

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 • Gurgun Mkrtyan, VP
Marisa Persaud, VP • Ryan Reich, VP
Danny Succar • Tony Wilkinson, VP

Vacant seats:

Homeowner Center-West (2019)
Renter Center-West (2021)
Business (2019) 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 Lanira Murphy
Alt5 (vacant)

PANORAMA CITY NEIGHBORHOOD COUNCIL REGULAR BOARD OF DIRECTORS MEETING MINUTES

Thursday, June 28, 2018 6:30 PM

Mission Community Hospital, Medical Office Building, 2nd Floor, Room 200
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 3-1-

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 Opening Remarks (Chair **Gregory Wilkinson**). Quorum was achieved at 6:47PM.

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, Pamela Gibberman, Michael Hasz, Michelle Klein-Hass, Chris Q. Martinez, Viviano Montes, Marisa Persaud, Ryan Reich, Gregory Wilkinson. Quorum achieved at 6:47PM with 11 board members. Danny Succar arrived at 6:53PM, and Gurgun Mkrtyan at 7:05PM, which brought total present board members to 13.

- Excused Absences: Summer Bernardo, John DiGregorio, Tony Wilkinson
- Unexcused Absences: _Saul Meija

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-ASKLAPD (877-275-5273). **No representatives present.**

- Public safety chair, Martha Cortez gave a quick update in law enforcement's absence. They wanted to remind the stakeholders about Summer Night Lights at Sepulveda Red. Board will later be deciding if we will approve funds for National Night Out on August 7th.

5. Various elected officials and government agencies/departments will report, discussion, and receive community input (short Q&A as time permits).

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 office is located at 9300 Laurel Canyon Blvd., 2nd Floor, Sun Valley, CA 91331; 818-771-0236.

- Andres updated on various: Vision Zero updates along Roscoe forthcoming. Valley Pride on Sunday at the Van Nuys Civic Center with a focus on family acceptance. As per the board's questions last month, he found out details about the two abandoned towers on Van Nuys Blvd. LADWP will be renovating the smaller tower with office space. Larger tower will be mixed used with bachelor-style apartments. San Fernando Transit Corridor was approved. CicLAvia was an immense success. He also presented several board members with Certificates of Recognition from Nury Martinez.

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) 241-6388 Mobile (818) 389-9216, cara.onofre@lausd.net). The District 6 office is located at 9945 Laurel Canyon Blvd, Pacoima, CA 91331.

- Per Cara, Kelly couldn't be with us tonight because she's currently in labor. Also wanted to let us know about new magnet schools. Panorama City High School now has a Sports Medicine magnet program, as well as magnet program at Vista Middle. Liggett Elementary will have free swimming lessons July 5-30 for children.

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 Blvd., Suite 300, Van Nuys, CA 91401. His Field Representative for Panorama City is Vanessa Carr - Vanessa.Carr@asm.ca.gov and 818.376.4246

- Upcoming community clean-up at Nordhoff/Rayen. State budget includes improvements in education, homelessness and transportation. \$300K has been secured for construction/improvements at the Intergenerational Multipurpose Center on Van Nuys.

CALIFORNIA SENATE DISTRICT 18

District 18 State Senator Bob Hertzberg maintains a field office in the State Office Building at 6150 Van Nuys Blvd., 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 Blvd., #201, Panorama City, CA 91402 (818-221-3718). He is represented in Panorama City by District Director Gabriela Marquez (Gabriela.Marquez@mail.house.gov) or by phone at 818-221-3718. No Representative Present.

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 or general line Clerk.NCFunding@lacity.org or (213) 978-1058. No Representative Present at this time.

DEPARTMENT OF RECREATIONS AND PARKS (Panorama City Rec. Center)

Panorama City Rec Center is located at 8600 Hazeltine Ave., Panorama City, CA 91402, (818) 893-3401, Adria Deliberto is the Rec Center's Director and can be reached at panorama.recreationcenter@lacity.org.

- Per Adria, July 13 is the movie night co-sponsored by PCNC. Summer camp is going well and the splash pads will be reopening soon.

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.

- Dave Brown commented on the illegal fireworks situation. We need to take the middle man out of the equation and get addresses directly to SLOs. Door knocks work almost immediately.
- Chris Willis, North Valley Military Institute. Wanted to let the board know that they are available to present colors, music, etc. to any events.
- Jan Brown informed us that the library was set to re-open on July 17 or 19.

7. 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 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. 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 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.

Youth Representatives 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 position is currently filled, the Board could decide to add another Youth Representative. A Youth Representative is a voting seat. This is a position that allows youth to express opinions on council issues.

- Greg Wilkinson explained now that we have DONE-approved bylaws, we are free to appoint alternates, and will enforce the absentee policy on current alternates. Lanira Murphy came forward and wanted to be considered for an alternate position. After checking documents, it was confirmed Lanira was eligible. Pamela Gibberman motioned to appoint Lanira Murphy as 4th Alternate, which was seconded by Michelle Klein-Hass. Gregory called for a hand vote: **Motion passes: 12 YES/0 NO/1 Abstention.**

8. 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.

- Cheryl Compton reported that Saul Meija and Viviano Montes were still missing required training.

9. Presentation by the Los Angeles Neighborhood Land Trust on ways community members can advocate for funding for parks, gardens, recreation, and open space projects.

- Sandra McNeill presented for the Los Angeles Neighborhood Land Trust. Measure A will generate \$95M. Meeting Saturday, June 30th, 10:30am-12:30pm at Van Nuy Rec. This is the fourth Valley meeting. There are additional funds for high need areas like Panorama City. Chris Martinez interjected that Marson Park needs additional support.

10. Presentation by the Volunteer Coordinator for Centinela Youth Services on a LA County Diversion Program volunteer opportunities. Representative not present – item skipped.

11. Discussion and possible action regarding the Public Safety committee recommendation to allocate a Neighborhood Purposes Grant to Southern California Preparedness Foundation in the amount of \$600 in support of the CERT 1 (Community Emergency Response Teams) Spanish Language Training with LAPD Mission Division Station – starts on July 10th, 2018, 7 week class, to be paid out of Fiscal Year 2018-19 funds.

- Martha Cortez recused herself, due to a conflict of interest, and left the room. Dave Brown presented in Martha's absence. In our area, Spanish-language training is imperative, and the completion kits are integral to the program. The Foundation puts in 50% if NCs support the remaining amount. Many agreed that this is one of our flagship programs of PCNC and we should continue with it. Mike Hasz motioned to allocate \$600 as a NPG to Southern California Preparedness Foundation in support of CERT 1 Spanish Language Training, which was seconded by Marisa Persaud. Gregory Wilkinson asked for a roll call vote: **Motion passes: 10 YES/0 NO/1 Recused/1 Ineligible.**

12. Discussion and possible action regarding the Public Safety committee recommendation to sponsor National Night Out along with the 3 Panorama City Senior Lead officers, officer Ruelas, Bonffil, Smith. Event to be hosted at Plaza Del Valle courtyard in Panorama City on Tuesday, August 7, 2018. PS committee recommendation to the board to allocate up to \$500 for supporting event with refreshments and food. (10 min)
13. Discussion and possible action regarding the Education committee recommendation to allocate a Neighborhood Purposes Grant for funding the North Valley Military Institute for up to \$1500 (out of \$5000 requested) for purchasing laptops to fulfill state testing requirements.

- Chris Willis from NVMI presented: 100% free public charter school. Uniforms are free, which is a huge expense right off the top. 83 students (or 14%) are from Panorama City. Charter is authorized by local school board. They are newly chartered with LA County, but allowed to rent property from LAUSD. The board opinion was divided. Viviano said there was an iPad controversy at Valor. Jan Brown was concerned about favoritism; we can't buy computers for every school. Pamela Gibberman expressed that 83 students is significant, and we should support. Michelle Klein-Hass stated that CERT was for the community, but this was for student only. After lengthy discussion, Gurgen Mkrtyan motioned to allocated up to \$600 as an NPG to North Valley Military Institute towards the purchase of laptops to fulfill state testing requirements, which was seconded by Pamela Gibberman. Gregory Wilkinson asked for a roll call vote: **Motion passes: 7 YES/5 NO /1 Ineligible.**

14. Discussion and possible action regarding the Education committee recommendation to allocate a Neighborhood Purposes Grant for funding the Liggett Street Elementary School NPG for \$1350 (out of \$6750 requested) for purchasing iPads for their maker space enrichment program.

- Cara Onofre stated that 100% of the participants are Title 1 (i.e., at or below poverty level). Gregory Wilkinson interjected that this is exactly why as a board and as a community we must fight for money to be allocated to the area. Michelle Klein-Hass inquired if there had been private sector outreach. Cara responded affirmative and let us know that Lowe's made a significant donation. Again, after a lengthy discussion, Michelle Klein-Hass motioned to allocate up to \$750 as an NPG to Liggett Street Elementary towards the purchase of iPads for their maker space enrichment program, which was seconded by Pamela Gibberman. Gregory Wilkinson asked for a roll call vote: **Motion passes: 10 YES/2 NO /1 Ineligible.**

15. Discussion and possible action regarding the Finance committee recommendation to approve the annual 2018-19 Fiscal Year Administrative (Budget) Packet. The packet must be received by July 30, 2018 or access to our funds will be limited until the budget and all other requested documents described above have been received.

- Gurgen Mkrtyan gave a brief summary of the packet. Martha Cortez motioned to approved the annual 2018-19 Fiscal Year Administrative (Budget) Packet, which was seconded by Michelle Klein-Hass. Gregory Wilkinson asked for a roll call vote: **Motion passes: 10 YES/0 NO /2 Abstain/1 Ineligible.**

16. Discussion and possible action regarding proposed 2019 Neighborhood Council elections information worksheet which the City Clerk will use to handle our 2019 elections. The selections will include time, location, and method of election. If the worksheet is not returned to the City Clerk by AUGUST 1, 2018, the City Clerk will use the election hours, polling place preference, and translation requests established for the 2016 Neighborhood Council Elections.

- After a brief discussion, Martha Cortez motioned to send to Rules and Outreach Committees for discussion, which was seconded by Danny Succar. Gregory Wilkinson said as Chair, we did not need to vote on this and that he was hereby sending this to Rules and Outreach to get a consensus on costs and access. Marisa Persaud and Cheryl Compton agreed to set a meeting very soon.

17. 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.

STANDING COMMITTEES					
	<i>Chair</i>	<i>Email</i>	<i>Date/Time</i>	<i>Location</i>	<i>Notes</i>
Commerce	OPEN				
Finance	Gurgen Mkrtyan	gurgen@ympklaw.com			
Land Use	Tony Wilkinson Vice Chair: Michelle Klein-Hass	lawilkinson@acm.org			Land Use & Mobility meet jointly
Outreach	Marisa Persaud	Manther1222@yahoo.com			

Rules	Cheryl Compton	ComptonPCNC@gmail.com		Plaza Del Valle*	
SPECIAL COMMITTEES					
	Chair	Email	Date/Time	Location	Notes
City Life	John DiGregorio	johndPCNC@gmail.com		Plaza Del Valle*	City Life & Public Safety meet jointly
Mobility	Michelle Klein-Hass	mkh.pcnc@gmail.com			Has been absorbed into Land Use.
Public Safety	Martha Cortez	Martha.Cortez.PCNC@gmail.com		Plaza Del Valle*	City Life & Public Safety meet jointly
Education	Ryan Reich	ryan.reich@gmail.com			
Health & Safety Fair	OPEN				
Youth	John DiGregorio & Martha Cortez	johndPCNC@gmail.com & Martha.Cortez.PCNC@gmail.com			
~ Please contact the Chairs if interested in participating on committees ~					

* All meetings at Plaza Del Valle are at the Liz Galan Community Room.

- Michelle Klein-Hass reminded the board that Option B was approved. Major victory -- this is something the Mobility Committee and the board as a whole has been fighting for since 2010.
- Per Marisa, Outreach has been focused on buying SWAG.
- Public Safety, upcoming Kaiser CPR Fair; Per Martha Cortez, Public Safety would like to partner with Education committee to bring CERT and CPR to schools.
- Also per Martha, Youth Committee is planning summer events: movie night and clean-ups.

18. 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.

Saul Mejia – 1/25, 3/22, 4/26 & 5/24

- Saul is also absent for today’s meeting – 6/28. After brief discussion, Gregory Wilkinson called for a hand vote. It was decided to remove Saul Mejia from the PCNC board effective immediately.
Motion passes: 12 YES/0 NO /2 Abstain.

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

- None at this time.

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.

- In John’s absence, MER discussion and approval will be pushed to July board meeting.

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.

- Michelle Klein-Hass motioned to approve meeting minutes from April and May, which was seconded by Marisa Persaud. Gregory called for a voice vote,.: **Motion passes: 14 YES/0 NO 0 Abstain.**

22. Adjournment – Gregory thanked the board; meeting adjourned 9:32PM.

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, rea; (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 Cheryl Compton, PCNC - Secretary, 14500 Roscoe Boulevard, Suite 400, Panorama City, CA 91402 (comptonPCNC@gmail.org).

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