



**Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 PM, Wednesday, January 25, 2017
Canoga Park Community Center
7248 Owensmouth Ave, Canoga Park, CA 91304**



Canoga Park Neighborhood Council Board of Directors

President
Corinne Ho

Home/Condo Owners Rep.

Vice President
Saaliha Khan
At-Large Rep.

Secretary
Terrance Jakubowski
At-Large Rep.

Treasurer
Carey Carney-Martinez
Residential Renters Rep.

Vacant
Youth Group Rep.

Usman Khan
Youth Group Rep.

Ron Clary
Senior Group Rep.

Vacant
Senior Group Rep

Vacant
Residential Renters Rep.

Quincy Clemons
Residential Renters Rep.

Vacant
Residential Renters Rep.

Brooke Mason
Residential Renters Rep.

Kendra Kimball
Home/Condo Owners Rep.

Vacant Home/Condo
Owners Rep.

Vacant
Retail/Service Business Rep.

John Parker
Retail/Service Business Rep.

Bobbi Trantafello
Retail/Service Business Rep.

Stuart Vaughn
Retail/Service Business Rep.

Michelle Miranda
Community Service Org. Rep

Vincent Neill
Community Based Org. Rep.

Mary Paterson
Community Based Org. Rep.

Martin Furtak
Faith Based Org. Rep.

Jessica Irias
School Representative

Kyra Edington
At-Large Rep.

Rhonda Spires
At-Large Rep.

I. Welcoming Remarks – Corinne Ho, President

- a. Called to Order at 7:07 PM and Pledge of Allegiance led by Corinne Ho, President.
- b. Board Roll Call

Board Members Present: Ron Clary, Quincy Clemons, Martin Furtak, Corinne Ho, Jessica Irias, Terrance Jakubowski, Saaliha Khan, Kendra Kimball, Carey Martinez, Brooke Mason, Vincent Neill, John Parker, Mary Paterson, Rhonda Spires, Bobbi Trantafello, Stuart Vaughn

Board Members Late: Kyra Edington, Michelle Miranda,

Board Members Absent: Usman Khan

With 14 members declared present at 7:09 PM, a quorum was declared.

NOTES

1. 3 former members of the Board: Yesenia Cardenas, Maximo Guerrero, and Liliana Lozano were removed from the board by DoNE on January 13, 2017 because they had not completed the Code of Conduct after January 1, 2016. Those seats (Youth Group Rep (1), Residential Renter Rep (2) have been declared vacant.
2. Stuart Vaughn is not eligible to vote on financial matters, as his Ethics Certification expired on 11/19/2016. Stuart has been informed.

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 4th Wednesday of every month and may also call any additional required special meetings in accordance with its By-Laws, Department of Neighborhood Empowerment Policies and Procedures and the latest changes to the Brown Act. The agenda for the regular and special meetings is physically posted for public review at The Canoga Park/West Hills Chamber of Commerce, 7248 Owensmouth Ave. and Canoga Park Library 20939 Sherman Way, Canoga Park.; on the CPNC Website at www.canogaparknc.org and using the CPNC e-mail listing.

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.

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 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.



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II. General Public Comment on Non-Agenda Items:

1. Don Evans spoke on the lack of affordable housing in new apartment construction in Canoga Park. Stated that families with a net income below \$100,000 cannot afford "market rate" rents and that the median household income for Canoga park in \$60,000. While he is in favor of apartment construction, he is opposed to excessive rents and would like to see one-third of all apartment construction be identified as "low-income" housing, not the current mandated 10%.
2. Brian Olson of 8 One 8 Brewing company introduced himself to the Board. He claims to be Canoga Park's first "nano-brewery" and expects to have business in front of the Board soon.
3. Brad Barnes of Exposed stated that he hired an unnamed board member to serve as a manager, and that this person "stole" or "embezzled" \$9,000. He stated his objection to the person still being on the board.
4. Tess Reyes Dunn spoke of the Valley Earthquake Preparedness Fair that will be held on October 8, 2017 and stated that she will be submitting an NPG for \$850 in support of the event.
5. Abby Lynn from Canoga Park Elementary School invited people to a "job fair" that will be held on February 3, 2017 from 8:00 – 11:00 am at the school; and would welcome anyone who can speak to a group of 3-5 graders about their job.
6. Gilbert Vasquez from Family Source Center Canoga Park informed the Board and public of several services provided by his organization: (a) free tax preparation services for low income persons with CSUN Vita, (b) a cash for college event on February 2, and (c) a trip for prospective college students to visit CSU Channel Islands, UC Santa Barbara, and Santa Barbara City College.
7. Dichele and Sarah from AmeriCorps Vista with ACE introduced the VISTA program.
8. Angel Orellana spoke on the need for community activism in the areas of homelessness, immigration, and Latino rights.

III. Community/Government Reports & Announcements

1. LAPD SLO Jose Moreno of the Topanga Division – Reported that violent crime is down but property crime is up in Canoga Park. He advised people not to leave valuable visible in cars. He stated that it is LAPD's policy not to inquire about a person's immigration status and that there will be an immigration forum at the Van Nuys City Hall on February 22. If there is local interest, he is willing to organize a similar forum in Canoga Park.
2. Kathleen Quinn from DoNE spoke on the removal of 3 Board members for not completing the Code of Conduct Certification, and the importance that the board follows all the rules/regulations. She stated that the Board will need to go through a workplace violence training. She is headquartered at Van Nuys City Hall and her contact information is kathleen.quinn@lacity.org and 818-374-9898.

IV. Presentations:

1. Lisa Selan and Yolanda Aldaz from the DC Collective and the United Cannabis Business Alliance (UCBA) spoke on Measures M and N on the March 2017 Ballot. They stated that there are 10 Prop D compliance medical marijuana dispensaries in Council District 3. A California law enacted in 2016 requires that all businesses have some form of license. Measure M will allow the City of Los Angeles to issue business licenses to marijuana dispensaries. The first dispensaries to receive these licenses will be those identified as Prop D compliant. Only medical marijuana



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- dispensaries will be licensed until January 1, 2018. There will be fines of \$20,000/day for the operation of an unlicensed (“illegal”) cannabis related business. The UCBA were the authors of Measure N, but are now advocating a “no” vote, as they are satisfied with Measure M.
2. Joslyn Treece from LA2024 presented an overview of the bid for Los Angeles to host the 2024 Summer Olympic Games. The bid maximizes the use of existing facilities and infrastructure.
3. Larry Green and Nicholas Rumanes from Westfield Promenade 2035 presented their plan for the property between Topanga Canyon Blvd, Owensmouth Ave., Erwin St., and Oxnard St. The plan is to remove the existing building and create a mixed use (residential, retail, business, recreation) area. Mr. Green stated that the Westfield Promenade 2035 meets or exceeded all the stipulations of the Warner Center Strategic Plan. When asked about the new residential units, Mr. Green stated that there will be a variety of sized, from studio to multi-bedroom apartments and that rents will be “market rates”.

V. Executive Board Reports

1. President’s Report
 - a. Corinne Ho reported that *Nation Builder*, the email/communication system selected by DoNE for use by the neighborhood councils had been “compromised” by someone on the CPNC. (It had been used for personal rather than board business) Corinne asked each board member present “Have you used *Nation Builder* for personal use?” All members present responded “No.”
 - b. There is a need for a CPNC “retreat” to go over strategic planning and other training items. Kendra Kimball and Saaliha Khan will lead the planning committee.
 - c. Reminder of Municipal Election on Tuesday, March 7.
 - d. There will be a forum to discuss Measure S, regarding rules and regulations related to development, that will appear on the March 7 ballot. The forum will take the form of a panel discussion when 2 people in favor of the measure and 2 opposed, will present their sides and answer questions. The forum will take place February 7, 2017 at El Camino Real Charter High School.
2. Treasurer’s Report - Motion to approve and adopt the MERs for October, November and December 2016. Moved by Mary Paterson, seconded by Jessica Irias. Carey Martinez stated that the October 2016 MER had already been approved, and asked for an amended motion approve and adopt the MERs for November and December 2016. Moved by Saaliha Khan, seconded by Kyra Edrington. Voice Vote to amend the original motion: Yes: 15, No: 0, Abstain: 0, Recusal: 0 Ineligible: 1, Absent 3. **Motion to Amend Passed**. Roll Call Vote on the amended motion: Yes: 14, No: 1, Abstain: 0, Recusal: 0 Ineligible: 1, Absent: 3. **Amended Motion Passed**
3. Secretary’s Report Motion to approve the minutes from the October 26, 2016 and November 30 2016 Board Meetings. Moved by Jessica Irias, seconded by Saaliha Khan. Voice Vote: Yes: 16, No: 0, Abstain: 0, Recusal: 0 Ineligible: 0, Absent: 3. **Motion Passed**

VI. Motions

1. Discussion for approval of Case Number APCS - 2016-3934-ZC-DB filed by Armin Gharai of 7043 JORDAN, LLC, concerning proposed multi-family dwelling located at 7043 N. Jordan Ave. Request is for recommendation of a zone change and density bonus to allow the zone change from (T)(Q) R3-1-RIO to (T)(Q) R3-1-RIO and APCS-2014-3561-ZC. Construction of a 33 unit



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multi family dwelling. Twenty-four (24) units by right and nine (9) units by density bonus with three (3) of the units being affordable housing. (The CPNC Land Use Committee recommends approval of this project with the stipulation that there can be no tenant use of roof area). As a representative of 7043 JORDAN, LLC was not present, due to a potential misunderstanding that this item would be discussed at the February 22, 2017 Board Meeting, **Motion Tabled/Continued.**

2. Discussion for approval of Case Numbers DIR-2016-4562 and DIR-2016-4562 filed by David Kim, concerning proposed mixed-use project located at 21121 W. Vanowen St. Request is for Specific Plan Project Compliance for this mixed-use project. As Mr. Kim was informed that this item would be discussed at the February 22, 2017 Board Meeting, **Motion Tabled/Continued.**

Vii. Board Member Comments/Announcements

1. Michelle Miranda reported that her students at YouthBuild surveyed Canoga Park and identified 12 locations for street/sidewalk repair. The list, with pictures, was presented to Board President Corinne Ho to be sent to the city for action.
2. John Parker invited all board members to the next land use meeting on February 15.
3. Ron Clary announced that he is planning on having a Standing Rules Committee meeting in February. Details forthcoming.
4. Brooke Mason reported new graffiti at the intersection of Topanga Canyon Blvd. and Gault St.
5. Mary Paterson reported that there will be a door-knocking campaign for the LA311 ap on Saturday, January 28, with participants gathering at the Farmer's Market. Mayor Garcetti is expected to attend. Mary also invited board members to the Public Safety Committee meeting on February 23.
6. Jessica Irias encouraged all board members to participate in *Civic University* training.
7. Martin Furtak provided an update in the April 23, 2017 *CPNC JustServe* project painting fire hydrants in Canoga Park. Goal id for 200-300 participants. Organizations that have committed support include: LAPD, LA City FD, DWP, Home Depot, and Councilmember Bluemfield's Office. Persons with questions can contact Martin at 818-371-5184.
8. Corinne Ho thanks Quincy Clemons for setting up the room. Corinne also informed the board that representatives from CPNC and Main Street Canoga Park met with Council District 3 staff discuss public safety
9. Saaliha Khan solicited board members for prospective date for the CPNC retreat. Will send a Doodle request for dates in February. She also issued a certificate of appreciation from the Northeast Valley Health Corporation to the CPNC for supporting the NEVHC toy give-away in December 2016.

VIII. February Meeting Dates:

1. CPNC Executive/Budget Committee: February 20, 2017 at 6:30 PM
2. Land Use Committee: February 15, 2017 at 6:30 PM
3. CPNC General Board Meeting: February 22 at 7:00 PM

IXI. Adjournment: Motion to Adjourn at 9:10 pm by Quincy Clemons, Seconded by Michelle Miranda.



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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."



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Board Vote on Motions

CPNC Board Member Roll Call In Last Alphabetical Order for:		Voting Privileges on Financial Issues	January 25, 2017			Comments	Voting Recap				
			Present	Absent	Excused		Approval of November 2016 and December 2016 MERs				
Ron	Clary	Yes	X				Y				
Quincy	Clemons	Yes	X				Y				
Kyra	Edrington	Yes	X		Arrived 7:25 pm		Y				
Martin	Furtak	Yes	X				N				
Corinne	Ho	Yes	X				Y				
Jessica	Irias	Yes	X				Y				
Terrance	Jakubowski	Yes	X				Y				
Saaliha	Khan	Yes	X				Y				
Usman	Khan	Yes		X			AB				
Kendra	Kimball	Yes	X				Y				
Carey	Martinez	Yes	X				Y				
Brooke	Mason	Yes	X				Y				
Michelle	Miranda	Yes	X		Arrived 7:32 pm		Y				
Vincent	Neill	Yes		X			AB				
John	Parker	Yes	X				Y				
Mary	Paterson	Yes	X				Y				
Rhonda	Spires	Yes	X				Y				
Bobbi	Trantafello	Yes		X			AB				
Stuart	Vaughan	No	X				I				
Yes (Y)							14				
No (N)							1				
Abstain (A)							0				
Recuse (R)							0				
Ineligible (I)							1				
Absent (AB)							3				
Pass/Fail							P				
Quorum = 13			16	1	2	Quorum = 13	15				



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