

# 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  
Angela Gleich • Danilo Guerra • Michael Hasz  
Michelle Klein-Hass, VP • Saúl Mejía, VP  
Gurgen Mkrtchyan, VP • Marisa Persaud, VP  
Ryan Reich, VP • Sonia Sawit  
Tony Wilkinson, VP

### Vacant seats:

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

**Youth Representative:** Douglas Bernal

## 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 MEETING MINUTES

**Thursday May 25, 2017 6:30PM**

**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 3-1-1). 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 Quorum occurred at 6:55pm.** Opening Remarks (Chair **Gregory Wilkinson**).
- 2. Self-Introductions** of Participants and Guests, in addition to many stakeholders and visitors from the Arleta Neighborhood Council, notable guests include:
  - a) **Jan Brown, Panorama City Friends of the Library**
  - b) **Andres Sandoval, Panorama City/North Hills East Field Deputy from Nury Martinez's office, Los Angeles City Council, District 6.**
  - c) **Adriana Del Burto, Panorama City Rec Center**

**3. Roll Call** of Board of Directors and Alternates (the quorum for Board meetings is 11). Gregory Wilkinson, John DiGregorio, Cheryl Compton, Summer Bernardo, Martha Cortez, Pamela Gibberman, Michael Hasz, Michelle Klein-Hass, Saúl Mejía, Gurgen Mkrtchyan, Marisa Persaud, Ryan Reich and Tony Wilkinson.

**4. Discussion and possible action to reconfirm Ryan Reich to the Unlimited At-Large seat vs the At-Large seat he was mistakenly placed in.**

After an explanation of the administrative correction by Gregory Wilkinson, Pamela Gibberman motioned that Ryan Reich be reappointed to the open Unlimited At-Large Seat, which was seconded by Gurgen Mkrtchyan. Michelle Klein-Hass brought up concerns that we might be using a public seat for a purpose that was not appropriate and we could possibly be setting a precedent. Gregory clarified that because the Renter North Board Seat is occupied by Marisa Persaud, Ryan does fit the qualifications for the seat. Motion approved unanimously: 12 YES/0 NO/0 Abstentions.

**5. Reports from LAPD & other relevant law enforcement agencies.** No representatives present.

**6. Reports from elected officials:**

- a) **Andres Sandoval, Panorama City/North Hills East Field Deputy from Nury Martinez's office, Los Angeles City Council, District 6.** Upcoming events: June 17, 5:00-9:00pm at the Van Nuys Civic Center in honor of National LGBT Pride Month with a resource fair, call to action and concert; and July 8, 9:00am-12:30pm at the Sepulveda Recreation Center is the 5<sup>th</sup> Annual Pride Day Clean Up. Work gloves, garbage bags and refreshments will be provided. Mr. Sandoval also reminded the meeting about the 311 App to report items for clean-up by the city. Residents can also call the councilwoman's office directly at (818) 771-0236.

In conjunction with area clean-up, John DiGregorio mentioned that he went to an event last Saturday at Plaza Del Valle sponsored by Pacoima Beautiful, which cleans up and beautifies various intersections, medians and roadways in the Valley. There is a proposal about cleaning up the median at Van Nuys and Parthenia.

No other representatives present at this time. See agenda item No.16 for comments from Tony Cardenas' office, California Congressional District 29.

**7. Presentation by DONE of Overview of Neighborhood Council system and role.** Barry Stone, PCNC's Field Representative from the Department of Neighborhood Empowerment, (EmpowerLA.org) gave an informative presentation accompanied by a Powerpoint slideshow, which explained the history, structure and purpose of the Neighborhood Councils in Los Angeles.

**8. Presentation of past accomplishments of PCNC.** Saúl Mejía presented a video of various events sponsored and/or organized by PCNC since 2010. This video is now available for viewing on the PCNC Facebook page. Tony Wilkinson highlighted some of the accomplishments of PCNC from the last decade (2007-2017), including the consolidation and implementation of various police, safety and business initiatives.

**9. Presentation of organization of PCNC (members/bylaws/committees) and future vision for PCNC by Gregory Wilkinson followed by public Q&A to whole board & DONE.**

Gregory Wilkinson expressed his pleasure of all the new faces on the PCNC and the enthusiasm for the future. We need to decide what we want to be and accomplish as a Board and set goals. How can we best serve the public and use the \$42,000 allocated to us by the city? Is this by filing Community Impact Statements (CIS) with city officials on multiple issues? Or by having health fairs, neighborhood clean-ups and other events? We need to mobilize volunteers in order to make any goals possible. Gregory mentioned a past success of PCNC in getting commitments from businesses not to sell single-serve alcohol and to police their parking lots. The future of PCNC is in our imagination and can be whatever we wish it to be.

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

Gregory Wilkinson announced the four open board seats are: Renter Center-West (2020), Business (2020) x1 and Business (2018) x2.

Jan Brown expressed interest in rejoining PCNC and inquired as to being a volunteer at the Panorama City Public Library would qualify her as a Business seat. There was discussion and clarification from Barry Stone if this would be allowable. It was determined that even though the business was non-profit and Jan worked at as volunteer, she would qualify for a Business seat. Tony Wilkinson nominated Jan Brown for a Business Seat, which was seconded by Pamela Gibberman.

Saúl Mejía also stated at this time that he would like to resign his Business (2018) seat and nominated himself for a move to the Business (2020) seat, which was seconded by Gregory Wilkinson.

Motion to elect Jan Brown to a Business (2018) seat was approved unanimously: 13 YES/0 NO/0 Abstentions.

Motion to elect/move Saúl Mejía to the open Business (2020) seat was approved unanimously: 12 YES/0 NO/0 Abstentions.

**11. Discussion, nomination, and selection of Committees and Committee Chairs to include adding new members to each committee.**

General discussion re nominations included: Saúl Mejía stated that whoever is nominated to Chair the Rules committee should be familiar with Bylaws and keep us on track. There was lengthy discussion about when to re-establish the Health & Safety Fair Committee. There is concern that because of the knowledge and processes needed to have a successful event, it may be better to wait until we have an approved budget and are better organized to meet the challenge.

Finance: John DiGregorio expressed in interest in chairing the Finance Committee, but Gregory Wilkinson stated as he is Treasurer, he cannot also Chair the Finance Committee, but definitely should be a part of the committee and be familiar with their actions. Gurgun Mkrtchyan was nominated by John DiGregorio; seconded by Michelle Klein-Hass. Motion to appoint Gurgun Mkrtchyan to Chair of the Finance Committee passed: 14 YES/0 NO/0 Abstentions. As a side note, John DiGregorio stated the MERs were turned in today.

Land Use: Tony Wilkinson expressed that the Chair of Land Use needed to be able to wade through a variety of dense paperwork from the city, and there should initially be someone in the position who understood the intricacies of these documents. John DiGregorio nominated Tony Wilkinson for Land Use Chair; seconded by Saúl Mejía. Motion to appoint Tony Wilkinson to Land Use Chair passed: 14 YES/0 NO/0 Abstentions.

Rules: Gregory Wilkinson resigned as Chair of the Rules Committee, who in turn nominated Cheryl Compton; seconded by John DiGregorio. Motion to appoint Cheryl Compton to Rules Chair passed: 14 YES/0 NO/0 Abstentions.

City Life: John DiGregorio nominated himself for City Life Chair; seconded by Summer Bernardo. Saúl Mejía nominated Marisa Persaud; seconded by Ryan Reich.

There was a discussion of the recipient of the second-highest votes being the Vice Chair. Tony Wilkinson made a motion that we only vote on Chair positions at this time; seconded by Gurgun Mkrtchyan. Motion passed: 14 YES/0 NO/0 Abstentions.

Gregory Wilkinson stated that the board should raise their hand for who they wanted to be City Life Chair. The vote count was: 10-John DiGregorio/2-Marisa Persaud/2 Abstentions. John DiGregorio confirmed as City Life Chair.

Mobility: Saúl Mejía stated that Michelle Klein-Hass should continue her work as the Mobility Chair; seconded by John DiGregorio. Motion to appoint Michelle Klein-Hass to Mobility Chair passed: 14 YES/0 NO/0 Abstentions.

Public Safety: Martha Cortez expressed interest in the Public Safety Chair position. John DiGregorio nominated Martha; seconded by Michelle Klein-Hass. Motion to appoint Martha Cortez to Public Safety Chair passed: 14 YES/0 NO/0 Abstentions.

Education: Ryan Reich expressed interest in the Education Chair position, who was officially nominated by John DiGregorio; seconded by Summer Bernardo. Saúl Mejía nominated Marisa Persaud, which she declined. Motion to appoint Ryan Reich to Education Chair passed: 14 YES/0 NO/0 Abstentions.

Health & Safety Fair: There was continued discussion about whether a Health & Safety Chair should be appointed tonight, as well as the need for an independent party to evaluate the past situation and mend any fences from the last Health & Safety Fair. Some vendors may be owed money from the last fair. Also since the fair is usually in October or November, it may be difficult to do all the leg work and actually get it off the ground in time. Gurgen Mkrtyan nominated Saúl Mejía for the Chair position because of his knowledge of past practices and the situation with the vendors. Martha Cortez also expressed interest in the Chair position, as she has 20 years of experience in the Healthcare field.

There was some debate amongst the board if this seat should be filled tonight or at the next meeting. So Gurgen Mkrtyan made a motion to appoint a Chair tonight and have him or her look into the situation with past vendors and evaluate the feasibility of having a fair this fall. Motion failed to pass: 6 YES/7 NO/1 Abstention. The Chair deferred the vote until the next meeting.

Outreach: Marisa Persaud nominated herself for Outreach Chair; seconded by Ryan Reich. Saúl Mejía nominated himself; seconded by Gregory Wilkinson.

Gregory Wilkinson stated that the board should raise their hand for who they wanted to be Outreach Chair. The vote count was: 12-Marisa Persaud/2- Saúl Mejía /2 Abstentions. Marisa Persaud confirmed as Outreach Chair.

Commerce: Saúl Mejía nominated himself as Commerce Chair; seconded by Cheryl Compton. Motion to appoint Saúl Mejía to Commerce Chair passed: 13 YES/1 NO/0 Abstentions.

Gregory Wilkinson stated that the contact information would be posted on Facebook and emailed to board members. Everyone should contact the Chairs of the committees they wish to work/volunteer.

**The below were appointed as Committee Chairs:**

<b>STANDING COMMITTEES</b>		
	<i>Chair</i>	<i>Email</i>
Commerce	Saúl Mejía	commercechair2016@yahoo.com
Finance	Gurgen Mkrtyan	gurgen@ympklaw.com
Land Use	Tony Wilkinson	lawwilkinson@acm.org
Outreach	Marisa Persaud	Manther1222@yahoo.com
Rules	Cheryl Compton	ComptonPCNC@gmail.com

<b>SPECIAL COMMITTEES</b>		
	<i>Chair</i>	<i>Email</i>
City Life	John DiGregorio	johndPCNC@gmail.com
Mobility	Michelle Klein-Hass	mkh.pcnc@gmail.com
Public Safety	Martha Cortez	Martha.Cortez.PCNC@gmail.com
Education	Ryan Reich	ryan.reich@gmail.com
Health & Safety Fair	TBD	

Please contact the Committee Chairs if interested in participating on committees.

Saúl Mejía stated that all Committee Chairs should check in at the PCNC office at least once a week to get voicemails and pick-up mail.

**12. Discussion and selection of 2 Budget Day Representatives for PCNC to Budget Advocates. Budget Day will be at LA City Hall on June 24<sup>th</sup> from 7:30am to 4pm. Additional information in Addendum 1.**

Gurgen Mkrtchyan and Tony Wilkinson both volunteered to be Budget Day Representatives, which was seconded by John DiGregorio. Motion to appoint Gurgen Mkrtchyan and Tony Wilkinson as Budget Day Reps passed: 13 YES/0 NO/0 Abstentions.

**13. Consideration and possible action to address ongoing deficiencies with the PCNC office lease/tenancy, payment, and any needed forms. Also discussion to approve a new/renewal lease for the same location. Treasurer will provide details.**

John DiGregorio shared with the board what he had learned at his mandatory financial training. He explained that one exception to the rule forbidding the carryover of funds from one fiscal year to the next was the payment of rent for the office space. According to Barry Stone from DONE, there is \$16,736 remaining in FY16-17 funds.

There was also much discussion over the current lease, which needs to be renegotiated. While some board members felt the need to restrict the dollar amount of the new lease, Gregory Wilkinson stated he was still waiting to get additional information on our current lease and would be unable to negotiate a specific dollar amount until examining the current documents.

Gurgen Mkrtchyan made a motion to approve a new lease at the current space for FY17-18 at around the same rate as FY 16-17 (approx. \$11,000-\$12,000 per year plus varying expenses for copier, etc.); seconded by Saúl Mejía. Motion approved:11 YES/0 NO/0 Abstentions/4 Absent/3 Ineligible [Vote count roster attached as Item 13.]

**14. Discussion and possible action regarding Monthly Expenditure Reports (MERs) from July 2015 to May 2017. Additional discussion and possible action about spending 2016-2017 funds to cover 2017-2018 expenses. Treasure will provide details.**

Continuing discussion from Item 13, John DiGregorio motioned to use available FY16-17 funds, if allowed, to cover lease expenses for FY 17-18; Marisa Persaud seconded. Motion approved:11 YES/0 NO/0 Abstentions/4 Absent/3 Ineligible [Vote count roster attached as Item 14.1]

John DiGregorio also learned that another way to carry over any remaining FY 16-17 funds, may be to use it for food for board meetings, as long as the public was involved.

John DiGregorio motion to use any remaining FY 16-17 funds (after payment of the lease from agenda item 13) to allocate to pizza/food fund for board meetings in FY 17-18, if allowed; seconded by Cheryl Compton. Motion approved:11 YES/0 NO/0 Abstentions/4 Absent/3 Ineligible [Vote count roster attached as Item 14.2.] Per Barry Stone, all paperwork for the above must be in submitted by June 1<sup>st</sup>. No other MERs for approval at this time.

**15. Discussion and possible action regarding transfer of any unused and unallocated PCNC funds for Fiscal year 2016-2017 to possible NC advocacy group(s). Per DONE the deadline to submit funding requests for FY 2016-2017 is June 1, 2017. See Addendum 2.**

Tony Wilkinson filled the board in on the background and purpose of the various Neighborhood Council advocacy groups, including the Neighborhood Council Congress. After a discussion of the pros and cons, John DiGregorio made a motion not to transfer any unused/unallocated funds from FY 16-17 to NC advocacy groups; which was seconded by Gurgen Mkrtychyan. Motion approved:11 YES/0 NO/0 Abstentions/4 Absent/3 Ineligible [Vote count roster attached as Item 15.]

**16. Public Comment and Announcements**

Michael Hasz told the board about the 2017 LADWP Owens Valley Tour. Cheryl Compton will forward the email to the board, if anyone is interested in attending. Saúl Mejía stated that DWP has bought the building next to Panorama Towers.

**Jaqueline Serrano, Senior Field Representative from Congressman Tony Cardenas' office, 29<sup>th</sup> District:** Ms. Serrano is the new Field Rep for Panorama City. She reminded the board of Congressman Cardenas' Town Hall meeting on May 31 at 6:30pm at Los Angeles Mission College.

**17. Adjournment at 10:21pm.**

**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 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](http://www.panoramacitync.org)**