

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
Michael Hasz • Michelle Klein-Hass, VP
Chris Q. Martinez • Saúl Mejía, VP
Gurgen Mkrtchyan, VP • Marisa Persaud, VP
Ryan Reich, VP • Danny Succar
Tony Wilkinson, VP

Vacant seats:

Homeowner Center-West (2019)
Renter Center-West (2021)
Business (2019) x2

Youth Representatives:

Pedro Saavedra & Melissa Esparza

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, May 24, 2018 6:30 PM

Mission Community Hospital, Medical Office Building, 2nd Floor, Room 200
14860 Roscoe Boulevard, Panorama City, CA 91402

The quorum is 11 Board members or Alternates. Public comments on agenda items will be heard when the item is considered. Public comments on other matters within the council's jurisdiction may be made during the Public Comment period. Public comments are usually limited to two minutes per speaker, at the discretion of the Chair. Action may be taken on any agenda item except Public Comment and announcements. Actions may be reconsidered only if a motion for reconsideration is adopted at the same meeting where the action was taken. You may request a copy of printed materials that are distributed at the meeting. You may record the meeting by audio, video or photographic means as long as it is not disruptive. Meeting notices and agendas are posted at the Plaza Del Valle Community Room and at other locations (see notes below). If you need translation, or accommodation for a disability, please call the city Department of Neighborhood Empowerment at least three business days in advance (213-978-1551, or toll-free 3-1-1). The city is a covered entity under Title II of the Americans with Disabilities Act. If you believe the council is not following the law or its own rules you may file a grievance in writing with copies to both the Chair and the Secretary. Please be respectful of others, even when you differ with them. Times shown in the agenda are only estimates. The sequence and time may be changed at the meeting.

1. **Call to Order** and Opening Remarks (Chair **Gregory Wilkinson**). Quorum was reached at 6:40pm.

2. **Self-Introductions** of Participants and Guests.

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

Present: Jan Brown, Cheryl Compton, Martha Cortez, Pamela Gibberman, Michael Hasz, Michelle Klein-Hass, Chris Q. Martinez, Viviano Montes, Marisa Persaud, Ryan Reich, Gregory Wilkinson. Quorum achieved at 6:45PM with 11 board members. John DiGregorio arrived at 6:45PM, Tony Wilkinson at 6:51PM and Gurgen Mkrtchyan at 6:57PM, which brought total present board members to 14.

- Excused Absences: Summer Bernardo
- Unexcused Absences: Saúl Mejía, Danny Succar

4. **Reports from LAPD & other relevant law enforcement agencies.** Senior Lead Officer Damaris Bonffil [(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). **No representative present.**

5. Various elected officials and government agencies/departments will report, discussion, and receive community input (short Q&A as time permits).

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 office is located at 9300 Laurel Canyon Blvd., 2nd Floor, Sun Valley, CA 91331; 818-771-0236.

- Per Lorena Bernal, CD6 continues to fight graffiti in the neighborhood; in particular, the bridge at Woodman/Saticoy was cleared, but then almost immediately graffitied again. Would appreciate letter proposing time frame for cleaning. Graffiti Busters is always available to us. Union Pacific is studying access to tracks and trying to tie-in all bridges in clean-up. Vision Zero meeting coming up re bike lanes and pedestrian safety. Still working on a couple of homeless encampments at Panorama Rec. Splash pools should be open by June 19, they are also considering reopening the bathrooms. Community clean-up this Saturday in North Hills, which also touches some areas of Panorama City. Community hours are available for students. Update on the Roscoe/Woodman development: building has been demolished and now digging down for parking.

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- 6388 Mobile (818) 389-9216, cara.onofre@lausd.net). The District 6 office is located at 9945 Laurel Canyon Blvd, Pacoima, CA 91331.

- Cara Onofre told us about the local school's recent trip to the Discovery Cube. Liggett Elementary is developing a "maker's space" with a robotics lab and concentration in science and engineering. Adrian Nazarian's office donated \$5K and Gonez's office donated \$3K out of their own budget. This is a particularly important initiative as 92% of students are at or below poverty level and 42% are English learners.

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.

- Jessica Orellana invited all to the 3rd Annual Job Fair, which is happening June 14, 9AM-12PM. Come ready to interview. Last year 80 employers showed up and 80 people were hired on the spot. Caregiver Wellness Day, for those caring for someone with Alzheimer's, is June 22nd at the Zev Yaroslavky Family Support Center. Continental breakfast and lunch are included in this free event.

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 Blvd., Suite 300, Van Nuys, CA 91401. His Field Representative for Panorama City is Vanessa Carr (818) 376-4246; Vanessa.Carr@asm.ca.gov. **No representative present.**

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 (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 Blvd., #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 wanted to remind the Board about the live ethics training coming up on June 20th. Michelle Klein-Hass requested that another funding training be scheduled for the Valley. Also the department is still taking applications for the Civic Youth Program. With regards to California Public Records Requests, they should be emailed to eam.pra@lacity.org.

DEPARTMENT OF RECREATIONS AND PARKS (Panorama City Rec. Center)

Panorama City Rec Center is located at 8600 Hazeltine Ave., Panorama City, CA 91402, (818) 893-3401, Adria Deliberto is the Rec Center's Director and can be reached at panorama.recreationcenter@lacity.org.

- Per Adria Deliberto, Summer Camp will take place June 11-August 10. \$120 includes lunch and a once a week field trip. Basketball League for ages 5-12 will start up in July.

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.

- Dave Brown – every 4th Saturday of the month, RYLAN – Ready Your LA Neighborhood preparedness awareness. Will bring more information to next meeting.
- Faramarz Nabari spoke regarding various issues on METRO in the SFV, including the upcoming community meeting for the Sepulveda Corridor. Suspects the whole project may be escalated because of Elon Musk's tunnel project. Also NextGen is doing a review of all bus routes in LA County.
- Jaren Sorkow (new director) and Cristina Villabolos from Casa Esperanza came by to introduce themselves. The facility has not had a director in 2 years. They serve over 500 families. Would like to partner with PCNC in the future and get on agenda to make presentation to the board.
- Joe Shammas introduced himself as a candidate for Congress. Being on the Veteran's Affairs Committee would be one of his priorities. Is very concerned about all the VA services being cut.
- Glenn Bailey – Sept 22nd is the annual Congress of Neighborhoods. Wants to see 800-900 board members there.
- Jan Brown – Panorama City Library is closed for 4-6 weeks for repairs. There was a water pipe break.

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

- None at this time. However, Gregory Wilkinson says Jose Galdamez has told him that the recent changes to the PCNC Bylaws have been approved, so we will be able to appoint up to five alternates at the next meeting. There are 21 seats on the board, so you are almost always guaranteed a seat at the table.

8. 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.

- Per Cheryl Compton, Saul Meija is still delinquent. Asked Jose Galdamez to clarify what requirements Viviano Montes still needed. Viviano has finished ethics, but still needs funding and code of conduct, which Viviano says he will complete.

9. Discussion and possible action regarding CicLAvia bike valley event with a Panorama City start hub. Evanne Holloway from CicLAvia will present information. Includes discussion and possible action for spending up to \$500 for outreach materials (flyers, etc) and drinks for participants.

- Evanne Holloway explained the event and how they are preparing for street closures. The streets are closed on June 24th from 7AM-6PM. They are doing door-to-door notifications, which the second round of outreach happening the beginning of June, and then again back at the radius a week prior to the event when signs will go up and flyers will be posted with additional information and bus detour information will be posted along routes. For residents who need to park their vehicles away from their building, a \$20 stipend for parking reimbursement will be provided. There will be four intersections along the route which will allow cross traffic: Nordhoff, Plummer, Woodman and Laurel Canyon. John DiGregorio motioned to approve to \$500.00 for outreach materials and refreshments/drinks for June 24, 2018 CicLAvia event, which was seconded by Gurgun Mkrtychan. Gregory Wilkinson called for a roll call vote: **Motion passes 13 YES/0 NO/0 Abstain/1 Ineligible.** This will be money from FY17-18, we just have to get in this week. PCNC will have pop-up at Panorama hub.

10. Discussion and Possible Action about the selection of a new PCNC webmaster, additional website design, and hosting service. Funding was already approved by the Board last meeting but this is to select the actual webmaster vendor. Three competing vendors will present.

- Wendy Moore from Moore Business Results and Anna Mtrkychan from Web Corner both gave presentations to the board. Aaron Devandry did not email a presentation for consideration. Both vendors are city-approved and have multiple NCs as clients. Moore Business Results is a Wordpress-based site, while Web Corner is a proprietary software. Web Corner also has a storefront in Tarzana. Ann stated that it may be possible to recreate some of our old website from the last archive backup. While there were many pros to both vendors, the main topics of discussion were the cost structure and open vs closed source.

Further, there was a discussion re the voting methodology. John DiGregorio motioned that we take a simple majority vote; Gurgun made a friendly amendment to actually make a vendor choice and vote yea or nay; Gurgun further motioned that we approve ongoing negotiation with Web Corner, which was seconded by John DiGregorio. Tony Wilkinson was concerned with closing negotiations with Moore Business Results, and asked to amend motion to continue negotiations with both vendors, which was seconded by Michelle Klein-Hass. Gurgun did not accept Tony's amendment. Gurgun believes it would not be good business practice to not choose a vendor tonight. Gregory Wilkinson called for a hand vote on Tony's amendment to continue negotiation with both vendors: **Motion failed 2 YES/8 NO/2 Abstain.** Pamela Gibberman left the meeting prior to this vote. Gregory Wilkinson then called for a hand vote on the underlying motion to approve ongoing negotiations with Web Corner: **Motion passes: 10 YES/2 NO/0 Abstain.**

Gurgun had a brief consultation with Anna from Web Corner, where she agreed to 3-month terms and no cancellation fees. Gurgun motions to select Web Corner as the PCNC website vendor, which was seconded by John DiGregorio. Tony objected to the process – no documents and private negotiation. Gregory stated that it was better to pick Web Corner than do nothing at all tonight. John DiGregorio left the

meeting at 9:52pm. For the record, Gregory Wilkinson stated that he had issue with possible procedural problems, but called for a hand vote. **Motion passes: 10 YES/1 NO/0 Abstain.**

11. Discussion and possible action to approve up to \$1,200 for FY 18-19 to secure the services of David Levin as a minute taker/transcriber for PCNC Regular Board Meetings. David is employed by Partners in Diversity, which is an approved city vendor. David will attend to introduce himself and answer any questions. With the company markup, it's about \$23-25 per hour. David says most NCs allot \$1200 for the year, but have funds leftover. He also does Mission Hills Minutes.

- Cheryl Compton explained that although she had originally invited David Levin to attend, she then withdrew that request. She also suggested that this item be tabled until she did further research. Gregory Wilkinson said we should at least vote on the vendor and the approval of initial funds, then the Secretary would be empowered to select a minute-taker who she felt comfortable working with. Tony Wilkinson motioned to approve up to \$1200 for Partners in Diversity for the services of a minute-taker for PCNC Board Meetings, which was seconded by Marisa Persaud. Gregory Wilkinson called for a roll call vote: **Motion passes 10 YES/1 NO/0 Abstain.**

12. Discussion and possible action regarding the NC Budget Advocates' Budget Day will be at City Hall on June 23rd with a free breakfast and the appointment of two PCNC budget reps.

- Although John DiGregorio had to leave the board meeting, he told Gregory that he was interested in representing PCNC at Budget Day again. Gurgun Mkrtyan also nominated himself. Tony Wilkinson motioned to appoint both John and Gurgun as PCNC Budget reps, which was seconded by Jan Brown. Gregory Wilkinson called for a hand vote: **Motion passes: 11 YES/0 NO/0 Abstain.**

13. Discussion, nomination, and selection of Committees to include adding new Committee Chairs or new members to each committee. Also includes 1-minute report form each committee. The current committees are listed below.

- Due to length of meeting, committee updates were skipped. Contact Chairs if you need information or have questions.

STANDING COMMITTEES					
	<i>Chair</i>	<i>Email</i>	<i>Date/Time</i>	<i>Location</i>	<i>Notes</i>
Commerce	Saúl Mejía	commercechair2016@yahoo.com	TBD		Needs additional members for quorum
Finance	Gurgun Mkrtyan	gurgun@ympklaw.com			
Land Use	Tony Wilkinson	lawilkinson@acm.org			Land Use & Mobility meet jointly
Outreach	Marisa Persaud	Manther1222@yahoo.com			
Rules	Cheryl Compton	ComptonPCNC@gmail.com		Plaza Del Valle, Liz Galan Community Room	
SPECIAL COMMITTEES					
	<i>Chair</i>	<i>Email</i>	<i>Date/Time</i>	<i>Location</i>	<i>Notes</i>
City Life	John DiGregorio	johndPCNC@gmail.com			City Life & Public Safety meet jointly
Mobility	Michelle Klein-Hass	mkh.pcnc@gmail.com			Land Use & Mobility meet jointly
Public Safety	Martha Cortez	Martha.Cortez.PCNC@gmail.com			City Life & Public Safety meet jointly
Education	Ryan Reich	ryan.reich@gmail.com			
Health & Safety Fair	Saúl Mejía	commercechair2016@yahoo.com			
Youth	John DiGregorio & Martha Cortez	johndPCNC@gmail.com & Martha.Cortez.PCNC@gmail.com			
~ Please contact the Chairs if interested in participating on committees ~					

14. Discussion and possible action to remove any board member(s) that have violated Article V, section 7 “Absences” of the PCNC By-Laws. Pursuant to this section any board member that has two (2) consecutive absences or three (3) absences within a six (6) month period for regularly scheduled board meetings and that are not excused by the Chair may be removed from the board by a majority vote of all those board members present. The board member subject to the removal vote may address the board but is not allowed to vote. The following board members meet this criteria to be removed.

- Cheryl Compton informed Gregory Wilkinson that, including tonight’s meeting, Saul Meija has now missed three meetings in a row (March, April and May 2018). Gregory will call Saul and let him know that this will be agendized on the June minutes.

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

- None at this time.

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 or Finance Chair which have not yet been approved by the Board. Treasure/ Finance Chair to provide details. This item does not cover special or annual financial documents.

- Although the board did not have hard copies to review, everyone on the board received an email and confirmed they were ready to vote. It was offered to anyone still remaining in the public to view MERs on a phone or tablet, if they wanted. No one took up the offer. Marisa Persaud motioned to approve all outstanding MERs (3 months), which was seconded by Chris Martinez. Gregory Wilkinson called for a roll call vote: **Motion passes 10 YES/1 NO/0 Abstain.**

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.

- Tony Wilkinson motioned to approve the minutes for the March and April, which was seconded by Mike Hasz. Gregory Wilkinson called for verbal acclamation: **Motion passes: 11 YES/0 No/0 Abstain.**

18. Adjournment – Gregory Wilkinson adjourned the meeting at 10:18PM.

Council Process: The council gained its official city role upon certification by the Board of Neighborhood Commissioners on March 15, 2007. Everyone who lives, works or owns real property within the boundaries of the Panorama City Neighborhood Council, or who declares a Community Interest in the area and the basis for it, is a "stakeholder". All stakeholders are members of the Council. Stakeholders elect a Board of Directors to represent them. This Board is recognized as the decision-making entity by the City of Los Angeles. The current Board was elected on April 2, 2016. While the Board is the official decision-making entity, meetings are conducted as much as possible in a town hall spirit. Committees are open to anyone with an interest in Panorama City. Panorama City’s neighborhood council is much more than its Board, and it depends on public participation for its success.

Posting Sites: California’s open meetings law, the Ralph M. Brown Act, requires that meeting notices be physically posted at a regular location 72 hours in advance for regular meetings and 24 hours in advance for special meetings. The location must be accessible to the public seven days a week, 24 hours a day. That location is the outside steel doors of the Plaza Del Valle Community Room, Building G, 8700 Van Nuys Boulevard, Panorama City, CA 91402. This council is also required to follow the City of Los Angeles posting policy for Neighborhood Councils. That policy additionally requires that councils post agendas through the city’s Early Notification System (ENS), post the agendas on the council’s website (if one exists), and make an effort to send agendas by electronic mail (if such a list exists). This council posts agendas on its website, panoramacitync.org. This council uses the city’s ENS mailing list as its agenda email list. You may sign up for the ENS agenda system at: <http://lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>.

In addition to the Plaza Del Valle posting location, this council MAY post agendas at other locations within Panorama City. These may include: (1) Panorama City Branch Library, 14345 Roscoe Boulevard; (2) Panorama Recreation Center, 8600 Hazeltine Avenue; (3) Sepulveda Recreation Center, 8801 Kester Avenue; and (4) Casa Esperanza, 14705 Blythe Street.

In addition to the ENS agenda list, this council MAY include agendas in its occasional informational emails. You can subscribe to the council’s informational email list by sending your request to 'info@panoramacitync.org'. You can also sign up on the council’s website. In order to respect our stakeholders’ inboxes, messages to the informational email list will be sent at most once or twice a month. *The only way to assure that you will receive emailed agendas is through the ENS list.*

Americans with Disabilities Act (ADA): As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 5 business days prior to the meeting you wish to attend by contacting the city's Department of Neighborhood Empowerment (213-978-1551).

Agenda-related written materials: The council may occasionally prepare supplementary information to the agenda ("agenda packets"). When this is done, the agenda packets are normally made available both to Board or committee members and to the general public at the start of the posted meeting. In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Board or committee *in advance of a meeting* may be viewed by appointment at the Panorama City Neighborhood Council office, 14500 Roscoe Boulevard, Suite 400, Panorama City, CA 91401, (818-714-2133) during normal business hours, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Cheryl Compton, PCNC - Secretary, 14500 Roscoe Boulevard, Suite 400, Panorama City, CA 91402 (comptonPCNC@gmail.org).

For more information about the Panorama City Neighborhood Council visit our website at www.panoramacitync.org