

PANORAMA CITY NEIGHBORHOOD COUNCIL GENERAL BOARD MEETING AGENDA

Virtual Meeting
Thursday July 22, 2021 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 8:58	Member
Gurgen Mkrtchyan	Excused	Member	Ron Collins	Present	Member
John DiGregorio	Present till 7:51	Chair-2nd Signer	Joe Taylor	Present	Member
Lanira Murphy	Excused/ Present 7:15	Treasurer	Oscar Robles	Present	Member
Michael Hasz	Present	Vice Chair-Alt Signer	Luis Zapata	Absent	Member at Large
Martha Cortez	Present	Secretary-2 nd Bank Card	Adam de los Santos	Present	Member
Tony Wilkinson	Present 6:50	Member	Marisa Persaud	Present	Member
Scott Boundy	Absent	Member	Severiana Pablo	Present 6:52	Member
Jonathan Martinez	Absent	Business Member	Andy Rodriguez	Absent	Alternate
Michelle Klein-Hass	Present	Member	Amelia Mendoza	Absent	Alternate
Pamela Gibberman	Present 6:58	Member	Karen Oropeza	Absent	Youth Rep

1. Call to Order and Welcome (Board Chair John DiGregorio)

The meeting was called to order by John DiGregorio at 6:38pm, with 11 members in attendance at that time.

2. Roll Call of Board members or alternates (the quorum is 11).

See above for Roll Call. Also present were: Jose Galdamez, (NEA, Department of Neighborhood Empowerment), Marcos Sanchez (Field Deputy, Los Angeles City Council District 6), Matt Goulet (Congregate Living Health Facilities), Sona Unjian (Congregate Living Health Facilities), Kate Hannigan (Congregate Living Health Facilities) and Spanish-English Interpreter Sthefanie Garcia.

Additional guests were: Erica Martinez, Maria Skelton and Glenn Bailey.

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).

Not in attendance.

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.

1. Vice Chair's Report:

Voting for Civic U attendees will take place at the August 26 board meeting, so members must have submitted their names for consideration by that time. Council meetings are required to occur once a quarter, although monthly meetings are preferred. The current schedule can be revisited, if changes are desired. Board members must be current on all three trainings through EmpowerLA to be able to vote on funding issues.

2. Treasurer's Report

Not in attendance at this time.

3. Secretary's Report

Martha reported that the roster and the minutes are up to date for the previous month. Board members have received minutes from June and May. Martha has completed her Ethics training for only one out of the three categories.

4. Equity Officer's Report

Not in attendance at this time.

5. Chair's Report

John reminded board members to keep informed of Coronavirus updates. Some efforts to bring people back to in-person work are being reconsidered.

5. Reports from Elected Officials' field staff and other Neighborhood Agencies/Committees.

- **DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT**(Jose Galdamez): Jose Galdamez reported that Civic U is back, after a year-long hiatus, due to the pandemic. This provides Neighborhood Council members with tools to understand the workings of City government. Attendees receive a certificate for attending all three days of the training, with dates coming up in September. Neighborhood Councils are asked to agendaize this for August and to appoint less than a majority of the Council's quorum (five people maximum from PCNC) to attend. This must be finalized by the end of August. Those interested should e-mail John and Mike to be put on the Agenda for consideration and a vote at the next PCNC board meeting. Members of all genders and lengths of memberships are encouraged to nominate themselves to attend. Members must be current with all three EmpowerLA trainings. Trainings will be held virtually.

The department has been seeing fishing e-mails asking board members to purchase gift cards, or to accept reimbursements. Be familiar with the Bylaws: Gift cards are Unacceptable Purchased items, expenditures would be approved by the board prior to a request for purchase, and these requests would be made of bank card holders. Take notice of the return address (which can be easily modified) and reply with a fresh e-mail, when uncertain.

Module 1 of Court Institute Training will take place on July 26 at 6:30pm. The trainings discuss what it entails to be part of a Neighborhood Council and allow Council members to ask anything they're unsure about. Members must attend one of these trainings, available through Cornerstone.

The opportunity for Bylaws amendments has opened up again, with a deadline of April 15, 2022. Jose will be available to answer questions and to advise members on actions toward taking amendments.

The Congress of Neighborhoods event will take place virtually on Saturday, September 25, 2021. Members can view sessions, or join a planning committee at EmpowerLA.org/Calendar.

- **CALIFORNIA CONGRESSIONAL DISTRICT 29** (Lea Gonzalez): Not in attendance.
- **LOS ANGELES CITY COUNCIL DISTRICT 6** (Marcos Sanchez):

The mobile vaccination center at the Lennox Avenue YMCA is open 9:00am-9:00pm. The district is also doing canvassing for the VaxUp LA Campaign, through which people can receive a vaccination on the spot. Last Friday 11 people were vaccinated at Sepulveda Recreation Center. CD6 is meeting with the Mayor's office next week to discuss next steps. The planned demobilization for these services is being reconsidered, with the rise of the Delta Variant.

The district is preparing a movie night, with socially distanced pods per family. Attendees will receive raffle tickets for testing and for showing vaccination proof.

The Redistricting Commission will have public meetings on July 31 at 10:00am, held virtually. Various district offices are holding drive-through food banks each Monday of the month.

CD6 continues leading in providing beds for homeless. The Council passed CF 20-1376-si, which reinstates 4118, stating that, before doing cleanup of any kind, an offer must be made of shelter and clean beds to anyone on the streets. If the offer of shelter is refused, then the process of providing maintenance and hygiene to those on the street must begin. Those living on the streets are being removed from within a three-foot barrier around areas such as loading docks, fire hydrants, construction projects and bike paths; and from within a 500 foot barrier around schools, parks, public libraries and barriers around freeway off-ramps.

CarePlus Active Services for hygiene and maintenance will be activated on September 1 and will rotate between the Van Nuys division and Foothill. Citizens and board members should continue calling 311 with sanitation concerns. More

staff was hired to attend to Sun Valley, in addition to the district Clean Sweep Team, Project del Barrio and the Women Project.

- • **LOS ANGELES CITY MAYOR'S OFFICE** (Caroline Menjivar): Not in attendance.
- • **LOS ANGELES UNIFIED SCHOOL DISTRICT, DISTRICT 6** (Michael Menjivar): Not in attendance.
- • **LOS ANGELES COUNTY SUPERVISORIAL DISTRICT 3** (Jessica Orellana): Not in attendance.
- • **CALIFORNIA ASSEMBLY DISTRICT 46** (Laura Coronado): Not in attendance.
- • **CALIFORNIA SENATE DISTRICT 18** (Eveline Bravo-Ayala): Not in attendance.
- • **RECREATION AND PARKS** (Oscar Cardenas): Not in attendance.
- • **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

At BONC's request, the Budget Tribunes will be reviewing DONE's budget and making recommendations on how to improve inefficiencies of time and money. The Tribunes will work with the City Clerk to develop a trending report. Board members are invited to submit questions. Anyone interested in participating on the Tribunes is welcome. Training is available.

6. Public Comment and General Announcements

1. **Limited from 2-5 minutes at the discretion of the presiding officer**
2. **Limited to non-agenda items**
3. **Speaker cards will be made available if attendance is significant**
4. **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.**

-Tony: The regularly scheduled Land Use meeting was canceled for the month. A Special Rules meeting will be held in that time slot, to consider updated policy.

-Perla: Keep reporting clean-up needs to LA 311 to keep Panorama City looking nice.

7. Discussion and possible action on the following motions & recommendations from the Land Use Committee:

- a. **That the board SUPPORT the proposal to build a 25-bed Congregate Living Health Facility at 14637 West Plummer Street, Panorama City CA 91402. This will be a single residence of 6,524 square feet on a through- lot of 27,190 square feet, zoned RA-1. An existing unoccupied single-family residence will be demolished to build the facility. The project case number is CPC-2021-**

4262-CU. The project owner is Sona Undzhyan (sona55sona@yahoo.com), represented by Urbanomics Planning, Matt Goulet (info@urbanomicsplanning.com, 213-814-1950). The proposal seeks a Conditional Use Permit. The facility will provide skilled nursing care less intense than that provided in a general acute care hospital and greater than provided in skilled nursing facilities.

Matt Goulet explained the project as a 25-bed live-in intermediate health care facility (convalescent home) for patients needing long-term daily medical assistance. Parking would be minimal and mainly for employees.

Michael Hasz took over leading the meeting at this point.

Tony moved that the board support this project, as the Land Use Committee recommends, including the details of its development and the request for the Conditional Use Permit. Pamela seconded.
MOTION PASSED, with 14 for and no abstentions.

b. That the board SUPPORT a proposal to build a Small Lot Subdivision at 9247 Wakefield Avenue, consisting of 8 three-story single-family homes with attached two-car garages. A Zone Change and Tract Map entitlements are required from the existing RA-1 zone to a (T)(Q)RD2-1 zone. The owner is Amer & Nafees Memon, represented by Elevated Entitlements (www.ElevatedEntitlements.com), Erica Adam, Project Planner (Erica@elvted.com, 805-232-4383). This proposal has not yet been filed with the City Planning Department. Adjacent properties are an apartment building and another small lot subdivision.

The Land Use Committee moved that the board support this proposal.
MOTION PASSED, with 13 for and 1 abstention.

c. And from the Public Safety Committee, discussion and possible action on the City's CARE+ Cleanups / COVID-19 Crisis / Homeless Encampments - CF 21-0031 - community impact statement.

Martha requested that the board submit a CIS thanking City Council members for passing this motion to ensure adequate services in Panorama City and for ensuring accountability and responsibility.

Tony asked that the following sentence be included in the statement: "The described program of enhanced services is covered in both CF 21-0031 and CF 20-1376-S1." He also asked that the CIS be filed under both Council Files numbers and that both Council Files be filed under each CF number, to be able to reference it through each.

Tony moved to support the CIS with the addition of the above words, and that the board file the CIS with that additional sentence under each of the Council Files. Martha seconded.
MOTION PASSED, with 14 for and no abstentions.

8. 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. Monthly MERs

Michael registered his completed training today with the Funding Portal for approval as Alt-Signer. Marisa completed her last two trainings today.

Tony moved for the board to support the MER as presented. Michael seconded. MOTION PASSED, with 13 for, 1 ineligible and no abstentions.

9. 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 April, May, and June 2021 Meeting

Discussion on board members not receiving documents by e-mail.

Tony moved that these minutes be approved and that, going forward, the board adopt a policy of posting draft minutes on the PCNC website that are clearly marked "draft" to give everybody, including the public, the opportunity to see them. Once the drafts are approved, they will be replaced with the final, approved copy of the minutes. Michelle seconded. MOTION PASSED, with 14 for and no abstentions.

Martha will take responsibility for adding the minutes to the website in a draft format and to archive the documents, as necessary.

Tony requested that the interpreter be booked for three hours, instead of two.

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

a. Marisa Persaud

No action will be taken on the matter.

11. 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.

No stakeholders in attendance.

12. 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: (Adam) Adam and Joe have been in touch with someone about hosting a job fair, but are still waiting to hear back. A future meeting date will be scheduled, possibly for Friday.

Finance: (John) Lanira reported that she will be uploading the Administrative Packet for the next fiscal year, so that charges can be applied to the correct accounts.

Land Use: (Tony) The normally-scheduled meeting was cancelled to allow for a Special Rules Committee meeting to review the two Land Use cases.

Rules: (Tony) Tony will be sending out an Agenda for Monday's meeting. The committee will discuss the policy Raquel Beltrán has put up for BONC approval, of removing board members based on any complaint of violation of the Workplace Equity Policy.

Outreach: (Perla) The committee meets the second Wednesday of the month at 6:30pm. Everyone is invited to attend.

City Life and Beautification: (Martha) The committee did not meet in July, but has been discussing event planning and would like to create a joint event with the Commerce Committee. Martha will inform the board of the next meeting time as soon as possible.

Public Safety: (Martha) The committee is working on submitting CIS's to voice concerns regarding the encampments. The group has spoken about encampment cleanups and about a smoke ban. National Night Out was canceled due to rising COVID rates and will be rescheduled for next year, the first Tuesday in August. The committee met with Senior Lead LAPD officers to discuss strategies for increased connection with the community. Meetings are the third Thursday of every month.

Education: (Pamela) The last meeting was canceled due to technical difficulties and it has been on hiatus June and July. Meetings will resume on August 23 at 6:00pm, the fourth Monday in August.

Youth: (John and Jonathan) Martha reported as a member of the committee that she has not heard plans of any events being organized.

Alcanze Arte y Cultura: (Severiana) The committee will be meeting tomorrow and will include guests discussing a nature program. Community members are invited to join.

13. Adjournment:

Michael Hasz moved to adjourn at 9:05pm.

RESPECTFULLY SUBMITTED BY:

ELSPETH WEINGARTEN

August 16, 2021

Minutes of Panorama City Neighborhood Council (Meeting July 22)