



**Regular Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 PM, Wednesday, June 28, 2017
Canoga Park Community Center
7248 Owensmouth Ave, Canoga Park, CA 91303**



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
Home/Condo Owners Rep.
- Maximo Guerrero**
Youth Group Rep.
- Vacant**
Youth Group Rep.
- Ron Clary**
Senior Group Rep.
- Vacant**
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- Quincy Clemons**
Residential Renters Rep.
- Brooke Mason**
Residential Renters Rep.
- Angel Orellano**
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- Kendra Kimball**
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- Vincent Neill**
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- Mary Paterson**
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- Martin Furtak**
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- Jessica Irias**
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- Kyra Edington**
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- Rhonda Spires**
At-Large Rep.

I. Welcoming Remarks – Corinne Ho, President

a. Called to Order at 7:05 PM and Pledge of Allegiance led by Corinne Ho, President. There were short opening remarks on the purpose of the Canoga Park Neighborhood Council, reference to the website (www.canogaparkNC.org) and a description of the CPNC boundaries.

b. Board Roll Call

Board Members Present: Quincy Clemons, Kyra Edington, Don Evans, Corinne Ho, Maximo Guerrero, Terrance Jakubowski, Brooke Mason, Mary Paterson, Rhonda Spires, Bobbi Trantafello.

Board Members Late: Ron Clary, Jessica Irias, Saaliha Khan, Michelle Miranda, Angel Orellano

Board Members Absent: Martin Furtak, Kendra Kimball, Carey Martinez, Vincent Neill, John Parker, Stuart Vaughn

With 13 members declared present at 7:19 PM, a quorum was declared.

Notes

1. Usman Khan resigned from the CPNC, effective with the June 28, 2017 Meeting
2. Maximo Guerrero informed the CPNC that he is eligible to vote on the approval of MERs, as no money is being approved for expenditures

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. Community/Government Reports & Announcements

1. LAPD Senior Lead Officer Duc Dao – Referenced to 3 upcoming events: (1) Independence Day Fireworks Display at Warner Center on July 4 – this year barricades will be set up and LAPD will be inspecting bags of persons entering area. (2) Night Out at Guadalupe Center on April 7, (3) Night Lights Program Started June 28 at Lanark Park. Activities will occur from 6:00 pm until midnight. 2 LAPD officers will be at the park during program. Bike theft is on the rise throughout the San Fernando Valley. Officer Dao encouraged people to invest in (and use) a heavy-duty bike lock. Summary of Topanga Division crime statistical for year-to-date 2017 compared with same time period in 2016: (a) robbery is down 5.2% from 152 to 145; (b) assault is down 12% (20 fewer incidents); (c) burglary is down 12% from 468 to 411, encourage a “5 in 1” mini-neighborhood watch program (residence on left, right, and 3 across street; and (d) grand theft auto is up 8%, Officer Dao encouraged people to invest in (and use) a steering wheel locking device. Officer Dao also spoke on ways to prevent theft of personal property, from not leaving personal items unattended in shopping carts to activating tracking devices in electronics.
2. Janet Risch, Adult Literacy Coordinator from the Platt Library spoke on some of the summer programs at the Platt Library, children’s literature on Wednesdays at 3:00 pm, teen literature on Thursdays at 3:00 pm, conversational English for non-English-speaking adults, and a free online diploma program for adults (lapl.org/diploma). Similar programs should be occurring at all LAPL branches.
3. Gibson Indupa from EmpowerLA – Encouraged everyone to review the Strategic plan for 2017-18, advised the council to ensure that treasurers and second signers stay up-to-date on training, explained that funding requests will now be handled through the City Clerk’s Office, and congratulated CPNC on the 15th anniversary of the founding of the council. Board Member Ron Clary shared that the CPNC was one of the initial neighborhood councils and that Bobbi Trantafello and he were charter members. A former CPNC board member, Miguel Santiago, now a member of the California State Assembly, prepared certificates of recognition for the CPNC and President Corinne Ho. These certificates were read by Ron Clary.

III. General Public Comment on Non-Agenda Items:

1. Robert Lanz from Giving Music spoke on the benefits of music for seniors. Group provides music for seniors at Canoga Park Senior Center. Submitted an NPG for \$1005.

IV. Presentations:

1. Douglas Kaback and David Boyns from California State University Northridge’s (CSUN) Institute for Community Health and Wellbeing presented on 3 of their programs: (1) Neighborhood Partners in Action – Champions for Change helps start and maintain gardens at schools to encourage healthy living; (2) Grandparents as Parents – provides resources and support for older people serving in the role of parents; (3) Bridge to the Future – helping to integrate CSUN into Canoga Park. Introduced Alan Hernandez, Isys Martinez, Citali Padilla, and Burry Bernal, four Canoga Park High School gradated who were part of the first Bridge to the Future graduating class who will be attending CSUN in the fall.



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2. Certificates of recognition from Mayor Eric Garcetti and Councilmember Bob Blumenfield were presented to Canoga Park High School students for their assistance in the 2015 All-American City Event and 2016 CPNC election.
3. Violence in Workplace Training was postponed as trainer was not present.

V. Executive Board Reports

1. Secretary's Report. Motion to approve the Minutes from the March 22, 2017, April 26, 2017, and May 24 Board Meetings. Moved by Maximo Guerrero, seconded by Michelle Miranda. Bobbi Trantafello requested that the March 22, 2017 Minutes be amended to reflect that she was present. Voice Vote: Yes: 15, No: 0, Abstain: 0, Recusal: 0, Ineligible: 0, Absent: 6. **Motion Passed**
2. Treasurer's Report - Motion to approve the CPNC Monthly Expenditures reports for May 2017. Moved by Ron Clary, seconded by Quincy Clemons. Roll Call Vote: Yes: 10, No: 0, Abstain: 2, Recusal: 0, Ineligible: 1, Absent: 7. **Motion Passed**
3. Motion to approve the formation of an Ad-Hoc Committee for one (1) year for 'Policy and Legislation' with Co-Chairs Corinne Ho and Angel Orellana. Voice Vote: Yes: 15, No: 0, Abstain: 0, Recusal: 0, Ineligible: 0, Absent: 6. **Motion Passed**
4. President's Report. President Corinne Ho discussed.
 - a. The Election of CPNC Officers for 2017-18 (President, Vice President, Secretary, Treasurer) will be held during the July 26 meeting. All positions are available to any Board Member in good standing.
 - b. The July Budget Committee Meeting on July 10, 2017 will work to develop the 2017-18 budget for the CPNC.
 - c. CPNC will focus on actively participating in renewing and crafting the Canoga Park Community Plan and update the City's General Plan (see www.canogaparkNC.org for more details). There will be a meeting on July 13, 2017 from 5:00 – 9:00 pm at the Canoga Park Senior Center
 - d. The CPNC sign to be installed at the Community Center has been delayed, pending consideration for the building as a historical monument.
 - e. CPNC board members and stakeholders are strongly encourages to review the Draft Proposed Requirements for Commercial Cannabis Activity in Los Angeles before July 12, 2017 and communicate their input to the Office of Councilmember Bob Blumenfield. (see www.canogaparkNC.org for more details).

VI. Land Use Motions

1. Discussion for approval of Case Nos. DIR-2016-4562 & 4563 filed by David Kim concerning a proposed mixed use project located at 21121 W. Vanowen Street. The request is for Warner Center Specific Plan Project Permit Compliance for a mixed-use project. Project will build 101 apartment units with 125 parking spaces, retail units on street level, and 15% of front area dedicated as public space. Moved by Ron Clary, seconded by Don Evans. Board Member Angel Orellana spoke on the lack of apartment units designated as "affordable housing" in the project.



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Mr. Kim is an architect and could not comment on policies regarding rents in the project. Mr. Kim and Board Member Ron Clary stated that the project complied with the Warner Center Specific Plan. Voice Vote: Yes: 14, No: 1, Abstain: 0, Recusal: 0, Ineligible: 0, Absent: 6. **Motion Passed**

2. Discussion for approval of Case Nos. ENV-2017-1889-EAF and ZA-2017-1888-ZV filed by Ramon Baguio to legalize an existing spray boot to an auto body shop located at 21444 West Ingomar St. Moved by Ron Clary, seconded by Kyra Edrington. Voice Vote: Yes: 14, No: 0, Abstain: 1, Recusal: 0, Ineligible: 0, Absent: 6. **Motion Passed**

Vii. New Business

1. Report on San Fernando Valley Council of Governments Mobility Workshop – Board Member Don Evans attended the meeting. Los Angeles City Councilmember Bob Blumenfield and Los Angeles County Supervisors Sheila Kuehl and Kathryn Barger were present. Purpose of workshop was to discuss improving traffic flow in Los Angeles County. Recommendation to form a committee to examine increasing public transportation in Canoga Park and neighboring communities.
2. Report on Open Space Meeting at City Hall – Board Member Don Evans attended the meeting. Discussed “open areas” such as Santa Monica Mountains within the City of Los Angeles and the need for more parks in developed areas such as Canoga Park.
3. Earthquake Simulator at Getty House – Board Member Don Evans attended the event. There was a portable simulator to approximate a 9.5 earthquake for 2 minutes, which Don thought was very effective in encouraging earthquake preparedness. He believes the cost would be \$1,150-\$1,500 for 1 day.
4. Home Sharing Ordinance – Board Member Don Evans attended a public meeting on a proposed city ordinance to permit home owners to sub-divide single-family homes for renting/leasing to others.

Viii. Board Member Comments/Announcements

1. Angel Orellana – Spoke on the need to form a Homeless Committee (already exists) and Community Garden Committee. Also spoke as an advocate for tenants and the need for affordable housing.
2. Ron Clary – Agreed with the need for affordable housing. Encouraged people to attend Land Use Committee meetings for greater input.
3. Brooke Mason – Expressed opposition to the Home Sharing Ordinance, based on own experience renting a room in a single-family dwelling.
4. Mary Paterson – Third Thursday activities for downtown Canoga Park on July 20, 6-10 pm.
5. Jessica Irias – Invitation to paint fire hydrants on Saturday, July 15 from 8:00 am – 11:30 am. Meet at recreation center building at Lanark Park. Also expressed “thank you” to Corinne Ho for her service to the Neighborhood Council and Canoga Park.
6. Kyra Edrington – Congratulations to Corinne Ho on becoming an US citizen.



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7. Corinne Ho – Announced that she is being “termed out” as President of Canoga Park Neighborhood Council. Also requested that if any member of the Board is no longer a stakeholder in Canoga Park to inform an Executive Board Member.
8. Quincy Clemons – Inquired about the status of two trees atop the marquee at the Madrid Theatre.
9. Rhonda Spires – Spoke on the reactivation of the Outreach Committee and the Arts Committee.
10. Saaliha Khan – Will be resigning from the Board and her position as Vice President. Is getting married and moving to Pittsburgh.
11. Maximo Guerrero – Will be resigning from Board after the July 26 meeting. Will be attending school in Omaha, Nebraska. Received \$25,000 scholarship.

IX. July Meeting Dates:

1. CPNC Joint Budget/Executive Board Meeting: July 17, 2017 at 6:30 PM
2. Land Use Committee: will not meet in July
3. CPNC General Board Meeting: July 26, 2017 at 7:00 PM

All meetings at Canoga Park Community Center – 7248 Owensmouth Ave., Canoga Park 91303.

IXI. Adjournment: Motion to Adjourn at 9:20 pm by Mary Paterson, seconded by Jessica Irias.



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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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		Voting Privileges on Financial Issues	June 28, 2017			Comments	Voting Recap							
			Present	Absent	Excused		Item Vb - Approval of May 2017 MIER							
CPNC Board Member Roll Call In Last Alphabetical Order for:														
Ron	Clary	Yes	X		Arrived 7:16 pm	Y								
Quincy	Clemons	Yes	X			Y								
Kyra	Edrington	Yes	X			Y								
Evans	Don	Yes	X			Y								
Martin	Furtak	Yes		X		AB								
Maximo	Guerrero	No	X			Y								
Corinne	Ho	Yes	X			Y								
Jessica	Irias	Yes	X		Arrived 7:32 pm	N								
Terrance	Jakubowski	Yes	X			Y								
Saaliha	Khan	Yes	X		Arrived 7:12 pm	Y								
Kendra	Kimball	Yes		X		AB								
Carey	Martinez	Yes		X		AB								
Brooke	Mason	Yes	X			Y								
Michelle	Miranda	Yes	X		Arrived 7:10 pm	Y								
Vincent	Neill	Yes		X		AB								
Angel	Orellano	No	X		Arrived 7:22 pm	I								
John	Parker	Yes		X		AB								
Mary	Paterson	Yes	X			Y								
Rhonda	Spires	Yes	X			Y								
Bobbi	Trantafello	Yes	X			Y								
Stuart	Vaughan	Yes		X		AB								
Yes (Y)						13								
No (N)						1								
Abstain (A)						0								
Recuse (R)						0								
Ineligible (I)						1								
Absent (AB)						6								
Pass/Fail						P								
Quorum = 13			15	2	4	Quorum = 13	15							



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