



**CITY OF LOS ANGELES**  
**CALIFORNIA**



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**PACOIMA NEIGHBORHOOD COUNCIL**  
*www.PacoimaNC.com*

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**Special Board Meeting Agenda**

Wednesday, July 16, 2025

**Time:** 6:30pm - 8:30pm

- **Meeting Type: Hybrid (In-person/Virtual (Zoom)/Teleconference**
- **In-person Location:** Pacoima Community Center - 11243 Glenoaks Blvd, Pacoima, CA, 91331
- **Virtual Platform:** Zoom Meeting Online ○ **Zoom Link:**  
<https://us02web.zoom.us/j/87846965371> ▪ **Teleconference:**
  - To join the meeting by phone dial (669) 900-6833 ○
  - Then enter this Webinar ID: 878 4696 5371 and Press #

Neighborhood Council Executive Board	Board Members
<ul style="list-style-type: none"><li>▪ Mikayeel Khan</li><li>▪ Anna M. Justice</li><li>▪ Roxanne Urquiza</li></ul>	<ul style="list-style-type: none"><li>▪ Fannie Long</li><li>▪ Rebecca Long</li><li>▪ Reuben Garcia</li><li>▪ John Hernandez</li><li>▪ Walter Garcia</li><li>▪ Adrian Perez</li><li>▪ Viviana Lopez</li><li>▪ Sue Vasquez</li></ul>



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Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes de evento. Por favor contacte, [PNC@empowerla.org](mailto:PNC@empowerla.org) para avisar al Concejo Vecinal.

**IN CONFORMITY WITH THE OCTOBER 6, 2023, ENACTMENT OF CALIFORNIA SENATE BILL 411 (PORTANTINO) AND LA CITY COUNCIL APPROVAL ON NOVEMBER 1, 2023, THE PACOIMA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY. Every person wishing to address the Board must dial (669) 900-6833 and enter 878 4696 5371 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 Board on any agenda item before the Board 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 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 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

Los comentarios del público sobre los temas de la agenda se escucharán solo cuando se esté considerando el tema respectivo. Los comentarios del público sobre otros asuntos que no aparecen en la agenda y que están dentro de la jurisdicción de la Junta se escucharán durante el período de Comentarios del Público en General. Tenga en cuenta que en virtud de la Ley Brown, la Junta no puede actuar sobre un asunto que usted señale durante el período de Comentarios del Público General; sin embargo, la cuestión planteada por un miembro del público puede convertirse en el tema de una futura reunión de la Junta. Los comentarios públicos están limitados a 2 minutos por orador, a menos que el presidente de la Junta lo modifique.

**SB 411 Updates:**

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



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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.

The Neighborhood Council system enables civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of volunteer stakeholders who are devoted to the mission of improving our communities and bringing government closer to us. No formal meeting shall be held, or business conducted, or votes taken, in the absence of a quorum. A quorum shall consist of nine (9) members of the Board. No floating quorums are allowed. Contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org) or Board President Email: [mikayeelkhan@gmail.com](mailto:mikayeelkhan@gmail.com).



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**1) WELCOMING REMARKS:**

- a) Call to order & Flag salute.
- b) Board roll Call by Secretary.

**2) SPECIAL ORDERS**

- a. Installation of newly elected Board of Directors (Oath of Office)
- b. Election of new Executive Officers:
  - i President/Chair
  - ii Vice President/Vice Chair
  - iii Secretary
  - iv Treasurer
- c. Appointment of Financial Officers of the Board
  - i. Neighborhood Council Bank Card Holder
  - ii. Second Card Holder
  - iii. Second Signer
  - iv. Alternate Signer (optional)
- d. Appointment of Standing Committee Chairs and Members
  - i. Budget & Finance
  - ii. Planning and Land Use
  - iii. Outreach
  - iv. Public Safety
  - v. Arts & Culture Committee
  - vi. Youth and Education Development Committee

**3) COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS:**

(Representatives from government offices, Police Department, and community-based organizations. *Up to (5) minutes per report, the Chair has the authority to adjust, if necessary, to equal time limits*)

**A. California Congressional District 29**

Congresswomen Luz Rivas

Field Deputy: **Cynthia Becerra**

**B. Los Angeles City Council District 7**

Councilwoman Monica Rodriguez

Field Representative: **Esmeralda Benitez**

**C. Los Angeles Police Department, Foothill Division**

Senior Lead Officer: **Steve Nunez and Officer Diana Figueroa**

**D. LAPD Community Safety Partnership**

Senior Lead Officer: **Luis Garcia and Nancy Escobar**

**E. Department of Neighborhood Empowerment Advocate**

**Lorenzo Briceno**

**F. California State Assembly District 43**

**Celeste Rodriguez**

Field Representative: **Marisol Sanchez**

**G. LAUSD Board of Education Board**

Member Kelly Gonez

Field Deputy: **Maria Flores**

**H. City of Los Angeles Mayor Karen Ruth Bass**

Field Deputy: **Michelle Vergara**

**I. Los Angeles County Board of Supervisors – 3<sup>rd</sup> District**

Supervisor Lindsey Horvath

Field Deputy: **Melissa Esparza**

**J. California State Senate District 20**

Senator Caroline Menjivar

District Representative: **Katherine Castrejon**

**K. Region 1 Budget Advocate**

**Lionel Mares**

**4) GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS:**

*Comments from the public on non-agenda items within the Board's jurisdiction (**Up to two (2) minutes** per speaker, the Chair has the authority to adjust, if necessary, to equal time limits).*



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**5) ADMINISTRATIVE/MOTIONS/UPDATES:**

- a) Motion/Discussion/vote for the approval Monthly Expenditure Reports (MER's) for: May 2025. – By Anna Justice (5 Minutes)
- b) Motion/Discussion/vote for the approval Monthly Expenditure Reports (MER's) for: June 2025. – By Anna Justice (5 Minutes)
- c) Motion/Discussion/ vote for the approval of May 2025 minutes. – By Roxanne Urquiza (5 minutes)
- d) Motion/Discussion/vote to reimburse Mikayeel Khan for the cost of internet for 6 months up to \$300 (50-dollar x 6 month) – By Anna Justice (5 minutes)
- e) Motion/Discussion/vote for the approval of the Fiscal Year Administrative Packet 2025/2026 -- By Anna Justice (5 minutes)
- f) Motion/Discussion/vote for name plates for the council members who don't have them, up to 250.00. -- By Anna Justice (5 minutes)
- g) Motion/ discussion/vote for PNC to donate water and drinks for National Night Out at Foothill Division on August 6<sup>th</sup>, 2025, from 5pm to 8 pm, up to \$75.00. – By Anna Justice (5 Minutes)
- h) Motion/ discussion/vote for PNC business card for board members, up to 350.00. – By Mikayeel Khan (5 minutes)

**6) BOARD MEMBERS, COMMITTEE COMMENTS/ANNOUNCEMENTS:**

- President's Report
- Vice-president's Report
- Treasurer's Report
- Secretary's Report
- Outreach Committee
- Housing, Economic Development and Land Use Committee
- Bylaws Committee
- Arts & Culture Committee
- Public Health and Safety Committee
- Youth and Education Development Committee





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**7) ADJOURNMENT:**

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the Chairperson.

**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, assisted 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 (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org) or Board President Email: [mikayeelkhan@gmail.com](mailto:mikayeelkhan@gmail.com)

**PUBLIC POSTING OF AGENDAS** - PNC agendas are posted for public review at the following community locations and our website.

- El Nido Family Center, 11243 Glenoaks Blvd, Pacoima, CA 91331
- [www.PacoimaNC.com](http://www.PacoimaNC.com)
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at  
<http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

**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 11243 Glenoaks Boulevard, #1, Pacoima, California, at our website: [www.PacoimaNC.com](http://www.PacoimaNC.com), 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 Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org) or Board President Email: [mikayeelkhan@gmail.com](mailto:mikayeelkhan@gmail.com)

**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)

**RECONSIDERATION AND GRIEVANCE PROCESS**



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For information on the PNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the PNC Bylaws. The Bylaws are available at our Board meetings and our website [www.PacoimaNC.com](http://www.PacoimaNC.com).