



Canoga Park Neighborhood Council (CPNC)
Board Meeting Agenda
Wednesday, January 27, 2021– 7:00PM
via Zoom-Join Zoom Meeting
Join Zoom Meeting



Meeting ID: 613 537 0937
Passcode: 703227

Executive Board

Mary Paterson

President
Community-Based Org. Rep
Public Safety & Prep. Chair

Michelle Miranda

Immediate Past President
Community-Based Org. Rep

Thema Bryant

Vice President
Racial Equity Officer

Kendra Kimball

Secretary
Home/Condo Owners Rep.

Jessica Gonzalez

Treasurer
Budget Rep
At-Large Rep

Board of Directors

Carey Martinez

Home/Condo Owners Rep.

Ron Clary

Parliamentarian
Senior Group Rep.

Kalyani Vasan

Senior Group Rep.

Quincy Clemons

Residential Renters Rep.

Lionel Fuentes

The mission of the Canoga Park Neighborhood Council is to provide an innovative forum for all community stakeholders to contribute to a healthy, vibrant, and inclusive Canoga Park. All of the Board and Committee meetings are open to the public and provide you with an opportunity to speak. The Board procedures are more formal than committee meetings so your time to address the Board is limited. Committee meetings are generally informal, and discussions between participants are commonplace. This is important because the heart of Neighborhood

1) Welcome Remarks - Mary Paterson, President (5 minutes)

- a) Board Roll Call (*The Board is composed of 25 members. A quorum of at least 13 members present is required to hold official Board meetings.*)
- b) Compliance Status of CPNC Board Members for Ethics, Funding, Code of Conduct Training

2) Executive Board Member/Election and Racial Equity Officer Report

4) COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS (2 min per speaker, not to exceed 12 minutes)

Office of Mayor Eric Garcetti, Office of Congressman 30th District- Brad Sherman, Office of State Senator 27th District- Henry Stern, Office of Assemblymember 45th District - Jesse Gabriel, Office of County Supervisor 3rd District- Sheila Kuehl, Office of Los Angeles City Councilmember 3rd district- Bob Blumenfield, LAPD Topanga SLO Duke Dao & SLO Jose Moreno, LAPL, Adult Literacy Coordinator, EmpowerLA & City Departments, Neighborhood Councils, LAUSD Board Member or representative of Scott Schmerelson, Budget Advocate-Carol Newman, School Representatives, Marcia Melkonian - Canoga Park Branch Library...

6) Presentation by Pepperdine students who did some research in a Canoga Park Business District last fall

7) LA Conservation Corp presentation (10 min)

8) Grant request from Glenn Kirby to Support the Canoga Park Community Center

9) BOARD BUSINESS (35 minutes)



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Retail/Service Business Rep.

Michael Davis
Residential Renters Rep.

Daniel Griffith
Residential Renter's Rep

vacant
Home/Condo Owners Rep.

Stuart Vaughn
Retail/Service Business Rep.
Art Chair

vacant
Retail/Service Business Rep.

Brian Mallasch
Retail/Service Business Rep.
Land Use Chair

Vincent Neill
Community-Based Org. Rep.

Steve Slutzah
At-Large Rep.
Budget Rep
Outreach Chair

Kyra Edrington
At-Large Rep.

Jessica Beas
School Representative

Nauman Khan
Faith-Based Organization Rep.

Thema Bryant
At-Large Rep.

- c) **Motion** to approve \$1200 back rent to Community Center for July - Dec 2020
- d) **Motion** to approve the November MER
- e) **Motion** to approve CIS statement in support of reopening the West Valley Animal Shelter (Council File 20-1114)
- f) **Motion** to approve \$5,000 to support the Canoga Park Community Center -
- g) **Motion** to approve \$1,000 for canned food / supplies for the Family Resource Center
- h) **Motion** to approve letter of support for Canoga Park High School utilizing a fair share of RR funding for much needed repairs and updates.
- i) **PRESENTATION/DISCUSSION/POSSIBLE VOTE:** The Applicant, Alliant Strategic Development, LLC, seeks to demolish the existing ±34,884 SF office building and associated parking for the construction, use, and maintenance of a TOC residential apartment development comprising 148 residential dwelling units inclusive of 12 dwelling units (8%) restricted to Extremely Low Income Households, with approximately 91,662 Square Feet ("SF") of Floor Area, built to a maximum height of 56 feet, pursuant to LAMC 12.21.1 B.3(a), located at 7322 – 7340 Topanga Canyon Boulevard (the "Subject Property"). Off-street parking is provided on one parking level on grade. The Subject Property is zoned [Q]CR-1VL.
- j) **PRESENTATION: Laura Rathbone with North Valley Caring Services to present operation plan for Homeless SAFE Parking proposed for 7134 Jordan, Los Angeles City Parking Lot #704.**
- k) **DISCUSSION/POSSIBLE VOTE:** to approve / decline or amend resolution by CPNC Planning and Land Use for Safe Parking in lot 704 at 7134 Jordan Ave.
 - 1) preliminary questions Discussion by council members
 - 2) Public comment (2 min. per speaker-20 min total)
 - 3) Final discussion by council members and potential action
 - 4) Discussion and possible action for CPNC to review and formally adopt CPNC bylaws amended by the Department of Neighborhood Empowerment on November 12, 2020. These bylaw amendments are a result of the Uniform Age Ordinance and Community



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Helen Morales
Youth Group Rep

Jitzel Vasquez-Ruiz
Youth Group Rep.

Interest Stakeholder Ordinance recently passed by the
Los Angeles City Council.

- I) **Motion** to approve the minutes of the Dec 2, 2020 Special Board meeting.

10) GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS: (10 minutes)
Comments from the public on non-agenda items within the Board's jurisdiction (2 minutes per speaker) totaling 10mn. (limited to 2 minutes per speaker unless otherwise declared by the President or presiding director. The Council is not permitted to take action on items that are not identified on the agenda. Public comment on agenda items will be called as each agenda item is brought forward. Comments are limited to 2 minutes, unless otherwise declared by the President or presiding director.)

11) COMMITTEE REPORTS/ Senior/Youth/Faith-based rep reports (1 minute each)

11) BOARD ANNOUNCEMENTS (1 MIN)

12) ADJOURNMENT

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the Chairperson.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS –

The public is requested to fill out a virtual "Speaker Card" by raising your hand in Zoom to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

PUBLIC ACCESS OF RECORDS – 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 Canoga Park Community Center, 7248 Owensmouth Ave. Canoga Park, 91303 at our



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website: www.canogaparknc.org 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 Michelle Miranda, Board President, at (818) 606-8652 or MaryPaterson@CanogaParkNC.org.

PUBLIC POSTING OF AGENDAS –

CPNC agendas are posted for public review as follows:

www.canogaparknc.org

You can also receive our agendas via email by subscribing to I.A. City's Early Notification System at

<http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

THE AMERICAN WITH DISABILITIES ACT –

As a 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 the request at least and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make the request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Mary Paterson, Board President, at (818) 606-8652 or MaryPaterson@CanogaParkNC.org

RECONSIDERATION AND GRIEVANCE PROCESS

For information on the CPNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the CPNC Bylaws. The Bylaws are available at our Board meetings and our website www.canogaparknc.org

SERVICIOS DE TRADUCCION

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Mary Paterson, Presidente de la Mesa Directiva, al (818) 606-8652.



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Mary Paterson | CPNC President is inviting you to a scheduled Zoom meeting.

Topic: CPNC General BOD Meeting
Time: Jan 27, 2021 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/6135370937?pwd=TjdyWktJOURVYy9OTG4vbHRLaXI0QT09>

Meeting ID: 613 537 0937
Passcode: 703227

One tap mobile

+16699009128,,6135370937#,,,,*703227# US (San Jose)

+13462487799,,6135370937#,,,,*703227# US (Houston)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 613 537 0937
Passcode: 703227

Find your local number: <https://us02web.zoom.us/j/6135370937?pwd=TjdyWktJOURVYy9OTG4vbHRLaXI0QT09>

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: _____

SECTION I - APPLICANT INFORMATION

1a) _____
Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) _____
Organization Mailing Address City State Zip Code

1c) _____
Business Address (If different) City State Zip Code

1d) PRIMARY CONTACT INFORMATION:

Name Phone Email

2) Type of Organization- Please select one:
☐ Public School (not to include private schools) or ☐ 501(c)(3) Non-Profit (other than religious institutions)
Attach Signed letter on School Letterhead Attach IRS Determination Letter

3) _____
Name / Address of Affiliated Organization (if applicable) City State Zip Code

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large.
(Grants cannot be used as rewards or prizes for individuals)

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☐ No ☐ Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) ☐ No ☐ Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ _____

10a) Start date: ____/____/____ 10b) Date Funds Required: ____/____/____ 10c) Expected Completion Date: ____/____/____
(After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

☐ No ☐ Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?

☐ Yes ☐ No ***(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)**

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form



STATE OF CALIFORNIA
FRANCHISE TAX BOARD
PO Box 1286
Rancho Cordova CA 95741-1286

CANOGA PARK COMMUNITY CENTER FOUNDATION
ATTN: GLENN KIRBY
7248 OWENSMOUTH AVE
CANOGA PARK CA 91303

Date: 06.18.2020
Case: 26560730543709433
Case Unit: 26560730543709436
In reply refer to: 760:ANP:F120

Regarding : **Tax-Exempt Status**
Organization's Name : CANOGA PARK COMMUNITY CENTER FOUNDATION
CCN : 1153890
Purpose : Charitable
R&TC Section : 23701d
Form of Organization : Incorporated
Accounting Period Ending : 12/31
Tax-Exempt Status Effective : 07/27/1982

Exempt Determination Letter

We have determined the organization is tax-exempt from California franchise or income tax as stated in the above Revenue and Taxation Code (R&TC) section.

To retain tax-exempt status, the organization must be organized and operating for nonprofit purposes within the provisions of the above R&TC section. An inactive organization is not entitled to tax-exempt status.

We have based our decision on the information submitted and the assumption that the organization's present operations will continue unchanged or conform to those proposed in the organization's application. In order for us to determine any effect on the tax-exempt status, the organization must immediately report to us any change in:

- Operation
- Character
- Purpose
- Name
- Address

Our determination may no longer be applicable, if these changes occur:

- Material facts or circumstances relating to the organization application.
- Relevant statutory, administrative, or judicial case law.
- Federal interpretation of federal law in cases where our decision was based on such interpretation.

It is the organization's responsibility to be aware of these changes should they occur. This paragraph constitutes written advice, other than a chief counsel ruling, within the meaning of R&TC Section 21012(a)(2).

For filing requirements, get Pub. 1068, *Exempt Organizations - Filing Requirements and Filing Fees*. Go to **ftb.ca.gov** and search for **1068**.

All California public benefit corporations must register with the California Attorney General's Office Registry of Charitable Trusts within 30 days of first receiving any assets.

The Attorney General regulates charities and the professional fundraisers who solicit on their behalf. The purpose of this oversight is to protect charitable assets for their intended use and ensure that the charitable donations contributed by Californians are not misapplied and squandered through fraud or other means.

Please refer to **oag.ca.gov/Charities** for further information on registration requirements and contact information. Also see the publication Attorney General's Guide for Charities.

This exemption is for state franchise or income tax purposes only. For information regarding sales tax exemption, contact the California Department of Tax and Fee Administration at 800.400.7115, or go to their website at **cdtfa.ca.gov**.

Ashneel N. Prakash
Telephone: 916.845.4171
Fax: 916.845.9383

Date: OCT 18 1982

Employer Identification Number:

Accounting Period Ending:

December 31

Foundation Status Classification:

170(b)(1)(A)(vi) and 509(c)

Advance Ruling Period Ends:

December 31, 1987

Person to Contact:

I. Hill

Contact Telephone Number:

(213) 688-4889

► Canoga Park Community Center Foundation
P.O. Box 529
Canoga Park, California 91305

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably be expected to be a publicly supported organization described in section 170(b)(1)(A)(vi) and 509(a)(1).

Accordingly, you will be treated as a publicly supported organization, and not as a private foundation, during an advance ruling period. This advance ruling period begins on the date of your inception and ends on the date shown above.

Within 90 days after the end of your advance ruling period, you must submit to us information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, you will be classified as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, you will be classified as a private foundation for future periods. Also, if you are classified as a private foundation, you will be treated as a private foundation from the date of your inception for purposes of sections 507(d) and 4940.

Grantors and donors may rely on the determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you submit the required information within the 90 days, grantors and donors may continue to rely on the advance determination until the Service makes a final determination of your foundation status. However, if notice that you will no longer be treated as a section 509(a)(1) * organization is published in the Internal Revenue Bulletin, grantors and donors may not rely on this determination after the date of such publication. Also, a grantor or donor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section 509(a)(1) * status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(1) * organization.

P.O. Box 2350, Los Angeles, Calif. 90053

(over)

Letter 1045(DO) (6-77)

* and section 170(b)(1)(A)(vi)



State of California

OFFICE OF THE SECRETARY OF STATE

I. MARCH FONG EU, Secretary of State of the State of California, hereby certify:

That the annexed transcript has been compared with the record on file in this office, of which it purports to be a copy, and that same is full, true and correct.

IN WITNESS WHEREOF, I execute
this certificate and affix the Great
Seal of the State of California this

JUL 27 1982



March Fong Eu

Secretary of State

Purpose of the \$5,000 Canoga Park Neighborhood Council Grant Request

Activities of the Canoga Park Community Center Foundation

The Community Center serves as a nucleus for a wide variety of community activities and programs for the Canoga Park and West Hills communities of the West San Fernando Valley to enhance & uplift these communities. Space is provided for seminar and meeting rooms.

35% of the time is for the Canoga Park West Hills Chamber of Commerce for offices, meetings, and activities sponsored by the Chamber. They have monthly Board Meetings, monthly networking breakfasts and monthly networking afternoon/evening mixers, an annual Springfest before Easter each year with a Charity Car Show, Egg Hunt, booths, and food trucks from 10 am to 4 pm at a local park, an annual Memorial Day Parade for about 20,000 people on Memorial Day each year with about 100 volunteers for the preparation and coordination of the event- it headquarters & coordinates out of the Community Center building,'

30% of the time is for various Community meetings and events: some examples are wedding showers, baby showers, business meetings, educational classes, health and nutrition workshops, guest speakers and seminars, community meetings, and family gatherings and reunions.

15% is for the Canoga-Owensmouth Historical Society. Their purpose is to inform and celebrate the history of residents and businesses of the Canoga Park-Owensmouth area. They have regular monthly meetings and regular special meetings. Some ones were: Sept. 11, 2019- 1st Moon Landing Remembrances, Oct. 9, 2019- Rocketdyne's Impact on the U.S. Space Program, Feb. 12, 2020- Aviation History of SFV, & May 12, 2020- Memorial Day Program.

10% for various Civic and Government Meetings such as meetings connected with LA Councilman Bob Blumenfield from the 3rd District and his Staff for his Council District and the community, meetings from the City of LA Leaders and Staff, or from the Police Dept., or any other Government Dept.

10% is for the Canoga Park Neighborhood Council. The Council serves as a liaison between the Community and the LA City Government. They review Building & Zoning programs and developments. They work on Homeless programs and projects. They review and recommend Community Grants. They work on Health & Safety Emergencies. They coordinate Community Fine Arts. They review LAPD Crime patterns. They inform the Community of LA City decisions and legislation. They help with the Census Counts.

The City of LA leases the Community Center Building to the CPCC for \$1 a year. The CPCC uses the building to serve the Community. The CPCC rents the building to various Community activities and groups to pay the expenses to operate the CPCC.

The purpose of the Grant is to help with the shortfall of income that has occurred because of the Covid-19 disease. The Gross Annual Revenue of the CPCC was \$17,772 in 2018, \$16,533 in 2019, and \$11,836 in 2020. The operation expenses for the CPCC is \$16,944 a year before Covid and \$9,744 a year for 2020. Our income for 2020 was \$4,200. The shortfall was \$5,544. Rentals were very low in 2020.

We need help with this shortfall to keep the Canoga Park/West Hills Chamber of Commerce and the Canoga-Owensmouth Historical Society open because they are housed in the CPCC building. We also need to aggressively pursue more renters.

We have recently advertised with the West Hills Neighborhood Council Facebook site, with the CPWH Chamber contact list of 5000, the newly created CPCC Facebook Page, and with the West Valley News Group that includes the Warner Center News & 4 other area Newspapers. We are also creating an external sign to be seen from Owensmouth Ave. on the CPCC building for rental opportunities.

CANOGA PARK COMMUNITY CENTER

7248 OWENSMOUTH AVE CANOGA PARK CA 91303

December 23, 2020

Invoice for the rent payment for the Canoga Park Neighborhood Council:

\$200 per month for the 6 months of July through December of 2021 to be paid to the Canoga Park Community Center at the letterhead address of this letter.

Thank you for your prompt payment payable to the Canoga Park Community Center, Attention: Glenn Kirby, President.

We are a 501-3-C nonprofit corporation.

818-523-5918

Canoga Park Community Center - Monthly Bills (Estimated)

MONTHLY EXPENSES

	Before Covid	After Covid
Cesar Camarena (gardener)	\$ 100.00	\$ 100.00
Farmers Insurance	\$ 305.00	\$ 305.00
Fuma-A-Pest (Paid Quarterly) (Suspended 1-9-2021)	\$ 33.00	\$ -
Greg Armstead (cleaning) (currently not working)	\$ 175.00	\$ -
LADWP (water)	\$ 70.00	\$ 50.00
LADWP (electric)	\$ 462.00	\$ 300.00
SoCalGas	\$ 154.00	\$ 50.00
Waste Management (currently suspended)	\$ 103.00	\$ -
Wells Fargo Bank Fee	\$ 10.00	\$ 10.00

MONTHLY TOTAL	\$ 1,412.00	\$ 815.00
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ANNUAL TOTAL	\$16,968.00	\$9,780.00
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INCOME

Canoga Park Historical Society	\$ 150.00	\$ 150.00
CP / WH Chamber of Commerce	\$ 500.00	\$ -
Canoga Park Neighborhood Council (Paid in Jan & June)	\$ 200.00	\$ 200.00

MONTHLY TOTAL	\$ 850.00	\$ 350.00
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ANNUAL TOTAL	\$10,200.00	\$4,200.00
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Occasional One Time Renters		\$ 100.00
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The Redeemed Christian Church of God (Suspended)	\$ 400.00	\$ -
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Contact Information

Neighborhood Council: Canoga Park Neighborhood Council

Name: Kendra Kimball

Phone Number: (818) 331-3271

Email: kendrakimball@canogaparkNC.org

The Board approved this CIS by a vote of: Yea (X) Nay (X) Abstain (X) Ineligible (X) Recusal (X)

Date of NC Board Action: XX/XX/20XX

Type of NC Board Action: For/Against

Impact Information

Date: XX/XX/20XX

Update to a Previous Input: No

Directed To: City Council and Committees

Council File Number: 20-1114

Agenda Date:

Item Number:

Summary

The Canoga Park Neighborhood Council strongly supports the motion to require the Department of Animal Services to immediately prepare and report its long-term plan for handling approximately 24,000 animals in the West and East Valley and, more specifically, as the East Valley shelter would not be able to accommodate the full burden of impounded animals without serious effects that the closure of the West Valley shelter would cause, we strongly support that the West Valley shelter remain open with full services as a fully funded municipal shelter.



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Secretary

Kendra Kimball

Home/Condo Owners Rep.

Treasurer

Jessica Gonzalez

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Michael Davis

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Daniel Griffith

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Rep.

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Retail/Service Business

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At-Large Rep.

Nauman Khan

Faith-Based Rep.

Helen Morales

Youth Rep.

Jessica Beas

Schools Rep.

Jitzel Vasquez

Youth Rep.

1. Welcoming Remarks – Mary Paterson, President

a. Called to Order at 7:11 PM.

b. Board Roll Call (Kendra Kimball):

Board Members Present: Jessica Beas, Thema Bryant-Davis, Ronald Clary, Quincy Clemons, Michael Davis, Kyra Edrington, Jessica Gonzalez, Daniel Griffith, Nauman Khan, Kendra Kimball, Brian Mallasch, Helen Morales, Vincent Neill, Mary Paterson, Steve Slutzah, Jitzel Vasquez

Board Members Excused: Leonel Fuentes, Carey Martinez, Michelle Miranda, Stuart Vaughn, Kalyani Vasan

Board Members Absent: None

c. With 16 members declared present, a quorum was declared.

d. Status of Compliance of CPNC Board Members for Ethics, Funding, Code of Conduct Training: The following board members have one or more expired training certifications: Quincy Clemons, Kyra Edrington, Vincent Neill, Stuart Vaughn [excused]; other board members declared they have completed their trainings

e. Opening remarks (Mary Paterson): General check-in of board members to assess well-being during these difficult times.



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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.

2. Community Reports

- **Blake Clayton** – *Representative from Supervisor Sheila Kuehl's office:* Report on current COVID incidence and hospitalizations in the community; Bridge Housing project in Canoga Park schedule to open in January 2021
- **Jenny Portillo** – *Representative from LA City Council Member Bob Blumenfield's office:* Updates give on homelessness, illegal gambling establishments; upcoming zoning meeting. December 10 will be an open house/holiday party at the Councilmember's office, with a drive-through donation event for toys/canned goods
- **Tara Vahdani** – *Representative for LAUSD School Board Member Scott Schmerelson 's office:* update on LAUSD COVID testing program; online programs available for children, such as Twinkle Time; report on grant received by Canoga Park Elementary School
- **Robert Garcia** – *Principal, Canoga Park High School:* Report on modernization grants from measure Q funds
- **Gary Fordyce** – *Representative from the Budget Advocate group:* Report on city budget and plans to close budget gap

3. Presentation

Cristina Vega, Community Engagement Specialist: Presentation given on Aliso Canyon Disaster Health

4. Public Comments



Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 PM, Wednesday, December 2, 2020
Virtual Meeting held via Zoom



- *Michelle Cornelius*: speaking in support of having the council file a CIS in support of reopening the West Valley Animal Shelter
- *Carolyn [last name not available]*: speaking in support of having the council file a CIS in support of reopening the West Valley Animal Shelter
- *Paula Sand*: speaking in support of having the council file a CIS in support of reopening the West Valley Animal Shelter
- *Kathy [last name not available]*: speaking in support of having the council file a CIS in support of reopening the West Valley Animal Shelter
- *Gary Fordyce*: supports filing of the CIS statement on reopening the West Valley Animal Shelter
- *Max [last name not available]*: speaking in support of having the council file a CIS in support of reopening the West Valley Animal Shelter

5. Board Business

- a. Motion to approve the minutes of the October 2020 Board meeting.
Moved by Thema Bryant-Davis, seconded by Michael Davis.
Discussion: The word "Incompliant" should be change to "Noncompliant."
Motion to amend item as discussed. Moved by Steve Slutzah and seconded by Ron Clary. Motion passed. Vote on amended motion: motion passed.
- b. Motion to approve the October MER.
Moved by Steve Slutzah and seconded by Ron Clary. Roll call vote: 12 Yes. 0 No. 0 Abstain. 4 Ineligible. Motion passed.
- c. Motion to approve \$1500 for a three-part Racial Equity Policy Training .
Moved by Ron Clary and seconded by Daniel Griffith
Discussion regarding city's own plan for similar training and appropriateness of hiring another employee from Pepperdine University.
Roll call vote: 11 Yes. 1 No. 0 Abstain. 4 Ineligible. Motion passed.
- d. Motion to approve up to \$1,000 for Wish Upon an Angel to purchase food for 143 Canoga Park Seniors who utilize the CP Senior Center which will pay for two cans of vegetables and a small pie per person to supplement the offerings by the center.
Motion tabled.
- e. Motion to accept payment from Michelle Miranda in the amount of \$30 for reimbursement of Facebook transaction error charged on 9/30/2020.
Moved by Kendra Kimball and seconded by Nauman Khan.
Roll call vote: 12 Yes. 0 No. 0 Abstain. 4 Ineligible.
- f. Motion to modify/approve required CPNC election worksheet.
Moved by Jessica Gonzalez and seconded by Michael Davis.
Motion passed.
- g. Tree removal notification based on local construction project: board members will examine this issue further. No action taken at this time

6. Board/Committee Announcements

- Brian Mallasch: Next Land Use Committee Meeting is planned for December 14

6. Adjournment



Facilities needs for Canoga Park High School [20 November 2020]:

- SCHOOL-WIDE
 - Surveillance cameras
 - Motion detectors/Intrusion alarms
 - Convert drinking fountains to refillable water bottle fountains
 - Plumbing Re-Pipe
 - Repaint
 - Lighting (LED)
 - Asphalt Replacement
 - Re-seed all lawn areas
 - Tree trimming
 - Replace roofs
 - New Marquee
- Build New 600 building:
 - Remove all current 'temporary' classrooms 6-12 and 16-19
 - Relocate plant manager's office to current site of 600 building (similar to Fulton College Preparatory)
 - Build new North/South '600' building to replace rooms 6-12 and 16-19
 - Ground level open breezeway for pedestrian & vehicular access
 - Second floor – 14 classrooms and pedestrian bridge for 300, 200, and 400 (ADA elevator)
 - Third floor – 14 classrooms (ADA elevator)
- Increase Parking – majority of staff/students park at Westfield Topanga Mall

- o ROTC area
- o Enclose concrete washes for additional parking
- o Add drop off lane and visitor parking along Topanga Canyon between Assembly Hall and 300 building (see Panorama High School).
- o Double decker PE blacktops (see Panorama High School)
- o Possible partnership with Gas Company or DWP (solar panels)
- Stadium upgrade – opportunity for evening and weekend revenue
 - o All-weather turf & track
 - o Raze condemned structures
 - o Build team locker rooms
 - o Build restrooms and snack shack (see Grant HS)
 - o Expand bleachers/ADA access
 - o PA/Scoreboard upgrades
- Build home Baseball & Softball fields (currently there are none). Options:
 - o Collins ES site (shuttered since 1984; razed 2017)
 - o Highlander Road ES site (shuttered since 1984; razed 2017)
 - o Columbus MS or former Rocketdyne site
 - o Annex property all the way to Hart Street (Northwest campus)
- Small gym – built in 1926 – restore & upgrade, install air conditioning
- Library – built in 1976 - upgrade, modernize and remodel
- Hunter Training Facility (former wood shop) – built in 1929
 - o Earthquake retrofit
 - o Install HVAC
 - o Sound system
 - o Install outdoor shade canopy

change, please let us know so we can consider the effect of the change on your exempt status and foundation status. Also, you should inform us of all changes in your name or address.

Generally, you are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. If you have paid FICA taxes without filing the waiver, you should call us. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Requests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

You are required to file Form 990, Return of Organization Exempt from Income Tax, only if your gross receipts each year are normally more than \$10,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, when a return is filed late, unless there is reasonable cause for the delay.

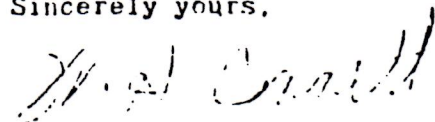
You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter, we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



District Director

North Valley Caring Services

WHO WE ARE:

North Valley Caring Services (NVCS) is a nonprofit organization serving the residents in the San Fernando Valley area of Los Angeles. Since our humble beginnings as a soup kitchen more than three decades ago, we've continued to adapt our services to the changing needs of the community. Today, NVCS is a model center for community empowerment, offering a wide array of programs to enable residents to lift themselves out of poverty, while also encouraging them to build a vision for their community's future. We currently offer supportive services such as Adult Education, childcare, onsite remote learning for up to 30 homeless children, employment services, job training, emergency food and hygiene services, showers and breakfast, family support services, weekly food pantry serving up to 2000 households every week, and a safe parking program.

Our Experience with Safe Parking

NVCS has been operating its single site location in North Hills from October 2018. It is operated on the same lot as a church, CCRC school, childcare, adult education and the social enterprise store, Collectivo. Since the beginning of our program we have had 190 households use our program. With the help of our dedicated staff we have assisted 49% of exited households into some form of housing or shelter. Safe Parking is a way for us to actively engage with clients to assist with referrals and to develop a plan out of the vehicle and into housing. We are able to provide clients with financial assistance to ensure that their vehicles are safe and legal to drive, assistance with security deposits, application fees, reunification fees, as well as first month's rent. NVCS works with local mechanics and insurance agents in the area that the programs are located, to assist safe parking participants with auto repair and insurance.

NVCS has seen that by providing a safe place for people to sleep can increase a person's mental health drastically for the best, allowing households to more easily define their goals. Participants are required to meet with case managers at least 60 minutes a month and must complete a housing focused plan. Failure to meet or communicate with case managers can lead to being exited from the program.

To qualify for our safe parking program, participants must be experiencing homelessness in LA county, must have an operable vehicle, have a valid driver's license, must have documentation that the vehicle is theirs or permission to use the vehicle, and cannot be required to register as a sex offender. Applicants can apply online, with a service provider, via phone, or with the help of a NVCS outreach/intake worker. Attached is our application.

NVCS: In Response to COVID

NVCS can assist individuals in getting COVID tests, placement into a quarantine site, placement into Project Roomkey, COVID education, flu shots, and soon to be COVID Vaccines. NVCS continues to educate participants on safety protocols put in place by the CDC (washing hands, wearing masks, practicing social distance), and can supply participants with PPE if needed.

Portable restrooms

NVCS will be working with the portable restroom service provider Annie's Portable restroom. NVCS will supply 1 ADA portable restroom and 1 handwashing station per every 15 people. Portable restrooms will only be available to use during the safe parking program hours (7:15pm-7am.) When program is not running the handwashing station will be placed into the portable restroom and the restroom will be locked as well as covered to prevent vandalism. NVCS has contracted that the portable restroom will be serviced (emptied and sanitized to CDC guidelines) 3x's a week, possibly more if needed.

NVCS working with surrounding businesses, property owners, and residents.

NVCS believes in a good neighbor policy and will have a direct phone number set up that will be given to business owners, property owners, and residents in the immediate area of the parking program. If businesses are planning to have an event and will need to use this lot for overflow parking they will need to request it 7 business days in advance. The latest a business can reserve parking lot is 9pm.

Security Protocol

NVCS has subcontracted Wolfpack Security who has been providing security services for our campus/programs for over 1 year and is trained in de-escalation, to observe and report, and to check in and check out participants. Since the beginning of our operation date we have had 0 incidents involving safe parking participants. NVCS works closely with LAPD in the programs area. LAPD will be able to provide referrals to our safe parking program.

Security will be required to start their shift 15 minutes prior to program start date. Security will take photos of lot and any discrepancies that may be onsite before program start time (damage, trash, restroom cleanliness/damage). Security will remain onsite for the entirety of the program. Security is hired to make sure all program participants follow rules as well as to report any incidents that may place the safe parking participants in danger.

NVCS Safe Parking Application Questions, can also be found online at www.nvcsinc.org

How did you hear about us? _____

Applicant Name: _____ D.O.B. _____

Cell phone: _____

Email: _____

Are there other people in the vehicle with you? If yes, please list names.

_____ D.O.B. _____ D.O.B. _____

_____ D.O.B. _____ D.O.B. _____

Do you have any pets? If so, are they vaccinated? _____

In which city/neighborhood do you currently park at night?

Are you working with a "service provider" or an advocate? _____

Which agency have you worked with and when? _____

Are you a veteran? _____

Have you filled out a CES/SPIDAT survey? ☐ Yes ☐ No ☐ Unsure

Do you feel like there is one main reason (job, relationship, cost of rent) why you are experiencing homelessness? Do you feel like it is a combination of reasons?

_____ (please explain)

Do you feel like it is a combination of reasons: _____

How long have you been experiencing homelessness? _____

Approximately when did you become homeless? _____

Can you provide the most recent information, even if it is not up to date?

☐ California Driver's License: If not please explain _____

☐ Vehicle Registration: _____

☐ Vehicle Insurance: _____

Do you have other vehicle issues?

☐ Outstanding tickets/citations:

☐ Repairs:

☐ Other concerns (please explain): _____

Do you have any open warrants? If so please explain _____

Are you required to register as a sex offender? _____

Do you have any medical conditions that we should be aware of? _____

What is your monthly income? _____ Source (GR/SSI/EMPLOYMENT) _____

Are you able to work? _____

What is the year/make/model of your vehicle _____

What are your housing plans/goals and how long do you expect to stay in safe parking?

Applicants are required to submit driver's license, registration and insurance. Applicants are required to meet with case managers to complete paperwork for enrollment. If applicants complete application online, a follow up call/appointment with NVCS staff will assess client's needs and issue parking permit.



North Valley Caring Services SAFE PARKING PROGRAM PARTICIPANT RULES Canoga Park

Due to the current COVID 19 pandemic the program hours have been extended to m 7:15pm-7am. Program hours can change at any given time.

NVCS's Safe Parking Program for vehicle dwellers provides a safe and stable environment and supportive services for individuals experiencing homelessness. The following rules must be followed to promote a safe environment for all households participating in the Safe Parking Program. Failure to comply with the following rules could result in termination from the program.

1. No weapons of any kind are permitted on the safe parking facility.
2. Alcohol and/or drugs on the property are not permitted.
3. Acts of physical violence, assaultive behavior and/or verbally threatening to physically harm a staff or participants in the program will result in immediate termination from the program and the proper authorities will be notified.
4. Urinating or defecating on the property are not permitted. Participant **must** utilize appropriate facilities at all times to properly depose of any bodily waste or waste materials. Participant will not dispose anything other than toilet paper in portable restroom.
5. Participants are prohibited from using camping tarps, camping equipment, or have anything beyond the top of the vehicle. No items shall be placed outside of vehicle. All personal items must remain inside vehicle.
6. Participants are prohibited from cooking outside their vehicle or in the safe parking facility.
7. Participants must keep their area tidy and free from trash and debris.
8. Participants are not permitted to have loud music. All noise should be kept within the vehicle, including alarms, phone or electronic notifications, and conversation. Please respect the "**quiet hours**" of **9:00pm-6:30am**.
9. Participants must adhere to the program entrance (7:15pm) and exit hours (7:00am). **No entry permitted after 10:00pm.** *Once entry is granted, participants may not leave the premises by vehicle or foot at any time unless given advance notice. Ex.If working must give copy of work schedule to NVCS staff to inform security*
10. Participants must take care of animals belonging to them at all times. This includes the following: Ensuring all animal waste is picked up immediately and disposed of properly; Ensuring animals are not left unattended; and ensuring animals that are outside of the vehicle have a leash at all times.

11. Participants who are enrolled in the program are the only ones permitted to stay in the safe parking facility. No guests outside the participant household are permitted to stay in the vehicle overnight.
12. Participant is not permitted to shower or bathe in sinks.
13. Participant is allowed one vehicle per household.
14. Participant is not permitted to use utility or water services on the facility unless it is granted by NVCS staff or an NVCS Representative.
15. Participants must respect the privacy of all program participants, surrounding neighbors and their property.
16. Parking lot owner or operator cannot be held liable for damages caused by a third party to the parked vehicle or its occupants.
17. Participants will have minimal interaction with lot monitor(s) so that they can remain focused on the perimeter.
18. Overnight stays will be limited to the hours assigned hours of:
Lot opens: EVERYDAY at 7:15pm; Lot closes: EVERYDAY 7:00am
Quiet Hours 9:00pm-6:30am. Times can change during seasonal hours, to match the businesses activity, or if a county mandated curfew is placed in affect. Please keep you contact info up to date with case manager.
19. Absolutely no visitor or other vehicle dwellers will be permitted to enter the premises with the exception of case management/service providers.
20. Participant must not be parked on or within 500 feet of safe parking location when the program is not running.
21. Participant will be exited from program if they have not parked on lot for 3 consecutive days without giving advance notice to NVCS Representative.
22. At no time are participants allowed to enter vehicles other than their own.
23. Participants must be active in case management and meet with case managers often.
24. If able too, participants will leave a car space in between other parked vehicles.
25. All participants will wear a mask when they are outside of their vehicle. Participants are encouraged to use Personal protective equipment to prevent the spread of COVID. If you are in need of these items please tell your case manager.

I have read the rules and agree to comply with them at all times. If I refuse to follow these rules, I understand that I will be dismissed from the program.

Participant Name

Signature

Date



Jordan Ave

Jordan Ave

Jordan Ave

Jordan Ave

Jordan Ave