

**SCNC BOARD**

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[studiocitync.org](http://studiocitync.org)

**OUTREACH**

**COMMITTEE MEETING AGENDA**

**Wednesday, May 15, 2024 6:00 PM**

**4024 Radford Avenue, Editorial 2 office  
Studio City, CA 91604 (818) 655-5400**

**Stakeholders with disabilities who have a valid DMV placard, use a wheelchair, walker or cane, and/or those who have difficulties walking distances should notify a Radford Studio Center Security Officer or call 818-655-5085 to request shuttle assistance.**

Committee Members: Jen Bladen, Acting Chair (board member); Ainsley G. (board member); Charlotte Larsen (board member); Jenny Bornoff (board member); Melita Lewis (stakeholder); Chip Meehan (Board President, member ex officio).

1. Call to Order & Roll Call (1 min).
2. Update by the Acting Committee Chair (30 min).
  - a. We currently seek a stakeholder to take on the role of Chair permanently.
  - b. Branding guidelines and minimum requirements for posts and flyers – do we need a subcommittee to build this?
  - c. Taste of Studio City
    - i. Motion on tonight's Board agenda.
    - ii. Up to 16 per year with a budget of not more than \$2850.

1. startup costs: updated signage, name tags and light jackets (~\$50 each) for board members, a not more than \$1.50 each giveaway
  2. Per event costs: coffee, cups, etc
  - iii. Monthly pop-up Taste of Studio City events at locally owned and operated businesses moving around Studio City to encourage community to gather at places like but not limited to Coldwater Curve, Tujunga Village, Ventura Place, etc.
  - iv. Quarterly Meet the Board events at Beeman Park featuring same and different local businesses and LA city and county services.
  - v. All events will be on Saturday mornings to leave us available to attend the Sunday Studio City Farmers Market as often as they will welcome us.
  - vi. Committees will be encouraged to “adopt” a Taste of... event.
  - d. Farmers Market - we'd like to attend as often as we are welcome. Adele is finding out how often that is.
  - e. 2024-25 Calendar
    - i. First Saturday of the month: Taste of Studio City
    - ii. Second Saturday: River Rehab
    - iii. Events we will attend (rather than sponsor or create)
      1. night market at Ventura Place
      2. Tujunga Village events (October and ??)
      3. movies in the park (this is actually a Rec and Parks event)
    - iv. Third Mondays: lectures
    - v. LET'S FINALIZE THIS. Before July meeting so we can get a 12-month calendar approved by Board.
3. Accepting volunteers to regularly update SCNC website and social media (see link to calendar below). Content, management, and updates to web content. (20 min extendable by chair).
  4. Public Comments on non-agenda items within the committee's jurisdiction (5 min).
  5. Response(s) to Public Comments by Committee Members (5 min).
  6. Closing comments by the Committee Chair (2 min).
  7. Adjournment (1 min)

## SOCIAL MEDIA CALENDAR

[Here is a social media calendar](#) of things the Outreach Committee will post. (To clarify, if it's on this calendar, we'll do it for you!)

If you'd like to add posts/events/ideas to this calendar, please let me know. Here are some ideas that have come in in Outreach Committee brainstorm.

- SCNC Board - LA City holidays, etc.; “agenda now available” posts, meeting day/time, meet your Council posts?, etc.
- Budget - FYI posts about how we use the money we get?
- Bylaws and Procedures - you tell me!
- Cultural Affairs - save the date and coming soon posts for events; national months, observances (feature Studio City stakeholders for heritage months?)
- Government Affairs - save the date and coming soon posts for elections, prop awareness posts, candidate forum
- Homelessness - Annual Homeless Count? January is Poverty in America Awareness Month. Others?
- Land Use - issue awareness posts
- Outreach - “please join our committee!”, asks for content to share in all of the other categories (Send us your best bike helmet photos! Send us a pic of native plantings! Send us pics of your potholes!)

- Public Safety - CalTrans and the California Office of Traffic Safety have a cool resource we could dig into: <https://gosafelyca.org/> for bicycle, pedestrian, driving safety tips
- Sustainability - awareness posts
  - mosquitoes!
  - turf
  - don't prune trees during nesting season
  - don't poop in green cans
  - native plants vs. drought tolerant plants
  - gas blowers! (weekly? monthly??)
  - landscape ladder
  - we hate palms
  - estivation vs. hibernation
  - native plantings can be BEAUTIFUL
- Transportation CalTrans and the California Office of Traffic Safety have a cool resource we could dig into: <https://gosafelyca.org/> for bicycle, pedestrian, driving safety tips and tricks
- Youth - volunteer opportunities, internships, events specific to kids and teens

**Studio City Neighborhood Council Committee Meeting Agendas are posted for public review on the SCNC website at [studiocitync.org](http://studiocitync.org) and at the Radford Studio Center gate on Colfax Avenue, as well as, at the gate on Radford Avenue.**

The SCNC meetings are held on an active studio lot. Due to security issues, (just like Los Angeles City Hall), all Stakeholders are required to show a valid Driver's License if you are driving a vehicle onto the lot or a valid Driver's License or government issued Identification Card if you are walking onto the lot. An adult must accompany minors (17 years old and younger). For any security questions or concerns, please contact Radford Studio Center Security Office at 818-655-5085.

All Stakeholders are required to park in (or walk into) the studios' Sater parking structure at 4200 Radford Avenue. There are a limited number of accessible parking spaces in front of the meeting room and while there is no direct path of travel to the meeting room via a sidewalk, the studio and SCNC want to assure that Stakeholders with disabilities are able to access the meeting without difficulty. Stakeholders with disabilities who have a valid DMV placard, use a wheelchair, walker or cane, and/or those who have difficulties walking distances should contact Radford Studio Center Security Office at 818-655-5085 to request shuttle assistance at least 24 hours prior to the meeting in order for the studio to arrange services for the meeting.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a "Speaker Card" to address the Board (or Committee) on any item from the Agenda PRIOR to the Board taking action on any item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's (or Committee's) jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board (or Committee) is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board (or Committee) meeting. Public comment is limited to 1 minute per speaker, unless adjusted by the presiding officer of the Board (or Committee Chair). Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required.

**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](mailto:NCSupport@lacity.org) or phone: 213-978-1551.

**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)

**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 (or committee) in advance of a meeting, may be viewed at our website: [www.studiocitync.org](http://www.studiocitync.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 Chip Meehan at [cmeehan@studiocitync.org](mailto:cmeehan@studiocitync.org)

**PUBLIC POSTING OF AGENDAS** – Neighborhood Council agendas are posted for public review as follows:

1. Radford Studio Center outside the Radford and Colfax gates.
2. <http://www.studiocitync.org>
3. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <http://www.lacity.org/subscriptions>

**Radford Studio Center  
Audience Shows and Events Policies**

**To attend an audience, show, event, or public meeting at Radford Studio Center, the following items are required:**

- Valid Government issued Driver's license if you are driving a vehicle onto the lot.
- Valid Government issued Identification card if you are walking onto the lot. A Military ID and Passport ID will suffice.
- An adult must accompany minors (17 years old and younger). Student ID cards are preferred for those who have them.

**The following items are prohibited on your person while attending an audience show, event, or public meeting on Radford Studio Center property:**

- Knives
- Mace/pepper Spray
- Sharp Objects
- Firearms
- Alcoholic beverages
- Drugs (including marijuana for medicinal purposes)

All guests are subject to security screening and search. Guests will be required to pass through a metal detector or screened using a hand-held metal detector.

- Once the audience member has emptied their pockets and turned over any prohibited items, the audience member will be instructed to proceed through the metal detector or screened using a hand-held metal detector.
- Should the audience member activate the metal detector, the person will be asked to step to the side and will be scanned (entire body length front and backside) by the Security Officer with the hand-held metal detector.
- The audience member will not be allowed into the Studio until the Security Officer is satisfied that the individual has nothing on his/her person that constitutes a danger to others.
- Should the guest refuse to be screened, they are subject to being denied access to Radford Studio Center property.
- **NO FIREARMS OF ANY KIND ARE ALLOWED INSIDE THE STUDIO.** Security Officers who detect that a guest is in possession of a firearm should notify the Security Supervisor and P.O. IMMEDIATELY.
- Off-duty Law Enforcement in possession of a firearm will be instructed to either return the weapon to their vehicle or turn it over to Security where it will be kept, UNLOADED, in a SAFE, located in the security manager's office.
- Any props or toys that resemble weapons in any way are to be denied or confiscated. This includes props / accompanying costumes.

Each guest/audience member will be required to submit a form of identification which will be tagged with an item that is confiscated and held with security. Guests and audience members will be instructed to pick up their confiscated items at the first (1<sup>st</sup>) level of the Sater parking structure near the elevators at the completion of the event. No personal pets are allowed at any time on the Studio lot.

**If, at any time, an audience member or guest, wanders away from their event or meeting space, into an unauthorized area, that person is subject to immediate dismissal from the lot.**

**For any questions or concerns, please contact Security. Security office phone number, (818) 655-5085.**