



Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 PM, Wednesday, 30 September, 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.

Vacant
 Senior Group Rep.

Quincy Clemons
 Residential Renters Rep.

Liliana Lozano
 Residential Renters Rep.

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Brian St. Germain
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Vacant
 Community Based Org. Rep.

Mary Paterson
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Vacant
 Faith Based Org. Rep.

Jessica Irias
 School Representative

Saaliha Khan
 At-Large Rep.

Fred Calloway
 At-Large Rep.

Kyra Edrington
 At-Large Rep.

Terrance Jakubowski
 At-Large Rep.

1. Called to order at 7:11 PM
2. Pledge of Alliance lead by Corinne Ho, President.
3. Roll Call was held at 7:30 PM when a quorum was present
 - a. Present: Yesenia Cardenas, Ron Clary, Quincy Clemons, Corinne Ho, Kyra Edrington, Todd Ferguson, Saaliha Khan, Miguel Orellana, Mary Paterson, Bill Ratner, Rhonda Spires, Brian St. Germain, Bobbi Trantafello
 - b. Absent: Jessica Irias, Terrance Jakubowski
 - c. Excused: Fred Calloway, Liliana Lozano, Michelle Miranda, Stuart Vaughn
 - d. With 13 Board Members present and in keeping with CPNC Bi-Laws, a quorum was declared.
4. Approval of July Board Meeting Minutes
 - a. Motion to Approve Minutes: Moved by Ron Clary, Seconded by Saaliha Khan
 - b. Discussion: None
 - c. Vote on Motion: 13 Yes, 0 No, 0 Abstained, Motion Passed
5. Introduction of Elected Officials, Staff, LAPD Senior Lead Officers Mojica and Dao.
 - a. Jenny Portillo, representing Councilman Bob Blumenfield, CD#3 present the following:
 - i. Addressing issues with DWP on developing another tier in charging for water during our drought
 - ii. Bringing a Town Hall to SFV
 - iii. Mental Health issues being addressed regarding our homeless in Los Angeles
 - iv. Street resurfacing review: How it works, faster pass sought
 - v. Use the 311 application on your smart phone to report issues
 - b. Rosalba Gonzales, Senator Fran Pavley, 23rd Senate District presenting the following:
 - i. General information and coverage in the San Fernando Valley
 - ii. Priority Bills before the California State Legislature
 1. Environmental Bills
 2. Special Session on Health Care and Transportation

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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- iv. Town Hall Meeting scheduled for 10 AM, Thursday, 22 October at Tarzana/Providence Hospital in the Labor and Delivery Conference Room.
- c. Senior Lead Officer Jesse Mojica, 34802@lapd.lacity.org, (818) 731-2583 and Senior Lead Officer Duc Dao, 34218@lapd.lacity.org, (818) 731-2570 made the following presentations to those assembled:
 - i. Reviewed the “Lock it, Hide it, Keep it” Program in our community
 - ii. Wednesday, October 14 Neighborhood Watch Meeting at 7 PM at the Topanga Station
 - iii. Block Meetings encouraged
 - iv. Getting to know local Criminal patterns to help prevent crime
 - v. Please contact via e-mails for best service in community
- d. Winnetka NC, Tess Reyes- Dunn, Board Member presented materials related to the Valley Disaster Preparedness Fair on October 3rd at Fire Station #87. (Handout Provided)
- 6. Public Comments – Comments from the public on non-agenda items within the Committee’s subject matter jurisdiction. The public was request to fill out a “Speaker Card” to address the committee on any agenda item before the Committee takes an action. Public comment is limited to 2 minutes per speaker. None.
- 7. President’s Report
 - a. Target date for completion of the Basics for a NC Board Member by November Board Meeting, the CPNC is to focus on filing CIS for open council files. CPNC is looking for bigger storage space possibilities.
- 8. Committee Reports/Action items:
 - a. Land Use Committee – Ron Clary, Chair
Discussion and possible action for the Proposed Project (Restaurant) at 22033 Sherman Way to send a letter for support for alcohol sales and being exempt of Provision of CEQA.
 - i. Moved by: Ron Clary, Seconded by Brian St. Germain
 - ii. Discussion:
 - 1. Ron Clary presented the background behind the project and what it will mean the community for safety, restaurant operations, late night alternative, parking, etc. and the Planning Hearing scheduled for 6 October.
 - 2. Ron Clary invited Mr. David Weissglass, representing the Owners of the property to make a presentation to Board Members
 - (a) Handouts provided for the layout of the block, parking, inside, etc.
 - (b) The following details were provided for future operations: 96 seating plan for restaurant with 13 bar seats, operating from 10 AM to 1:30 AM Daily, parking, menu, etc.
 - (c) Licensing types and contents reviewed: Type 47 sought vs. Type 41 (Beer & Wine)
 - (d) Operating background of owner showed long ties to community
 - 3. Public Comments on Project were invited from those completing speaker cards and general rules discussed.
 - (a) Kevin Casey, Co-owner of Casey’s Tavern at 22029 Sherman Way discussed his perceptions on the project regarding mimicking a “bar” and is not really a restaurant given the name of the project, “Grilled Pub”, parking tight, operating hours, safety issues raised and was generally against project.
 - (b) Jean Casey, Co-owner of Casey’s Tavern discussed her objections to approving the project including Licensing differences between Type 47 and Type 41, believes there will be



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incidental food served, parking issues, cited application in April that stated lower level license and not the full service bar now being applied by the project.

(c) Nancy Fairley, owner of the Scotland Yard Pub discussed her objections to approving project including the capacity of 96 seats, just another bar, already have 3 to 4 bars in a small area, crime issues raised.

(d) Roshan Mohammad, owner of Jerry’s Pizza at 22035 Sherman Way presented his objections to the project including the parking problem, the licensing issues and the impact to his customers.

4. Q&A Session with Board Members ensued with the following concerns raised:

(a) Todd Ferguson: Liked the idea of a full service bar when purchasing food, addressed parking concerns with offsite spaces

(b) Mary Paterson: Seating capacity among establishments in area reviewed, operating hours, games, and licensing

(c) Saaliha Khan: license and proposed name of establishment did not seem to match

(d) Corrine Ho posed to Board Members that they list their objections/concerns to shorten the meeting by going around the table in soliciting comments and position on project.

5. Ron Clary stated that the letter endorsing the project could contain recommendations from the Board as to a name change to drop the word “Pub”, address parking concerns and to keep to the restaurant purpose behind the project.

iii. Vote on motion to approve project with recommendations: 12 Yes, 0 No, 0 Abstentions, motion passed.

b. Education Committee – Jessica Irias, no report

c. CPNC Website Report – Rhonda Spires, Chair: In the interest of time, deferred to later in the meeting.

d. Community Impact Statements – Saaliha Khan, Chair: in the interest of time, deferred to later in the meeting.

e. Treasurer

Discussion and possible action: approval of July and August 2015 MER (Monthly Expenditure Reports)

i. Moved by: Saaliha Khan, seconded by Miguel Orellana

ii. Discussion: Yesenia Cardenas reported to the Board the findings of the two months of MERs

iii. Vote on Motion to approve MERs: 13 yes, 0 No, 0 Abstain; motion passed

9. Action Items:

a. Discussion and possible action: Approval of \$500 for Outreach event for the VANC Annual Meeting and Workshops on Thursday, November 12, 5:30 PM at CBS Studios.

i. Motion to approve VANC request: Moved by Bill Ratner, Seconded by Brian St. Germain

ii. Discussion: The workshops could be a great benefit to the CPNC Board Membership as the CPNC has not had a retreat in a long time.

iii. Vote on Motion: 13 Yes, 0 No, 0 Abstentions; Motion passed

b. Discussion and possible action: Approval of \$500 for CPNC Outreach Opportunity at Lanark Park during Halloween Parties. CPNC will be provided a booth, speaking engagement and have the CPNC Logo on printed materials. Budget line: Outreach.

i. Motion moved by Ron Clary and Seconded by Quincy Clemons

ii. Discussion:

1. Handout provided

2. Event form as Co-Sponsor will be needed



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3. Flyer discussed

iii. Vote on Motion: 13 Yes, 0 No, 0 Abstentions; motion passed

c. Discussion and possible action: Approval of \$1050 to Giving Music so that they could provide the music to the Canoga Park Senior Citizen’s Center during Ocotber.

i. Motion moved by: Ron Clary; Seconded by Quincy Clemons

ii. Discussion:

1. Motion to amend motion to correct amount and time period of funding requested to read \$1005 vs \$1050 and to change “October” to “Holiday Period (November/December)”

i. Moved by Ron Clary, Seconded by Quincy Clemons

ii. Discussion: None

iii. Vote on clean-up of motion: 13 yes, 0 no, 0 abstentions; Motion to Amend Passed.

2. Application reviewed with Robert Janz, Medical Social Worker

3. Outreach requirements addressed as to recognition of support from CPNC and other conditions agreed to for support.

iii. Vote on motion as amended: 13 yes, 0 no, 0 abstentions; motion passed

d. Discussion & Possible Action: Approval of \$500 for Valley Village to fund their event Run/Walk 5K on October 31st for the rental of tables & chairs and Porta Potties. The CPNC Logo will be on printed materials, a booth will be provided and speaking engagements.

i. Moved by Ron Clary, Seconded by Mary Paterson

ii. Discussion

1. Amendment to correct wording: “tables” for “stage” and amount of \$1,000 vs \$500.

(a) moved by Ron Clary, Seconded by Mary Paterson

(b) Discussion: Clean-up of wording needed for item to be actually used and additional amount needed for better support of event.

(c) Vote on amendments: 13 Yes, 0 No, 0 Abstentions; Motion Passed

2. Presentation made by Valley Village supporting their request for funds

iii. Vote on motion as amended: 13 yes, 0 No, 0 Abstentions; Motion passed

NOTE: Prior to the next item on the agenda, Mary Paterson recused herself from the proceedings and the quorum of 13 was lost.

e. Discussion and Possible Action: Approval of \$5,000 to Canoga Park Improvement Association (CPIA) for DIA De Los Muertos Festival in November as Outreach for the CPNC. The CPNC Logo on Dia Festival’s Printed Materials, a booth for CPNC will be provided and Speaking Engagement time for the CPNC will be allocated.

Public Comments made by a representative from CPIA for how funding would be used to pay for City Street Closure Permit.

Item Tabled due to lack of quorum.

NOTE: Mary Paterson returned to the meeting at 10:05 PM

NOTE: Special meeting to be called by President, Corinne Ho to address items not covered at meeting.

11. Adjournment by acclamation at 10:18 PM



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PROCESS FOR RECONSIDERATION in accordance with Article VIII Meetings, Section 4 of the current CPNC By-Laws:

“The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular Neighborhood Council meeting. The Board, on either of these two (2) days, shall: (1) make a Motion to Reconsider and, if approved, (2) hear the matter and take an action. If the Motion to Reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) a Motion to Reconsider the described matter and (2) a [Proposed] Action, should the Motion to Reconsider be approved. A motion for reconsideration can only be made by a Representative who has previously voted on the prevailing side of the original action taken. If a motion for reconsideration is not made on the date the action was taken, then a Representative on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.”

PROCESS FOR FILING A GRIEVANCE in accordance with Article XI Grievance process of the current CPNC By-Laws:

“A. Process. Any person or group adversely affected by the decisions or policy of the CPNC may file a written grievance with the Board. Within ten (10) working days, the Board shall then refer the matter to the grievance committee, who shall have ten (10) working days to meet with the person submitting the grievance and to discuss ways in which the matter may be resolved. The committee shall prepare a written report for the Board outlining their recommendations for resolving the grievance. The Board must then address the report at the next regular or special meeting.

“B. Appeal. In the event that a grievance cannot be resolved through this grievance process, the matter may be referred to the Department for consideration or dispute resolution in accordance with the Plan.

“C. Matters which can be grieved. The formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be discussed at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g. the Board's failure to follow these bylaws or its Standing Rules.”

BROWN ACT REVISION AND LANGUAGE IN THE BYLAWS

The City Attorney wishes to bring to your attention a recent amendment to the Brown Act* that takes effect on July 1, 2008, and impacts the wording of board agendas and also impacts how the records, which are reviewed by board members in anticipation of a meeting, are to be made available to the public. This information is intended to provide you with guidance in preparing the agendas for the Neighborhood Councils.

The pertinent amendment is contained in Government Code section 54957.5 paragraph (b) reads as follows:

"(b) (1) If a writing that is a public record under subdivision (a), and that relates to an agenda item for an open session of a regular meeting of the legislative body of a local agency, is distributed less than 72 hours prior to that meeting, the writing shall be made available for public inspection pursuant to paragraph (2) at the time the writing is distributed to all, or a majority of all, of the members of the body.

(2) A local agency shall make any writing described in paragraph (1) available for public inspection at a public office or location that the agency shall designate for this purpose. Each local agency shall list the address of this office or location on the agendas for all meetings of the legislative body of that agency. The local agency also may post the writing on the local agency's Internet Web site in a position and manner that makes it clear that the writing relates to an agenda item for an upcoming meeting.

(3) This subdivision shall become operative on July 1, 2008."

Typically, board members receive an agenda and written materials to review in advance of a meeting (the "agenda packet"). Government Code section 54957.5 clarifies that once the writings or agenda packet are delivered to a majority of the members on the board, the records, unless specifically protected from disclosure by the Public Records Act, must be made immediately available upon request. If written materials are submitted to the board after the posting of the agenda, then the agency shall designate a location (and an optional website link) where the public may view the records. Therefore, Neighborhood Councils should provide for easy access to the records by making them available on the website in addition to a physical location. It will be important to insure that upon distribution of the agenda packet to a majority or all of the board members, the documents are promptly placed in the correct location and posted on the website.”



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CPNC Board Member Roll Call for:		Voting Privileges on Financial Issues	30-Sep-15			Comments	Voting Recap										
			Present	Absent	Excused		Approval of the July 2015 General Brd Mtg Min	#8.a. CUP for 22033 Sherman Way	#8.e Approval of July & Aug 2015 MERS	#9.a. \$500 to support VANC Events as Amended	#9.b. \$500 for CPNC Outreach at Lanark Park	#9.c. \$1005 Giving Music Program for Senior Center	#9.d. \$1000 for Valley Village for their Run/Walk 5K	#9.e. \$5000 for DIA			
Fred	Calloway	Yes		X													
Yesenia	Cardenas	Yes	X			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Ron	Clary	Yes	X			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Quincy	Clemons	Yes	X			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Kyra	Edrington	Yes	X			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Diego	Escobar	Yes		X													
Todd	Ferguson	Yes	X			Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Corinne	Ho	Yes	X			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Jessica	Irias	Yes		X													
Terrance	Jakubowski	Yes		X													
Saaliha	Khan	Yes	X		Arrived 7:30 PM	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Liliana	Lozano	Yes		X													
Michelle	Miranda	Yes		X													
Miguel	Orellana	Yes	X			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Mary	Paterson	Yes	X			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Bill	Ratner	Yes	X			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Rhonda	Spires	Yes	X			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Brian	St. Germain	Yes	X			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Bobbi	Trantafello	Yes	X			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Stuart	Vaughan	Yes		X													
Yes						13	12	13	13	13	13	13	13	13	13	13	0
No						0	1	0	0	0	0	0	0	0	0	0	0
Abstain						0	0	0	0	0	0	0	0	0	0	0	0
Recused						0	0	0	0	0	0	0	0	0	0	0	0
Pass/Fail						Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass
Quorum = 13			13	2	5	20	13	13	13	13	13	13	13	13	13	13	0
Abs = Absent																	
Exc = Excused																	
R = Recuse																	

Tabled