

# 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  
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:

Homeowner Center-West (2018)  
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 July 27, 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 3-1-1). 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 6:46pm.** Opening Remarks (Treasurer, **John DiGregorio**, sitting in for Chair, Gregory Wilkinson).

**2. Self-Introductions** of Participants and Guests, in addition to many stakeholders and visitors from Panorama City, notable guests include: (*Introductions commenced before Quorum officially occurred.*)

- a) **Lorena Bernal, Area Director, Councilwoman Nury Martinez's office, Los Angeles City Council, District 6.** Lorena reminded the Board and stakeholders about National Night Out and the presentation of the proposed mural at the Mid-Valley Recreational Center, which stakeholders are invited to give their opinions on.
- b) **Adria Deliburto, Panorama City Rec Center.** There will be an upcoming meeting in August and she will inform the Board about that. If we need to contact her: (818) 893-3401.
- c) **Sean Smith, Senior Lead Officer, LAPD.** – spoke about National Night Out on August 1<sup>st</sup>, as well as the Mission Valley Carnival, which is taking place this weekend.

While we had Officer Smith, Michelle Klein-Hass brought up the issue of the importance of the community reporting illegal fireworks with a definite address and to remain diligent. The Public Safety Committee will address in future meetings. Officer Smith agreed that we should always report such activity, but that policing it is a constant battle, so diligence is the key.

With Quorum now established, Agenda Item #8 moved to this time in order to vote while Officer Smith was still present. See discussion and vote count under Item #8.

- d) Angie Aramayo, Field Representative, CA Assemblymember Adrian Nazarian's office, CA District 46.** Presented information on the Youth Entrepreneur Networking program on August 3<sup>rd</sup>, which teaches youth about starting a business, writing resumes, job training, interview skills, etc. Angie also spoke about the meeting at the State Building on August 3 to discuss the mobility issues and renovations at LAX.

**3. Roll Call** of Board of Directors and Alternates (the quorum for Board meetings is 11) John DiGregorio, Cheryl Compton, Jan Brown, Martha Cortez, Pamela Gibberman, Michael Hasz, Michelle Klein-Hass, Gurgun Mkrтчyan, Viviano Montes, Marisa Persaud and Ryan Reich. Summer Bernardo and Saúl Mejía arrived after quorum was achieved, bringing total board members present to 13. Gregory Wilkinson was excused.

**4. Reports from LAPD & other relevant law enforcement agencies.** [Covered in Agenda Item No. 2]

**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.** [Covered in Agenda Item No. 2]

**6. 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.** Barry Stone at DONE qualified some of the voting qualifications for the board. Board members to confirm they have the needed trainings and signatures, if they wish to vote on matters.

**7. Consideration and possible action on the proposal to develop the property on the northwest corner of Roscoe Boulevard and Woodman Avenue (APN 2637-029-012, 13755 to 13817 Roscoe Boulevard) into a Starbucks coffee shop with a drive-through window, plus a two-story, 30,208 square foot mixed use building with retail and fast food with drive-through on the ground floor, offices on the second floor, and subterranean parking. The Land Use committee considered this project on July 5. It did not take formal action because the public hearing was before the PCNC Board meeting. At the July 10 public hearing, the Planning Department deferred action until after July 27 so that the Board could have formal input. Oscar Ensafi (818-988-3242, [approvedplans@yahoo.com](mailto:approvedplans@yahoo.com)) is representing the developer.** Land Use Chair, Tony Wilkinson was not present at meeting, but provided a written Committee Recommendation dated July 27, 2017, which gave our support for the Starbucks development project – with 3 conditions. Michelle Klein-Hass made the motion to approve the Committee Recommendation as written, which was seconded by Marisa Persaud. [Hand vote taken and motion approved: Yes 12/No 0/Abstention 1].

**8. Discussion and possible action regarding PCNC helping for a National Night Out (NNO) event. This year the NNO event will be held at the Plant Shopping Center on Tuesday, August 1, 2017, 5pm–8pm. Flyer still in draft mode. The Public Safety Committee recommends a PCNC outreach booth and supporting the event by providing drinks to give away at the booth. A budget of up to \$500 for drinks (water, soda, juice box for children) is suggested. LAPD Senior Lead Officer Sean Smith to provide additional information.** [Agenda item moved to after Officer Smith spoke in the self-introductions portion of the meeting, in order to be present for vote.] Viviano Montes spoke about the long

history of PCNC supporting National Night Out. Cheryl Compton made the motion to approve the \$500 for drinks for NNO, which was seconded by Michelle Klein-Hass. Twelve board members present at the call for vote. **[Roll call vote taken and motion approved: Yes 10/No 0/Ineligible 2]. Saúl and Viviano ineligible to vote.**

**9. Discussion and possible action regarding the Public Safety committee's recommendation for the upcoming CERT Training Classes by LAFD in Panorama City and that PCNC coordinates efforts with Mitch McKnight (cert coordinator) for training classes in PC, doing outreach with NHNC. Limit of 25 people, classes are 7-week commitment. Classes to be in September.** Public Safety Chair Martha Cortez explained that the only costs we could potentially incur with the training is any translator services we might need for Spanish speakers. She encourages as many board members as possible to take the class, keeping in mind the time commitment. Gurgen Mkrtyan made the motion that the Public Safety Committee organize the CERT trainings with LAFD, which was seconded by Martha Cortez. **[Hand vote taken and motion approved: Yes 12/No 0]**

**10. Discussion and possible action regarding the Education Committee's recommend that the board fund the PC Library's LA Plays for up to \$1000 as an NPG, but also to include a form of PCNC outreach in their program (suggestion: PCNC fliers inside the kits). Teri Markson from the Library to provide details.** Teri Markson was not present for questions. Saúl Mejía expressed his concern that we're in danger of becoming a grant-giving organization, and that since Ms. Markson is not present, we should not consider this. Jan Brown spoke up on behalf of LA Plays, stating that the program was created by Panorama City Library and it has been so successful that it has expanded to many other library branches. Summer Bernardo motioned that we fund the PC Library's LA Plays for up to \$1000, which was seconded by Ryan Reich. **[Roll call vote taken (13 members now present) and motion approved: Yes 11/No 0/ Ineligible 2]. Saúl and Viviano ineligible to vote.**

**11. Discussion and possible action regarding Marson Park's 10th anniversary celebration on Sept 9th. It has been suggested that PCNC could provide funds of up to \$500 for food/light refreshment and possibly setting up an outreach booth at the event.** Viviano Montes brought up the point and it was agreed one of the musts for sponsoring any event be that an outreach booth be an absolute priority. We shouldn't consider sponsoring an event if someone is not going to be present. Saúl Mejía stated that Marson only participates in Marson events. However, Marisa Persaud and Ryan Reich disagreed stating this was the time to grow a relationship with Marson Park as a vital green space in our community, which is severely lacking in green space. Martha Cortez also stated that many of the Marson Park members are now Public Safety Committee Members. Jan Brown made a motion to provide \$500 food/light refreshment for Marson Park's 10<sup>th</sup> anniversary, which was seconded by Michael Hasz. **[Roll call vote taken and motion approved: Yes 11/No 0/Ineligible 2]. Saúl and Viviano ineligible to vote.**

**12. Discussion and possible action to approve reimbursement of Ryan Reich for \$137.66 for the costs to obtain pizza and drinks for the several committee meetings. Ryan to provide more details as to which meetings.** Ryan stated that the pizza was for 2 Outreach Meetings and 1 Education Meeting; After subtracting tips from receipts, the total was revised to \$85.57. It was agreed that going forward, we should order meeting pizza with the P-Card and order from local businesses. Saúl Mejía mentioned that Domino's has offered discounts in the past, and even the regular price for a large with two toppings is \$5.00. Gurgen Mkrtyan made the motion to approve reimbursement of \$85.57, which was seconded by Michelle Klein-Hass. **[Roll call vote taken and motion approved: [Yes 9/No 0/Abstentions 2/Ineligible 2]. Saúl and Viviano ineligible to vote.**

**13. Discussion and possible action regarding the PCNC annual budget packet (including NC Strategic Plan, Outreach Survey, Budget, & Self-Assessment) for 2017-2018. DONE has these listed at <http://empowerla.org/nc-budget-package/which> while dated 2016-2017 are the same forms to be used for the upcoming fiscal year (2017-2018). Finance Chair and Treasury to provide details.** Gurgen Mkrtyan and John DiGregorio presented the budget for FY 2017-2018. We were not allowed to use remaining funds in FY 2016-2017 for rent/office expenses in FY 2017-2018. Barry Stone from DONE empathized that all proposals need to be officially approved by the city before we spend the

money. After discussion, it was decided to reallocate budgets lines with \$15,000 going to Office, \$12,000 for Outreach and reducing the Election budget to zero, as it seems elections will be pushed one year. Ryan Reich motioned to approve the FY 17/18 budget with changes, which was seconded by Pamela Gibberman. **[Roll call vote taken and motion approved: Yes 11/No 0/ Ineligible 2]. Saúl and Viviano ineligible to vote.**

**14. 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.

Angela Gleich and Sonia Sawit, both with 2 consecutive absences, were not present at the meeting. Viviano Montes (2 consecutive absences & 3 non-consecutive absences in 6 months) spoke on his behalf and explained that he would very much like to stay on the board. His work schedule has conflicted with meetings. Barry Stone from DONE cautioned that we must consult the city attorney before removing anyone from the board. Gurgen Mkrtyan made a motion that we table this agenda item until we have had a consultation with the city attorney, which was seconded by Pamela Gibberman. **[Hand vote was taken and motion approved: Yes 7/No 4/Abstentions 2].**

**15. Discussion and possible action to approve the Board meeting’s minutes for the last Board meeting and any other prior meetings not yet approved.** June minutes not available for approval; postponed until August meeting.

**16. Discussion and possible action to appoint any interested qualified stakeholders to any appropriate vacant board seats.** No interested stakeholders at this time.

**8:35 17. Discussion, nomination, and selection of Committees to include adding new Committee Chairs or new members to each committee.** Discussion and presentation of committee members *[document attached with revised committees]*. The open chair position of the Health & Safety Fair was discussed, which after consideration, it was decided to nominate co-chairs -- Saúl Mejía and Martha Cortez, as Martha has extensive background in the health field and Saúl has the experience and background information of the previous Health & Safety Fairs. Cheryl Compton made the motion to approve Martha and Saúl as co-chairs of the Health & Fair, which was seconded by John DiGregorio. **[Hand vote was taken and motion approved: Yes 12/No 0/Abstention 1]**

<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	lawilkinson@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	Newly elected co-chairs: Martha Cortez & Saúl Mejía	Martha.Cortez.PCNC@gmail.com commercechair2016@yahoo.com
Please contact the Committee Chairs if interested in participating on committees.		

**18. Public Comment and Announcements** Public comment on agenda items will be heard at the time the item is considered. No additional comments at this time.

**9:00 19. Adjournment** 9:50pm.

**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 Cheryl Compton, PCNC Secretary, 14500 Roscoe Boulevard, Suite 400, Panorama City, CA 91402 or ComptonPCNC@gmail.com.

For more information about the Panorama City Neighborhood Council visit our website at [www.panoramacitync.org](http://www.panoramacitync.org)