



**Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 PM, Wednesday, April 25, 2018
Canoga Park Community Center
7248 Owensmouth Ave, Canoga Park, CA 91304**



1. Welcoming Remarks – Michelle Miranda, President

Executive Board

President

Michelle Miranda

Community Based Org Rep

Vice President

Mary Paterson

Community Based Org Rep

Secretary

Jessica Irias

School Rep.

Treasurer

Carey Carney-Martinez

Home/Condo Owners Rep.

Board of Directors

Don Evans

Senior Group Rep.

Simone Best

Senior Group Rep.

Ron Clary

Senior Group Rep.

Quincy Clemons

Residential Renters Rep.

Angel Orellana

Residential Renters Rep.

Brooke Mason

Residential Renters Rep.

Corinne Ho

Home/Condo Owners Rep.

Kendra Kimball

Home/Condo Owners Rep.

Stuart Vaughn

Retail/Service Business Rep.

Bobbi Trantafello

Retail/Service Business Rep.

John Parker

Retail/Service Business Rep.

Land Use Chair

Vincent Neill

Community Based Org. Rep.

Rhonda Spires

At-Large Rep.

Outreach & Art Chair

Kyra Edrington

At-Large Rep.

Terrance Jakubowski

At-Large Rep.

- a. Called to Order at 7:14 PM.
- b. Pledge of Allegiance led by Mary Paterson, Vice President
- c. Board Roll Call (Mary Paterson):

Board Members Present: Simone Best, Carey Carney-Martinez, Ron Clary, Quincy Clemons, Kyra Edrington, Don Evans, Corinne Ho, Kendra Kimball, Michelle Miranda, Vincent Neill, John Parker, Mary Paterson, Bobbi Trantafello, Stuart Vaughn

Board Members Excused: Terrance Jakubowski, Brooke Mason, Angel Orellana, Rhonda Spires

- d. With 14 members declared present, a quorum was declared.

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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2. Community/Government Reports & Announcements

a. **Officers Duke Dao & Jose Moreno, LAPD Topanga Senior Lead Officers**

- Please remember: Don't text and drive.
- On May 20, 2018, 8 am to 12 pm: visit the Topanga Community Police Station for the annual pancake breakfast and open house.
- "Get Hooked on Reading!" is a new program geared toward 1st - through 5th-grade students to encourage reading. Officers will be reading stories to children at various locations (TBD).
- June 2, 2018: "Still Saving Lives" car show will be at Warner Park, put on by the Valley Traffic Advisory Council.
- New Neighborhood Watch signs are available at the Topanga SLO station. If you'd like to display one on your property, get in touch.
- A recent car wash fundraiser was held to raise money for the family of a young man who was killed riding his bicycle in Woodland Hills on April 1. More than \$5,000 was raised. Police are still searching for a bike that was previously stolen from the victim.
- LAPD police officers are now carrying remotes that can turn on car dash cams.
- Community Police Academy courses (8 classes) begin on May 31.

b. **Jenny Portillo, Field Deputy, Office of Los Angeles City Councilmember Third District Bob Blumenfield**

- The fourth annual Community Bike Ride was held on April 4, with a good turnout. The goals of this event include showcasing the district, promoting exercise, and promoting bike safety. Drivers should remember to keep their focus on the road and watch for bikes.
- CSUN students participated in a community cleanup on April 22.
- A recent RecyclA info session had poor attendance. If you have suggestions for ways to engage the community about this issue, please contact the Councilmember's office.
- Please continue to report bulky items for pickup through the my311 app.
- The LA City Council moved to legalized street vending. However, they "opt-out" option (whereby businesses could request that the street in front of their location not have vendors) is not moving forward.
- Budget deliberations are beginning. Homelessness continues to be a budgetary focus. If you would like to give input, please fill out a budget survey (available on Bob Blumenfield's website).

3. Executive Committee's Comments

a. **President's Report (Michelle Miranda)**

- Ms. Miranda met with Bob Blumenfield to discuss ways neighborhood councils (NCs) can collaborate as well as how leftover NC funding can be used to improve the community (e.g., tree trimming).
- Ms. Miranda met with Supervisor Sheila Kuehl's office about how to engage NCs to devise solutions on homelessness.
- Two people have applied for board appointments and are attending tonight's meeting to see the operations and process first hand.
- Vincent Neill represented the Canoga Park NC at the recent Egg Hunt held at Lanark Park.
- Ron Clary will represent the Canoga Park NC at the Senior Symposium on May 19. Other board volunteers are still needed.



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- Reminder to board members to please be sure to set up your CPNC gmail accounts and respond to all messages promptly.
- b. Treasurer's Report (Carey Martinez)
 - Reminder to committee members to please start thinking about your plans for fiscal year 2018-2019 and the funding requirements. Be proactive about submitting funding requests.

4. Committee Reports

- a. *Land Use (John Parker)* — Committee voted to support proposal regarding a Thai restaurant at 9029 DeSoto.
- b. *Outreach (Quincy Clemons)* — Summer events are coming up. Committee is considering ways to increase CPNC involvement in the Canoga Park Art Walk.
- c. *GECO (Corinne Ho)* — No recent meeting held. A special GECO meeting may be scheduled soon.
- d. *Public Safety/Emergency Preparedness (Mary Paterson)* — The next Public Safety meeting will be May 10 at Henri's, with a focus on emergency preparation. Different city departments have been invited to speak about their public safety agenda. Tanaz Golshan from the mayor's office attended the last meeting and spoke about programs in place to address homelessness.
- e. *Ad-Hoc Committee on CIS/Policy/Legislation (Angel Orellana & Corinne Ho)* — No meeting occurred in the past month.
- f. *Community Improvement (Carey Martinez)* — Committee has come up with some proposals, which will be discussed and voted on later in this meeting.
- g. *Budget (Don Evans)* — The Neighborhood Council Budget Advocates have struggled to have any real impact on the city's budget. They would like individual NCs to donate a portion of their budgets to support the Budget Advocate's initiatives. Mr. Evans also attended the Planning 101 Meeting and shared a written summary of his impressions.

5. Consent Calendar

- a. Approval of the Minutes from the March 2018 Board meeting.
- b. Approval of the Treasurer's February 2018 and March 2018 Monthly Expense Reports (MERs).
Motion made to amend Item 5a to correct the spelling of Corinne Ho's and Vincent Neill's names as well as to mark board member Bobbi Trantafello as "excused" from the March 2018 meeting. Moved by Ron Clary and seconded by Corinne Ho. Motion passed.
Motion made to consider amended Agenda Item 5.
*Moved by John Parker. Seconded by Ron Clary. Roll call vote: 12 Yes. 1 No. 1 Ineligible. **Motion Passed.***

6. Discussion Calendar

N/A

7. Board Business

- a. Motion to accept resignation of Jessica Irias as board member of the CPNC.
Moved by John Parker and seconded by Ron Clary. Motion passed.
- b. Motion to declare School Representative seat, Education Chair and Emergency Preparedness/Public Safety positions VACANT.
Moved by Ron Clary and seconded by John Parker. Motion passed.
- c. Nominations and Election of CPNC Secretary to perform secretarial duties until June 2018.
Moved by Mary Paterson and seconded by Simone Best. Motion passed.
Motion made to nominate Kendra Kimball for CPNC Secretary position.
Moved by Michelle Miranda and seconded by Mary Paterson. Roll call vote: 14 Yes. Motion passed.
- d. Motion to appoint Board Member Don Evan as member of the Emergency Preparedness/Public Safety



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Committee.

Moved by Mary Paterson and seconded by Simone Best. Motion passed.

- e. Motion to appoint Board Member Don Evans as member of the Grant Evaluation Committee Oversight (GECO).
Moved by Corinne Ho and seconded by John Parker. Motion passed.
- f. Motion to appoint Board Member Simone Best as member of the Grant Evaluation Committee Oversight (GECO).
Moved by Corinne Ho and seconded by Vincent Neill. Motion passed.
- g. Motion to approve the formation of an Ad-hoc Homeless Committee.
Moved by Vincent Neill and seconded by Simone Best. Motion passed.
- h. Motion to appoint Simone Best and Vince Neil as Co-chairs to the Ad-hoc Homeless Committee.
Motion made to amend Item 7h to change "Simone Best" to "Michelle Miranda" and to correct spelling of "Vince" to "Vincent" and "Neil" to "Neill." Moved by Simone Best and seconded by Carey Martinez. Motion passed.
Motion made to approve amended Item 7h. Moved by John Parker and seconded by Simone Best. Motion passed.
- i. Motion to approve budget modification: Reallocation of \$9000 from Community Improvement Projects to Outreach.
Moved by Corinne Ho and seconded by Bobbi Trantafello. Roll call vote: 13 Yes. 1 Ineligible. Motion passed.
- j. Motion to approve up to \$2,500 for CPNC reusable bags for Outreach events.
Moved by Simone Best and seconded by Vincent Neill. Roll call vote: 13 Yes. 1 Ineligible. Motion passed.
- k. Motion to approve up to \$5000 for Canoga Park's annual Memorial Day Parade.
Moved by Corinne Ho and seconded by Vincent Neill.
Discussion: CPNC logo appears in the event. This event receives very positive media attention and is a good way to promote the community.
*Roll call vote: 12 Yes. 1 Ineligible. 1 recusal (Bobbi Trantafello). **Motion passed.***
- l. Motion to approve up to \$400 for a rolling literature rack to display CPNC and community resources.
*Moved by Carey Martinez and seconded by Simone Best. Roll call vote: 12 Yes. 1 Abstention. 1 Ineligible. **Motion passed.***
- m. Motion to approve up to \$550 for business cards for CPNC board members.
Moved by Don Evans and seconded by Vincent Neill.
Discussion: Note that not as many business cards will be ordered as in past years, so there won't be as much waste. Cards will include new gmail addresses; phone numbers will be optional.
*Roll call vote: 13 Yes. 1 Ineligible. **Motion passed.***
- n. Motion to approve up to \$5000 for 20 CPNC light pole banners to be placed on light poles along Topanga Canyon BLVD between Vanowen and Roscoe BLVD. Banners will display CPNC logo and website.
Moved by Kyra Edrington and seconded by Vincent Neill.
Discussion: Banners will be in place for 1 month (taken down only when someone else pays for pole advertising, so there's a good chance they will up for longer).
*Roll call vote: 13 Yes. 1 Ineligible. **Motion passed.***
- o. Motion to approve up to \$100 for new board members desk plaque and badge.
*Moved by Ron Clary and seconded by Bobbi Trantafello. Roll call vote: 13 Yes. 1 Ineligible. **Motion passed.***
- p. Motion to approve reimbursing Michelle Miranda \$296.79 for the purchase of Lanark Park's Spring Egg Hunt candy that was approved on March 28, 2018 board meeting.
*Moved by Don Evans and seconded by Simone Best. Roll call vote: 12 Yes. 1 Abstention. 1 Ineligible. **Motion passed.***
- q. Motion to approve up to \$5000 for the repair of the two Canoga Park marques located at Sherman Way & DeSoto, and Sherman Way & Topanga Cyn.
*Moved by Ron Clary and seconded by John Parker. Roll call vote: 12 Yes. 1 Abstention. 1 Ineligible. **Motion passed.***
- r. Motion to approve up to \$500 for American Flag bunting for the Canoga Park Community Center to be



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displayed during appropriate holidays.

*Moved by Carey Martinez and seconded by Kendra Kimball. 13 Yes. 1 Ineligible. **Motion passed.***

- s. Motion to approve up to \$400 for a solar flag light, to be mounted to the Canoga Park Community Center flag pole.

*Moved by Bobbi Trantafello and seconded by Kyra Edrington. 12 Yes. 1 Abstention. 1 Ineligible. **Motion passed.***

- t. Motion to approve up to \$1000 for a Canoga Park Neighborhood Council building sign. Signage will match the CP/WH Chamber signage.

Motion postponed due to insufficient information necessary for the vote.

8. General Public Comments

- Samantha Veloz (Los Angeles City Attorney Office Victim Assistance Program): Ms. Veloz works at the LAPD Topanga Division office in support of victims of violent crimes. She recommends resources and helps victims apply for assistance. There is currently a victim advocate positioned at every police station, and an app is also available to help victims get help.

9. Upcoming Meetings

- Ad-hoc Committee on CIS/Policy/Legislation Meetings may take place at the Canoga Park library in the future.
- Future CPNC Land Use Committee Meeting will take place on the second Tuesday of the month rather than Wednesday.
- Board members discussed the current holders of keys to the Community Center and the need to establish a specific protocol for use of the keys.

10. Board Announcements/Comments

- None.

11. Adjournment

*Moved by Corinne Ho and seconded by Mary Paterson. **Motion passed.***