

Van Nuys Neighborhood Council

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Van Nuys Neighborhood Council General Board Meeting AGENDA

Wednesday,
September 10, 2025 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
P.O. Box 3118
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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.

The Van Nuys Neighborhood Council does not condone disrespectful and/or harmful speech. We apologize in advance to those attending this meeting who may hear such language during any public comment. We are obligated to uphold an individual's right to free speech. However, we want to be clear that all comments made at this meeting must be in the jurisdiction of this body, directed to this body as a whole, and, if made during any time other than General Public Comments, must be specific to an agenda item.

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.).**

Stakeholders are asked to respect the timekeeper when you are alerted that your time has expired.

Van Nuys Neighborhood Council Board Members are reminded not to cut off, interrupt, or otherwise engage with Stakeholders during their allotted time for public comment.

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).

Stakeholders are welcome to offer comments -- both during General Public Comment and Public Comments on specific agenda items -- but the Van Nuys Neighborhood Council requests that Stakeholders do not disrupt the meeting for other Stakeholders in attendance. We ask that Stakeholders refrain from calling out or participating in behavior that would disrupt the Board Meeting of the Van Nuys Neighborhood Council. Stakeholders will be given an initial warning. There may be two additional warnings before the stakeholder is asked to leave the meeting due to disruptions of the meeting.

All public comments must be made into the microphone at the lectern to facilitate the capture of a clear recording of the meeting.

1. Roll Call and Pledge of Allegiance

2. Reports from LAPD and LAFD

a. **Report from LAPD** Van Nuys Division - <https://vnnc.org/resource/>

b. **Report from LAFD**

3. Reports from other Government officials (2 min each)

a. Council District 2 – MD Zuhayeer Iqbal md.iqbal@lacity.org 818 210 8106.

b. Council District 4 – Taleen Keuroghlian taleen.keuroghlian@lacity.org

c. Council District 6 – Paulina Alvarado paulina.alvarado@lacity.org
(818) 778-4999

d. Department of Neighborhood Empowerment (DONE) – John Darnell
john.darnell@lacity.org

e. Mayor's office – Betsaira Aguilera betsaira.aguilera@lacity.org (213) 257-0224

f. LAUSD Board District 3, Scott Schmerelson scott.schmerelson@lausd.net

g. Los Angeles County 3rd District (Lindsay Horvath) – Karen Dominguez
KDominguez@bos.lacounty.gov

h. Assembly District 46 (Jesse Gabriel) – Clarissa Gomez
Clarissa.Gomez@asm.ca.gov

i. Senate District 20 (Caroline Menjivar) –Alex De Leon Alex.deleon@sen.ca.gov

- j. California Congressional District 29 – Cynthia Becerra
Cynthia.Becerra@email.house.gov (818) 253-3535
- k. Metro staff: Construction updates regarding the ESFV Light Rail transit project – Joanna Amador
- l. Metro staff: Construction updates regarding construction in Van Nuys related to G Line Improvements – Rosalba Gonzalez
- 4. 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.)
- 5. Discussion and possible action to make three appointments to fill vacant positions.**
 - a. School Representative (2027): Nina Caslavka
<https://vnnc.org/wp-content/uploads/2025/07/Nina-Caslavka-VNNC-Board-application.pdf>
 - b. At Large Representative Seat 1 (2027): Brandon Gruzen
<https://vnnc.org/wp-content/uploads/2025/08/B-Gruzen-Boardmember-Applic.pdf>
 - c. At-Large Resident Renter Representative Seat 1 (2029): Priscilla Ramox
<https://vnnc.org/wp-content/uploads/2025/09/P-Ramos-VNNC-Board-applic.pdf>
- 6. Budget & Finance Committee items that require a roll call vote.**
 - a. Discussion and possible action to approve the June 2025 and July 2025 MERs (Monthly Expenditure Reports).
https://vnnc.org/wp-content/uploads/2025/07/VNNC_MER_June2025.pdf
https://vnnc.org/wp-content/uploads/2025/08/VNNC_MER_July2025.pdf
 - b. Discussion and possible action to approve a revised version of the 2025/2026 budget that allocates rollover funds of \$9,964.87 to increase the Outreach expenditure category by \$2,530 and the Neighborhood Purpose Grant expenditure category by \$7,434.87 (see p. 8).
 - c. Discussion and possible action to approve an NPG application from Columbus Ave. Elementary School for \$2200 for a school sign to be posted on the back fence of the school site. “Hanging the letters on the rear fence of our school along Lemay St. allows the community to know that the school is part of the neighborhood by putting this signage within the neighborhood. It also may deter any onlookers from believing the rear of the school is empty or unoccupied.”
<https://vnnc.org/wp-content/uploads/2025/08/Columbus-Ave.-ES-Neighborhood-Council-NPG-Application-for-Grant-2025.pdf>

- d. Discussion and possible action to hire Bridgegap for the 2025-2026 fiscal year to provide minute-taking services for a maximum of \$250 per month and administrative services for a maximum of \$250 per month.

7. Planning and Land Use Management (PLUM) Committee actions that require a roll call vote and/or discussion.

- a. Discussion and possible action to approve sending a letter to City Planning stating that the VNNC Board supports the application of the Van Nuys Masonic Building Association for a Zoning Variance to permit the development of a community adult day care facility for 100 adults at 14750 Sherman Way (which would make use of building spaces Monday through Friday only).

Digital copies of project documents can be found at:

<https://planning.lacity.gov/pdiscaseinfo/search/casenumbr/ZA-2025-1248-ZV> (In box on top right of screen, click on “Initial Submittal Documents” to find links to documents related to application.)

- b. Discussion and possible action to approve sending a letter to City Planning stating that the VNNC Board supports the application at 5845-5901 Sepulveda Blvd. for a set of incentives and waivers to increase density. Project includes demolition of an existing auto repair facility and construction of a new 8-story mixed-use building with 80 residential units (including 12 very low income units, 5 moderate income units, and 1 manager unit) and ground floor commercial space of 2,258 SF.

Applicant is requesting the following approvals from the Planning Department:

- (1) Requests a Class 3 Conditional Use to allow a density increase of up to 125% to permit 80 new residential units.
- (2) Under the Density Bonus Incentive Affordable Housing Program, requests four incentives and one waiver:
 - a. an on-menu incentive to reduce the amount of required open space provided by 20%, for a total of 6,700 SF of open space;
 - b. an off-menu incentive to permit a 2’-6” minimum north side yard setback in lieu of the required 11’ minimum side yard setback;
 - c. an off-menu incentive to permit a 4’ minimum south side yard setback in lieu of the required 11’ minimum side yard setback.;
 - d. an off-menu incentive to permit a 2’-6” minimum rear yard setback in lieu of the required 20’ minimum rear yard setback; and
 - e. a waiver to permit a maximum floor area ratio (FAR) of 3.42:1, which exceeds the otherwise permitted 1.5:1 in Height District 1

Digital copies of project documents can be found at:

<https://planning.lacity.gov/pdiscaseinfo/search/casenumbr/CPC-2025-2690-DB-CU3-VHCA> (In box on top right of screen, click on “Initial Submittal Documents” to find links to documents related to application.)

- c. Discussion and possible action to send a letter to Councilmember Imelda Padilla (1) stating that the VNNC supports the request by the Kester Ridge Neighborhood Collective for the purchase of land and development of a new pocket park and (2) calling attention to the need for the addition of more park space in Van Nuys (given that Van Nuys has already been designated as having a “very high need” for parks and that the need will increase as we anticipate more building that will increase population density).

See Advocacy Letter from Kester Ridge Neighborhood Collective on pp. 9-10.

8. Board Officer Reports

a. President

- (1) Report on Firefighter Appreciation Breakfast on August 23 at Van Nuys Fire Station 39.
- (2) Encourage Van Nuys residents and stakeholders to attend the event hosted by Councilmember Imelda Padilla on Saturday, September 13: “Van Nuys in Community: Your Voice, Your Blvd” to bring together community members, businesses, and stakeholders to help shape the future of the corridor.
- (3) Next steps on LA Park Needs Assessment: Draft Report posted on website on September 2nd. There is a 45 day period for comments. VNNC will discuss a formal comment at October 8 meeting. See schedule of virtual meetings on website. <https://needs.parks.lacity.gov/>
- (4) From the LA Public Library: Take the Library’s community survey to ensure that our future reflects the community’s needs and aspirations. Your responses will help us continue to grow in ways that reflect what matters most to you. Complete the survey for a chance to win a \$200 gift card: https://gensler.qualtrics.com/jfe/form/SV_9yOxduGYgGbEReu
- (5) A printed copy of VNNC General Board Meeting agendas and linked files can be reviewed in a reference notebook that is located at the Van Nuys Branch Library.
- (6) For information on upcoming local events and services, look under the Events list on the right side of the homepage of the vnnc.org website and on the calendar.

b. Vice President Report/Budget Advocate Report

c. Treasurer Report

d. Parliamentarian Report

8. Consent agenda

- a. Discussion and possible action to approve minutes from the July 9 General Board Meeting.

https://vnnc.org/wp-content/uploads/2025/08/VNNC_07092025_GBM_Draft_Minutes_Final.pdf

- b. Discussion and possible action to approve minutes from August 13 Informational Board Meeting

https://vnnc.org/wp-content/uploads/2025/09/VNNC_08132025_GBM_Draft_Minutes_Final.pdf

9. Discussion and possible action to fill the following positions:

- a. Secretary
- b. Chair of the Outreach Committee and at least two members.
- c. A second Budget Representative.
- d. One Regional Grievance Panelist.
- e. Approve Vice President Pam Bingham as second credit card holder and second Zoom license holder.

10. Discussion and possible action to approve agenda for a Board Retreat on Saturday, September 13 and expenditure of up to \$300 for food and beverages. (See proposed retreat agenda on p. 11)

11. Discussion and possible action to create an ad hoc Bylaws Committee for a six-month duration (ending March 11, 2026) and appoint Parliamentarian Cyle Zezotarski to chair the committee. The purpose of the committee will be to consider potential revisions to the VNNC's Bylaws and Standing Rules.

12. Discussion and possible action to file a CIS in support of City Council motion CF 25-0600-S7 to increase funding per Neighborhood Council for FY 2025/26 to \$32,000 and to continue to allow use of rollover funds.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=25-0600-S7>

13. If 14 Board Members are present, discussion and possible action to authorize the use of teleconferencing for Van Nuys Neighborhood Council meetings, including board meetings and committee meetings, in accordance with the rules established by Senate Bill 411, in order to offer increased accessibility to meetings and encourage more community engagement.

14. Announcements and identification of topics Board members would like to discuss at a future meeting.

15. 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

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 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. 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

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 <https://ethics.lacity.gov/lobbying/>. For assistance, please contact the Ethics Commission at (213) 978-1960 or 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.

Van Nuys Neighborhood Council
Annual Budget for Fiscal Year 2025-2026

	Approved TBD	Proposed Changes	Revised Budget
Annual Budget Funds	\$25,000.00		\$25,000.00
Rollover Funds	\$0.00	\$9,964.87	\$9,964.87
Total Annual Budget Funds	\$25,000.00	\$9,964.87	\$34,964.87
Office/Operational Funds			
Storage Locker (All Right Storage)	\$2,340		\$2,340
Printing and Photocopies for Meetings	\$1,100		\$1,100
Food, Refreshments for General Board Meetings	\$1,500		\$1,500
Zoom Licenses	\$400		\$400
Canva License	\$130		\$130
Note-taker for Meetings	\$3,000		\$3,000
Administrative Support/Bridgegap	\$3,000		\$3,000
Office Supplies	\$400		\$400
Web Hosting and Maintenance, E-blasts, Agenda-Posting (Moore Business Results)	\$7,000		\$7,000
GoDaddy web hosting, email addresses, and software utilities	\$1,350		\$1,350
Mailbox at Van Nuys USPS	\$310		\$310
Board Retreats	\$300		\$300
Councilmember Bus. Cards/Nameplates/Nametags	\$100.00		\$100.00
Facility Rental for Meetings	\$0.00		\$0.00
Telephone service	\$600		\$600
Total Office and Operational Expenditures	\$21,530.00		\$21,530.00
Outreach Expenditure Category	\$1,470.00	\$2,530.00	\$4,000.00
Election Expenditures Category	\$0.00		\$0.00
Neighborhood Purposes Grant (NPG) Expenditure Category	\$2,000	\$7,434.87	\$9,434.87
Community Improvement Project (CIP) Expenditure Category	\$0.00		\$0
Total Expenditures for the Fiscal Year	\$25,000.00	\$9,964.87	\$34,964.87

Advocacy Letter regarding the need for a park
from the Kester Ridge Neighborhood Collective

Nina Caslavka

Sunday, May 4th, 2025

RE: Letter of Support for Proposed Park in Kester Ridge, Van Nuys

Dear Council Member Imelda Padilla,

I am writing to express my strong support for the proposed park in the Kester Ridge neighborhood of Van Nuys. As a resident of this community, I have seen firsthand the critical need for accessible green spaces in our area and wholeheartedly endorse the efforts of the Kester Ridge Neighborhood Collective to bring this vision to life.

Van Nuys is one of the most park-deficient areas in Los Angeles County. According to the 2016 Park Needs Assessment conducted by the County Department of Recreation and Parks, our community has only 0.2 acres of parkland per 1,000 residents—far below the county average of 3.3 acres. Additionally, only 17% of our population lives within a half-mile of a park. The Kester Ridge neighborhood, located near Kester Avenue and Vanowen Street, was specifically identified in the study as a high-priority area for new park development (“Los Angeles Countywide Comprehensive Parks & Recreation Needs Assessment”).

Despite being classified as a High Need Zone nearly a decade ago, there have been no Measure A-funded park projects initiated in the Van Nuys–North Sherman Oaks area to date. Meanwhile, our community continues to grow. Major developments like the East San Fernando Valley Light Rail Transit Project, the G Line Bus Rapid Transit improvements, and a new 400+ unit housing project on Sepulveda Boulevard are increasing both our population and our need for open, safe, and green public space.

The proposed park would serve as a much-needed resource, particularly for families and students at Columbus Avenue Elementary School—where 94.5% of students qualify for free or reduced-price lunch and nearly half are English Language Learners (“California Department of Education”). The school currently sits on an unshaded, paved playground that creates dangerous heat conditions during much of the year. A nearby park would provide not just recreational relief, but a healthier and more equitable environment for children and families alike.

This initiative is a grassroots effort driven by local mothers and caregivers who are deeply invested in the future of our neighborhood. The Kester Ridge Neighborhood Collective has already identified three potential park sites, engaged local elected officials, and secured the support of the Van Nuys Neighborhood Council.

I fully support this effort and urge you to partner with the Kester Ridge community to help create a park that reflects the needs, values, and aspirations of its residents. This project represents

an opportunity to address long-standing disparities in park access and invest in a healthier, more connected Van Nuys.

Thank you for your time and consideration.

Sincerely,
Nina Caslavka
Co-Leader of the Kester Ridge Neighborhood Collective-Park Proposal Committee

Works Cited

“California Department of Education.” School Profile: Columbus Avenue Elementary,
<https://www.cde.ca.gov/sdprofile/details.aspx?cds=19647336120679>.

“Los Angeles Countywide Comprehensive Parks & Recreation Needs Assessment.”
lacountyparkneeds.org,
<https://lacountyparkneeds.org/wp-content/uploads/2016/06/FinalReport.pdf>

VNNC Board Retreat
Saturday, September 13

Propose that as many Board Members as possible attend the workshop component from 8:45 to 10:30 a.m. of the event hosted by Councilmember Imelda Padilla **“Van Nuys in Community: Your Voice, Your Blvd.”** This event is designed to bring together community members, businesses, and stakeholders to help shape the future of the Van Nuys Blvd. corridor. The event will take place at the Braude Constituent Center.

Then VNNC Board Members will assemble in the conference room of the Van Nuys Branch Library and meet from 11 am to 12:30 pm. Topics for discussion will include:

1. Getting to know the Board Members
2. Reviewing Roberts Rules of Order and the ways we conduct our meetings
3. Understanding how the Brown Act impacts Board Members
4. Organizing our VNNC Committees
5. Identifying topics for future discussion

NOTE: No votes will be taken at the Board Retreat.