



**Special Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:30 PM, Wednesday, February 22, 2017
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.**

**Vacant
Youth Group Rep.**

**Usman Khan
Youth Group Rep.**

**Ron Clary
Senior Group Rep.**

**Vacant
Senior Group Rep**

**Vacant
Residential Renters Rep.**

**Quincy Clemons
Residential Renters Rep.**

**Vacant
Residential Renters Rep.**

**Brooke Mason
Residential Renters Rep.**

**Kendra Kimball
Home/Condo Owners Rep.**

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**Vacant
Retail/Service Business Rep.**

**John Parker
Retail/Service Business Rep.**

**Bobbi Trantafello
Retail/Service Business Rep.**

**Stuart Vaughn
Retail/Service Business Rep.**

**Michelle Miranda
Community Based Org. Rep**

**Vincent Neill
Community Based Org. Rep.**

**Mary Paterson
Community Service Org. Rep.**

**Martin Furtak
Faith Based Org. Rep.**

**Jessica Irias
School Representative**

**Kyra Edington
At-Large Rep.**

**Rhonda Spires
At-Large Rep.**

I. Welcoming Remarks – Corinne Ho, President

- a. Called to Order at 7:38 PM and Pledge of Allegiance led by Corinne Ho, President.
- b. Board Roll Call

Board Members Present: Quincy Clemons, Martin Furtak, Corinne Ho, Terrance Jakubowski, Saaliha Khan, Kendra Kimball, Carey Martinez, Brooke Mason, John Parker

Board Members Late: Mary Paterson

Board Members Excused: Ron Clary, Kyra Edington, Usman Khan, Bobbi Trantafello

Board Members Absent: Jessica Irias, Michelle Miranda, Vincent Neill, Rhonda Spires, Stuart Vaughn

With 9 members declared present at 7:43 PM, a quorum could NOT be declared.

With 10 members declared present at 8:10 PM, a quorum could NOT be declared and President Corinne Ho declared that this was an unofficial Board Meeting. All agenda items in Sections IV-VII will be carried forward to the next meeting.

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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II. Community/Government Reports & Announcements

1. Jenny Portillo, Field Representative for LA Councilmember Bob Blumenfield reported on: (1) the bike ride scheduled for February 19 has been postponed due to inclement weather. The new date is to be determined; (2) a meeting on LGBTQ issues was held at the Unitarian Church in Canoga Park; (3) the City is looking for grants to improve the section of Sherman Way between Canoga and Desoto Avenues. Projects may include the current Canoga Park BID, (4) ownership/responsibility for upkeep of the side of Bassett St. along the LA River is current being debated between LA City and LA County. The City is still attempting basic upkeep while this issue is being resolved; (5) LAMC 85.02 (people living in vehicles) designates specific non-residential streets where vehicles can be parked, subject to existing parking regulations. Ms. Portillo will bring a map with designated streets in Canoga Park to the next meeting. Angel Orellano commented that LAMC 85.02 “marginalizes” the lower income/homeless who live in vehicles. Don Evans asked about No Parking/Tow Away signage on Alabama Ave. between Elkwood and Strathern Streets (an industrial area). Ms. Portillo said that she would investigate.

III. General Public Comment on Non-Agenda Items:

1. Janis Risch from LA Public Library spoke on 2 programs: (1) a conversational English class at the Canoga Park Library every Friday from 4:00 – 5:00 pm, (2) a career certification/high school diploma program for adult is available at all Library locations. For details go to lapl.org and select the “Get a Diploma” link
2. Yolanda Aldaz from the DC Collective and the United Cannabis Business Association spoke in support of Measure M on the March 7, 2017 Ballot.
3. Alex Arce spoke on the need to clean up Bassett Street along the LA River and will request funds for this purpose. Has secured an estimate for \$4000 for weekly upkeep. CPNC Beautification Committee will work with Ms. Arce and Mr. Blumenfield’s office on this issue.
4. Don Evans, Stakeholder Liaison to CPNC, attended 3 public meetings of interest: (1) A meeting with FilmLA on how to keep more filming in LA and how the public can comment on issues related to location shoots (parking, hours, etc.) FilmLA has a 24/7 contact number (213-977-8600). (2) A meeting on senior issues. Canoga Park has 1 of only 4 senior centers in the San Fernando Valley, and the possibility of new centers is limited, as there is a \$64 million backlog for maintenance in existing centers city-wide. (3) The Housing Our Workers Forum focused on people with “middle class” jobs could not afford to live in LA. Builders spoke of excessive regulations and fees (\$80-100K per single family dwelling) as barriers to building more affordable housing.
5. Angel Orellana spoke on building a movement to empower people to “control their own destiny”. Issues include: homelessness, lack of affordable housing, gentrification, upscale development, White supremacy, immigration, and the native heritage of Latinos transcending national borders.

- IV. Presentations – Rescheduled to next meeting due to lack of quorum
- V. Motions for Land Use Items – Rescheduled to next meeting due to lack of quorum
- VI. Board Business – Rescheduled to next meeting due to lack of quorum
- VII. Motions on Financial Items – Rescheduled to next meeting due to lack of quorum



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VIII. Board Member Comments/Announcements

1. John Parker – Canoga Owensmouth Historical Society 29th Birthday Celebration – February 26, 2017 from 1:00 – 3:00 pm at Canoga Park Women’s Club – 7401 Jordan Ave. \$25 per person. RSVP to Linda @ 818-340-4782 or Bill @ 818-414-2700.
2. Corinne Ho – (1) Clean-up project at Shoup and Saticoy – March 4, 2017 at 8:30 am. Sponsored by Councilmember Blumenfield’s Office, West Hills Neighborhood Council, and Canoga Park Neighborhood Council. (2) Community project to clean/paint fire hydrants in Canoga Park – April 22, 2017. Sponsored by Councilmember Blumenfield’s Office, Los Angeles City Fire Department, Los Angeles Police Department, The Home Depot, and Canoga Park Neighborhood Council
3. Brooke Mason – Canoga Park Neighborhood Council Retreat – Date and Location TBD.

IX. March Meeting Dates:

1. Budget Committee Meeting – March 7, 2017 at 6:30 PM
2. Land Use Committee: March 15, 2017 at 6:30 PM
3. CPNC Executive Committee: March 20, 2017 at 6:30 PM
3. CPNC General Board Meeting: March 22 at 7:00 PM

IXI. Adjournment: Meeting adjourned at 8:38 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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