

CITY OF LOS ANGELES

PANORAMA CITY NEIGHBORHOOD COUNCIL

Directors

Gregory Wilkinson, Chair
Viviano Montes, Vice Chair
John DiGregorio, Treasurer
Cheryl Compton, Secretary
Maricar Summer Bernardo • Jan Brown
Martha Cortez, VP • Pamela Gibberman
Michael Hasz • Michelle Klein-Hass, VP
Chris Q. Martinez • Saúl Mejía, VP
Gurgen Mkrtchyan, VP • Marisa Persaud, VP
Ryan Reich, VP • Tony Wilkinson, VP

Vacant seats:

Homeowner Center-West (2018)
Renter Center-West (2020)
Business (2018) x2
Business (2020) x1

Youth Representatives:

Pedro Saavedra & Melissa Esparza

CALIFORNIA



ERIC GARCETTI
MAYOR

PANORAMA CITY NEIGHBORHOOD COUNCIL

POSTAL MAIL

14500 Roscoe Blvd, Suite 425
Panorama City, CA 91402

TELEPHONE

(818) 714-2133

ELECTRONIC MAIL

info@pcnc.us

ALTERNATES

Alt1 Nathan Bouldin Alt2 Salvador Ortega
Alt3 Dante Harris Alt4 (vacant)
Alt5 (vacant)

PANORAMA CITY NEIGHBORHOOD COUNCIL REGULAR BOARD OF DIRECTORS AND SPECIAL BOARD OF DIRECTORS COMBINED MEETING MINUTES

Thursday January 25, 2017 6:30 PM

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

The quorum is 11 Board members or Alternates. 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 3-11). 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 Opening Remarks (Chair **Gregory Wilkinson**). *Meeting was called to order at 6:40PM.*
2. **Self-Introductions** of Participants and Guests
3. **Roll Call** of Board of Directors and Alternates (the quorum for Board meetings is 11).
 - **Present:** Jan Brown, Cheryl Compton, Martha Cortez, John DiGregorio, Pamela Gibberman, Michael Hasz, Michelle Klein-Hass, Chris Q. Martinez, Marisa Persaud, Ryan Reich, Gregory Wilkinson and Tony Wilkinson. **Quorum achieved at 6:40PM with 12 board members;** Summer Bernardo arrived at 6:47PM, which brought total present board members to 13.
 - **Excused Absences:** Gurgen Mkrtchyan

- **Unexcused Absences:** Saúl Mejía and Viviano Montes [*Secretary Note: at the February 22, 2018 PCNC Board Meeting, it was moved to adjust Viviano Montes' absence to "Excused." The official records have been adjusted.*]

4. Reports from LAPD & other relevant law enforcement agencies. Senior Lead Officer Damaris Bonffil [(818) 838-9854, mobile (818) 634-0718, 38834@lapd.online] covers Panorama City's Center-West area. 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-ASK- LAPD (877-275-5273).

- Officer Alarcon gave the Board the monthly update: Overall crime is down in Panorama City. There were two motor vehicle thefts, but no violent crime (rape/murder), which was a definite improvement over last month when there was an up-tick in gang-related violence. Coffee with the Captain is scheduled for February 14th at the Sylmar Metrolink Station.

5. California Congressional District 29, State Senate District 20, State Assembly District 46 Los Angeles County Supervisorial District 3, Los Angeles Unified School District - District 6, Los Angeles Mayor, Los Angeles City Council District 6, and other elected officials' field staff reports.

LOS ANGELES CITY COUNCIL DISTRICT 6

Councilwoman Nury Martinez is represented in Panorama City by Andres Sandoval (Andres.Sandoval@lacity.org). Area Director is Lorena Bernal (Lorena.Bernal@lacity.org). The district field offices is located at 9300 Laurel Canyon Boulevard, 2nd Floor, Sun Valley, CA 91331; 818-771-0236.

- Andres Sandoval said their office is still working on an official homeless count in CD6, so resources can be officially allocated – special concerns are the Union Pacific train line and the Marston Park area. Board members Michael Hasz and Jan Brown expressed their concerns about homeless encampments under the Sepulveda and Woodman bridges.

LOS ANGELES CITY MAYOR'S OFFICE

Mayor Eric Garcetti is represented in the East Valley by Area Representative, Brian Gavidia (cell: 213-713-0960 Brian.Gavidia@LACity.org). The Mayor's San Fernando Valley office is located in the Van Nuys City Hall, 14410 Sylvan Street, Van Nuys, CA 91401. No representative present.

LOS ANGELES UNIFIED SCHOOL DISTRICT, DISTRICT 6

Our LAUSD School Board Member is Kelly Gonez. Cara Onofre is her local representative. (Main (213) 241-6097 Mobile (818) 389-9216, cara.onofre@lausd.net). The District 6 office is located at 8401 Arleta Avenue, Sun Valley, CA 91352. No representative present.

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. Supervisor Kuehl is represented locally by Valley District Director, Benita Trujillo (818-901-3831, btrujillo@bos.lacounty.gov). The San Fernando Valley District Office is located at 7555 Van Nuys Boulevard, Suite 1, Van Nuys, CA 91405. No representative present.

CALIFORNIA ASSEMBLY DISTRICT 46

Assemblymember Adrin Nazarian represents us in a district that runs from North Hills and Panorama City south to Studio City and the Hollywood Hills. His field office is located in the State Office Building at 6150 Van Nuys Boulevard, Suite 300, Van Nuys, CA 91401. His Field Representative for Panorama City is Angie Aramayo (818-376-4246, Angie.Aramayo@asm.ca.gov). No representative present.

CALIFORNIA SENATE DISTRICT 18

District 18 State Senator Bob Hertzberg maintains a field office in the State Office Building at 6150 Van Nuys Boulevard, Suite 400, Van Nuys, CA 91401 (818-901-5588). His Field Deputy for Panorama City is

Eveline Bravo-Ayala (evenline.bravo-ayala@sen.ca.gov). The District Director is Barri Worth Girvan (Barri.Girvan@sen.ca.gov). No representative present.

CALIFORNIA CONGRESSIONAL DISTRICT 29

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

- Ms. Serrano provided flyers noting the services the Congressman's office provides, including veteran's issues, immigration services, Medicare and much more. Deadline for the Congressional Art Competition is April 13, which is open to all high school students. Winner will be flown to Washington DC. Their office is looking for three volunteers to judge the competition. She also reminded us that January 31 is the last day to make changes to health coverage for 2018. Their office is also sponsoring Valentines for Heroes. Elementary school students will make valentines cards, which will be delivered to the local VA.

DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT (DONE)

DONE's is located at 14410 Sylvan St. 4th Floor, Van Nuys, CA 91401. Office phone is: Office | 818-374-9898 Fax | 818-374-9877. Jose Galdamez is our designated liaison and can be emailed at jose.galdamez@lacity.org Our city funding representative is Ms. Shawna Dungo directly at shawna.dungo@lacity.org orp general line Clerk k.NCFunding@lacity.org or (213) 978-1058

- Per Jose Galdamez, the DONE website redesign will be complete in 2-3 months. The City Clerk is working on revised election guidelines: fundraising, outreach, poll locations; dates TBD. Deadline for Bylaw Amendment changes is April 15. On January 30 from 6-8:30PM, there will be a Homeless Liaison Committee.

6. 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.

- Bart Trevino from North Hills East Neighborhood Council invited the Board to Family Time Days at the Park at Parthenia and Sepulveda. Adria Deliberto reminded everyone that there will be a neighborhood watch meeting on February 28 at the Panorama Rec Center.

7. Notation and possible correction (through documentation) of the list of Board members who may not vote on matters (financial or otherwise) because they have not completed the required training. DONE requires two classes to vote: (1) the Ethics and Open Government course required by state law for all public officials in California within two years of their election or appointment and every two years thereafter – required to vote on any matter, and (2) basic funding training for neighborhood council Board members to vote on financial matters. DONE also requires all Board members to have signed they have received a copy of the Code of Conduct. While not required to vote any Board member who does not sign the acknowledgment of receipt will be removed from the Board by DONE. All three of these requirements can be met with online courses available at EmpowerLA.org.

- Tony Wilkinson says he has taken the course, but he did not have a copy of his certificate of completion with him. Summer Bernardo's ethics expire at the end of February.

8. Discussion and possible action to appoint any interested qualified stakeholders to any appropriate vacant board seats.

Candidates must present documents to the Secretary that prove their identity and a "stake" in the Neighborhood Council, as required by each seat. Examples: a Drivers License, Consular Card or Student ID will prove identity. A Drivers License with a current address will also prove that a person lives within the council boundaries. However, the 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 a membership in a local organization. (No Unlimited At-Large seat is open at this time. 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.

- No interested stakeholders at this time.

One Youth Representative to the Board has been specified in the council's bylaws until it was inadvertently omitted by the Department of Neighborhood empowerment when the Department reorganized the existing bylaws to fit a new standard Table of Contents. The council has continued to appoint at least one Youth Representative for a one-year term. Although this one position is currently filled, the Board could decide to add another Youth Representative. A Youth Representative is not part of the voting Board. This is a position that allows youth to express opinions on council issues.

- John DiGregorio spoke in depth regarding the initial meeting of the Youth Committee at Valor Academy, where the students appointed Pedro Saavedra and Melissa Esparza to be the Youth Representatives to PCNC. After much discussion, it was decided that we should have three youth reps, with the third rep being from a different school so it would not become the Valor Academy Youth Committee. Tony Wilkinson motioned that we approve Pedro and Melissa as PCNC Youth Reps with a third rep from a different school to be appointed in the future, which was seconded by John DiGregorio. Gregory Wilkinson called for a hand vote: **Motion passes 12 YES/0 NO/0 Abstain** [Ryan Reich was not in the room at the time of the vote.] Pedro and Melissa were invited to join the table with the Board.

9. 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.

Committee updates as follows:

- **Commerce** – Saul Mejia absent; no updates.
- **Outreach** – main focus right now is website design and flyer distribution.
- **City Life** – joint meetings with Public Safety have now settled on 1st Thursday of the month at Plaza de Valle, Community Room at 6:30pm.
- **Public Safety** – submitted street repairs will be happening on February 5. CPAP meetings are on the 3rd Wednesday of the month and there are open seats on their advisory board.
- **Education** – not that active at the moment; needs infusion from the public. LAUSD is not part of LACity.gov, so participation is limited.
- **Youth** – will be added to the committee listing. John DiGregorio says some potential projects discussed at the last meeting included: Community clean-ups (volunteers needed), electric box beautification project, murals around city, Instagram account with public interaction.

Committee Member Additions:

John DiGregorio presented a list of 13 individuals for the Youth Committee. Martha Cortez presented Daisy Maldonado and Vianca Perez as members of the Public Safety Committee. Tony Wilkinson motioned that we accept all members as presented, which was seconded by Michelle Klein-Hass. Gregory Wilkinson called for a hand vote: **Motion passes 13 YES/0 NO/0 Abstain.**

STANDING COMMITTEES					
	<i>Chair</i>	<i>Email</i>	<i>Date/Time</i>	<i>Location</i>	<i>Notes</i>
Commerce	Saúl Mejía	commercechair2016@yahoo.com	2 nd Monday	PCNC Conference Room	
Finance	Gurgen Mkrтчyan	gurgen@ympklaw.com			
Land Use	Tony Wilkinson	lawwilkinson@acm.org			Land Use & Mobility meet jointly
Outreach	Marisa Persaud	Manther1222@yahoo.com			

Rules	Cheryl Compton	ComptonPCNC@gmail.com		Plaza Del Valle, Liz Galan Community Room	
SPECIAL COMMITTEES					
	Chair	Email	Date/Time	Location	Notes
City Life	John DiGregorio	johndPCNC@gmail.com	First Thursday of the month at 6:30PM	Plaza Del Valle, Liz Galan Community Room	City Life & Public Safety meet jointly
Mobility	Michelle Klein-Hass	mkh.pcnc@gmail.com			Land Use & Mobility meet jointly
Public Safety	Martha Cortez	Martha.Cortez.PCNC@gmail.com	First Thursday of the month at 6:30PM	Plaza Del Valle, Liz Galan Community Room	City Life & Public Safety meet jointly
Education	Ryan Reich	ryan.reich@gmail.com			
Health & Safety Fair	Saúl Mejía	commercechair2016@yahoo.com	TBD in January		Fair tentatively set for March or April 2018

10. Discussion and possible action on the recommendation of the Land Use Committee (4-0-0 vote on December 28, 2017) that the Board SUPPORT the application to build two triplex and one duplex apartment buildings at 9212 Cedros Avenue, including the request for a Zone Change from RA1 to RD3-1 and a Zoning Adjustment for density to permit the eighth unit with 2,706.1 square feet in lieu of the required 3,000 square feet of lot area. The application was filed by Alon Gamliel (alongamliel@aol.com, 818-963-1683), who identified his company as GR Builders LLC. The planning Case Number is APCNV-2017-4406-ZC-ZAA. for the Community Design Overlay review and ENV 2017 3226-CE for the environmental exemption. The project is assigned to Laura Frazin-Steele (laura.frazinsteele@lacity.org) in the Planning Department's Van Nuys office.

There was no representative from GR Builders LLC present. Gregory Wilkinson expressed his strong opinion that if you want something from the Board, you better show us the courtesy and actually show up.

Marisa Persaud stated that they live across street and it's very dense, traffic horrendous, street parking is a nightmare and the influx of renters has not been positive. She is concerned that if one exception is granted, there is a chance of more exceptions being granted. There is a simple family house there now. Multiple homeowners from the neighborhood expressed their concerns as long-time residents of the area, echoing Marisa's concerns of parking and density.

John DiGregorio said this is going to be approved whether we approve it or not. He also clarified that whether you rent or own does not affect your involvement in the community. Jan Brown stated that it was a very nice proposal and that part of the city agenda is to build more rental units.

Gregory Wilkinson clarified that under the Brown Act we have three options: 1) support; 2) ignore or 3) against. John DiGregorio motioned that we oppose the rezoning from RA1 to RD3-1, which was seconded by Marisa Persaud.

Tony Wilkinson was concerned that this will have negative effects in our relationships with developers. Ryan Reich countered that since we have strong stakeholder involvement, we should listen to our community. John DiGregorio added that we support growth, but we also need growth in transit to support additional units. Chris Martinez also stated that we are not anti-growth, but we need to fix that problems that are already here, also citing the issue of street parking in Panorama City. Marisa added that we don't need to settle for this just because it's going to happen anyway. Pedro Saavedra added that there is a lot of traffic in that neighborhood and it is potentially dangerous.

Gregory Wilkinson called for a hand vote on the motion on the table: **Motion passes: 7 YES/4 NO/2 Abstain.** John DiGregorio requested that the Land Use Chair work in conjunction with the community to prepare a letter.

11. Discussion and possible action regarding two older invoiced for webmaster services by Aaron DeVandry. ((PCNC38 \$500 & (PCNC37 \$250). This is for services rendered back in 2016 which were never paid due to the PCNC funds being froze.

- Gregory Wilkinson explained that the webmaster continued to update the website even though our funds were frozen. We should do what is right and fair and make good on our past obligations. John DiGregorio motioned to pay Aaron DeVandry the \$750 owed to him, which was seconded by Pamela Gibberman. Gregory Wilkinson called for a roll call vote: **Motion passes 12 YES/0 NO/0 Abstain/1 Ineligible.**

13.a. Discussion and possible action regarding self-nomination for the PCNC for a “Best Of” from VANC. We have cosponsored some of their events and this award might help increase awareness of the PCNC.

- Because of misnumbering on original agenda, this item for the purposes of the minutes is referred to as 13.a. Mike Hasz explained that VANC has annual mixers. Both he and Tony have attended in the past. Mike asked: what have we did we do that we think might be worthy of an award? John DiGregorio suggested “Comeback NC of the Year,” which was seconded by Mike Hasz. Tony Wilkinson made a friendly amendment to suggest also “Best Collaboration between NCs” for our combined CERT program with North Hills East and North Hills West. Gregory Wilkinson called for a hand vote: **Motion passes 13 YES/0 NO/0 Abstain.**

13.b. Discussion and possible action regarding filing a CIS for a new draft Citywide Sign Ordinance in the City Council PLUM Committee dealing with billboards. Patrick Frank, President of the Coalition to Ban Billboard Blight, to present a proposed CIS.

- Because of misnumbering on original agenda, this item for the purposes of the minutes is referred to as 13.b. Patrick Frank explained they are a non-profit organization opposing the ordinance as proposed by the PLUM Committee. Version B+ from Planning Commission represented a compromise between businesses and the public. However, now the PLUM Committee has removed everything good from the ordinance, and so much so that it could have been written by the billboard companies. 960 billboards in Los Angeles do not have proper permits and should not be permitted amnesty in the proposal. The Coalition Opposes sign blight and purposely wrote in the take down policy for any new billboards. There was much discussion on the subject, including the proposal to limit content on billboards, but this is especially difficult and not the intent of this ordinance. John DiGregorio motioned to defer to Land Use’s February meeting to fine tune the CIS presented to the Board, which was seconded by Mike Hasz. Gregory Wilkinson called for a hand vote: **Motion passes 13 YES/0 NO/0 Abstain.**

At this time (9:16PM) Gregory Wilkinson suspended the Regular Board Meeting in order to start the Special Board meeting.

Items 1 and 2 on the Special Agenda were skipped and proceeded directly to Item 3 for roll call attendance.

3. Roll Call of Board of Directors and Alternates (the quorum for Board meetings is 11).

- **Present:** Jan Brown, Cheryl Compton, Martha Cortez, John DiGregorio, Pamela Gibberman, Michael Hasz, Michelle Klein-Hass, Chris Q. Martinez, Marisa Persaud, Ryan Reich, Gregory Wilkinson and Tony Wilkinson.
Quorum with 13 board members;
- **Excused Absences:** Gurgen Mkrtyan
- **Unexcused Absences:** Saúl Mejía and Viviano Montes [*Secretary Note: at the February 22, 2018 PCNC Board Meeting, it was moved to adjust Viviano Montes’ absence to “Excused.” The official records have been adjusted.*]

4. Discussion and possible action to allocate a \$600.00 Neighborhood Purpose Grant to the Southern California Preparedness Foundation to go towards the purchase of 60 CERT class completion kits. Our \$600.00 would represent 20 kits at a 50% discount. Two collaborating Neighborhood Councils: North Hills West and North Hills East are doing the same. This would be

for the CERT 1 classes beginning January 16 at Kaiser, and finishing February 27th, when kits will be awarded to those receiving course completion certificates for this class from LAFD. The \$600.00 per (3) NCs represents 50% of the total cost. The Southern California Preparedness Foundation, producer and organizer of the annual Valley Disaster Preparedness Fair is covering the balance, as long as all 3 NCs contribute, and is also facilitating kit ordering and distribution.

- Because of her involvement with the program, Martha Cortez recused herself and left the room for the discussion and vote. Bart and Dave from North Hills East and North Hills West NCs gave a general overview of the program and what the kit included. Summer Bernardo motioned to approve a \$600 NPG towards the purchase of 60 CERT class completion kits, which was seconded by Jan Brown. John DiGregorio brought up that this is an individual award, so it is not our normal procedure. No guarantee the backpack will go to a Panorama City resident. Mike Hasz said that around ten Panorama City residents are taking CERT classes. Gregory Wilkinson asked if we were allowed to put flyers in the kits, which Bart and Dave confirmed we were. Gregory called for a roll call vote: **Motion passes 11 YES/0 NO/0 Abstain/1 Ineligible/1 Recused.**

5. Discussion and possible action to adopt the recommended changes to the PCNC Bylaws. These changes were provided to the public as part of an outreach campaign approved by the Board.

(a) To create a Procedure Manual with the standard operating procedures, to include policies of the Board to supplement the Bylaws, which are the supreme local governance document. The Procedure Manual may be changed by a majority vote of the Board.

(b) Notice of Intent to revise Bylaws to clarify Allowed Absences (with details to be placed in the Procedure Manual) and to require an Agenda Item with names for removal and with the names of people who have applied for appointment to vacant seats. Includes approval of outreach plan for the proposed changes. (30 days notice, vote to be taken at the January 25 meeting).

(c) Notice of Intent to revise Bylaws: to allow Alternates to be appointed to vacant seats between elections. Includes approval of outreach plan for the proposed changes. (30 days notice, vote to be taken at the January 25 meeting).

(d) Notice of Intent to revise Bylaws to provide that failure of a Board Member or Alternate to complete all State and City mandated training within 90 days of election, appointment, or expiration of any such training will result in automatic removal from the Board seat or Alternate position. Includes approval of outreach plan for the proposed changes. (30 days notice, vote to be taken at the January 25 meeting).

(e) To create a Board Policy (for the Procedure Manual) on public surveys that social media surveys require approval of two committee chairs or a committee chair and one of the four primary Board officers, and that all other surveys require Board approval.

- Gregory Wilkinson addressed the Glenn Bailey email questioning the fact that this agenda item was on a Special Board meeting agenda. Glenn was invited to come to the meeting, but he is not in attendance. After conferring with Cheryl Compton, Gregory is comfortable in moving forward on the item. Cheryl noted that there was one typo on the outreach redline. "Adapt" shall be corrected to "Adopt". Jan Brown motioned to go forward with Bylaw changes as presented and the creation of a Procedure manual, which was seconded by Pamela Gibberman. Gregory called for a role call vote: **Motion passes 13 YES/0 NO/0 Abstain.**

At this time (9:44PM) Gregory Wilkinson adjourned the Special Board Meeting and returned to the Regular Board meeting.

14. Discussion and possible action regarding DONE's Weekly Legislative Report and agenda setting. Do we want a policy designated person or just committee chairs to review each week?

- After a limited discussion, it was decided to table this item for a future meeting.

#15-16 Intentionally omitted.

17. Discussion and possible action to remove any board member(s) that have violated Article V, section 7 "Absences" of the PCNC By-Laws. Pursuant to this section any board member that has two (2) consecutive absences or three (3) absences within a six (6) month period for regularly scheduled board meetings and that are not excused by the Chair may be removed from the board

by a majority vote of all those board members present. The board member subject to the removal vote may address the board but is not allowed to vote. The following board members meet this criteria to be removed.

- None – Gregory congratulated the Board for their continued dedication and involvement.

18. Report from the NC Budget Advocates on progress and action items by the NCBA to date.

- John DiGregorio reported they are looking into stump removal and tree trimming findings. Also there has been much discussion on outreach for cannabis. The department only oversees licensing. Other issues fall to the city and LAPD for enforcement.

Summer Bernardo left the meeting at 9:59PM.

19. Discussion and possible action to approve an unexpected office supplies or outreach expenses, the total of which will not exceed \$200 per category.

- Per John DiGregorio, no one has raised any items.

20. 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 or Finance Chair which have not yet been approved by the Board. Treasure/ Finance Chair to provide details. This item does not cover special or annual financial documents.

- Per John, the pop-up tent, folding tables and chairs and rental unit have all been taken care of. The only output in December was rent. John DiGregorio motioned to approve the MER as presented, which was seconded by Michelle Klein-Hass. Gregory Wilkinson called for a roll call vote: **Motion passes: 11 YES/0 NO/0 Abstain/1 Ineligible.**

21. Discussion and possible action to approve the Board meeting's minutes for the last Board meeting and any other prior meetings not yet approved.

- Pamela Gibberman motioned to approve the December minutes as presented, which was seconded by John DiGregorio. Gregory Wilkinson called for a hand vote: **Motion passes: 12 YES/0 NO/0 Abstain.**

22. Adjournment – Gregory Wilkinson thanked the Board for staying late and meeting was adjourned at 10:05PM.

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 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 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 PCNC - Secretary, 14500 Roscoe Boulevard, Suite 400, Panorama City, CA 91402.

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