

# CITY OF LOS ANGELES

CALIFORNIA

## PANORAMA CITY NEIGHBORHOOD COUNCIL

## PANORAMA CITY NEIGHBORHOOD COUNCIL

### Directors

Lanira Murphy, **Chair**

Michael Hasz, **Vice Chair**

Perla Iliana Lagunas Abundez, **Treasurer**

Pamela Gibbermam, **Secretary**

John DiGregerio

Martha Cortez

Tony Wilkinson

Scott Boundy

Ronald Collins

Luis Zapata

Oscar Robles

Joe Taylor

Severiana Pablo

Michelle Klein-Hass

Jonathan Martinez



**ERIC GARCETTI**  
**MAYOR**

### POSTAL MAIL

14500 Roscoe Blvd, Suite 425  
Panorama City, CA 91402

### TELEPHONE

(818) 927-0003

### ELECTRONIC MAIL

pcncoutreach@gmail.com

### ALTERNATES

**Alt3** Vacant

**Alt2** Maria Niento

**Alt1, Alt4 and Alt5** Vacant

### Vacant seats:

Homeowner Center-West (2023)

Business (2023)

### Youth Representatives:

**YR1** Vacant

**YR2** Vacant

## PANORAMA CITY NEIGHBORHOOD COUNCIL GENERAL BOARD MEETING AGENDA

**Thursday, October 27, 2022, 6:30pm**

**\*\*Virtual Meeting via ZOOM, access info on last page of agenda\*\***

**Meeting URL:** <https://us02web.zoom.us/j/84253128954>

**Meeting ID:** 842 5312 8954

The quorum is 11 Board members. 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 Welcome (**Board Chair** Lanira Murphy)
2. **Roll Call** of Board members or alternates (the quorum is 11).
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).
4. **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.
  - a. Vice Chair's Report
  - b. Treasurer's Report
  - c. Secretary's Report
  - d. Equity Officer's Report
  - e. Chair's Report
5. **Reports from Elected Officials' field staff and other Neighborhood Agencies/Committees.**

**Please Keep Reports to 2-3 minutes maximum to allow time for questions from the Board and Public**

- **DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT**

Jose Galdamez (Jose.Galdamez@lacity.org) (818) 374-9886, Van Nuys City Hall 14410 Sylvan St. 3rd Floor Los Angeles, CA 91401 Direct Line: (818)-374-9893, Office (213)-978-1551

- **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 Field Representative Lilia Monterrosa, (818) 221-3718, (Lilia.Monterrosa@mail.house.gov)

- **LOS ANGELES CITY COUNCIL DISTRICT 6**

Bestaira Aguilera [betsaira.aguilera@lacity.org](mailto:betsaira.aguilera@lacity.org) and Marcela Quintanilla [marcela.quintanilla@lacity.org](mailto:marcela.quintanilla@lacity.org) represents Council President Nury Martinez in Panorama City The district field office is located at 9300 Laurel Canyon Blvd., 2nd Floor, Sun Valley, CA 91331; 818-771-0236.

- **LOS ANGELES CITY MAYOR'S OFFICE**

The Mayor's San Fernando Valley office is located in the Van Nuys City Hall, 14410 Sylvan Street, Van Nuys, CA 91401. He is represented in the East Valley Area by Field Representative Michelle Vergara [michelle.vergara@lacity.org](mailto:michelle.vergara@lacity.org)



- **LOS ANGELES UNIFIED SCHOOL DISTRICT, DISTRICT 6**

Our LAUSD School Board Member is Kelly Gonez. Charity Castro is her Policy and Advocacy Deputy (Main (213) 241-6097 Mobile (818) 212-6887, (charity.castro@lausd.net). The District 6 office is located at 8401 Arleta Avenue, Sun Valley, CA 91352.

- **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. Valley District Director, Jessica Orellana, MSW District Director <JOrellana@bos.lacounty.gov>, represents supervisor Kuehl locally. The San Fernando Valley District Office is located at 7555 Van Nuys Blvd, Suite 1, Van Nuys, CA 91405.

- **CALIFORNIA ASSEMBLY DISTRICT 46**

Assembly-member 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. The Field Representative Lilly Serafin can be reached at [lilly.serafin@asm.ca.gov](mailto:lilly.serafin@asm.ca.gov) or call the AD45 Office at (818) 376-4246

- **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 (eveline.bravo-ayala@sen.ca.gov). The District Director is Barri Worth Girvan ([Barri.Girvan@sen.ca.gov](mailto:Barri.Girvan@sen.ca.gov)).

- **RECREATION AND PARKS**

Announcements and updates from our Panorama City representatives and any other neighboring Rec and Parks teams. Panorama Park Representative

- **BUDGET TRIBUNES**

Announcements and updates from the Budget Tribunes on matters related to our City Services and City Budget. The Tribunes can be reached at [LABudgetTribunes@gmail.com](mailto:LABudgetTribunes@gmail.com)

### 6. **Public Comment and General Announcements**

- a. Limited from 2-5 minutes at the discretion of the presiding officer
- b. Limited to non-agenda items
- c. Speaker cards will be made available if attendance is significant
- d. **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.

### 7. **Presented by the Rules Committee - Adopt a Standing Rules Document**

Consideration and possible action on the recommendation of the Rules Committee that the Board adopt a formal document called "Standing Rules, Policies, and Procedures", the contents of which may be revised at any Board meeting by a simple majority of those voting, and which shall be posted and kept current on the council's



website and also shall be made available to the public for reference (along with the council's Bylaws) at any in-person meeting.

The purpose of this document is to hold Board-approved rules, policies and procedures which may need occasional revision to address problems or to expedite operations, which are lengthy and detailed, or which are experimental in nature. It is an alternative to placing every operating practice into the Bylaws. The council's bylaws are deliberately designed to be hard to change (30 days public notice and a 2/3 vote, followed by required approval from the city). The bylaws are also "frozen" for almost one year out of every two for the convenience of election officials.

### 8. Presented by the Rules Committee - First 5 Items for Standing Rules

Consideration and possible action to add the following rule to the Standing Rules, Policies, and Procedures document, as recommended by the Rules Committee. This rule has been in use by the Board for many years.

a) The quorum for committees shall be three (3) members.

b) Unexpected operations or outreach expenses of up to \$200 that are time-sensitive may be made by a Board member without prior Board approval and will gain approval from the Board as it approves the Monthly Expenditure Report for that month.

c) It shall be the responsibility of each Board Member and Alternate Board Member to provide proof they have completed each required training program or Code of Conduct acknowledgement in order to vote on matters for which that training or signed acknowledgement is required by the city. This proof may be accomplished by emailing a copy of a completion certificate or a screen shot of a named and dated completion screen or a copy of the signed and dated Code of Conduct form to the Board Vice Chair and Secretary, or by other means acceptable to the Board officers

d) The Board will order a separate city Zoom license in the name of each Board Member or Alternate who chairs a committee that is meeting regularly and who requests a license. These licenses are issued by the Department of Neighborhood Empowerment. The annual cost of approximately \$200 per year for each license will be charged to the council's funds by the Department. Licenses must be relinquished if a holder no longer chairs a meeting which is meeting frequently. Board officers will determine which committees are meeting frequently enough to justify a license.

e) The Mission of the Panorama City Neighborhood Council Commerce Committee is to facilitate communication between businesses and our community and local government through outreach to local businesses to solicit their opinions and hear their issues and presentation of business issues and proposals to the Board. [For the record: This Mission Statement was adopted unanimously by the Commerce Committee at a meeting held on Wednesday, October 12, 2022, by a vote of 4 yes, 0 no, 0 abstentions. Joe Taylor (motion), Tony Wilkinson (second), Lanira Murphy, and Michael Hasz were all present and voting.]



9. **Consideration and possible action on the recommendation of the Rules Committee that the Board adopt the following resolution and send it to the City Clerk, to the City Clerk's Neighborhood Council Election Division, and to the Department of Neighborhood Empowerment.**

WHEREAS in the 2020 Neighborhood Council election, the Panorama City Neighborhood Council lost many candidates because they did not submit their documentation before the deadline, and because the City Clerk refused to give us the name and contact information of applicants for a Board seat before their candidacy had been approved, and also because the Clerk's election administrator failed to follow up adequately, in our opinion, to assure that as many applicants as possible completed their application.

NOW THEREFORE, in order to successfully complete candidate filings, we request the City Clerk to provide to the Neighborhood Council the name and public contact email of every applicant who files as a candidate for a Board seat, so that the Neighborhood Council can welcome their filing and follow up to urge that they complete their application before the deadline.

10. **Consideration and possible action on the recommendation of the Outreach Committee** that the Board approve up to \$2,500 for the purchase of a selection of imprinted promotional merchandise from among the items the council has purchased in the past in order to restock advertising materials for distribution at outreach tables and other events, with a portion of those funds used to produce printed outreach flyers for public distribution. Motion by Tony, Second by Perla - Approved 4 yes, 0 no, 0 abstaining
11. **Consideration and possible action on the recommendation of the Outreach Committee** that the Board approve up to \$500 for the purchase of candies and party favors for goodie bags for children at the Fall Festival at Panorama Recreation Festival on Monday, October 31, 2022, and allocate up to \$100 for the purchase of helium and balloons for distribution at the council's outreach table at the same event. Motion by Tony, Second by Perla - Approved 4 yes, 0 no
12. **Consideration and possible action on the recommendation of the Outreach Committee** that the Board approve that the treasurer and the board members have access of the storage
13. **Consideration and possible action on the recommendation of the Outreach Committee** that the Board approve that we find a new storage space that is nearer potentially on Cedro or Roscoe Blvd
14. **Consideration and possible action on the recommendation** to approve the NPG in the amount of \$5,000 for Plaza Comunitaria Sinaloa. This NPG is to support for the ESL program starting January 2023. The project budget includes instructor fees for a new hire and class materials.
15. **Consideration and possible action** to submit a CIS regarding the events of council members: Nury Martinez, Kevin de Leon & Gil Cedillo
16. **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. June & August MER



**17. 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 any past minutes

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

- a. N/A

**19. Discussion and possible action to appoint any interested qualified stakeholders to any appropriate vacant board seats including Youth Representatives.**

- Candidates must present documents to the Executive Committee that prove their identity and a "stake" in the Neighborhood Council, as required by each seat.
- **Examples:** 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.
- 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. 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.**
- The council may appoint one or more Youth Representative(s) for a one-year term. A Youth Representative is not part of the voting Board. This is a position that allows youth to express opinions on council issues.

**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 Committee**

a) Joe Taylor, Chair of the Commerce Committee, asks that the Board approve the following 5 new members: Board members Tony Wilkinson, Lanira Murphy, Michael Hasz, Perla Iliana Lagunas Abundez, and Board Alternate Maria Nieto. Board members Joe Taylor (chair), John DiGregorio, and former board member Adam De Los Santos are previous members of the committee (total 7 members).

b) The Commerce Committee adopted the second Wednesday of each month at 6:00 pm as its regular meeting date and time.

**Rules Committee**



## Panorama City Neighborhood Council Meeting Agenda 10-27-22

a) Tony Wilkinson, Chair of the Rules Committee, asks that the Board approve the following 3 new members: Severiana Pablo, Board Alternate Maria Nieto, and community member and UCLA student Sandra Sanchez. Board members Tony Wilkinson (chair), Michael Hasz, Pamela Gibberman, and Lanira Murphy are previous members of the committee (total 7 members).

b) Tony Wilkinson, chair of the Rules Committee, has adopted the second Wednesday of each month at 7:00 pm as the committee's regular meeting date and time.

Standing Committees			
Name	Chair/Co-Chairs	Contact Email	Meeting Date/Time/Location
Commerce	Joe Taylor	<a href="mailto:joe.taylor27@gmail.com">joe.taylor27@gmail.com</a>	TBD
Finance	John DiGregorio	<a href="mailto:johndpcnc@gmail.com">johndpcnc@gmail.com</a>	As needed via zoom
Land Use	Tony Wilkinson & Michelle Klein-Hass	<a href="mailto:tonyw.civic@gmail.com">tonyw.civic@gmail.com</a> , <a href="mailto:mkh.pcnc@gmail.com">mkh.pcnc@gmail.com</a>	4 <sup>th</sup> Mondays, 7pm, via GotoMeeting
Outreach	Perla Iliana Lagunas Abundez	<a href="mailto:Perlita.northhills@gmail.com">Perlita.northhills@gmail.com</a>	2 <sup>nd</sup> Thursdays, 6:30pm via zoom
Rules	Tony Wilkinson	<a href="mailto:tonyw.civic@gmail.com">tonyw.civic@gmail.com</a>	As needed via zoom
Ad-Hoc and Sub-Committees			
City Life & Beautification	John DiGregorio	<a href="mailto:johndpcnc@gmail.com">johndpcnc@gmail.com</a> ,	First Thursdays, 7pm, via zoom
Public Safety			2 <sup>nd</sup> Thursdays, 6:30pm, via zoom
Education	Pamela Gibberman	<a href="mailto:pgibberman@gmail.com">pgibberman@gmail.com</a>	4 <sup>th</sup> Mondays, 6pm, via zoom
Youth	Jonathan Martinez	<a href="mailto:johndpcnc@gmail.com">johndpcnc@gmail.com</a> , <a href="mailto:panoramacityrockgarden@gmail.com">panoramacityrockgarden@gmail.com</a>	2 <sup>nd</sup> Thursdays, via Zoom
Alcanze Arte y Cultura	Severiana Pablo	<a href="mailto:sevepablo@gmail.com">sevepablo@gmail.com</a>	TBD
~ Please contact the Chairs if interested in participating on committees ~			

### 21. Adjournment

**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 Blvd, 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](http://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 Blvd; (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.*

**Interpretation for Meetings:** If you need an interpreter for any Panorama City Neighborhood Council General or Committee Meeting, please notify the Board Chair at [johndpcnc@gmail.com](mailto:johndpcnc@gmail.com) a minimum of **48 hours** prior to the meeting to ensure coverage. Please indicate the language(s) you need interpretation for and the date of the meeting.

# Panorama City Neighborhood Council Meeting Agenda 10-27-22



**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 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 Blvd, 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 Blvd, Suite 400, Panorama City, CA 91402 (ComptonPCNC@gmail.org).

**PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at [the Panorama City Neighborhood Council no longer maintains a physical office] and at our website: [panoramacitync.org](http://panoramacitync.org) 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 John DiGregorio at [no phone available] or email: [johndPCNC@gmail.com](mailto:johndPCNC@gmail.com)

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE PANORAMA CITY NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

**AB 361 Updates** Public comment cannot be required to be submitted in advance of the meeting; only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

#### **Public Posting of Agendas:**

Neighborhood Council agendas are posted for public review as follows:

- (List your physical posting location here)
- [www.panoramacitync.org](http://www.panoramacitync.org)
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System (ENS)

**Notice to Paid Representatives** If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

#### **Instructions and Guidelines to Access and Participate in PCNC 'Virtual Meetings'**

Effective April 1<sup>st</sup>, 2020 the City Attorney's office has permitted the use of 'Virtual Meetings' with voice/video capabilities which will allow Neighborhood Councils to continue conducting meetings during our current 'Stay at Home' order issued by Mayor Garcetti. The Panorama City Neighborhood Council has elected to use the platform ZOOM to host our virtual meetings.

For instructions on how to download and use the ZOOM audio-video conferencing platform, please click the link below, which will detail how to install the application on your smartphone or computer. Link for Support [HERE](https://support.zoom.us/hc/en-us/articles/201362193-How-Do-I-Join-A-Meeting-)  
<https://support.zoom.us/hc/en-us/articles/201362193-How-Do-I-Join-A-Meeting->

**If you prefer to phone in to each meeting:**

Dial by your location





+1 669 900 9128 US (San Jose)  
+1 346 248 7799 US (Houston)  
+1 253 215 8782 US (Tacoma)  
+1 646 558 8656 US (New York)  
+1 301 715 8592 US (Germantown)  
+1 312 626 6799 US (Chicago)

## Virtual Meeting Guidelines

- Upon entry to the meeting, all participants will be automatically placed on 'mute' as to not disrupt the current speaker.
- The Chair will run the meeting as 'close to normal' as possible, limiting the amount of time individual speakers may hold the floor.
- If you wish to speak, do so by 'Raising your Hand', a feature the platform has, which enables the formation of a queue.
- The Board Secretary will recognize your place in the queue, by responding through the 'Chat' feature.
- The Chair will then call upon, in 'first come first served' order as recognized by the Secretary. Once called upon, the speaker must UNMUTE their audio to begin their statement.
- Disruptions to the meeting or abuse of these guidelines will result in the immediate removal.
- Public Comment will also adhere to the 'Raise Hand', 'Enter the Queue', 'Be Recognized by the Chair' format.
- Should you need assistance, or require any specific ADA accommodations, please reach out to the Board Chair prior to the meeting at [johndpcnc@gmail.com](mailto:johndpcnc@gmail.com)

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# Panorama City Neighborhood Council Meeting Agenda 10-27-22



need interpretation for and the date of the meeting.

**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 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 Blvd, 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 Blvd, Suite 400, Panorama City, CA 91402 (ComptonPCNC@gmail.org).

**PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at [the Panorama City Neighborhood Council no longer maintains a physical office] and at our website: [panoramacitync.org](http://panoramacitync.org) 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 John DiGregorio at [no phone available] or email: [johnPCNC@gmail.com](mailto:johnPCNC@gmail.com)

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE PANORAMA CITY NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

**AB 361 Updates** Public comment cannot be required to be submitted in advance of the meeting; only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

#### **Public Posting of Agendas:**

Neighborhood Council agendas are posted for public review as follows:

- (List your physical posting location here)
- [www.panoramacitync.org](http://www.panoramacitync.org)
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System (ENS)

**Notice to Paid Representatives** If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

#### **Instructions and Guidelines to Access and Participate in PCNC 'Virtual Meetings'**

Effective April 1<sup>st</sup>, 2020 the City Attorney's office has permitted the use of 'Virtual Meetings' with voice/video capabilities which will allow Neighborhood Councils to continue conducting meetings during our current 'Stay at Home' order issued by Mayor Garcetti. The Panorama City Neighborhood Council has elected to use the platform ZOOM to host our virtual meetings.

For instructions on how to download and use the ZOOM audio-video conferencing platform, please click the link below, which will detail how to install the application on your smartphone or computer. Link for Support [HERE](https://support.zoom.us/hc/en-us/articles/201362193-How-Do-I-Join-A-Meeting-)  
<https://support.zoom.us/hc/en-us/articles/201362193-How-Do-I-Join-A-Meeting->.

**If you prefer to phone in to each meeting:**



## Dial by your location

- +1 669 900 9128 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 253 215 8782 US (Tacoma)
- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Germantown)
- +1 312 626 6799 US (Chicago)

## Virtual Meeting Guidelines

- Upon entry to the meeting, all participants will be automatically placed on 'mute' as to not disrupt the current speaker.
- The Chair will run the meeting as 'close to normal' as possible, limiting the amount of time individual speakers may hold the floor.
- If you wish to speak, do so by 'Raising your Hand', a feature the platform has, which enables the formation of a queue.
- The Board Secretary will recognize your place in the queue, by responding through the 'Chat' feature.
- The Chair will then call upon, in 'first come first served' order as recognized by the Secretary. Once called upon, the speaker must UNMUTE their audio to begin their statement.
- Disruptions to the meeting or abuse of these guidelines will result in the immediate removal.
- Public Comment will also adhere to the 'Raise Hand', 'Enter the Queue', 'Be Recognized by the Chair' format.
- Should you need assistance, or require any specific ADA accommodations, please reach out to the Board Chair prior to the meeting at [johndpcnc@gmail.com](mailto:johndpcnc@gmail.com)

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