

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 • 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

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 October 26, 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**). Opening remarks and reports from law and government officials commenced prior to quorum.

2. Self-Introductions of Participants and Guests – commenced prior to quorum.

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

- **Present:** Summer Bernardo, Jan Brown, Cheryl Compton, John DiGregorio, Pamela Gibberman, Michelle Klein-Hass, Chris Q. Martinez, Viviano Montes, Marisa Persaud, Ryan Reich, Gregory Wilkinson. Quorum achieved at 6:56PM; Tony Wilkinson arrived at 7:10PM, Saúl Mejía at 7:15PM, and Gurgen Mkrtchyan at 7:17PM, which brought total present board members to 14.
- **Excused Absences:** Martha Cortez, Michael Hasz.

4. Reports from LAPD & other relevant law enforcement agencies. Senior Lead Officer Damaris Bonfil [(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).

- Officer Ruelas and Officer Webb presented statistical data for the year to date (thru October) to the board. Overall crime in the area is down – the main concern of the district is “smash and grab” sort of incidents with parked cars on streets. They cautioned to clear all items, no matter how insignificant you might think they are, from your car before parking.

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.

- Lorena Bernal stated that Councilwoman Martinez’s office had been doing a lot of clean-up in the area, including the empty lot on Sylmar Avenue, which Cheryl Compton confirmed was spotless and beautiful now. Nury Martinez was at the Goodwill Youth grand opening today and the event was very successful. She will also be at the following events: Panorama Rec Center’s Halloween Party, Day of the Dead event at the Panorama City Public Library and the 2017 Veterans Day Forum, sponsored by US representative Tony Cardenas. The issue of permitted parking was discussed. Each district is broken into 6 blocks areas and must be a petitioned, community-driven project. There will be a bigger hearing with someone at the Department of Transportation, which Lorena is coordinating with Public Safety Chair, Martha Cortez. Date will be approximately November 15.

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).

- Angie reminded us of the Red Cross Pillowcase project, which PCNC is sponsoring, along with the Assemblymember, which will be at the Panorama Rec Center on October 24. Their office is also sponsoring two free Women's Self Defense classes on October 28.

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) 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.

- Jose Galdamez introduced himself as our new DONE liaison. We may email him with any questions or concerns we may have.

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.

- Dianne Hand from the Arleta NC wanted to thank PCNC for hearing the request for funding for the HOLMATRO tool. She followed up on our request to find out about why this is not a covered item in the city budget; however, she has not heard back from the Fire Department yet.
- Saúl Meija wanted inform the board that November 25 is Shop Small Business Saturday.
- A representative from Valley Care Community Consortium invited all interested to the 6th Annual Diabetes Expo on November 18 at San Fernando Recreation Park.

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 needs to renew his Ethics certification.

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

- No interested stakeholders at this juncture.

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.

- Commerce, Finance, Outreach and Rules all do not have meetings on the calendar. Joint Land Use-Mobility meeting scheduled for November 7. Joint Public Safety-City Life meetings will be regularly scheduled for the 2nd Thursday of the month. John DiGregorio wants City Life to work in conjunction with Education Committee to form a Youth Committee to get the younger residents of Panorama City involved. Ryan Reich will have a potential NPG from Enrich LA to agendize for the next board meeting. Saúl Mejía stated that perhaps we could have a Health & Safety Fair in March of 2018.

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

SPECIAL COMMITTEES		
	<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	Saúl Mejía	commercechair2016@yahoo.com
Please contact the Committee Chairs if interested in participating on committees.		

10. Presentation about the Adult Literacy Program at the Panorama City Library by Steffi Siebert the coordinator. [Ms. Siebert was unable to attend – tabled to a future board meeting]

11. Discussion and possible action regarding the LA Clean Contest award of \$2,000 that the PCNC may reclaim. Emily Roberts and the Ligget elementary school and LA Synergy Lions helped to provide the bulk of the work done in the contest but the PCNC also played a role. Pursuant to the LA City Council DONE is to distribute the award and the PCNC must indicate how it will be used in support of LA Clean goals. Discussion will include what amount of the \$2,000 should be made available to those NGO’s that were active participates in the contest.

- PCNC is the custodian of the award, which DONE will distribute as we allocate. Emily Roberts, a former member of PCNC, spearheaded this whole project. Discussion centered around distributing the money equally between PCNC, LA Synergy Lions and Liggett Elementary, although John DiGregorio did mention that he thought all \$2000 should go to the Lions. PCNC also has to submit a plan of how we will use our portion of the award. Tony Wilkinson advised that we should not act as a subcontractor, to which Gregory Wilkinson responded we are not a subcontractor, only a middle man and DONE has signed off on this structure. John DiGregorio motioned to divide the money three ways between PCNC, LA Synergy Lions and Liggett Elementary with the caveat that the other parties have 90 days to supply the appropriate paperwork for the transfer, which was seconded by Saúl Meija. As for the use of PCNC funds, Tony Wilkinson motioned we should allocate it towards the Health Fair, which was seconded by Saúl Meija. After a brief discussion, and considering the original intent of the award, Tony amended his motion to use the funds for future clean-up efforts in Panorama City, which was again seconded by Saúl Meija.
- There were three roll call votes for this agenda item:
 - Vote #1 to amend the agenda item as per the motion to include the caveat. Roll call vote: **Motion passes: 7 YES/2 NO/1 Abstain/4 Ineligible. Motion passes: 8 YES/0 NO/1 Abstain/2 Ineligible.**
 - Vote #2 was to approve the actual split of monies equally among the 3 organizations. Roll call vote: **Motion passes: 6 YES/2 NO/2 Abstain/4 Ineligible.**
 - Vote #3 was to allocate PCNC's portion of the award to future clean-ups efforts in Panorama City. Roll call vote: **Motion passes: 10YES/0 NO/0 Abstain/4 Ineligible.**

12. Discussion and possible action regarding the need for a storage unit for the PCNC. A rough average for a 5x15ft is \$170 a month. The board chair suggests we discuss and if agreed approve up to \$2,500 per year for a similar sized unit. Also to discuss is who will have access.

- Saúl Meija brought up the past issues with the rent on the storage unit not being paid and all the PCNC inventory being auctioned off. John DiGregorio affirmed that this is not going to be an issue going forward, as we have a capable Finance team in place, and access and security is vital, as assets can grow legs if not properly monitored. John motioned to allocate up to \$2500 for the remainder of FY 17-18 for a storage unit; the motion was seconded by Summer Bernardo. Roll call vote: **Motion passes: 10 YES/0 NO/0 Abstain/4 Ineligible.**

13. Discussion and possible action regarding the Land Use and Mobility Committees' views on the East Valley Transit Corridor Project to include issuing a Press Release, Community Impact Statement (CIS), or other official statement. This topic can include, but is not limited to: rail storage yard, light rail options, routes, route topography, platforms, funding options, and other related concerns.

- Jessica and Brad Brentsema, representing themselves and "Area A" businesses in Van Nuys, spoke extensively about the East Valley Transit Corridor project. Bus lines can only be optimized so much. As for the regional maintenance facility, they do not support Option A, as it affects over 100 businesses and 1000 workers in Van Nuys. They support Option B, which would place the facility in Panorama City. The board agrees that this is the best option for all involved, and we would welcome the jobs. Gregory Wilkinson stated that this motion is very important – maybe one of the most important things we can support as a board – as will impact the entire region for decades. John DiGregorio motions to approve the Land Use recommendation as written by Tony Wilkinson, which was seconded by Saúl Meija. Gregory called for a hand vote. **The motion passes unanimously: 14 YES/0 NO/0 Abstain.**

14. Discussion and possible action regarding reauthorizing the reimbursement to the LA Neighborhood Land Trust for additional funds use to support the Marson Party event for which the PCNC had already approved supporting. The board previously approved the reimbursement of \$22.57 per the Treasurer but the correct owed amount is \$83.17.

- Per DONE, reimbursement only applies to board members. Tony Wilkinson suggested putting through as an NPG. Gregory Wilkinson is sending to the Finance Committee to come up with a solution prior to the next board meeting.

#15 Intentionally omitted.

16. 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. Danillo Guerra – July, August, September

- Saúl Meija spoke in support of Danillo, stating that he did show up to the Special Meeting last month. Summer Bernardo asked for clarification of the policy, which Gregory Wilkinson confirmed is a rolling six months. Gurgen Mkrtyan motioned to table this discussion to next month, after someone reached out directly to Danillo, which was seconded by Marisa Persaud. Gregory called for a hand vote. **Motion passes: 9 YES/5 NO/0 Abstain.** Gregory will reach out to Danillo to inquire as to his intentions and interest on remaining on the board.

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

- John DiGregorio stated that he would like to have the Budget Advocates video team make some quick videos in support of Land Use/Lite Rail.

At this juncture, Tony Wilkinson requested a callback to Agenda Item 13. Noting the potential impact and importance of this item, Tony motioned that we authorize all board members and alternates to have permission to disseminate, in any form or forum, the information behind the motion, which was seconded by Saúl Meija. Gregory Wilkinson cautioned the board to be extremely careful, as you are not speaking as an individual, but representing the board as a whole – stay on point and be professional. Gregory called for a hand vote: **Motion passes: 13 YES/1 NO/0 Abstain.**

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

- Gregory Wilkinson confirmed that Marisa Persaud has a standing approval, within reason, for the printing of general Outreach flyers. Lease is still being negotiated and we do not have keys for anyone to access the office. Marisa objects with stocking an office to which we don't have access. Gregory tabled this discussion to a future meeting.

19. 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. Treasurer/Finance Chair to provide details. This item does not cover special or annual financial documents.

- John DiGregorio and Gurgen Mkrtyan walked the board through the MER. Michelle Klein-Hass motioned to approve the MER as presented, which was seconded by Pamela Gibberman. Roll call vote: **Motion passes: 10 YES/0 NO/0 Abstain/4 Ineligible.**

The issue of lease renegotiation was raised again. It was the opinion of many that \$1500 per month, which is nearly half our total budget, is way too much money to spend on a space which no one can access or use. Gurgen thought that maybe we should look into cubicle space, if the building has it.

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

- No agendas are available for approval at this time.

21. Adjournment - Gregory Wilkinson adjourned the meeting at 9:40PM.

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