

**LEGALLY REQUIRED OFFICIAL POSTING-PLEASE DO NOT REMOVE UNTIL AFTER BELOW  
DATE AND TIME.**

**SCNC BOARD**

Kevin Burkhart  
Kim Clements  
Dean Cutler  
Dimitri Gatsiounis  
Jeff Hartwick  
Aaron Justis  
Charlotte Larsen  
Heather Lee  
Jerry Lewis  
Chip Meehan  
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Chip Meehan

**VICE  
PRESIDENT**  
Jerry Lewis

**TREASURER**  
Kim Clements

**SECRETARY**  
Kevin Burkhart

**CORRESPONDING  
SECRETARY**  
Jeff Hartwick

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



**Regular Board Meeting**

**Date: April 23, 2025**

**Meeting starts at 7:00 PM**

**Meeting ends at 9:30 PM**

**4024 Radford Avenue, **MPR-3** Studio City, CA 91604  
(818) 655-5400**

**NEW ENTRANCE AND PARKING**

*Please use RADFORD GATE (4024 Radford, just north of Ventura  
Blvd). Use the drive on or pedestrian access and follow  
instructions from Radford Security*

**REFRESHMENTS And Meet and Greet at 6:30P**

*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.*

**NOTE: This meeting will have a hybrid option. Protocol specifics, end of agenda.**

**Online: <https://us02web.zoom.us/j/8986848286>  
Meeting ID: 898 684 8286**

**Dial 669-444-9171 to join the meeting  
then enter meeting ID: 898 684 8286 and press #  
One tap mobile: +16694449171,,8986848286# US**

1. Call to Order & Roll Call (1 min)
  - a. Announcement only: A reminder to those attending, during public comment you may hear colorful language that some might find offensive. The SCNC has no ability to control or regulate the content of speech that is protected under the 1st Amendment.
  - b. Announcement only: Please remember we are guests of Radford Studios. It is important that we remain courteous and respectful to all Radford staff we may

encounter during our time on the lot. We need to respect and comply with all regulations on the lot.

- c. Announcement only: Please remember that your permission to enter the private property here, is limited to access to the rooms in which we hold our meetings and any rest rooms or support facilities that exist. You are not cleared to wander the lot indiscriminately. Please do not go to areas of the facility where you have no reason to visit under your SCNC access.
  - d. Announcement only: Please remember that the presentations and questions from stakeholders is not an opportunity to engage in a two-way conversation.
  - e. Announcement only: To ensure all stakeholders and board members are given an opportunity to be heard, we will be timekeeping as per the allocation in the agenda.
2. Public Comments on **non-agenda** items within the Board's jurisdiction, and public comment on the consent calendar (15 min, extendable by chair)
  3. Announcements by Government Representatives (15 min, extendable by chair)
    - a. Each Representative/Office will be allotted 3 minutes each

## **CONSENT CALENDAR**

### **1. President's Motions – Chip Meehan**

Motion A: The Board of the Studio City Neighborhood Council (SCNC) approves expenses up to \$500 to cover meeting, materials and outreach associated with the current board elections.

### **2. Land Use Committee – Chip Meehan**

Motion A: The Board of the Studio City Neighborhood Council (SCNC) *opposes* Case Number ZA-2014-4021-CUB-PA1 (Terra E Mare - [13251 Ventura Boulevard](#)) *unless* the outdoor "Patio" dining closure is at 11:00PM seven days a week with no outdoor entertainment, recorded music or amplified sound at anytime.

Motion B: The Board of the Studio City Neighborhood Council (SCNC) *opposes* Case Number ZA-2024- 4556-CUB-SPPC (Ralph's Gas Station Convenience Store - [11001 Ventura Boulevard](#)) because there doesn't need to be another alcohol outlet in this neighborhood where there are already three others within 500 feet.

Motion C: The Board of the Studio City Neighborhood Council (SCNC) *opposes* Case Number ZA-2025-728-CUB (The Roadside Taco - [10628 Ventura Boulevard](#)) *unless* the hours of operation are 10:00AM to 11:00PM Sunday through Thursday, 10AM to 12:00AM Friday through Saturday with no outdoor entertainment, recorded music or amplified sound at anytime. The SCNC also requests an ADA-width compliant sidewalk be installed along the east side of Willowcrest Avenue where there is currently no sidewalk next to this property.

Motion D: The Board of the Studio City Neighborhood Council (SCNC) *opposes* Case Number ZA-2025-981-SPPC (Rebel Gas Station Convenience Store expansion - [12007 Ventura Boulevard](#)) *unless* all illegal parking by tow trucks on both the Ventura Boulevard and Ventura Place sidewalks, as well as the alley,

ceases immediately; with those same tow trucks never parking on the proposed 5 convenience store (non-gas bay) parking stalls ( 2 of which are Handicapped).

### 3. **Government Affairs Committee – Barry Johnson**

Motion A: The Board of the Studio City Neighborhood Council (SCNC) *supports* Council File 25-0277 to instruct the City Administrative Officer (CAO), the Chief Legislative Analyst (CLA) and the Housing Department (LAHD), in coordination with LAHSA to report back within 60 days and quarterly thereafter to the City Council with a single comprehensive breakdown of the City's homelessness budget, including all funding sources (including whether costs are reimbursable by the County or Federal government, etc.), committed funds, expenditures, and underspends for each program and contract the City holds related to homelessness,

This motion is also to be submitted as a Community Impact Statement (CIS) to [Council File 25-0277](#).

Motion B: The Board of the Studio City Neighborhood Council (SCNC) *supports* Council File 25--0215 for the City Attorney to investigate the 2021 City Council Redistricting Plan with regards to the Fair Maps Act, the redistricting process and the potential litigation the City is now facing. Studio City was particularly affected by one or more councilmembers dividing Studio City into two separate council districts. The result was (and is) that CD4 ended up with 20,000 more people in the council district than CD2. If Studio City had remained whole in CD2, then CD2 would have been the council district with 20,000 more people, which is allowable (either way) in the redistricting process.

This motion is also to be submitted as a Community Impact Statement (CIS) to [Council File 25-0215](#).

Motion C: The Board of the Studio City Neighborhood Council (SCNC) *supports* Council File 25-0043 to instruct the Los Angeles Department of Building and Safety, the Department of City Planning and the Department of Water and Power, with the assistance of any other relevant departments, to report back within 30 days with options for a Citywide self-certification program for *licensed* architects, landscape architects, engineers or similar licensed professionals, to directly or indirectly expedite permits for residential, commercial, and mixed use development. The report should study existing programs, including from the City and County of San Diego, City of Bellflower, and the City of New York, among others.

This motion is also to be submitted as a Community Impact Statement (CIS) to [Council File 25-0043](#).

### 4. **Transportation Committee – Barry Johnson**

Motion A: The Board of the Studio City Neighborhood Council (SCNC) *requests* Councilmember Nithya Raman and Councilmember Adrin Nazarian to make a Motion for the Los Angeles Department of City Planning, the Los Angeles Emergency Management Department, the Los Angeles Department of Transportation, and the Los Angeles Fire Department to report back on the capacity, safety, and viability of existing and potential evacuation routes in Very High Fire Hazard Severity Zones and identify the policies and development

standards, including land use and building restrictions, necessary to support these evacuation routes

Motion B: The Board of the Studio City Neighborhood Council (SCNC) *requests* the Los Angeles Department of Transportation (LADOT) to study changing the sequence and length of the traffic signal at Laurel Canyon Boulevard and Ventura Place, to relieve the back up of traffic on Laurel Canyon Boulevard in both north and south directions for several blocks.

Motion C: The Board of the Studio City Neighborhood Council (SCNC) *requests* the Los Angeles Department of Transportation (LADOT) to study to changing the sequence and length of the traffic signal at Laurel Canyon Boulevard and Ventura Boulevard, to relieve the back up of traffic on Laurel Canyon Boulevard and Ventura Boulevard in all directions for several blocks.

Motion D: The Board of the Studio City Neighborhood Council (SCNC) *requests* the Los Angeles Department of Transportation (LADOT) to study changing the sequence and length of the traffic signal at Ventura Boulevard and Radford Place/Ventura Place, to relieve the back up of traffic on Ventura Boulevard in both east and west directions for several blocks.

## **5. Bylaws and Procedures Committee – Jeff Hartwick**

Motion A: Amendment to Bylaws. The Board of the Studio City Neighborhood Council approves the amendment to Article III, Section 1., K 6 to read: The President is an ex officio member of all Standing Committees with voting rights but not counted in determining or establishing a quorum, or Board member limit per Section 1, K. 2 herein.

Motion B: The Board of the Studio City Neighborhood Council (SCNC) approves amending Operating Procedures Article IV (Meetings), Section 5 (Special Rules for Conduct of Meetings), Paragraph A by deleting it and renumbering the remaining paragraphs:

~~“A. The Chair, to maintain appearance of impartiality, will not vote on motions unless Chair’s vote will affect the outcome.”~~

Motion C: The Board of the Studio City Neighborhood Council (SCNC) approves amending Operating Procedures Article III (Committees and their Duties), Section 1 (Standing Committees), Paragraphs A, E, F, and G as follows:

“A. Standing Committees of the SCNC include: Budget/Finance, Bylaws/Procedures, Public Safety/Homelessness, Cultural Affairs, Government Affairs, Land Use, Outreach, Transportation, Sustainability, and Youth.”

“E. Standing Committee Chairs may maintain manuals for their committee with thorough details on how they conduct and maintain their committees. These manuals may be stored with the Secretary or in the SCNC office with other public documents.”

“F. Committee Chairs shall notify the Secretary of Board member absences as they occur.”

“G. Standing Committee Chairs shall report service hours of Board members to the Secretary as they occur.”

Motion D: The Board of the Studio City Neighborhood Council (SCNC) approves amending Operating Procedures Article I (Governing Board), Section 3 (Vacancies), Paragraph C(3) as follows:

“C. 3. A Board Member shall nominate a qualified applicant to fill the vacancy at the following Regular Board meeting. Board Members shall have the opportunity at the meeting to ask nominees questions as part of the evaluation process.”

Motion E: The Board of the Studio City Neighborhood Council (SCNC) approves amending Operating Procedures Article I (Governing Board), Section 5 (Removal), Paragraph B as follows: “B. Removal of an elected Board Member by reason of: (a) no longer satisfying the requirements for eligibility, (b) excessive absences, or (c) having made material misrepresentations and/or omissions regarding criminal records or qualifications; removal shall be through a majority action of the Board.”

## END CONSENT CALENDAR

### SELECTED OFFICER REPORTS

(All times extendable by chair)

- |  |                |         |
|--|----------------|---------|
| 4. <b>President's Report</b>               | Chip Meehan    | (5 min) |
| a. SCNC Board Election Process             |                |         |
| 5. <b>Vice President's Report</b>          | Jerry Lewis    | (5 min) |
| 6. <b>Secretary's Report</b>               | Kevin Burkhart | (5 min) |
| 7. <b>Corresponding Secretary's Report</b> | Jeff Hartwick  | (5 min) |
| 8. <b>Treasurer's Report</b>               | Kim Clements   | (5 min) |

Motion A: The Board of the Studio City Neighborhood Council *approves* the [revised budget](#) for FY 2024/2025.

### SELECTED COMMITTEE REPORTS

(All times extendable by chair)

- |                                       |                  |          |
|---------------------------------------|------------------|----------|
| 9. <b>Outreach Committee Report</b>   | Charlotte Larsen | (3 min)  |
| 10. <b>Budget Committee</b>           | Kim Clements     | (3 min)  |
| 11. <b>Land Use Committee</b>         | Chip Meehan      | (3 min)  |
| 12. <b>Public Safety Committee</b>    | Jeff Hartwick    | (3 min)  |
| 13. <b>Sustainability Committee</b>   | Tony Knight      | (3 min)  |
| 14. <b>Cultural Affairs Committee</b> | Abi Velasco      | (10 min) |

Motion A: The Board of the Studio City Neighborhood Council (SCNC) *approves* the budget for “Family Movie Night at Walter Reed Middle School” on Saturday, June 7, 2025 (not to exceed \$3,500).

- |   |               |         |
|---|---------------|---------|
| 15. <b>Government Affairs Committee</b> | Barry Johnson | (3 min) |
| 16. <b>Transportation Committee</b>     | Barry Johnson | (3 min) |

## END SELECTED REPORTS

17. Comments by Board members on other matters within the jurisdiction of the SCNC (3 min)
18. Good of the Order
19. Motion to Adjourn

**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, all stakeholders will be asked 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 the SCNC at [Board@studiocitync.org](mailto:Board@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>

You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <http://www.lacity.org/subscriptions>

**Public comment must be made by the stakeholder themselves in person or on the ZOOM link during the meeting. No written communication will be read by a representative.**

## **AB 411 specifics regarding hybrid/online meetings**

IN CONFORMITY WITH THE OCTOBER 6, 2023 ENACTMENT OF CALIFORNIA SENATE BILL 411 (PORTANTINO) AND LA CITY COUNCIL APPROVAL ON NOVEMBER 1, 2023, THE STUDIO CITY NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY. Every person wishing to address the Committee must dial 669-444-9171, and enter 898 684 8286 and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial \*9 or use the Raise Hand option, to address

the Committee on any agenda item before the Committee takes an action on an 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 Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the 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 meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board. SB 411 Updates: 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. (C) 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. (D) 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. (E) (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 (D), 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.

**Radford Studio Center**  
**Audience Shows & 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.**