



Board Meeting Agenda

Canoga Park Neighborhood Council (CPNC)

7:00 PM, Wednesday, March 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

Yesenia Cardenas
Residential Renters Rep.

Rhonda Spires
Youth Group Rep.

Miguel Orellana
Youth Group Rep.

Vacant
Senior Group Rep.

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Senior Group ReQuincy
Clermons
Residential Renters Rep.

Liliana Lozano
Residential Renters Rep.

Jorge Godinez
Residential Renters Rep.

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Home/Condo Owners Rep.

Diego Escobar
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Stuart Vaughn
Retail/Service Business Rep.

Bobbi Trantafello
Retail/Service Business Rep.

Todd Ferguson
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Michelle Miranda
Community Service Org. 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.

Vacant
At-Large Rep.

Kyra Edrington
At-Large Rep.

Terrance Jakubowski
At-Large Rep.

1. Call to order & Pledge of Allegiance (President- Corinne Ho)
2. Roll Call and Declaration of Quorum (Secretary- Bill Ratner)
3. Opening Statements (President- Corinne Ho)
4. Approval of Minutes from January 2015 Board Meeting
5. Approval of Minutes from February 2015 Board Meeting
6. Reports from Elected Officials including LAPD, The Commission, The Department, other Neighborhood Council representatives
 - i. Sarah Ramsawack- North Hollywood North East Neighborhood Council (5mn)
7. Presentation:
 - i. Nicholas Grief From Mayor's Office to present the Mayor's Minimum Wage proposal
8. Public Comments- Comments from the public on non-agenda items within the Board's subject matter jurisdiction. 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.
9. Committee Reports:
 - i. Public Safety (Chair- Mary Paterson)
 - ii. Outreach (Chair- Rhonda Spires)
 - iii. Grant Evaluation Committee Oversight GECO (Chair- Brian St-Germain)
 - iv. Land Use (Chair- Ron Clary)
 - v. Community Impact Statement CIS (Chair- Saaliha Khan)
10. Celebration for 'All America City' 10th Anniversary Celebration in May 2015 (Chair & Co-Chair Stuart Vaughn and Corinne Ho)
11. CPNC Officers Report:
 - i. President's Report- Corinne Ho
 - a. Vacant Seats (3)
 - b. Review all deadlines from now til the end of fiscal year 2015
 - c. NC Elections 2016, Online Voting and Stipulation Sheet
 - d. CPNC Retreat May 16th
 - e. CPNC 2 Board Members for Civic University
 - ii. Secretary's Report- Bill Ratner
 - a. Training Status
 - b. Attendance Report
 - c. Board Member Contact Information Update
 - iii. Treasurer's Report- Yesenia Cardenas
 - a. Motion: Discussion and possible approval of February Monthly Financial Report
 - b. Motion: Discussion and possible approval of February Expenditure Report
12. Board Business
 - i. MOTION: Discussion and possible action for approval of funds up to \$5,000 for sponsorship of Canoga Park's Memorial Day Parade organized by the Canoga Park/West Hills Chamber of Commerce in May 2015. (Budget Line Item: 200 ADV)



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- ii. MOTION: Discussion and possible action for approval of creating an Ad-Hoc Committee to address the issue of graffitis and vandalism in the community. Chair: Corinne Ho
- iii. MOTION: Discussion and possible action for approval of amendments recommendations from By-Laws Committee to be presented to the Board of Neighborhood Commissioners by May 1st 2015.
 - a. Article IV- Amend the definition of stakeholders to conform
 - ARTICLE V- Terms and Term Limits
 - Section 4 Terms and Term Limits.
 - ARTICLE VII- Section One
 - Article XIII, under "Civility" Section I and Section 3.
- 13. Announcements from Board Members
- 14. Future agenda items and other calendar events
- 15. Next CPNC Board Meeting is Wednesday, April 22nd at the Canoga Park Community Center.
- 16. Adjournment

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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.



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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."



Special Board Meeting Agenda

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8:30 PM, Wednesday, March 25, 2015
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2. Motion and Possible Discussion to declare the Residential/Renters Seat held by Jorge Godinez as vacant in accordance to the CPNC By Laws.
3. Motion and Possible Discussion to appoint and approve Fred Colloway as a CPNC Board Member for the at-Large Seat.
4. Motion and Possible Discussion to create an Ad-Hoc Committee for Strategic Plan and Budget planning
5. Motion and Possible Discussion to support L.A City Mayor's Minimum wage proposal.
6. Adjournment

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