

**PANORAMA CITY
NEIGHBORHOOD COUNCIL**

CALIFORNIA

**PANORAMA CITY
NEIGHBORHOOD COUNCIL**

Directors

Tony Wilkinson, Chair
Michael Hasz, Vice Chair
Perla Iliana Lagunas Abundez, Treasurer
Pamela Gibberman, Secretary, VP

Blanca Agustín • Gabriel Avelar
Yessica Castaneda • Ronald Collins
Alena Escobedo • Demetrio Gutiérrez
Reynaldo Hernández • Jonathan Martínez
María Nieto • Severiana Pablo
Oscar Robles • Janette Soler
Joe Taylor

Vacant seats:

Homeowner Center-East (2027)
Homeowner Center-West (2027)
Renter Center-East (2025)
Renter Southeast (2027)



**KAREN BASS
MAYOR**

POSTAL MAIL

P.O. Box 4778
Panorama City, CA 91412

TELEPHONE

(818) 212-5384*

ELECTRONIC MAIL

panoramacitync@gmail.com*

ALTERNATES

**Alt 1 Vanessa Bustamante
Alt 2, Alt 3, Alt 4, Alt 5 (vacant)**

Youth Representatives

Sarah Davalos, Gerson Lovos
)

**PANORAMA CITY NEIGHBORHOOD COUNCIL
REGULAR BOARD MEETING (Rev: Letterhead)
MEETING AGENDA (IN PERSON! NO ONLINE ACCESS)**

Thursday, June 27, 2024, 6:30 pm

Liz Galan Community Room (behind central play area - Building G, Unit 62)

Plaza Del Valle, 8600 Van Nuys Boulevard, Panorama City, CA 91402

The quorum for the Panorama City Neighborhood Council Board of Directors is 11. Public comments on agenda items will be heard when the item is considered. Public comments on other matters within the committee's jurisdiction may be made during the Public Comment period. Public comments are limited to two minutes per speaker. Action may be taken on any agenda item except Public Comment, announcements and reports. 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 Plaza del Valle, Community Room (see 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.

*Telephone and email on agenda are for Board Member Tony Wilkinson

- 6:30 1. Call to Order** and remarks (**Tony Wilkinson, Chair** - tonyw.civic@gmail.com)>
- 0:00 2. Roll Call** of board members or alternates (the quorum is eleven).
- 0:00 3. General Public Comment on matters within the council's jurisdiction.** Limited to 2 minutes or a time specified by the presiding officer. Maximum time 15 minutes unless waived by presiding officer. Comments on agenda items will be taken when the item is considered. Speakers need not identify themselves. If you identify yourself and provide contact information, we will be able to follow up on issues.
- 0:00 4. Discussion and possible action to appoint any interested qualified stakeholders to any appropriate vacant Board seats, Alternate positions, or Youth Representatives.** There are 21 Board seats elected to staggered four-year terms. Half of the seats will up for election in 2025. There are 5 Alternates selected at each 2-year election or appointed afterward. Alternates are effectively board members because they sit and serve as a full board member for any board seat that is not present at any meeting, count for a quorum, and must take board member training. Youth Representatives TO the Board

are positions created by this Neighborhood Council since its inception. They are not voting members of the board. They may participate in board discussions and may cast informational votes.

Candidates must present a written application (a simple "I apply for (seat name) (signature) (contact information)" request written on paper at the meeting is sufficient. Candidates must also present documents to the Executive Committee that prove their identity (such as a driver's license) and a "stake" in the Neighborhood Council (such as a utility bill, postal mail to a local address, or paystub or letter from a local employer or organization), as required by each seat.

0:00 5. Election of Equity Officer. Equity Officer will help the Board maintain a safe and equitable workspace, which is the obligation of all members collectively. Will also engage in affirmative action to promote diversity and equitable access to meetings, appointments, and resources. Board Chair, Vice Chair, Treasurer and Secretary were elected in June. Equity Officer awaits member volunteers. This position is created by Board action to elect one of its members. It is not required by the bylaws.

Nominations may be made from the floor. Nominees should hold a regular seat on the Board. Self-nominations are acceptable. A majority of those present and voting will elect an officer. If there is more than one candidate and none has a majority, the candidate with the lowest voting total will be eliminated and a second vote taken. If the lowest two candidates are tied and no candidate has a majority, the candidate to be eliminated will be decided by lot and a second vote taken. This process will continue until one person is selected by a majority of votes.

a. Equity Officer

0:00 6. Appoint new financial officers. These positions must be held by regular board members at least 18 years of age and must take the advanced Financial Officers' (Treasurer's) training. The Treasurer was already appointed in June (Perla Iliana Lagunas Abundez). The Treasurer is the First Signer.

- b. Second signer (Administrative package, Board Action Forms (BACs) and similar)
- c. Alternate signer (same documents as Second signer)
- d. First Bank Card Holder (Treasurer holds current bank card; changing this will delay access to funds)
- e. Second Bank Card Holder (optional)

0:00 7. Reports from representatives of local officials, government entities, and Neighborhood Council organizations. Please keep reports brief in the interest of time because action items follow on the agenda. At the discretion of the presiding officer, time for reports may be shifted later in the agenda to assure that action items are completed.

0:00 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.

0:00 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.

0:00 10. Discussion and possible action for approval of the annual Administrative Packet, which includes the annual Budget and the appointed financial officers. This document must be approved by the board and submitted by the Treasurer after July 1 in order to access city funds in July. The packet and its budget may be modified by the board at any time, monthly if necessary, in order to meet current financial needs.

0:00 11. Discussion and possible action on nomination and selection of committee chairs for the new Fiscal Year, and approval of new committee members appointed by the chairs. Standing committees are listed in the bylaws and always continue. Special committees are created by the Board as needed, with some popular ones recreated each year. Existing committee chairs may

give a brief 2 minute report and description of their committee. Since committees may choose to meet online, new regular committee dates may be chosen, probably by coordination through email after the conclusion of this meeting.

Standing Committees:

Commerce	Joe Taylor	joe.taylor27@gmail.com
Finance		
Land Use	Tony Wilkinson	tonyw.civic@gmail.com,
Outreach	Perla Iliana Lagunas Abundez	perlita.northhills@gmail.com
Rules	Tony Wilkinson	tonyw.civic@gmail.com

Special committees:

City Life	Severiana Pablo	sevepablo@gmail.com
Public Safety	Tony Wilkinson	tonyw.civic@gmail.com
Education	Pamela Glibberman	pgibberman@gmail.com
Youth	Jonathan Martinez	panoramacityrockgarden@gmail.com

0:00 12. Discussion and possible action of authorization for five (5) Zoom licenses (or a different number to be chosen by the board) for use by the Board Chair and committee chairs, at an approximate cost of \$200 per license. These are enterprise licenses with interpretation and cloud storage for meeting recordings, purchased by the Department of Neighborhood Empowerment and assigned to the Neighborhood Council.

The Board voted by 14-0-0 in June to authorize online meetings. It is the intention to meet online for most meetings in the new Fiscal Year. (At least one board meeting must be in-person each calendar year, which has been satisfied for year 2024.) Today's meeting is in-person because we want to use the official enterprise license and to test the interpretation function before starting our online meetings.

0:00 13. Adjournment

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 <https://ethics.lacity.org/lobbying>. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

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 June 3, 2023. The next election is planned for Spring, 2025. While the Board is the official decision-making entity, committee 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 windows or steel doors of the Plaza Del Valle Community Room, Building G, 8610 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. To respect our stakeholders' inboxes, messages to the informational email list may be sent only a few times each 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 3 business days prior to the meeting you wish to attend. Please contact the Department of Neighborhood Empowerment by email: <NCSupport@lacity.org> or phone: (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 during normal business hours, on our website (if posted), 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 the meeting chairperson, if their contact information is on the agenda, or Pamela Gibberman, PCNC - Secretary, by email <pgibberman@gmail.com>.

For more information about the Panorama City Neighborhood Council, visit our website: panoramacitync.org