

CITY OF LOS ANGELES

PANORAMA CITY NEIGHBORHOOD COUNCIL

Directors

Tony Wilkinson, Chair
Wendy Flores, Vice Chair
John DiGregorio, Treasurer, VP
Pamela Gibberman, Secretary, VP
Gabriel Avelar, Equity Officer

Blanca Agustin • Roberto Casillas
Yessica Castaneda • Ronald Collins
Alena Escobedo • Imelda Iliana Sicaj Lagunas
Sally Machado • María Nieto
Oscar Robles • Jessie Rojas
Mary Torres

Vacant seats:

Homeowner Center-West (2027)
Homeowner Center-East (2027)
Homeowner Southwest (2029)
Business (2029) • Unlimited At-Large (2029)

CALIFORNIA



KAREN BASS
MAYOR

PANORAMA CITY NEIGHBORHOOD COUNCIL

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TELEPHONE

(818) 212-5384*

ELECTRONIC MAIL

panoramacitync@gmail.com*

ALTERNATES

Alt 1 Luis Alvarez, Jared Massie (tie)
Alt 2, (determined by lot on October 23)
Alt 3, Alt 4, Alt 5 (vacant)

Youth Representatives

Gerson Lovos

PANORAMA CITY NEIGHBORHOOD COUNCIL BOARD MEETING AGENDA

Thursday, October 23, 2025, 6:30 pm

****ONLINE VIA ZOOM** (ID = 893 7900 1561, Passcode = 149144)**

<https://us06web.zoom.us/j/89379001561?pwd=loeQbJ0nQnzHn3pcKHoEgGQgDPxYFg.1>

By Telephone, Dial +1 669 444 9171 to Join the Meeting (more numbers at end of agenda)

In conformity with the October 6, 2023, enactment of California Senate Bill 411 (Portantino) and LA City Council approval on November 1, 2023, this meeting will be conducted virtually.

Spanish language interpretation will be available at this meeting.

La interpretación en español estará disponible en esta reunión.

The quorum for Panorama City Neighborhood Council Board of Directors meetings is eleven. 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 or less if declared by the Chair. 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 if 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 and alternates (the quorum is eleven).

0:00 3. General 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.

0:00 4. Welcome new Alternate board members who are qualified to serve in the Fiscal Year that began on July 1. New Alternates are Luis N. Alvarez and Jared Massie. If a seat was contested

in the May election, each person who did not win that seat automatically became one of up to 5 numbered alternates, in the order of their vote totals. **A tie will be settled by coin toss at this meeting for Alternate 1 and Alternate 2 (Luis Alvarez, Jared Massie).** An Alternate can replace any absent board member at any meeting and will count to meet the quorum. As a result, Alternates must meet all the training and other requirements for any member of the board. Mr. Alvarez has been suspended from active participation in meetings until he signs the Code of Conduct.

- 0:00 5. **Fill vacant seats and Alternate positions by appointment.** Despite the recent election, this Neighborhood Council still has vacant seats and Alternate positions. (Please see the letterhead.) Alternates for the past fiscal year must be reappointed to continue (**affects Tami Damiano**).
- 0:00 6. **Reports from representatives of local officials, government entities, and Neighborhood Council organizations including the Budget Advocates.** Please keep reports brief in the interest of time.
- 0:00 7. **Discussion and possible action to approve a new Administrative Packet (which includes the annual budget) for the current 2025-2026 Fiscal Year if necessary.** The current Admin Packet and budget was approved by the board at the special meeting of September 3. Among the actions this agenda item allows are motions to **(1) make any changes to the “financial officers”** or **(2) changes to the budget allocations (such as from new expenditures that might be authorized at this meeting)**. The following budget changes were made at the September 3 special meeting.

Line item **\$25k budget + \$15k from last FY = \$40k budget**

Website \$3,600 + \$1,500 = **\$5,100**

Mtg Food \$400 + \$1,000 = **\$1,400**

Mtg Interp \$5,300 + \$8,500 = **\$13,800**

Ofc Equip \$1,580 + \$1,595.12 = **\$3,175.12**

NPGs \$3,000 + \$3,000 = **\$6,000**

The budget and the recurring operations expense information can be revised at any time by a Board vote, monthly if needed.

- 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 or Finance Chair which have not yet been approved by the Board, along with consideration of remedial actions that need to be taken to meet the council's financial responsibilities and debts.** ** At the time of posting this agenda, the approved Administrative Packet and the Board Action Forms (BACs) that attest to its adoption and to financial officers and purchase card holders have yet to be uploaded and accepted by the City Clerk, and receipts from the past fiscal year have not been uploaded so that prior Monthly Expenditure Reports (MERs) can be generated. MERs are missing and due for April, May, June, July, and August. The September MER will be due by November 10. The city has issued the council two Fiscal Admonition Letters and frozen the council's funds. Purchase cards have not been issued to the Treasurer or to the second card holder (the Chair). Invoices for the storage unit and for a substantial number of meeting interpretation service assignments are in arrears. **
- 0:00 9. **Discussion and possible action for approval of any board meeting minutes.**
- 0:00 10. **Discussion and possible action regarding execution by the City Clerk of a new, 30-day-cancelable website contact with the existing vendor, The Web Corner, or any possible operations or posting changes to the existing website, or any proposals for alternative website vendors.** Renewing the existing contract with The Web Corner is essential to protect against loss of the current website. It is the intention of this board to seek better service and to evaluate possible new website vendors in this new Fiscal Year. **Website issues will be considered and recommendations for action made to the Board by the Outreach Committee.** This committee is now Chaired by Sally Machado. She was appointed at the special meeting of September 3. Ms. Machado has scheduled **Wednesday, October 29th at 6:30pm via Zoom for our first Outreach Committee meeting.** Board members and other stakeholders can ask to join the committee at this board meeting.

0:00 11. Consideration and possible action on Neighborhood Purpose Grant (NPG) requests such as the request from North Valley Caring Services for \$5,000 for "Year-End Community Celebrations, which include Harvest Fest, Thanksgiving and Christmas events", which was deferred at the last board meeting because of the unavailability of funds, remain moot. Discussion and possible action on the board's approach to future NPG requests would be appropriate. The current PCNC budget, which was revised upward last month with 'rollover' funds from last year, allocates **\$6,000 total** for all NPG requests for all purposes for the current Fiscal Year.

0:00 12. Discussion and possible action on recommendation of the Rules Committee that the Board adopt and approve a Standing Rules document with rules and policies that are not yet in the bylaws or which are details that may need to be changed easily if they are not working. Examples of proposed content include policy for Local Youth Representatives (inadvertently removed from bylaws during city-made revisions), policy for committee member appointment and later consent of the board, quorum for committees of 3, and board authority to make emergency operations expenditures for office supplies (like toner for a printer) and unforeseen outreach opportunities (for items like food or decorations) of up to 1% of annual funding per expense (currently that is \$250), with board approval given along with approval of the MER when it is presented.

0:00 13. Discussion and possible action on nomination and selection of committee chairs for the current 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. **A motion is needed at this meeting to create or recreate any additional special committees.**

Standing Committees (in bylaws):

Commerce	<u>(vacant)</u>	
Finance	(vacant)	[Treasurer, 4 Additional Board Members, 3 stakeholders = 8 total]
Land Use	Tony Wilkinson	tonyw.civic@gmail.com (2 nd Monday, 7:00 pm)
Outreach	Sally Machado	machado.sally.nc@gmail.com (Wed Oct29 6:30pm Zoom)
Public Safety	(vacant – Jesse Rojas has expressed interest)	
Rules	Tony Wilkinson	tonyw.civic@gmail.com (as needed)

Special committees (Not in bylaws. These and/or other committees must be recreated each year):

City Life	John DiGregorio	johnPCNC@gmail.com (appointed July 24)
Education	Pamela Glibberman	pgibberman@gmail.com (2 nd Monday, 6:00 pm) (appointed July 24)

0:00 14. Discussion and possible action to appoint board members and/or stakeholders to serve as representatives to various Neighborhood Council alliances and coalitions. For the list, please see below and click here for more information: <https://empowerla.org/alliances/>

a. **Budget Representatives** (two) – Meets 1st Monday & 3rd Saturday

Gabriel Avelar and **Alena Escobedo** appointed July 24 and September 3, respectively. **Wendy Flores** will also participate.

b. **LADWP Advocacy and Oversight** (primary and alternate) – Meets 1st Saturday

c. **Los Angeles Neighborhood Council Coalition (LANCC)** – Meets 1st Saturday

d. **Neighborhood Council Emergency Preparedness Alliance (NCEPA)** Meets 4th Saturday

e. **Neighborhood Council Sustainability Alliance (NCSA)** Meets 2nd Sunday

f. **Plan Check NC** – Meets 2nd Saturday

g. **Valley Alliance of Neighborhood Councils (VANC)** Meets 2nd Thursday

0:00 15. Discussion and possible action to appoint board members and stakeholders to serve as liaisons to certain city departments and programs. City of Los Angeles elected officials, departments, and even other Neighborhood Councils (NC) are frequently looking for a contact

person to work with on a particular subject matter. During the year, agencies will ask the Department of Neighborhood Empowerment (DONE) for liaison contact information for the purpose of sending invitations to meetings or events of interest, to receive feedback, or simply to request help in sharing information with NCs and stakeholders. Your willingness to be that contact person will help your NC improve government responsiveness to your community's needs. Thank you again for doing your part to EmpowerLA! The official list of liaison positions are the following:

a. Aging Liaison

b. Animal Services Liaison

c. Emergency Preparedness Liaison

d. Film

e. Homelessness Liaison

On September 3, **Tony Wilkinson** and **Alena Escobedo** were appointed. We can have one more.

f. Public Works

g. Resilience Liaison

0:00 16. Officers' reports on Neighborhood Council business: Chair, Vice Chair, Treasurer, Secretary, Equity Officer. Please limit to 2 minutes or a time specified by the presiding officer. These reports are for information and opinion only. If discussion and action are needed, please request the matter be scheduled at a future committee meeting or board meeting.

0:00 17. 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 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 in Spring, 2025. The next election is planned for Spring, 2027. 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 windows or 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 3 business days prior to the meeting you wish to attend by contacting the Panorama City Neighborhood Council Land Use Chair at least three business days in advance (818-212-5384).

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 at the scheduled meeting. In addition, if you would like a copy of any public record related to an item on the agenda, please contact Pamela Gibberman, Secretary, (pgibberman@gmail.com).

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

THE AMERICAN WITH DISABILITIES ACT - 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, and 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 (72 hours) prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment by email: NCSupport@lacity.org or phone: (213) 978-1551.

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 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 Pamela Gibberman at [no phone available] or email: pgibberman@gmail.com

INFORMATION FOR ONLINE ('VIRTUAL') MEETINGS

SB 411 Information and Public Comment rules:

If a Neighborhood Council has a quorum of board members in a physical location, board members who wish to join the meeting via teleconferencing must adhere to AB 2449 rules and regulations. If a Neighborhood Council does not have a quorum of board members in a physical location, they must adhere to SB 411 rules and regulations.

In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

The eligible legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time.

Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(i)An eligible legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph , to provide public comment until that timed public comment period has elapsed.

(ii)An eligible legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.

(iii)An eligible legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.

HOW TO JOIN A ZOOM MEETING BY TELEPHONE

Use one of the numbers below. Be ready to enter the Meeting ID and (if required) the passcode.

One tap mobile

+16694449171,,84815815838#,,, *891752# US

+13462487799,,84815815838#,,, *891752# US (Houston)

Dial by your location

- +1 669 444 9171 US
- +1 346 248 7799 US (Houston)

- +1 719 359 4580 US
- +1 720 707 2699 US (Denver)

- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)

- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 646 558 8656 US (New York) • +1 646 931 3860 US

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- +1 301 715 8592 US (Washington DC)

- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)

- +1 360 209 5623 US