021) x1 (2023) x2

ERIC GARCETTI
MAYOR

PANORAMA CITY NEIGHBORHOOD COUNCIL RULES COMMITTEE SPECIAL JOINT MEETING WITH BOARD MEETING AGENDA (ONLINE VIA GOTOMEETING)

Saturday, December 12, 2020, 2:00 pm

Meeting Link (copy and paste into browser if this is not a "live" link):

<https://global.gotomeeting.com/join/296256549>

Meeting number (access code): **296-256-549** (The web link lets you use a browser or [better] the GoToMeeting app)
Join by phone (dial-in audio only; public comment is *9): **+1 (646) 749-3122** United States Toll

[Please see online meeting notes on page 3 of agenda]

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. *Postal address, telephone, email on agenda are for Board Member Tony Wilkinson

- 6:30 1. Call to Order** and remarks (**Tony Wilkinson* Chair** [tonyw.civic@gmail.com]) [1m]
- 6:31 2. Roll Call** of committee members or alternates (the quorum is three). [1m]
- 6:32 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. [8m]
- 6:40 4. Consideration and possible action on Board Members and other stakeholders who may want to join this committee.** Rules considers bylaws, policies and procedures, equity and inclusion, and is the Board's official Election Committee. The 2021 Board election begins NOW. The community will benefit from this work. It includes outreach for candidates and voters and work to engage candidates and the community with the new Board. Candidate filing opens December 19. Half of the Board seats and all five Alternates will be determined in the election. Alternates are the candidates with the five highest vote totals who did not gain a seat. [10m]

- 6:50 5. **Consideration and possible action on the rules and mechanics for the 2021 election. Because of the pandemic, this will be an All-Vote-By-Mail election.** Voters will need to document their "stake" in the council and request a ballot in advance. This can be done online or with a paper form returned by email or postal mail. An identity document and possibly another document to verify stakeholder status will be required. (Attached documents are checked and discarded by the City Clerk.) Ballots must be returned by postal mail or, on Election Day, to one of several ballot drop-off locations. Election rules are contained in an extensive Election Handbook. For more information see <https://clerk.lacity.org/elections/neighborhood-council-election> [20m]

- Candidate filing starts Saturday, December 19 and ends Tuesday, February 2. It is done ONLINE.
- The Ballot application period begins online on Friday, February 19 and applications must be RECEIVED by Tuesday, April 13. Paper and email applications will be accepted beginning Wednesday, January 20.
- Ballots will be mailed to voters beginning on Monday, March 22.
- Ballots must be postmarked or dropped off in person no later than Tuesday, April 20 (Election Day).
- Postmarked ballots must be received by Friday, April 23, in order to be counted.
- Unofficial results are due by Tuesday, April 27. Certified results are due on or before Tuesday, May 5.

- 7:10 6. **Consideration and possible action on OUTREACH for our 2021 Board election. To assure a Board that represents the diversity of cultural backgrounds and opinions in our community, an affirmative effort is required to enlist a diverse group of candidates.** Since Panorama City makes an effort to conduct "everyone wins" elections, candidates who do not gain the seat for which they were running may become Alternate board members, or they may join with us on committees where most of the work gets done. Recruiting CANDIDATES is more important than recruiting VOTERS. Good candidates usually bring their own voters.

Because of the pandemic, an increasing number of our neighbors are unhoused. This year there should be a special effort to make sure that unhoused stakeholders within our boundaries can participate in their Neighborhood Council. Methods of doing this will be considered.

Our challenge is how to reach nearly 80,000 people within our boundaries, most of whom do not know that a Neighborhood Council exists. We must do this during a pandemic when public in-person meetings are prohibited or unsafe. The Every Door Direct Mail (EDDM) service of the United States Postal Service has proven to be an effective way to recruit candidates. An investment of several thousand dollars will be needed to use this tool effectively. For the business community, direct mail to the holders of city Business Tax Registration Certificates (BTRCs) within ZIP Code 91402 (if we can get the list) could be effective. [25m]

People who may want to consider running for a seat on the Panorama City Neighborhood Council (PCNC) Board should watch the short video on being a candidate

<http://tiny.cc/CandidateInfoVideo>

and sign up for one of the candidate information sessions that will be held on Saturday, December 5 at 3:00 pm and on Saturday, December 12 at 9:00 am.

<http://NCEvents.Eventbrite.com>

- 7:35 7. **Consideration and possible action on developing a local agency plan for the Panorama City Neighborhood Council to participate in the city's Executive Directive 27 on Racial Equity along with the numerous other Executive Directives on Equity, including Gender Equity, an Age-Friendly City and others.** Each city department is required to have a racial equity plan and an equity officer, for example. Rather than waiting for someone to arbitrarily tell Neighborhood Councils what they should be doing, perhaps we should take the initiative. This is especially important to inform our outreach activities for the 2010 election. [25m]

https://www.lamayor.org/mayor_garcetti_s_executive_directives

- 8:00 8. **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 27, 2019. The next election is planned for April 24, 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 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 Panorama City Neighborhood Council Land Use Chair at least three business days in advance (818-212-5384).

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 (ComptonPNCN@gmail.com).

For more information about the Panorama City Neighborhood Council, visit our website: panoramacitync.org --> Please note that the public is welcome to join in the video and text chat at this online meeting. Public comment may be made in the online meeting when public comment is called for by the chair. The meeting may be recorded.

The City of Los Angeles has required that the following statements be included in every Neighborhood Council agenda for online meetings, which they refer to as "virtual meetings". (We prefer the term online meetings. These are 'real' and official meetings. They are hosted electronically, as currently permitted by the state open meetings rules.)

VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION

In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the Panorama City Neighborhood Council meeting will be conducted entirely telephonically.

Every person wishing to address the Neighborhood Council must dial **+1 (646) 749-3122** and enter **296-256-549** and then press **#** to join the meeting. If a password is requested, enter **[none required]**. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

GENERAL PUBLIC COMMENT ON NON AGENDA ITEMS

THE AMERICAN WITH DISABILITIES ACT - 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, and 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 (72 hours) prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment by email: NCsupport@lacity.org or phone: (213) 978-1551.

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 John DiGregorio at [no phone available] or email: johndPCNC@gmail.com