

# 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

### POSTAL MAIL

P.O. Box 4778  
Panorama City, CA 91412

### 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, December 18, 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. Discussion and possible action to remove Board Members and Alternate Board Members with excessive unexcused absences.** The following members have been identified by the

Secretary as eligible for removal by absences: **Reynaldo (Regie) Hernandez** (Business, 2029; Last attended June 5, missed all 4 meeting dates since, plus October, when we failed to gain a quorum), **Imelda Iliana Sicaj Lagunas** (Renter, Center-West, 2029; absent on September 3 (2 meetings), September 25, and November 20), **Luis Alvarez** and **Jared Massie** (Alternates; neither has attended any meeting since the election).

- 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 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 to meet the council's financial responsibilities and debts.** At the time this agenda was prepared, the council still has its funds "frozen" (except for recurring operational costs) because of missing board approvals for past MERs. The November MER was due by December 10. Hopefully the city will review and approve the Board Action Certificates for overdue MERs (through October) that were approved at last month's meeting and will soon release the hold on funding. A purchase card has been issued to the Treasurer. The second card holder, the Chair, has not started the card request process. **The storage unit again has a preliminary lien notice. A substantial number of meeting interpretation service assignment invoices are in arrears.**
- 0:00 8. **Discussion and possible action on the request of the Outreach committee at its meeting of December 10 that the board allocate \$3,000 for outreach materials, including brochures, flyers, business cards, yard signs, advertising specialties and similar items.**
- 0:00 9. **Discussion and possible action to approve a revised Administrative Packet (which includes the annual budget) for the current 2025-2026 Fiscal Year, as necessary.** The current revised Admin Packet and budget was approved by the board at the meeting of November 20. At the meeting of November 20. At that time, annual funding was reduced by \$648.70 (storage fees paid by the City Clerk) for an adjusted annual funding of \$39,946.42. 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 Outreach Committee, at its meeting of December 10, recommended that the board reduce the budget for Neighborhood Purposes Grants from \$6,000 to \$3,000 and increase the budget for Outreach by the same amount, increasing it from \$4,000 to \$7,000.**  
The budget and the recurring operations expense information can be revised at any time by a Board vote, monthly if needed.
- 0:00 10. **Discussion and possible action to approve any outstanding board minutes.**
- 0:00 11. **Discussion and possible action to affirm the council's intention to continue the online ('virtual') meetings of its Board and committees in 2026 under the new authority of state Senate Bill 707. This affirmation requires 11 yes votes (a majority of the 21 board seats).** Meetings may still be held in-person at the Board's or committee's option, and the Board **MUST** meet in person once each calendar year. The current authority to meet online, Senate Bill 411, expires on January 1, 2026. The City Attorney has advised that Neighborhood Councils who now meet online under the authority of SB 411 (as does Panorama City NC) may continue to do so under SB 707. This agenda item and possible action is to make the council's intention clear and to inform the public.
- 0:00 12. **Discussion and possible action to order Spanish interpretation at committee meetings only when we have written requests from Spanish speakers (which can be sent by email) at least**

**FOUR DAYS IN ADVANCE** of the meeting. The current cost is \$350 per meeting, and almost every committee meeting has gone without a single Spanish speaker attending.

0:00 13. 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.** At its meeting of December 10 it was agreed that Chair Sally Machado and committee member Tony Wilkinson will set out in writing the council's concerns about the existing website and meet with its management to discuss those issues.

0:00 14. 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 15. 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	(vacant)	
Finance	(vacant)	[Treasurer, 4 Additional Board Members, 3 stakeholders = 8 total]
Land Use	Tony Wilkinson	<a href="mailto:tonyw.civic@gmail.com">tonyw.civic@gmail.com</a> (2 <sup>nd</sup> Monday, 7:00 pm)
Outreach	Sally Machado	<a href="mailto:machado.sally.nc@gmail.com">machado.sally.nc@gmail.com</a> (Wed Oct29 6:30pm Zoom)
Public Safety	(vacant – Jesse Rojas has expressed interest)	
Rules	Tony Wilkinson	<a href="mailto:tonyw.civic@gmail.com">tonyw.civic@gmail.com</a> (as needed)

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

City Life	John DiGregorio	<a href="mailto:johnPCNC@gmail.com">johnPCNC@gmail.com</a> (appointed July 24)
Education	Pamela Glibberman	<a href="mailto:pglibberman@gmail.com">pglibberman@gmail.com</a> (2 <sup>nd</sup> Monday, 6:00 pm) (appointed July 24)

0:00 16. 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.

**Nominate a PCNC Budget Representative as a candidate for Region 1 Budget Advocate.**

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 17. 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 18. 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 19. 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](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)

**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](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 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](http://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](mailto: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
- +1 689 278 1000 US
- +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