



**Interim Board Meeting Minutes  
Canoga Park Neighborhood Council (CPNC)  
7:00 PM, Wednesday, 25 May 2016  
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  
Saaliha Khan  
At-Large Rep.
- Secretary**  
Terrance Jakubowski  
At-Large Rep.
- Treasurer**  
Carey Carney-Martinez
- Residential Renters Rep.**  
Maximo Guerrero  
Youth Group Rep.  
Usman Khan  
Youth Group Rep.  
Ron Clary  
Senior Group Rep.  
Rocio Rodriguez  
Senior Group Rep.
- Yesenia Cardenas**  
Residential Renters Rep.
- Quincy Clemons**  
Residential Renters Rep.
- Liliana Lozano**  
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- Brian St. Germain**  
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- Janet Crisman**  
Retail/Service Business Rep.
- John Parker**  
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- Stuart Vaughn**  
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- Michelle Miranda**  
Community Service Org. Rep.
- Vincent Neill**  
Community Based Org. Rep.
- Mary Paterson**  
Community Based Org. Rep.
- Martin Furtak**  
Faith Based Org. Rep.
- Jessica Irias**  
School Representative
- Kyra Edrington**  
At-Large Rep.
- Rhonda Spires**  
At-Large Rep.

**I. Welcoming Remarks – Corinne Ho, President**

a. Called to Order at 7:10 pm and Pledge of Allegiance led by Corinne Ho, President.

**b. Board Roll Call**

Board Members Present: Ron Clary, Janet Crisman, Kyra Edrington, Corinne Ho, Jessica Irias, Terrance Jakubowski, Saaliha Khan, Kendra Kimball, Carey Martinez, Brooke Mason, Michelle Miranda, Vincent Neill, John Parker, Mary Paterson, Rhonda Spires,

Board Members Absent: Yesenia Cardenas, Liliana Lozano, Stuart Vaughn

Board Members Excused: Quincy Clemons, Maximo Guerrero, Brian St. Germain, Bobbi Trantafello

With 15 members present, a quorum was declared.

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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](http://www.canogaparknc.org) and using the CPNC e-mail listing.

The Canoga Park Neighborhood Council is 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](mailto: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 o e-mail [NCSupport@lacity.org](mailto: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](http://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](mailto:secretary@canogaparknc.org).



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**Presentation from the Honorable Councilmember Bob Blumenfield, Los Angeles Council District 3**

- a. Land Use Issues in Canoga Park
  1. McDonalds @ Sherman Way and Farralone
  2. Old Car dealership (BMW site) on Topanga Canyon Blvd.
  3. Rocketdyne site de-development
  4. Costco site on Roscoe Blvd.
  5. LA River revitalization
- b. LAPD in Canoga Park
  1. Reallocation of sworn LAPD officers
  2. More administrative tasks by civilians
- c. Human Trafficking
- d. Homelessness - \$138 million in new money for city to assist homeless persons
- e. Orange Line
- f. Skateboard Park at Lanark Park
- g. DWP Reform – AC Tune-up program.
- h. Question & Answer
  1. Street Parking – issues of accessibility
  2. Ad Hoc Policies
  3. Affordable Housing

**III Appointment to Vacant CPNC Board Seats**

**Senior Representative (To be elected in 2018):** The Executive Committee reviewed the application of Rocio Rodriguez for the Senior Representative Seat and recommended Ms. Rodriguez to the CPNC Board. Appointment moved by Saalika Khan, seconded by Kendra Kendall. Votes were 13 Yes, 0 No, 0 Abstain, 0 Ineligible – Motion passed

**Faith-Based Representative (To be elected in 2018):** The Executive Committee reviewed the application of Martin Furtak for the Faith-Based Representative Seat and recommended Mr. Furtak to the CPNC Board. Appointment moved by Michelle Miranda, seconded by Janet Crisman. Votes were 13 Yes, 0 No, 0 Abstain, 0 Ineligible – Motion passed

**Youth Representative (To be elected in 2018):** The Executive Committee reviewed the application of Usman Khan for the Youth Representative Seat and recommended Mr. Khan to the CPNC Board. Appointment moved by Mary Paterson, seconded by Carey Martinez. Votes were 13 Yes, 0 No, 0 Abstain, 0 Ineligible – Motion passed

**Swearing in of New Board Members Present (Rocio Rodriguez, Usman Khan) by Mr. Bob Blumenfield**

**IV. General Public Comment on Non-Agenda Items:**

1. Mr. Charlie Kim of the San Fernando Valley Master Chorale is interested in obtaining funding for a concert by the San Fernando Valley Master Chorale in the San Fernando Valley.
2. Mr. David Brown - 9<sup>th</sup> Annual Southern California Disaster Preparedness Fair – October 1,



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V. Community/Government Reports & Announcements

1. LAPD Topanga Division SLO Jose Moreno: LAPD Lock it, Hide it, Keep it campaign
2. Ms. Janet Hirsh – LA Public Library, Platt Branch
  - Summer Reading Program for Teens
  - Canoga Park Library will host English conversation classes
  - Adult Literacy classes
3. City Planning Department – Creation of Transit Neighborhood Plans around 5 Orange Line stations: North Hollywood, Van Nuys, Sepulveda, Reseda, Sherman Way

VI. Board Reports

1. President's Report – Creation of election manual for 2018 CPNC elections. Letter in support of West Hills NC request to modernize USPS database.
2. Treasurer's Report – Review and Adoption of Monthly Expenditure Report (MER) for April 2016 - Moved by Carey Martinez, seconded by Corinne Ho. Votes were 13 Yes, 1 No, 1 Abstain, 0 Ineligible – Motion passed
3. Secretary's Report – Not Available.

VII. Committee Reports

1. Land Use Committee – Meets on 3<sup>rd</sup> Wednesday of each month
2. Public Safety Committee – Meets on 4<sup>th</sup> Thursday of each month. There will be a mass drill on July 23
3. Arts Committee – Met on May 5. Large turn-out by members of the Canoga Park arts community
4. Outreach Committee – Met on May 12.

VIII Motions and Resolutions

- a. Discussion and possible action to approve the formation of an Ad-Hoc Committee for the purpose of planning a 'Canoga Park Business Fair'. Committee Members: Ron Clary (Chair), Janet Crisman, Corinne Ho, Mary Paterson, Bobbi Trantafello. Moved by Jessica Irias, Seconded by Brooke Mason. Votes were 15 Yes, 0 No, 0 Abstain, 0 Ineligible – Motion passed
- b. Discussion and possible action to approve the formation of an Ad-Hoc Committee for homelessness. The purpose of the committee would be to review existing resources, and establish short and long-term plans of action. Committee Members: Vince Neill (Chair), Corinne Ho (Co-Chair) Kyra Edrington, Saaliha Khan, Kendra Kimball. Moved by Saaliha Khan, Seconded by Mary Paterson. Votes were 15 Yes, 0 No, 0 Abstain, 0 Ineligible – Motion passed
- c. Discussion and possible action to file a Community Impact Statement (CIS) for CF # 16-0093-DWP Reform. This reform will restructure the governance of the DWP to be more transparent and accountable to the public. Moved by Saaliha Khan, Seconded by Kendra



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Kendall. Votes were 15 Yes, 0 No, 0 Abstain, 0 Ineligible – Motion passed

d. Discussion and possible action to file a Community Impact Statement (CIS) for CF # 16-0287 pertaining to neighborhood councils being able to identify and secure office space that is currently under city ownership or lease. Moved by Mary Paterson, Seconded by Saaliha Khan Votes were 14 Yes, 0 No, 1 Abstain, 0 Ineligible – Motion passed

e. Discussion and possible action to reallocate the expenditure of \$750 for the May Senior Symposium from FY 2015-2016 to FY 2016-2017 pending a ratifying vote in July 2016 given the current financial emergency.

Moved by Mary Paterson, Seconded by Brooke Mason Votes were 14 Yes, 0 No, 1 Abstain, 0 Ineligible – Motion passed

f. Discussion and possible action to reallocate the expenditure of \$750 for the 9<sup>th</sup> Annual Valley Disaster Fair from FY 2015-2016 to FY 2016-2017 pending a ratifying vote in July 2016 given the current financial emergency.

Moved by Mary Paterson, Seconded by Michelle Miranda. Votes were 14 Yes, 0 No, 0 Abstain, 1 Ineligible – Motion passed

g. Discussion and possible action to reallocate the expenditure of \$2000 for the Valley Food Pantry from FY 2015-2016 to FY 2016-2017 pending a ratifying vote in July 2016 given the current financial emergency.

Moved by Michelle Miranda, Seconded by Saaliha Khan. Votes were 14 Yes, 0 No, 1 Abstain, 0 Ineligible – Amended Motion passed

h. Discussion and possible action to cancel the expenditure of \$929.19 for refreshments for FY 2015-2016

Moved by John Parker, Seconded by Terrance Jakubowski. Votes on the motion were 12 Yes, 0 No, 0 Abstain, 1 Ineligible – Motion passed

IX. Date for CPNC Retreat – No consensus on date could be reached

X. Board Member Comments/Announcements

1. Sparkle Canoga Park Campaign mon May 29 at 1:00 pm at the Canoga Park Public Library. Work on Sherman Way from De Soto to Variel, possible to Canoga

XI. Requests/Motions for Future Board Items – None

XII. Adjournment Motion to Adjourn at 9:26 pm by Michelle Miranda, Seconded by John Parker.





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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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**Board Vote on Motions**

		Voting Privileges on Financial Issues	25 May 2016			Comment	Voting Recap				
			Present	Absent	Excused		Review and Adoption of Monthly Expenditure Report (MER) for April 2016	Motion to reallocate the expenditure of \$750 for the May Senior Symposium from FY 2015-2016 to FY 2016-2017	Motion to reallocate the expenditure of \$750 for the 9th Annual Valley Disaster Fair from FY 2015-2016 to FY 2015-2016	Motion to reallocate the expenditure of \$2000 for the Valley Food Pantry from FY 2015-2016 to FY 2015-2016	Motion to cancel the expenditure of \$929.19 for refreshments for FY 2015-2016
Yesenia	Cardenas	Yes		X		AB	AB	AB	AB	AB	
Ron	Clary	Yes	X			AB	AB	AB	AB	AB	
Quincy	Clemons	Yes			X	AB	AB	AB	AB	AB	
Janet	Crisman	No	X			Y	Y	Y	Y	Y	
Kyra	Edrington	Yes	X			Y	Y	Y	Y	Y	
Maximo	Guerrero	No			X	AB	AB	AB	AB	AB	
Corinne	Ho	Yes	X			Y	Y	Y	Y	Y	
Jessica	Irias	Yes	X			N	Y	Y	Y	Y	
Terrance	Jakubowski	Yes	X			Y	Y	Y	Y	Y	
Saaliha	Khan	Yes	X			Y	Y	Y	Y	Y	
Usman	Khan	No	X			I	I	I	I	I	
Kendra	Kimball	Yes	X			Y	Y	Y	Y	Y	
Liliana	Lozano	Yes		X		AB	AB	AB	AB	AB	
Carey	Martinez	Yes	X			Y	Y	Y	Y	Y	
Brooke	Mason	No	X			Y	Y	Y	Y	Y	
Michelle	Miranda	Yes	X			Y	Y	Y	Y	Y	
Vincent	Neill	Yes	X			Y	Y	Y	Y	Y	
John	Parker	Yes	X			Y	Y	Y	Y	Y	
Mary	Paterson	Yes	X			Y	Y	Y	Y	Y	
Rocio	Rodriguez	Yes	X			A	Y	Y	Y	Y	
Rhonda	Spires	Yes	X			Y	A	A	A	Y	
Brian	St. Germain	Yes			X	AB	AB	AB	AB	AB	
Bobbi	Trantafello	Yes			X	AB	AB	AB	AB	AB	
Stuart	Vaughan	Yes		X		AB	AB	AB	AB	AB	
Yes (Y)						13	14	14	14	15	
No (N)						1	0	0	0	0	
Abstain (A)						1	1	1	1	0	
Recuse (R)						0	0	0	0	0	
Ineligible (I)						1	1	1	1	1	
Absent (AB)						0	0	0	0	0	
Pass/Fail						P	P	P	P	P	
Quorum = 13			17	3	4	Quorum = 13	15	15	15	15	



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