



Board Meeting Agenda

Canoga Park Neighborhood Council (CPNC)
7:00 P.M. Wednesday, February 25, 2015
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

Ron Clary
Retail/Service Business Rep.

Secretary

Bill Ratner
Home/Condo Owners Rep.

Treasurer

Michelle Miranda
Community Service Org. Rep.

Rhonda Spires
Youth Group Rep.

Miguel Orellana
Youth Group Rep.

Vacant
Senior Group Rep.

Vacant
Senior Group Rep.

Quincy Clemons
Residential Renters Rep.

Yesenia Cardenas
Residential Renters Rep.

Liliana Lozano
Residential Renters Rep.

Jorge Godinez
Residential Renters Rep.

Brian St. Germain
Home/Condo Owners Rep.

Diego Escobar
Home/Condo Owners Rep.

Stuart Vaughn
Retail/Service Business Rep.

Bobbi Trantafello
Retail/Service Business Rep.

Todd Ferguson
Retail/Service Business Rep.

Vacant
Community Based Org. Rep.

Mary Paterson
Community Based Org. Rep.

Paul Shafit
Faith Based Org. Rep.

Jessica Irias
School Representative

Saaliha Khan
At-Large Rep.

James Sweet
At-Large Rep.

Kyra Edrington
At-Large Rep.

Terrance Jakubowski
At-Large Rep.

1. Call to Order & Pledge of Allegiance of the United States
2. Roll Call (Quorum Call)
3. President's Welcome and Opening Statements- Corinne Ho
- MyLA311 Show & Tell
4. Reports from Elected Officials
 - Rosalba Gonzales from 27th Senate District Senator Fran Pavley
 - Chris Ramsey from 45th District Assemblymember Matt Dababneh
 - Max Reyes from L.A Mayor Eric Garcetti
 - Jenny Portillo from 3rd District Councilmember Bob Blumenfield
 - LAPD Senior Lead Officer Alex Padron for Canoga Park, North of Sherman Way and Senior Lead Officer Sam Sabra, Canoga Park, South of Sherman Way.
 - Empower L.A Neighborhood Empowerment Advocate: Ms. Amber Meschack
 - Guests from Neighborhood Council system
 - Linda Gravani, President of Lake Balboa Neighborhood Council will make a presentation on what are Community Impact Statement (CIS) and why it's beneficial for NCs to file a CIS when a Council File is opened at the City Hall.
5. Public Comments
6. Reports and Actions from President:
 - i. Proactively seeking a pathway to let the Canoga Park Residents about the importance of calling 311 before they move out and download the MyLA311 app and use the name CANOGA PARK when submitting a service request. Making that call or submitting a request will reduce the issue of Illegal Dumping on our streets and alleys.
 - ii. All NC's Presidents have the opportunity to submit a request for the Emergency Management Department's assistance in drawing a Disaster plan at a given location in Canoga Park in October 2015. The plan will be based on the 5 Steps for Neighborhood Preparedness'.
 - iii. March 3rd L.A City Primary Elections. Spread the word. Go out and Vote.
The L.A Residents will vote YES or NO for L.A City Charter Amendments 1 & 2. The LA City Council has the elections for seven (7) Even Numbered Council Districts. It's the Elections for LAUSD Board of Education District 3 and for Seat 3 for the LACCD Board of Trustees. More information could be found on Smartvoter.org
 - iv. Discussion and Possible Action to appoint Rhonda Spires to be the new CPNC Outreach Chair effective February 26th, 2015.



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v. Discussion and Possible Action to appoint Yesenia Cardenas as the new CPNC Treasurer effective February 26th 2015. Action will be reflected on Board Vote Count Form

vi. Discussion and Possible Action to appoint Saaliha Khan as the new second signee effective February 26th 2015. Action will be reflected on Board Vote Count Form

vii. Discussion and Possible Action to include the following Recommendations to the CPNC By-Laws Review. The amendments must be submitted to the Board of Neighborhood Commissioners by May 2015 for final approval.

a. Add 'Grant Evaluation Committee Oversight GECO' and Elections in Standing Committees Article VII. Section 1.

b. Add ' Beautification & Environment, Transportation, Communications, By-Laws, Art' as Ad-Hoc Committees. Article VII Section 2 i and 2 ii.

viii. Recommend to the land use community chair to review the Canoga Park community plan.

7. Secretary's report:

- i. Current Board Member Voting Training Status
- ii. Board Member Attendance Recap
- iii. CPNC Board Open Seat Recap
- iv. Agendas and Minutes from Committee Chairs
- v. Ad Hoc Committees Agendas and Minutes
- vi. VANC Anniversary Event 12 March

8. Treasurer's Report:

- i. Uncommitted Funds
- ii. New NPG received and not processed
- iii. Update on NPG denied by the Department's Funding Program. Why was it denied and what's the next step?
- iv. Report on what's need to be passed on to the new Treasurer/Second Signee
- v. Motion: Discussion and Possible Action to approve MERs for January and February and submit them to the Department downtown within 10 days after the general Board Meeting.



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9. Committees Chair Reports and Actions:

i. Land Use Committee- Ron Clary

Hearing on Department of City Planning Case Number CPC-2014-3561-ZC, Concerning a request for a zoning change for property located at 7047 Jordan Avenue, Canoga Park from R-1-RI0 to (Q) R3-1-RI0; and approval of construction of a 22 unit apartment complex on the property. A presentation will be made by the applicant and public comment will be heard.

POSSIBLE ACTION: A resolution of the Council in support of, or in opposition to the requested zoning change and construction of a 22 unit apartment complex on the site."

ii. Outreach Committee Report- Rhonda Spires

Working on finding a monthly date for an Outreach Committee Meeting

Reviewing the CPNC Website and see how information could be easily accessible to stakeholders.

iii. Public Safety Report- Mary Paterson

Presentation of final Resolution that the CPNC will mail to our local schools and get information about their current safety measures for Active shooter situation.

10. Financial Motions:

I. Discussion and Possible Approval of \$750 for the Annual Senior Symposium at One Generation. Yearly sponsored by several Ncs.

ii. Discussion and Possible Approval of \$500 for the CPNC/LAPD/L.A City Emergency Management Department for Printing Materials for the April 8th Forum at the Canoga Park High School

iii. Discussion and Possible Approval of LAUSD fee for using the auditorium \$78 for the April 8th Forum.

iv. Discussion and Possible Approval of \$6,596.00 for 40 Pole Banners , double sided, 27" X 54 " or 33" X 54". Includes the hardware and installation. Vendor is Sign A Rama. The pole banners will be installed on poles within the Canoga Park NC boundaries to increase visibility of the CPNC.

v. Discussion and Possible Approval of \$500 for the CPNC EYE CAN Event for Printing Materials

vi. Discussion and Possible Approval of \$5000 for the ST-Patrick's Parade for advertising in the Daily News.

vii. Discussion and Possible Approval of \$3500 to repair the historic mural that was damaged with graffiti on Remmet Avenue

11. New Items for March agenda: #RaisethewageLA# in relation to Council File CF- 14-1371

12. Adjournment



Board Meeting Agenda

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7:00 PM, Wednesday, 28 JANUARY, 2015
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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."