

# PANORAMA CITY NEIGHBORHOOD COUNCIL GENERAL BOARD MEETING AGENDA

**Virtual Meeting  
Thursday April 22, 2020 6:30 PM  
Minutes**

Board Members	Roll Call	Position	Board Members	Roll Call	Region
Chris Q. Martinez	Present	Member	Perla Iliana Lagunas Abundez	Present till 8:43	Secretary
Gurgen Mkrtchyan	Present	2 <sup>nd</sup> Signer	Ron Collins	Present	Member
John DiGregorio	Present 6:50	Chair-Alt Signer	Ryan Reich	Present	Member
Lanira Murphy	Present	Treasurer	Summer Bernardo	Present	Member
Scott Boundy	Present	Member	Tony Wilkinson	Excused	Member
Marc Coronel	Suspended	Member	Adam de los Santos	Present	Member
Marisa Persaud	Present	Member			
Martha Cortez	Present	Member	Vianca Perez	Absent	Alternate
Michael Hasz	Present	Vice Chair	Joe Taylor	Present	Alternate
Michelle Klein-Hass	Present	Member	-----		
Pamela Gibberman	Present	Member	Karen Oropeza	Absent	Youth Rep

**1. Call to Order** and remarks (*John DiGregorio, Chair*) [2m]

The meeting was introduced by Jose Galdamez at 6:30pm and called to order by Michael Hasz at 6:33pm, with 15 members in attendance at that time.

**2. Roll Call** of Board members or alternates (the quorum is 11). [1m]

See above for Roll Call. Also present were: Officer Mendoza (LAPD Mission Community PC), Officer Alex Sanchez (LAPD Mission Community PC), Jose Galdamez (NEA, Department of Neighborhood Empowerment), Oscar Cardenas (Panorama Park Representative), Claudia Cardenas (Developer, Panorama City Mall) and Jonathan Martinez (Panorama City Rock Garden). Public Guests present were: Emily Ware (Thomas Safran and Assoc.), Lorenzo Mutia, Brad Vanderhoof (Secretary, West Hills NC), Homero Anael Sicaj Villatoro, Marina Sanchez, Raylene DiGregorio and Monica Roldán. Also present was Spanish-English Interpreter Stefanie García.

**3. Reports from LAPD & other relevant law enforcement agencies.** Senior Lead Officer Bronk [38980@lapd.online (818)-644-8017] covers Mission Traffic Division. 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). (10min)

Officer Mendoza and Officer Alex Sanchez of LAPD Mission Division reported that they're on standby due to the condition of the city.

**4. Reports from Elected Officials' field staff and other Neighborhood Agencies/Committees. (15 Min)**

- **DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT** (Jose Galdamez):

Reminder to board members that anyone believing they could have a conflict of interest should make sure to check with Elise Rudin of the City Attorney's office before their board meeting to get advice on what steps and actions could be taken. If not enough time is available, the item can be tabled until the next board meeting, so these details can be acquired. The City Attorney won't be able to advise on the issue if the vote has already taken place.

If a board member is being recused, the member must state the nature of the recusal and will then either be sent to the waiting room, or put on hold, depending how meeting is set up through Zoom.

The newly elected board will be seated in the May board meeting. Once the elections have been certified, the City Attorney's office will examine board members' credentials, a business e-mail will be assigned and Jose will reach out to those newly seated.

A program in Funding Training is available for those being considered to be financial officers. This is scheduled for Tuesday, April 27, through the Empower LA website. Board members can also check training expiration dates through this website. Credentials expire every two years and members can check login information for the Cornerstone website through Empower LA. Empower LA will be holding a Funding Workshop and constituents can register at [Clerk.lacity.org](http://Clerk.lacity.org) / Neighborhood Council Funding / Trainings Available.

There has been an update on the City Clerk's website. If anyone has previously had it bookmarked, go to the site and click on the Neighborhood City Council Funding button.

May 20 is the final date to submit approval forms to the City Clerk and June 20 is the last date for councils to use their bank card for fiscal funds. Any unspent funds up to \$10,000 will roll over to next fiscal year for the NC. This remaining amount will be added in August, if the NC has remaining funds from prior fiscal year.

- **CALIFORNIA CONGRESSIONAL DISTRICT 29** (Lea Gonzalez): Not in attendance.
- **LOS ANGELES CITY COUNCIL DISTRICT 6** (Andres Sandoval): Not in attendance.
- **LOS ANGELES CITY MAYOR'S OFFICE** (Caroline Menjivar): Not in attendance.
- **LOS ANGELES UNIFIED SCHOOL DISTRICT, DISTRICT 6** (Kelly Gonez, Michael Menjivar): Not in attendance
- **LOS ANGELES COUNTY SUPERVISORIAL DISTRICT 3** (Brenda Yanez): Not in attendance.

- • **CALIFORNIA ASSEMBLY DISTRICT 46** (Emma Taylor): Not in attendance.
- • **CALIFORNIA SENATE DISTRICT 18** (Eveline Bravo-Ayala): Not in attendance.
- • **RECREATION AND PARKS** (Oscar Cardenas):

The department offers childcare to those in need. Facilities are open 8:00am – 6:00pm and are available for new registrations now through the end of the school year. A summer camp will begin on June 14 (8:00am – 4:30pm), offering extended care. There is talk of opening up more options for sports and classes; the department is taking a careful approach to everything. Constituents can search the website to see which programs are available at which parks.

Oscar is creating a Park Advisory Board, with Officer Sean Smith and Karen Dominguez of CD6. Anyone interested in participating by taking charge of communication and trying to resolve matters should contact him. Meetings will be held quarterly – likely the first Monday of the second month in the quarter. The next proposed meeting is May 3, but the date can be made flexible. A fingerprinting requirement is mandatory. Martha expressed interest.

*John took over leading the meeting.*

- **BUDGET TRIBUNES** (John and Lanira):

John reported that he was previously at a hearing with five City Council members including Paul Krekorian and Nury Martinez, where he shared with them the budget priorities PCNC had passed and read through most of the Council's action items; he saw most of them taking notes.

Budget Tribunes will be holding a Town Hall event on May 22 called "Follow the Money," featuring about five different segments and speakers to illustrate various points of the budget, environmental issues, etc. The Council president has been asked to speak at this Virtual event.

## 5. Public Comment and General Announcements

- Limited from 2-5 minutes at the discretion of the presiding officer
- Limited to non-agenda items
- Speaker cards will be made available if attendance is significant
- During Virtual Meetings**, use the 'raise your hand' feature to be added to the speaker queue by the Board Secretary. The Chair will recognize speakers in the order specified by the queue.

-Emily Ware, with Thomas Safran and Assoc., Affordable Housing Developer: Asked PCNC to review plans for a new project on 8134 Van Nuys Boulevard that's fully entitled, partnering with the City of L.A.'s Affordable Housing and Sustainable Communities Program, and actively collaborating at the community level. She offered Council members to submit requests for anything desired in the area surrounding the development: repaired sidewalks, bike lanes, trees, etc. Pamela asked that Tony put this on the Land Use Agenda to generate suggestions. The deadline for input is April 30.

-Pamela: Received something from DONE requesting participation in the Consolidation Plan Survey regarding how the Mayor should spend the funds. She will forward this to John.

-Michael: Thanked Ryan, Chris and Summer for their service, as they have chosen not to run for the new board.

6. **Officers' Reports** for relaying updates on NC Business not being discussed in other agenda items. *This item is strictly for reporting and not intended for Board discussion or action.* Not to exceed 2 minutes each.

1. Vice Chair's Report:

Michael thanked all board members and welcomed back those who will be returning; he predicted notifications regarding the new board would arrive within about four days. Everyone currently seated is up-to-date with their training, though some expirations will occur next month.

2. Treasurer's Report:

Lanira is preparing for the Budget Tribune Town Hall, "Follow the Money."

3. Secretary's Report:

Perla thanked guests for attending and invited everyone to return next month to continue working with the Council. She has reported a couple bulky items in the area for pickup.

4. Equity Officer's Report:

Lanira has been reaching out to various Neighborhood Councils and talking to people to get an idea of what other councils are doing to ensure equity across the board. She hopes to have a paper compiled for the next meeting to provide a presentation of what issues interest people and what people would like to see done for the community.

5. Chair's Report:

John will defer to the Budget Update.

7. **Update and brief discussion** ICON Panorama retail and housing project at the former Montgomery Ward site, which has been tied up in litigation. The addresses are 14651-14697 West Roscoe Boulevard and 8300-8406 North Cedros Avenue and 8313-8413 North Tobias Avenue, Panorama City, CA 91402.

Not in attendance.

8. **Update and brief discussion** on future developments at the Panorama City Mall.

This will remain a standing agenda item. Claudia Cardenas made herself available to receive any questions from PCNC regarding the development. She reported no updates at this time and has continued to do outreach with local community groups. John offered the option of quarterly check-ins, if more appropriate.

9. **Discussion and possible action** on the recommendation from our Board Treasurer, Budget Representative, and Budget Advocate Treasurer Lanira Murphy, that the

Board oppose the NC Budget Advocates current efforts to transfer public funds to a non-profit "fiscal sponsor" in order to circumvent DONE and the City Clerk on how to spend public funds.

John moved to approve the letter opposing current efforts by Budget Advocates to extract and move funds to a fiscal sponsor. Michelle seconded.

MOTION PASSED UNANIMOUSLY, with 16 for and no abstentions.

- 10. Discussion and possible action** regarding the formation of an Ad-Hoc Executive Committee. PCNC Bylaws do not include an Executive Committee thus it's recommended that until the 'Bylaws amendment period' has opened for potential inclusion as a standing committee, an ad-hoc committee be created for the Officers to discuss official Board business. The Committee would meet on an 'as-needed' basis.

Pamela moved to approve establishing an Executive Committee for PCNC. Perla seconded.

MOTION PASSED UNANIMOUSLY, with 16 for and no abstentions.

An Executive Committee chair will be selected at the May 27 meeting.

- 11. Discussion and possible action** on appointing Board Treasurer Lanira Murphy and Board Member Martha Cortez as additional Community Impact Statement Filers for the PCNC. Additionally, Board Chair John DiGregorio's prior appointment to be discussed for re-confirmation, as the portal is not accepting login information.

Summer moved to appoint Lanira, Martha and John as additional CIS filers for PCNC. Michelle seconded.

MOTION PASSED, with 15 for, 1 opposed and no abstentions.

- 12. Discussion and possible action** on approving a Neighborhood Purpose Grant (NPG) from the Mission Community Police Council for up to \$5,000 in support of the Youth Cadet Program. Funding will cover equipment to host youth-focused events, storage for the equipment, and other items. Full details are provided within the NPG in the Agenda's Supplemental Package.

Michael Hasz moved to approve the grant. Martha seconded.

MOTION PASSED, with 15 for, 1 opposed and no abstentions.

Officers Mendoza and Sanchez offered their services to help with anything needed for cadets in the community.

- 13. Discussion and possible action** on upgrading the PCNC Website to the new Webcorner Platform, enhancing the website to include Spanish language input/output, adding features or "widgets" to engage users, and creating a 'one stop shop' for all Council news and resources. Funding of up to \$5,000 is requested at this time.

John postponed the item until a proposal with specific line item costs could be received.

Perla moved to approve funding for the item. Adam seconded.

Discussion regarding lack of itemization for approval.

Gurgen moved to postpone the item. Summer seconded.  
MOTION PASSED, with 15 for, 1 opposed and no abstentions.

Upon receipt, John will distribute the proposal with specific itemization to the board, or he invited Perla to agendize it as a motion in her subcommittee.

**14. Discussion and possible action** the recommendation of the Rules Committee that the Board allocate **up to \$5,000** in funds from the current Fiscal Year for the purpose of translating into Spanish, the NC's bylaws and other documents, the council's board and committee agendas and minutes going forward, to providing an automatic Spanish translation feature on the website, to providing Spanish interpretation for the monthly Board meetings, and also to providing interpretation for selected committee meetings where needed and possible.

a. **Motion to approve** translation/interpretation services from 7/12/18, 7/26/18, and 3/16/19 from vendor Languages4you who has not received payment. Total amount **\$1,395**. These were all approved at the time of expense, but payment has not been rendered, this has been confirmed with the City Clerk.

b. **Motion to approve** translation and interpretation expenses incurred during the month of April 2021. Driven by the repeated requests from Board.

Recommendation from the Rules Committee to approve up to \$5,000 for translating agendas and minutes into Spanish and for providing Spanish translation. John seconded.

John moved to authorize **\$6,800** to pay for services (combined from the three motions as listed above). Pamela seconded.  
MOTION PASSED, with 14 for and 1 abstention.

**15. Discussion and possible action on adopting a formal Board position regarding Neighborhood Council Funding Policy.**

a. In 2018, Board Chair John DiGregorio participated in a City-wide Working Group, appointed by the Board of Neighborhood Commissioners, which formally recommended the City adopt a 'Base + Population' model for funding NCs. This principle provides all NC with funding for 'base operations' such as office and operating expenses and in addition, provides additional funding to NCs based on their population. This model ensures an equitable distribution of funding allows NCs to achieve their central mission of engaging stakeholders in local government.

b. Brief presentation on current model and proposal to be included.

Michelle moved to approve the item. Perla seconded.  
MOTION PASSED UNANIMOUSLY, with 16 for and no abstentions.

**16. Discussion and possible action on approving the final PCNC Logo.**

Recommendation by PCNC to approve final Logo Design #3. Michelle seconded.  
MOTION PASSED, with 15 for and 1 abstention.

This logo is considered to supplement the existing image, not replace it. The issue can be readdressed with the Outreach Committee for consideration of additional, or alternative, logos at any time.

**17. 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 of Finance Chair which have not yet been approved by the Board.**

- a. Treasure/ Finance Chair to provide details. This item does not cover special or annual financial documents.
- b. **Key Dates for the remainder of FY20/21 (FY ends June 30<sup>th</sup>).**
  - i. **May 20, 2021** - Final date to submit an Event Approval Request
  - ii. **June 1, 2021** - Final date to submit a check payment request
  - iii. **June 20, 2021** - Final date for any bank card transactions

John moved to approve the MER. Michael seconded.  
MOTION PASSED, with 13 for, 3 absences and no abstentions.

Lanira explained that the board certified actions included from years ago are due to board-approved recurring expenditures, like GME, or self-storage.

May 20 is the final date to submit Event Approval Requests for anything through the end of June. June 20 is the final date to incur P-Card expenses.

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

- a. To include March 2021 Meeting

Postponed to next meeting.

**19. Discussion and possible action to remove Board Members in violation of attendance policies:**

- a. None for April

Item tabled till next meeting.

**20. 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. (20 min)**

Commerce: The committee has an opening for a Chair.

Finance: (John and Lanira) No updates on the budget.

Pamela reported on the Consolidated Plan Survey sent from DONE. The deadline for submitting input is April 25. The survey asks questions about Mayor Garcetti's proposed budget. John reminded members that PCNC's formal position on it has

been, "Build supportive housing within our district by any means possible." He will provide a draft of the position to anyone needing it.

Land Use: (Tony) Not in attendance.

Outreach: (John) The committee will meet on Monday and continue generating ideas for new initiatives as the weather gets warmer and COVID disappears.

Rules: (Tony) Michael reported in Tony's place and will be appointed to the Rules Committee since being involved every week. The committee did not meet this month, for the first time in a long while.

City Life & Beautification: (John) The committee had a great brainstorming session last month. All members are urged to submit ideas or attend the meeting to contribute.

Public Safety: (Martha) The committee met last week and will meet again the second week in May. They will address an item to support youth through mental health awareness by holding substance abuse workshops.

Education: (Pamela) The committee will hold their meeting next Monday night at 6:00pm. They sent letters (through e-mail and by mail) to Kelly Gonez and the rest of the School Board urging their support of Arts as Education.

Youth Committee: (Martha) The committee will meet again the second week in May to continue brainstorming new projects.

Alcanze Arte & Cultura: Perla will work on outreaching and organizing holidays for PCNC through the committee.

**People Joining Committees:**

Commerce: Adam, Joe

Finance: Perla

Land Use: Mike

Outreach: Joe

Rules: Mike

City Life & Beautification: Michelle, Joe

Public Safety: Cesar Nava, Jonathan Martinez

Education: None

Youth: None. (Martha is seeking a co-chair)

Alcanze Arte & Cultura: (Outreach Subcommittee) John



John moved to add all interested members to all the above committees. Summer seconded.  
MOTION PASSED UNANIMOUSLY, with 15 for and no abstentions.

**21. Adjournment** at 9:04pm

RESPECTFULLY SUBMITTED BY:  
ELSPETH WEINGARTEN  
May 2, 2021  
Minutes of Panorama City Neighborhood Council (Meeting April 22)