

# CITY OF LOS ANGELES

CALIFORNIA



## CANOGA PARK NEIGHBORHOOD COUNCIL OFFICERS

CORINNE HO  
PRESIDENT

RON CLARY  
VICE-PRESIDENT

BILL RATNER  
SECRETARY

MICHELLE MIRANDA  
TREASURER

## CANOGA PARK NEIGHBORHOOD COUNCIL

7248 OWENSMOUTH AVE.  
CANOGA PARK, CA 91304

Website: [www.canogaparknc.org](http://www.canogaparknc.org)

### CANOGA PARK NEIGHBORHOOD COUNCIL CORRECTED BOARD MEETING MINUTES as of 22 October 2014

Wednesday, April 23, 2014 – 7:00 PM

Canoga Park Community Center  
7248 Owensmouth Avenue  
Canoga Park, CA 91303

The public is requested to fill out a “**Speaker Card**” to address the Board on any agenda item before the Board takes an action. Public comment is limited to 3 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker.

The public may comment on a specific item listed on this agenda when the Board considers that item. When the Board considers the agenda item entitled “Public Comments,” the public has the right to comment on any matter that is within the Board’s jurisdiction. In addition, the members of the public may request and receive copies without undue delay of any documents that are distributed to the Board, unless there is a specific exemption under the Public Records Act that prevents the disclosure of the record. (Govt. Code § 54957.5)

The Canoga Park Neighborhood Council (CPNC) holds its regular meetings on the 4<sup>th</sup> Wednesday of every month and may also call any additional required special meetings in accordance with its By-Laws and the Brown Act. The agenda for the regular and special meetings is posted for public review at The Canoga Park/West Hills Chamber of Commerce, 7248 Owensmouth Ave.; Canoga Park Library 20939 Sherman Way; Canoga Park Senior Center 7326 Jordan Ave.; Vallarta Supermarkets, Store #11, 21208 Sherman Way; Starbucks at the Topanga Mall, Topanga Canyon Blvd.; and, Follow Your Heart, 21825 Sherman Way, Canoga Park.

The Canoga Park Neighborhood As 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, 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 prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at (213) 978-1551 or e-mail [NCsupport@lacity.org](mailto:NCsupport@lacity.org).

***SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 dias de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 485-1360 oro e-mail NCsupport@lacity.org.***

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 7248 Owensmouth Avenue, Canoga Park, CA 91304 or at our website: [www.canogaparknc.org](http://www.canogaparknc.org) by clicking on the link provided on the Home Page, 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 CPNC Secretary at (818) 414-2700 or at [secretary@canogaparknc.org](mailto:secretary@canogaparknc.org).

## Minutes:

1. Meeting Called to Order at 7:07
2. Pledge of Allegiance led by Ron Clary
3. Opening Statement by Presiding Officer
  - a. General welcome to Board Members, Officials and Stakeholders,
  - b. The agenda for the meeting is very full as the Council addresses many resolutions before the end of the LA City Budget Year.
4. Roll Call and Declaration of Quorum:
  - a. Board Members Present: Jovan Avalos, Ron Clary, Kyra Edrington, Avi Feinstein, Corinne Ho, Jessica Irias, Terrance Jakubowski, Michelle Miranda, Mary Paterson, Bill Ratner, Paul Shafit, James Sweet, Bobbi Trantafello.
  - b. Board Members Excused: Quincy Clemons, Richardo Rodriguez
  - c. With the presence of 13 of the 13 Board Members needed; a quorum was declared present.
5. Reports from Elected Officials and City Government Representatives for which comments are limited to 3 to 5 minutes.
  - a. Lead Officer Dennis Cunningham from the Topanga Station presented the following:
    - i. Contact information: 818-756-3070
    - ii. Area of Coverage Map of Lead Officers in the Community
    - iii. Youth Program Pancake Breakfast event for Saturday, 26 April from 8AM till Noon.
    - iv. Q&A session from Board Members and Stakeholders
  - b. Chris Ramsey (Christopher.ramsey@asm.ca.gov) representing Assemblyman Matt Debabneh, 45<sup>th</sup> Assembly District presented general information to the CPNC Board:
    - i. Sacramento Update from the Assemblyman's point of view regarding several initiatives:
      - Pet Insurance, Film Tax Credit, Street Repair, etc.
    - ii. Report on Community Meeting at Boys and Girls Club,
    - iii. Outreach to community – please contact the Assemblyman's Office.
  - c. Jenny Portillo, CD#3, Councilman Blumenfield's Office made a report to the board:
    - i. Denim Day,
    - ii. Budget Review for City's Budget underway and recommendations are sought via the Councilman's Website,
    - iii. Community Clean-up Schedule for Saturday, 26 April from 8 AM till Noon in the back of Canoga Park High School,
    - iv. Q&A from Board and Stakeholders.
  - d. **LATE ENTRY:** Connie Topete, Canoga Park Library address the work done by James Sweet in "Make Your Goals Concrete", a program offered in both English and Spanish. In addition, there will a Citizen's Workshop on Saturday, May 24, from 1 to 3 PM.
  - e. **LATE ENTRY:** Zachary Zabo, California Lutheran University addressed the Board regarding CLU Master Research on West Valley Neighborhood Councils.
  - f. **LATE ENTRY:** Lee Mark addressed the poor state of trash, refuse and furniture around Canoga Park that makes the area look like a dump. It was suggested that he see Jenny Portillo while she was still at the CPNC Board Meeting to make an appeal for assistance through CD#3.
6. Board Business - Comments from the Board on subject matters within the Board's jurisdiction. Possible action on all motion and discussion (90 Minutes).
  - a. Election of CPNC Board Officers:
    - i. **Motion:** Nomination, discussion and election of 2014-2016 CPNC President
      - Call for nominations for President
      - **Motion:** To elect Corinne Ho as the 2014-2016 CPNC Board President
        - Moved by Michelle Miranda, Seconded by Mary Paterson,
        - No other nominations were made,
        - Discussion: Corinne Ho stated why she wanted to be President,
        - Vote on motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Board Position	Yes	No	Abstain	Recused	Absent	Ineligible
Jovan Avalos	Board Member	X					
Ron Clary	Vice - President	X					
Quincy Clemons	Board Member					X	
Kyra Edrington	Board Member	X					
Avi Feinstein	Board Member						X
Corinne Ho	President			X			
Jessica Iris	Board Member	X					
Terrance Jakubowski	Board Member	X					
Michelle Miranda	Treasurer	X					
Mary Paterson	Board Member	X					
Bill Ratner	Secretary	X					
Ricardo Rodriguez	Board Member					X	
Paul Shaff	Board Member						X
James Sweet	Board Member	X					
Bobbi Trantafello	Board Member	X					

- ii. **Motion:** Nomination, discussion and election of 2014-2016 CPNC Vice-President
- Call for nominations for Vice-President,
  - **Motion:** To elect Ron Clary as the 2014-2016 CPNC Board Vice-President
    - Moved by Corinne Ho, Seconded by Paul Shaff,
    - No other nominations were made,
    - Discussion: Ron Clary stated why he wanted to be Vice-President,
    - Vote on motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Board Position	Yes	No	Abstain	Recused	Absent	Ineligible
Jovan Avalos	Board Member	X					
Ron Clary	Vice - President	X					
Quincy Clemons	Board Member					X	
Kyra Edrington	Board Member	X					
Avi Feinstein	Board Member						X
Corinne Ho	President			X			
Jessica Iris	Board Member	X					
Terrance Jakubowski	Board Member	X					
Michelle Miranda	Treasurer	X					
Mary Paterson	Board Member	X					
Bill Ratner	Secretary	X					
Ricardo Rodriguez	Board Member					X	
Paul Shaff	Board Member						
James Sweet	Board Member	X					
Bobbi Trantafello	Board Member	X					

- iii. **Motion:** Nomination, discussion and election of 2014-2016 CPNC Secretary
- Call for nominations for Secretary,
  - **Motion:** To elect Bill Ratner as the 2014-2016 CPNC Board Secretary
    - Moved by Kyra Edrington, Seconded by Ron Clary,
    - No other nominations were made,
    - Discussion: None,
    - Vote on motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Board Position	Yes	No	Abstain	Recused	Absent	Ineligible
Jovan Avalos	Board Member	X					
Ron Clary	Vice - President	X					
Quincy Clemons	Board Member					X	
Kyra Edrington	Board Member	X					
Avi Feinstein	Board Member						X
Corinne Ho	President			X			
Jessica Iris	Board Member	X					
Terrance Jakubowski	Board Member	X					
Michelle Miranda	Treasurer	X					
Mary Paterson	Board Member	X					
Bill Ratner	Secretary	X					
Ricardo Rodriguez	Board Member					X	
Paul Shaff	Board Member						X
James Sweet	Board Member	X					
Bobbi Trantafello	Board Member	X					

- iv. **Motion:** Nomination, discussion and election of 2014-2016 CPNC Treasurer
- Call for nominations for Treasurer
  - **Motion:** To elect Michelle Miranda as the 2014-2016 CPNC Board Treasurer
    - Moved by James Sweet, Seconded by Bill Ratner,

- No other nominations were made,
- Discussion: None,
- Vote on motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Joan Avalos	Ron Clary	Quincy Clemons	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shaff	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- b. **MOTION:** Discussion and possible approval regarding Monthly Expenditures for February 2014
- i. Expenditure Worksheet Available at CPNC Board Meeting
  - ii. Moved by Ron Clary, Seconded by Kyra Edrington,
  - iii. Discussion: None
  - iv. Vote on Motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Joan Avalos	Ron Clary	Quincy Clemons	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shaff	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- c. **MOTION:** Discussion and possible approval regarding Monthly Expenditures for March 2014
- i. Expenditure Worksheet Available at CPNC Board Meeting
  - ii. Moved by Ron Clary, Seconded by Kyra Edrington,
  - iii. Discussion: None
  - iv. Vote on Motion: 11 Yes, 0 No, 0 Abstentions; Motion passed.

Board Member Name	Joan Avalos	Ron Clary	Quincy Clemons	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shaff	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X							X			

- d. **MOTION:** Discussion and possible approval of revised Annual 2013-2014 budget to accommodate projected year end expenditures. (see Revised Budget attachment at meeting)
- i. From / To Amounts

From	Amount	To
------	--------	----

ELECTION	\$1,240.12	NPG
Community Improvement Projects	\$ 180.00	NPG
Community Improvement Projects	\$ 820.00	Outreach

**Total \$2,240.12**

- ii. Moved by Mary Paterson, Seconded by Jessica Irias,
- iii. Discussion: Funds needed to be transferred to support NPGs and Outreach from accounts where there were sufficient funds.
- iv. Vote on Motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Jovan Avalos	Ron Clary	Quincy Clemens	Kyra Edgington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shalit	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- e. **MOTION:** Discussion and possible action for approval of funds in the amount of \$1,420.00 to Living Stones in support of Summer Sports Clinic (Budget Line Item: 400:NPG)
  - i. Recommended by Executive Committee
  - ii. Jovan Avalos recused himself from the meeting and left the Community Center Building at 7:32 PM.
  - iii. Moved by Ron Clary, Seconded by James Sweet,
  - iv. Discussion:
    - Presentation by Josh Howard from Living Stones Community Church on the need in the community for support for this event to address needs of children
    - Q&A Session regarding program
  - v. Motion was withdrawn by Ron Clary.
  - vi. Jovan Avalos rejoined the Board Meeting at 7:46 PM.
- f. **MOTION:** Discussion and possible action for approval of funds in the amount of \$200 in support of VANC Mixer held at CBS Studios, Studio City on April 10, 2014. (Budget Line Item: 200:EVE)
  - i. Recommended by Executive Committee
  - ii. Moved by Jessica Irias, Seconded by Bobbi Trantafello,
  - iii. Discussion: None
  - iv. Vote on Motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Jovan Avalos	Ron Clary	Quincy Clemens	Kyra Edgington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shalit	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- g. **MOTION:** Discussion and possible action for approval of funds in the amount of \$500 in support of the annual Symposium conducted by ONE Generation in Reseda (8 AM to 4 PM; May 17, 2014). (Budget Line Item: 400:NPG)
  - i. Recommended by Executive Committee

- ii. Presentation by One Generation
- iii. Moved by Ron Clary, Seconded by Jessica Irias,
- iv. Discussion:
  - Garth Carlson, who is coordinating the Senior Event at One Generation made a presentation to the Board regarding the need for this annual program that draws support from other NCs in the immediate area in addressing Senior issues. A booth will be provided to the CPNC for outreach at this event,
  - Q&A Session ensued from Board and Stakeholders,
- v. Vote on Motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Jovan Avalos	Ron Clary	Quincy Clemons	Kyra Edgington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shaffit	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- h. **MOTION:** Discussion and possible action for approval of funds in the amount of \$530.26 for the CPNC St. Patrick's Day Event held on March 16, 2014 for the following items: (Budget Line Item: 200:EVE)

- i. List of items sought comprising the \$530.26:
  - \$200.00 SIV Inc. / Tourparts (Sound System rental)
  - \$155.00 Primetime Cuisine (food for volunteers)
  - \$158.59 AA Rentals (rental of tables and chairs)
  - \$ 16.08 Office Depot (printing of event flyers)
- ii. Recommended by the Budget and Executive Committees
- iii. Moved by Kyra Edgington, Seconded by Jessica Irias,
- iv. Discussion: This list completed the expenses related to the event already held,
- v. Vote on Motion: 10Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Jovan Avalos	Ron Clary	Quincy Clemons	Kyra Edgington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shaffit	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- i. **MOTION:** Discussion and possible action for approval of funds in the amount of \$55.08 for the CPNC Elections held on March 16, 2014 for the following items: (Budget Line Item: 500:ELE)
  - i. List of items sought comprising the \$55.08:
    - \$43.07 Smart and Final (refreshments)
    - \$12.01 Ralphs – (refreshments)
  - ii. Recommended by the Budget and Executive Committees
  - iii. Moved by James Sweet, Seconded by Bill Ratner,
  - iv. Discussion: This list completed the expenses related to the event already held,



- v. Vote on Motion: 11 Yes, 0 No, 0 Abstentions; Motion passed.

Board Member Name	Jovan Avalos	Ron Clary	Quincy Clemens	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shafit	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- j. **MOTION:** Discussion and possible action for the approval of funds in the amount of \$78.48 for JK Graphics for a banner that was created for the CPNC in October of 2013 for the Dia de Los Muertos event. (Budget Line Item: 400: NPG)
- Recommended by Budget and Executive Committees
  - Moved by James Sweet, Seconded by Mary Paterson,
  - Discussion: This list completed the expenses related to the event already held,
  - Vote on Motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Jovan Avalos	Ron Clary	Quincy Clemens	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shafit	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- k. **MOTION:** Discussion and possible approval of funds in the amount of \$1511.56 for CPNC marketing material to include the following: (Budget line item: 200:ADV)
- List of items sought comprising the \$1,511.56:
    - \$696.40 for Ace Exhibits (for 1 Canopy)
    - \$340.00 for Custom Banner Lab (2 custom Table Clothes)
    - \$234.35 for two 8' Folding Tables, Home Depot
    - \$240.81 for Displays2go (for Sandwich Board Signage)
  - Recommended by Budget and Executive Committees
  - Moved by James Sweet, Seconded by Mary Paterson,
  - Discussion: This list completed the expenses to conducting better community outreach and items will be inventoried when purchased. Storage place was discussed.
  - Vote on Motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Jovan Avalos	Ron Clary	Quincy Clemons	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Iritag	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shafft	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

1. **MOTION:** Discussion and possible approval of \$1,500 San Fernando Valley Youth Chorus Art and Song Summer Camp to be held in the summer of 2014. (Budget Line Item: 400:NPG)
  - i. Recommended by the Budget and Executive Committees
  - ii. Moved by Ron Clary, Seconded by Michelle Miranda,
  - iii. Discussion:
    - Presentation by Carolyn Ticktin on the needs for the community that will be satisfied by the proposed 9 day sessions in the Summer,
    - Q&A Session ensued regarding program musical content, number of children in program, etc.
  - iv. Vote on Motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.

Board Member Name	Jovan Avalos	Ron Clary	Quincy Clemons	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Iritag	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shafft	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X	X		X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- m. **MOTION:** Discussion and possible approval of \$2,000 for Summer Arts Program organized by Full Vision Arts during the summer of 2014 within the Canoga Park Community. (Budget Line Item: 400:NPG)
  - i. Recommended by the Budget and Executive Committees
  - ii. Moved by Ron Clary, Seconded by Michelle Miranda,
  - iii. Discussion:
    - Presentation by Tony Spire the program's director on the needs for the community that will be satisfied by the proposed program
    - Q&A Session addressed place of program, conflicts with LASUD schedule and audition process and its impact on children.
  - iv. Vote on Motion: 10 Yes, 0 No, 1 Abstentions; Motion passed.



Board Member Name	Jovan Avalos	Ron Clary	Quincy Clemens	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shalft	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X							X			

- n. **MOTION:** Discussion and possible approval of a Zone Variance to allow the remodel of an existing light industrial/warehouse building located at 20953 Osborne St. (ZA-2014-548-ZV) by its owners who are seeking to modify building for use as an indoor basketball court within the [Q]MR2-1 Zone. Proposed hours of operation would be 8 am to 12 am Monday through Saturday, and 10 am to 4 pm on Sunday.
- Recommended by Land Use Committee
  - Presentation by Requester's Representative
  - Moved by Jovan Avalos, Seconded by Michelle Miranda,
  - Discussion:
    - Presentation by Jo Bernstein from Rosenheim & Associates on behalf of the applicant on the needs for the community that will be satisfied by the proposed variance.
    - Public Comments were made by Brad Barnes regarding variance requested in the form of questions.
    - Q&A Session addressed place of program, availability to the youth of the community, sports program, lighting and accessibility, etc.

- v. Vote on Motion: 9 Yes, 1 No, 1 Abstentions; Motion passed.

Board Member Name	Jovan Avalos	Ron Clary	Quincy Clemens	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shalft	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X		X	X	X			X	X
No								X							
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- o. **MOTION:** Discussion and possible approval of the creation of next Blitz Program Ad Hoc Committee to coordinate "Clean-Up" activities within Canoga Park and the appointment of Ad Hoc Committee Chair.
- Nominations call for Chair of AD Committee
  - Motion to approve committee and appoint Corinne Ho as Ad Hoc Committee Chair,
  - Moved by Bill Ratner, Seconded by James Sweet
  - Discussion: None.
  - Vote on motion: 10 Yes, 0 No, 1 Abstentions

Board Member Name	Jovan Avolos	Ron Clary	Quincy Clemens	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Iria	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shafit	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- p. **MOTION:** Discussion and possible approval of Beautification Projects for Canoga Park utilizing the funds set aside in June of 2013. See List of Projects below and amounts identified below:
- Project List Provided.
  - Moved by Bill Ratner, Seconded by James Sweet
  - Discussion: The BBS liaison to review the list provided was reviewed as well as the maxing out of the \$45,000 funds remaining.
  - Vote on motion: 10 Yes, 0 No, 1 Abstentions.

Board Member Name	Jovan Avolos	Ron Clary	Quincy Clemens	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Iria	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shafit	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- q. **MOTION:** Discussion and possible approval of an AD HOC Nominating Committee to process applications to fill vacant CPNC Board Seats. The Nominating Committee to be Chaired by Kyra Edrington and members of the committee will be Paul Shafit, Terrance Jakubowski, Bobbie Trantafello.
- Recommended by the Executive Committee
  - Moved by James Sweet, Seconded by Bill Ratner
  - Discussion: Nominating committee would establish their own meeting place and conduct interviews and make recommendations on filling open seats on the CPNC.
  - Vote on motion: 10 Yes, 0 No, 1 Abstentions

Board Member Name	Jovan Avolos	Ron Clary	Quincy Clemens	Kyra Edrington	Avi Feinstein	Corinne Ho	Jessica Iria	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shafit	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

- r. **MOTION:** Discussion and possible approval of James Sweet as the Chair of the Outreach Committee.
- Moved by Michelle Miranda, Seconded by Ron Clary

- ii. Discussion: James Sweet explained what were his objectives in chairing the committee
- iii. Vote on motion: 10 Yes, 0 No, 1 Abstentions

Board Member Name	Jovan Avalos	Ron Clay	Quincy Clemens	Kyra Edgington	Avi Feinstein	Corinne Ho	Jessica Irias	Terrance Jakubowski	Michelle Miranda	Mary Paterson	Bill Ratner	Ricardo Rodriguez	Paul Shaff	James Sweet	Bobbi Trantafello
Board Position	Board Member	Vice - President	Board Member	Board Member	Board Member	President	Board Member	Board Member	Treasurer	Board Member	Secretary	Board Member	Board Member	Board Member	Board Member
Yes	X	X		X			X	X	X	X	X			X	X
No															
Abstain						X									
Recused															
Absent			X									X			
Ineligible					X								X		

7. Committee Reports – consideration by the Board of the reports and recommendations from its committees and officers, including possible action by the Board implementing the report or recommendation, possible determination by the Board of the Neighborhood Council’s position on a report or recommendation, and recommendation regarding communications of the position to the appropriate government body.

a. Standing Committees (In B-Laws Order)

- i. Youth Advocacy: None
- ii. Development and Zoning (Land Use)
  - Santa Susanna Field Clean-up Status Update
    - NASA, Rocketdyne and other organizations are scheduled to remove millions of cubic yards of contaminated dirt by putting it in trucks that will use Roscoe Blvd and exit toward the 118 or 101 freeways. At the very least we should invite representatives to speak at a Town Hall Meeting to just inform the neighborhood of what’s going on in layman’s terms.

iii. Senior Advocacy: None

iv. Education: None

v. Grievance: None

vi. Executive: None

vii. Outreach: None

viii. Public Safety and Emergency Services:

- The Emergency Preparedness Town Hall is tentatively scheduled at the Madrid Theatre for Thursday, October 9<sup>th</sup>, 6-10 pm. Mark your calendars.
- CPNC PSEPC is looking into hosting Teen CERT training. Date and information forthcoming.

ix. Ad Hoc

- Blitz: None
- Beautification:
  - Have itemized areas that need assistance. We are awaiting Bureau of Street Services to cost out list provided.
- Nominating: None.

x. VANC: None

xi. Budget Representatives

- Passed out to each Board Member their copy of the Mayor’s Budget for review
- Review process is not defined by Budget Advocates
- Will review in May’s CPNC Meeting

b. Officers:

i. President

- Made general comments about where the CPNC was going with its current deadlines, Strategic Plan, Operations including website and communications with the CPNC’s new phone number (818) 856-1060 and work to complete a draft set Standing Rules to review at the next meeting.
- The Nominating Ad Hoc as a large job in filling unfilled Board Seats and will need everyone’s assistance in getting qualified and “best fit” applicants through the nomination process.

- ii. Vice President
    - No Comments.
  - iii. Secretary
    - CPNC Board members are reminded to turn in their Committee and Announcement forms to ensure that their inputs will be properly reflected in the minutes
    - Changes to Board Member information can be submitted through e-mail between meetings. This will be especially helpful when there is a change in Ethics and Financial Courses. CPNC Board members were reminded that there are expiration dates listed on DONE for their Ethics and Financial Training certification.
  - iv. Treasurer
    - Reviewed the hard copy of materials used throughout the meeting
    - No more Neighborhood Purpose Grants (NPGs) will be accepted for the Fiscal Year. Only P-Card allowable expenses can be considered at May's 2014 meeting.
    - We have \$9,101.24 left under this Fiscal year
    - Status on previously approved funds – according to DONE was presented but not individually reviewed.
8. Comment on Board Member's own activities/Brief Announcements
- a. Michelle Miranda
    - i. YouthBuild received the JP Morgan Chase grant supporting the New Skills at Work Initiative. IN the Fall, YouthBuild will start their healthcare Career Pathway.
    - ii. YouthBuild Students from Canoga Park marched the streets of downtown LA and marched to City AHI where Gilbert Felix, Youthbuild Policy Council Member spoke on the Steps to a crowd of over 500 people. He shared about going from Homeless to Hopeful.
  - b. James Sweet
    - i. Money Matters – Financial Workshop
      - On May 3<sup>rd</sup> at 1:00 PM at the Canoga Park Public Library, I will be conducting a workshop concerning setting financial goals and how to achieve them. This workshop is the 2<sup>nd</sup> in a series of 6. It is part of the Money Matters Public Library Series
  - c. Jessica Irias
    - i. “Ya es hora Ciudadania” this Saturday, 26 April at Francis Polytechnic High School. Events start at 9 AM and go to noon at 12431 Roscoe Blvd, Sun Valley, CA 91452. You can volunteer if you like. We will be having one at the Canoga Park Library with Connie. A date has not been set yet but it might be May 24, 2014. Gemma Jimence from Senator Alex Padilla and Connie will let us know.
9. Future Agenda Items and other Calendar Events
- a. Picture Night as part of Outreach
  - b. Prescription Glasses for Kids
  - c. CIP and the Float for Memorial Day Parade.
10. Wednesday, May 28, 2014 at 7:00 PM—Next general meeting; and, Tuesday, May 13 will be the date for the next Joint Board, Budget and Executive Committee Meeting.
11. Adjournment by acclamation at 9:33 PM.

#### **PROCESS FOR RECONSIDERATION in accordance with Article VIII Meetings, Section 4 of the current CPNC By-Laws:**

“The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular Neighborhood Council meeting. The Board, on either of these two (2) days, shall: (1) make a Motion to Reconsider and, if approved, (2) hear the matter and take an action. If the Motion to Reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) a Motion to Reconsider the described matter and (2) a [Proposed] Action, should the Motion to Reconsider be approved. A motion for reconsideration can only be made by a Representative who has previously voted on the prevailing side of the original action taken. If a motion for reconsideration is not made on the date the action was taken, then a Representative on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.”

#### **PROCESS FOR FILING A GRIEVANCE in accordance with Article XI Grievance process of the current CPNC By-Laws:**

“A. **Process.** Any person or group adversely affected by the decisions or policy of the CPNC may file a written grievance with the Board. Within ten (10) working days, the Board shall then refer the matter to the grievance committee, who shall have ten (10) working days to meet with the person submitting the grievance and to discuss ways in which the matter may be resolved. The committee shall prepare a written report for the Board outlining their recommendations for resolving the grievance. The Board must then address the report at the next regular or special meeting.

“B. **Appeal.** In the event that a grievance cannot be resolved through this grievance process, the matter may be referred to the Department for consideration or dispute resolution in accordance with the Plan.

“C. **Matters which can be grieved.** The formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be discussed at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g. the Board's failure to follow these bylaws or its Standing Rules.”

#### **BROWN ACT REVISION AND LANGUAGE IN THE BYLAWS**

The City Attorney wishes to bring to your attention a recent amendment to the Brown Act\* that takes effect on July 1, 2008, and impacts the wording of board agendas and also impacts how the records, which are reviewed by board members in anticipation of a meeting, are to be made available to the public. This information is intended to provide you with guidance in preparing the agendas for the Neighborhood Councils.

The pertinent amendment is contained in Government Code section 54957.5 paragraph (b) reads as follows:

"(b) (1) If a writing that is a public record under subdivision (a), and that relates to an agenda item for an open session of a regular meeting of the legislative body of a local agency, is distributed less than 72 hours prior to that meeting, the writing shall be made available for public inspection pursuant to paragraph (2) at the time the writing is distributed to all, or a majority of all, of the members of the body.

(2) A local agency shall make any writing described in paragraph (1) available for public inspection at a public office or location that the agency shall designate for this purpose. Each local agency shall list the address of this office or location on the agendas for all meetings of the legislative body of that agency. The local agency also may post the writing on the local agency's Internet Web site in a position and manner that makes it clear that the writing relates to an agenda item for an upcoming meeting.

(3) This subdivision shall become operative on July 1, 2008."

Typically, board members receive an agenda and written materials to review in advance of a meeting (the "agenda packet"). Government Code section 54957.5 clarifies that once the writings or agenda packet are delivered to a majority of the members on the board, the records, unless specifically protected from disclosure by the Public Records Act, must be made immediately available upon request. If written materials are submitted to the board after the posting of the agenda, then the agency shall designate a location (and an optional website link) where the public may view the records.

Therefore, Neighborhood Councils should provide for easy access to the records by making them available on the website in addition to a physical location. It will be important to insure that upon distribution of the agenda packet to a majority or all of the board members, the documents are promptly placed in the correct location and posted on the website.