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## Van Nuys Neighborhood Council



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Treasurer

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Parliamentarian

### Members

**Samuel Apikyan**  
**Hakop 'Jack' Azatyan**  
**John Camera**  
**Josue Chavez**  
**Brian Edelman**  
**Ann Kalb**  
**David Kopelev**  
**Jarred Piña**  
**Britt Vaughan**  
**Cyle Zezotarski**

## Van Nuys Neighborhood Council General Board Meeting AGENDA

Wednesday, February 28, 2024  
7:00PM

Conference room of the  
Marvin Braude Constituents  
Building, 6262 Van Nuys Blvd,  
Van Nuys, CA 91401

(SE corner of Van Nuys Blvd. and  
Sylvan St.)

Van Nuys  
Neighborhood Council  
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**818-357-2446**

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 jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board 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 a maximum of 2 minutes per speaker per item with a maximum of 10 minutes total per meeting, unless adjusted by the presiding officer of the Board. **Actual time for each comment will be recorded in 30 second increments (i.e., 30 sec., 1 min., 90 sec., 2 min.).**

**Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. Speakers shall direct their comments to the Board (not to an individual).**

## 1. Roll Call and Pledge of Allegiance

## 2. Reports from Government officials: (2 min each)

**NOTE: Board questions and public comments will take place after all government official reports have been made.**

- LAPD Van Nuys Division - <https://vnnc.org/resource/>
- LAFD Station 39
- Council District 2 –Arus Grigoryan [arus.grigoryan@lacity.org](mailto:arus.grigoryan@lacity.org) 818-210-1504 (cell)
- Council District 4 – Ryan Ahari [ryan.ahari@lacity.org](mailto:ryan.ahari@lacity.org) 213-473-7004
- Council District 6 – Brian Patton [brian.patton@lacity.org](mailto:brian.patton@lacity.org) Office: (818) 778-4999, Cell: (818) 270-1931
- Department of Neighborhood Empowerment (DONE) – Alfonso Manzo [alfonso.manzo@lacity.org](mailto:alfonso.manzo@lacity.org)
- Mayor’s office – Michelle Vergara [michelle.vergara@lacity.org](mailto:michelle.vergara@lacity.org) (213) 400-9816
- Los Angeles County 3rd District (Lindsay Horvath) –
- Assembly District 46 (Jesse Gabriel) – Clarissa Gomez [Clarissa.Gomez@asm.ca.gov](mailto:Clarissa.Gomez@asm.ca.gov)
- Senate District 20 (Caroline Menjivar) – Jasmin Hernandez [jasmin.hernandez@sen.ca.gov](mailto:jasmin.hernandez@sen.ca.gov)
- California Congressional District 29 – Laura Juarez [laura.juarez@mail.house.gov](mailto:laura.juarez@mail.house.gov)

## 3. Officer Reports

### a. President

-- A printed copy of VNNC agendas and linked files can be reviewed in a reference notebook that will be located at the Van Nuys Branch Library.

-- CD 2 Candidate Forum hosted on 2/6/24 as a Zoom by North Hollywood West NC was well-attended. A copy of the Zoom recording can be accessed on the vnnc.org website.

-- Have received quite a few notices from government offices with requests to post community events on our website and social media. Events that are still active can be found under the Events list on the right side of the vnnc.org website.

--President is one of 15 people selected by Metro to be a member of the Community Leadership Council for the EFSV Light Rail Transit project (which will run down the center of Van Nuys Blvd. from the G/Orange north to San Fernando Road). First in-person meeting took place on February 8<sup>th</sup>. The public is invited to an in-person update briefing on the status of various elements of the project that will take place on March 14 from 6 to 7:30 p.m. at the Panorama City Presbyterian Church on Roscoe (see vnnc.org website for details). After the briefing, attendees will be able to learn more about specific elements of the project from staff who will be stationed around the room. (A virtual briefing will take place on Zoom on March 21 at 6 p.m.)

### b. Vice-President

### c. Secretary

### d. Treasurer

### e. Parliamentarian

**4. Discussion and possible action to vote to fill vacant Board seats.**

- a. Discussion and possible action to appoint Quirino de la Cuesta, a former member of the VNNC, who has applied for and meets the qualifications for At-Large Representative (Seat 2). The candidate will be asked to give a 2-minute self-introduction, followed by questions from Board members.

<https://vnnc.org/wp-content/uploads/2024/02/Quirino-de-la-Cuesta-Application.png>

**5. General Public Comment on Non-Agenda Items – maximum of 2 min per stakeholder (Note that topics discussed must be within the jurisdiction of the VNNC.)**

**6. Consent Agenda**

Approve draft minutes from 4 VNNC Board meetings held on the following dates:

- October 28, 2023 Board Retreat Minutes  
[https://vnnc.org/wp-content/uploads/2024/02/VNNC\\_10282023\\_Retreat\\_Draft\\_Minutes.pdf](https://vnnc.org/wp-content/uploads/2024/02/VNNC_10282023_Retreat_Draft_Minutes.pdf)
- December 13, 2023 GBM Minutes  
[https://vnnc.org/wp-content/uploads/2024/02/VNNC\\_12132023\\_GBM\\_Draft\\_Minutes\\_Final.pdf](https://vnnc.org/wp-content/uploads/2024/02/VNNC_12132023_GBM_Draft_Minutes_Final.pdf)
- January 10, 2024 Regular GBM Minutes  
[https://vnnc.org/wp-content/uploads/2024/02/VNNC\\_01102024\\_GBM\\_Draft\\_Minutes.pdf](https://vnnc.org/wp-content/uploads/2024/02/VNNC_01102024_GBM_Draft_Minutes.pdf)
- January 10, 2024 Special GBM Minutes  
[https://vnnc.org/wp-content/uploads/2024/02/VNNC\\_01102024\\_SGBM\\_Draft\\_Minutes.pdf](https://vnnc.org/wp-content/uploads/2024/02/VNNC_01102024_SGBM_Draft_Minutes.pdf)

**7. Action items from the Budget and Finance Committee requiring roll call votes.**

- 1. Discussion and possible action to approve the December 2023 MER (Monthly Expenditure Report)

Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$29,364.42	\$534.56	\$28,829.86	\$1,596.18	\$0	\$27,233.68

[https://vnnc.org/wp-content/uploads/2024/02/VNNC\\_MER\\_Dec2023.pdf](https://vnnc.org/wp-content/uploads/2024/02/VNNC_MER_Dec2023.pdf)

- 2. Discussion and possible action to approve the January 2024 MER (Monthly Expenditure Report)

Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$28,829.86	\$1,966.34	\$26,863.52	\$2,131.77	\$0	\$24,731.75

[ht https://vnnc.org/wp-content/uploads/2024/02/VNNC\\_MER\\_Jan2024-1.pdf](https://vnnc.org/wp-content/uploads/2024/02/VNNC_MER_Jan2024-1.pdf)

- 3. Discussion and possible action to approve an NPG of \$4,365.28 for **Meals in Motion** to cover the costs of food and materials for 8 free Family Cooking Night events (2 per month through June) to be held at Valley Presbyterian Hospital for up to 15 families per session.

Low-income residents of Van Nuys will be targeted in outreach for the events. Each family will cook a meal, which they will eat together at the event – plus 2 more meals that they can take home for future dinners. Assuming 4 members per family, each event will serve  $15 \times 4 = 60$  individuals; the 8 events will serve  $8 \times 60 = 480$  individuals.

<https://vnnc.org/wp-content/uploads/2024/02/Van-Nuys-NPG-Revised-2724-1.pdf>

4. Discussion and possible action to recommend that the Board approve a payment of up to \$679.50 to City of LA Publishing Services to purchase business cards for up to 18 VNNC members (priced at \$35.50 per box of 200 cards), plus pay a March 2020 invoice of \$40.50 (for a box of cards ordered for former Board member Richard Marks) that was never paid.

Background: At the September 13, 2023 meeting of the VNNC, a motion was approved to spend up to \$400 to purchase business cards and name tags for current Board members. On the recommendation of Terrence Gomes, David Harari and David Kopelev contacted Abby Truong of City of LA Publishing Services to inquire about the cost for business cards that would include the City Seal in color. Ms. Truong advised that the City's price for a box of 200 business cards with two-color City seal would be \$35.50. However, she informed us that the VNNC had an unpaid invoice from March 20, 2020 of \$40.50 for a box of business cards ordered for former Board member Richard Marks. (The link below connects to a copy of the unpaid invoice.) Ms. Truong said that the VNNC would need to agree to pay the outstanding invoice at the same time as it paid for a new order of business cards.

Given the quote of \$35.50 per box of business cards, we realized that the amount authorized by the Board in September would not be adequate to pay for business cards for 15 current Board members. The proposed motion will replace the September motion. It is proposed that this motion authorize purchase of up to 18 sets of business cards, in order to allow us to order cards for any new Board members who are appointed today and in the next few months.

<https://vnnc.org/wp-content/uploads/2024/02/inv2002987-1.pdf>

5. Discussion and possible action to recommend that the Board advise DONE that the VNNC wants to retain the current two Zoom licenses assigned to the VNNC and to pay the City \$400 for the licenses (at \$200 per license); and that the licenses be assigned to the VNNC President and Vice President.

Background: When Neighborhood Councils were required at the beginning of the COVID-19 pandemic to conduct meetings virtually on Zoom, DONE provided each Neighborhood Council with one Zoom software license. The license was assigned to the VNNC President. When the Neighborhood Councils had only one license, the President was required to set up and open every Zoom meeting. Later DONE gave Neighborhood Councils the opportunity to purchase additional Zoom licenses for \$200 each. The VNNC

initially authorized the purchase of two more licenses, but ultimately only one more Zoom license was purchased and assigned to the Vice President at that time (Kathy Schreiner).

On February 5, 2024, the President received the following request from NEA Alfonso Manzo:

We ask that you share with us [DONE] both if you will be using Zoom as well as how many licenses your Neighborhood Council plans on purchasing. Please note that each Zoom account will cost approximately \$200, maintaining the pricing structure established at the outset. Opting for licenses through the department's account presents a cost-effective alternative compared to direct purchases from Zoom.

On the assumption that the VNNC will ultimately be able to vote to make use of SB 411 to hold some meetings virtually, it is recommended that two licenses be retained and that the licenses be assigned to the current President (Kathy Schreiner) and Vice President (Maduka Nkuku).

## 8. Action items from the PLUM Committee requiring roll call vote.

- a. Discussion and possible action to recommend that the VNNC send to the Planning Department a letter of support for **Case No. ZA-2022-8047-CU**

15477 Victory Blvd. (corner of Victory and Firmament)

Agent: Oscar Ensafi

The **Applicant**, Astgik Harutyunyan, plans to demolish a current single-family house, with detached garage, for the purpose of constructing a one-story child care facility for 99 children, ages 18 months to 6 years. Since 2013, the applicant has operated a similar licensed child care facility called "Little Stars Academy Preschool" located at 14237 Van Nuys Blvd, Arleta. 91331.

Digital copies of project documents can be found at:

<https://planning.lacity.gov/pdiscaseinfo/search/encoded/MjYyMzU20>

(In box on top right of screen, review approved documents related to past applications. Click on "Initial Submittal Documents" to find links to documents related to current application.)

9. Discussion and possible action to approve that the VNNC: (1) send a letter of support for an application that the City is submitting to the Federal Department of Transportation government for a \$25 million grant for a project that is proposed to transform the Sepulveda Basin into a more accessible, safe, and connected space for pedestrians, cyclists, and transit users, fostering greater connectivity to the many amenities within its 2000 acres, and (2) submit a CIS in support of Council File **24-0150**, which will authorize the Bureau of Engineering, on behalf of the City, to submit the grant application to the Department of Transportation.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=24-0150>

Background: On February 7, 2024, Lamont Cobb, Planning Director for Councilmember Imelda Padilla CD 6 sent an email to the VNNC President stating the following: "I am reaching out to

seek your support for an important initiative that promises to significantly enhance mobility, safety, and accessibility in the Sepulveda Basin area – the Sepulveda Basin GAMES Legacy Project.

In partnership with Metro, the City is applying for a U.S. Department of Transportation RAISE Grant to fund a comprehensive package of improvements. These enhancements, identified as community priorities in the Sepulveda Basin Vision Plan, include the development of a new Balboa Mobility Hub, the introduction of new signalized crosswalks, the creation of a pedestrian gateway, the redesign of the G Line Pathway, and safety and access improvements along Haskell Ave and Balboa Ave.

The project is poised to transform the Sepulveda Basin into a more accessible, safe, and connected space for pedestrians, cyclists, and transit users, fostering greater connectivity to the many amenities within its 2000 acres. The City is requesting \$25 million from the federal government to bring this vision to life. The Sepulveda Basin is an important asset to our community, and these improvements will make it more accessible to Van Nuys as well.

Councilmember Padilla hopes to work with all stakeholders as we look to refine and build out a bold vision for the Basin. Your letter of support is crucial to demonstrating the strong community and regional demand for this federal investment. Such support will be instrumental in securing the necessary funding to make these much-needed improvements a reality.”

The item linked below includes a proposed draft letter for the VNNC to customize and submit.

<https://vnnc.org/wp-content/uploads/2024/02/Support-for-grant-application-to-Dept-of-Transportation-for-transit-in-Sep.-Basin.pdf>

**10. Reminder/discussion about Bylaws requirements regarding attendance at Board and Committee meetings in order to maintain eligibility as a Board member.**

VNNC Bylaws Article V Governing Board

Section 5 Duties and Powers:

... Each Director [Board member] is required to be an active participating member of at least one (1) official Board Committee.

Section 7: Absences:

Any Director who misses three (3) unexcused consecutive Regular Board Meetings in any six (6) month period may be subject to removal by majority vote of the Board.

Absences for all Directors shall be recorded in the VNNC’s meeting minutes or other manner of Council record keeping. Upon missing the stated number of board meetings, the President shall notify the Director of his/her absences and place the removal of the Director on the agenda of the next General or Special Board meeting, scheduled and noticed as per the Brown Act, whereupon the Board shall determine the validity of the absences before taking action to remove the Director.

**11. Discussion and possible action to implement two new VNNC Committees approved at the January 10, 2023 Board meeting by appointing chairs and identifying possible issues for early exploration.**

- a. Public Safety, Human Services, and Animal Welfare Committee.

This committee will consider issues and action items that can enhance personal safety of residents, safety of neighborhoods, support for local police, support for City initiatives to help people move from living on the streets into interim housing (including Inside Safe, Circle, and Council Office activities), and support activities to improve the welfare of feral animals.

Example of potential issues/activities to consider:

- Coordinate with Council offices and Circle staff to support cleanups and special help for unhoused individuals.
- Explore a possible NPG to aid pets of unhoused individuals.

- b. Parks, Public Spaces, and Sustainability Committee

This committee will consider issues and action items that can improve the cleanliness and visual environment in Van Nuys, encourage greater use of reporting through 311, increase open space, enhance the tree canopy, and support initiatives to preserve and increase natural resources (such as native plants, groundwater storage, etc.) and address climate change.

Example of potential issues/activities to consider:

- Research cost and feasibility of funding a more visible sign identifying the location of the Van Nuys Branch Library and its parking lot.
- Research cost and feasibility of posting a display box outside the Braude Center for posting of agendas and other community information.

**12. Updates on unresolved topics.**

- a. Waiting for response from DONE and City Attorney regarding issue that led to the resignation of Studio City NC members.
- b. Need to delay vote on SB 411 meeting option until can get 14 Board Members available to attend a meeting,

**13. Identification of topics Board members would like to discuss at a future meeting.**

**14. Adjournment**

**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 72 hours prior to the meeting you wish to attend by contacting VNNC by via email at: [info@vnnc.org](mailto:info@vnnc.org)

**SERVICIOS DE TRADUCCION** - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 72 horas antes del evento. Por favor contacte a [info@vnnc.org](mailto:info@vnnc.org) por correo electrónico para avisar al Concejo Vecinal.

**PUBLIC POSTING OF AGENDAS** – VNNC agendas are posted publicly near the front door to the conference room of the Marvin Braude Constituents Building, 6262 Van Nuys Blvd., Van Nuys, CA 91401 and also online at [www.vnnc.org](http://www.vnnc.org). You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://lacity.gov/government/subscribe-agendas>

**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, 6262 Van Nuys Blvd, Van Nuys, CA 91401, at our website: <http://www.vnnc.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 via email: [info@vnnc.org](mailto:info@vnnc.org)

**RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the VNNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the VNNC By-laws. The By-laws are available at our Board meetings and our website <http://www.vnnc.org>

**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 §§ 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)

**Neighborhood Council Board Member Oath**

I pledge to represent my neighborhood with dignity, integrity, and pride.  
I will encourage other points of view, even when they differ from my own.  
I will respect, value, and consider everyone's opinion.  
I will find the good in my neighborhood and praise it and promote it.  
To my neighbors, and to neighborhoods throughout the City of Los Angeles, I pledge to do this to the best of my ability.