



**Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 PM, Wednesday, May 23, 2018
Canoga Park Community Center
7248 Owensmouth Ave, Canoga Park, CA 91304**



1. Welcoming Remarks – Michelle Miranda, President

Executive Board

President

Michelle Miranda

Community Based Org Rep

Vice President

Mary Paterson

Community Based Org Rep

Secretary

Kendra Kimball

Home/Condo Owners Rep.

Treasurer

Carey Carney-Martinez

Home/Condo Owners Rep.

Board of Directors

Don Evans

Senior Group Rep.

Simone Best

Senior Group Rep.

Ron Clary

Senior Group Rep.

Quincy Clemons

Residential Renters Rep.

Angel Orellana

Residential Renters Rep.

Brooke Mason

Residential Renters Rep.

Corinne Ho

Home/Condo Owners Rep.

Stuart Vaughn

Retail/Service Business Rep.

Bobbi Trantafello

Retail/Service Business Rep.

John Parker

Retail/Service Business Rep.

Land Use Chair

Vincent Neill

Community Based Org. Rep.

Rhonda Spires

*At-Large Rep.
Outreach & Art Chair*

Kyra Edrington

At-Large Rep.

Terrance Jakubowski

At-Large Rep.

- a. Called to Order at 7:08 PM.
- b. Pledge of Allegiance led by Mary Paterson, Vice President
- c. Board Roll Call (Mary Paterson):

Board Members Present: Simone Best, Carey Martinez, Ron Clary, Kyra Edrington, Don Evans, Corinne Ho, Kendra Kimball, Michelle Miranda, Vincent Neill, John Parker, Mary Paterson, Rhonda Spires, Stuart Vaughn

Board Members Excused: Quincy Clemons, Terrance Jakubowski, Brooke Mason, Angel Orellana, Bobbi Trantafello

- d. With 13 members declared present, a quorum was declared.
- e. Board members with currently expired Ethics certifications need to complete the Ethics course online or in person to be able to vote on funding items: Angel Orellana, John Parker, Brooke Mason, Quincy Clemons.

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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2. Community/Government Reports & Announcements

- a. **Janis Risch**, *Los Angeles Public Library, Adult Literacy Coordinator*
- The Canoga Park library branch will be providing a free conversational English class on Saturdays from 1:30 pm to 2:45 pm.
 - The summer reading program begins on June 4. This year, all ages are invited to participate. Please see the LAPL.org website for more info.
- b. **Officer Jose Moreno**, *LAPD Topanga Senior Lead Officer*
- Crime is on the rise in Canoga Park: There have been 173 violent crimes and 751 property crimes in the area for the year to date.
 - Unlocked vehicles remain a prime target for thieves. Please secure your property and lock your vehicle.
 - There will be considerable law enforcement presence at upcoming community summer events, such as the Memorial Day parade and Summer Night Lights.
 - Please report garbage and bulky items using the My311 app for pickup.
- c. **Gilbert Vasquez**, *New Economics for Women*
- The family resource center offers a 2-hour child passenger safety workshop, with a free car seat upon completion.
 - The center also offers free music classes for kids, toy borrowing, new baby products, and free immigration consultation.
- d. **Joanne Yvanek-Garb**, *Neighborhood Council Budget Advocate, Region 3*
- A White Paper was submitted to the LA City Council highlighting the Budget Advocates' recommendations for the 2018-19 city budget.
 - Each neighborhood council should have two budget representatives.
 - Budget Day is June 23, 8:00 am, at City Hall.
- e. **Seme Park**, *Director of Neighborhood Council Operations, Dept. of Neighborhood Empowerment*
- If a neighborhood council needs website work, a contract must be executed with an individual (no longer restricted to previous contractors).
 - No budget package will be required for the 2018-19 fiscal year. NCs are only required to complete a self-assessment, due August 1.
 - Applications for the Civic Youth LA program are currently being processed.

3. Executive Committee's Comments

- a. President's Report (Michelle Miranda)
- CSUN students have provided a small photography exhibit in the lobby of the Community Center.
 - A presentation from the County of Los Angeles' Homeless Deputy, Molly Rysman, is postponed from tonight's meeting and will instead be presented at the Ad Hoc Homeless Committee meeting on June 14.
 - Previously approved NPG funds to the Valley Cultural Center for their summer program will be returned, as the summer program has been canceled this year.
 - The June board meeting will include time to work on the NC self-assessment for the 2018-19 budget.
 - Thanks to all the committees for holding many meetings in the past month.



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- b. Vice President's Report (Mary Paterson)
- LA County Animal Services is offering free spay/neutering for cats through May 31.
 - Canoga Park has many local events coming up that help distinguish our community. The purpose of these events is to create an inclusive environment and celebrate residents and our culture. Everyone is encouraged to attend these events.
 - The CPIA will have a trolley in the Memorial Day Parade; NC board members and stakeholders are invited to join if interested.
- c. Secretary's Report (Kendra Kimball)
- We are in the process of ordering business cards and polo shirts for board members. If you haven't already done so, please provide your contact information and preferred shirt size.

4. Committee Reports

- a. Bylaws (Ron Clary) – NC bylaws are approved by the city. Standing Rules are concise and help the council run meetings and do business. We have not implemented adequate standing rules for our board. A future Bylaws committee meeting will be in workshop format to help develop a set of standing rules.
- b. *Land Use (John Parker)* —As the last committee meeting, the agenda was not posted in accordance with the Brown Act, so the May meeting will not be considered a formal meeting. Thus, no report is given.
- c. *Outreach (Rhonda Spires)* — Rhonda attended a citywide outreach event where the 2019 NC elections were discussed. Discussion about Outreach Committee activities is ongoing.
- d. *GECO (Corinne Ho)* —Three NPG requests were reviewed at the May meeting. A site visit to each requesting organization was made.
- e. *Art (Rhonda Spires)* — Committee discussed ways to use arts for outreach opportunities (e.g., Creative Gumbo, Car Plays).
- f. *Public Safety/Emergency Preparedness (Mary Paterson)* — May meeting included a presentation on emergency preparedness and the Ready Your LA Neighborhood program.
- g. *Ad-Hoc Committee on CIS/Policy/Legislation (Corinne Ho)* — No meeting occurred in May due to lack of quorum.
- h. *Community Improvement (Carey Martinez)* — No meeting occurred in May. Activities for the start of the 2018-19 fiscal year will include a proposal for street-sign banners to honor local veterans.
- i. *Ad Hoc Committee on Homelessness (Michelle Miranda)* —The May meeting laid a great foundation for the committee. Molly Rysman from the County of Los Angeles will present at the June meeting.

5. Consent Calendar

- a. Approval of the Minutes from the April 2018 Board meeting.
- b. Approval of the Treasurer's April 2018 Monthly Expense Reports (MERs).
Moved by Ron Clary. Seconded by Don Evans. Roll call vote: 13 Yes. 0 No. Motion Passed.

6. Discussion Calendar

N/A

7. Board Business

- a. Motion to accept and appoint Thema Bryant-Davis to the CPNC Board as Faith-based Representative.
Moved by Mary Paterson and seconded by Simone Best. Roll call vote: 13 Yes. 0 No. Motion passed.
- b. Motion to accept and appoint Alyssa Neill to the CPNC Board as Youth Group Representative.
Moved by Kyra Edrington and seconded by Simone Best. Roll call vote: 11 Yes. 2 Abstain. Motion passed.
Thema Bryant-Davis and Alyssa Neill sworn in as CPNC board members. As Dr. Bryant-Davis already



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- completed requisite training courses, she is eligible to vote on all remaining meeting agenda items.*
- c. Motion to approve Case No's. DIR-2018-2336-SPP and ENV-2018-2337-CE to demolish a two story 36,800 SF Non-Medical Office Building to construct, use, and maintain a 184,968 SF, 184 unit apartment building at 21515 W. Vanowen Street, Canoga Park, 91303.
Moved by Simone Best and seconded by John Parker.
Motion to amend item 7c to change "approve" to "endorse." Moved by Ron Clary and seconded by Carey Martinez. Motion passed.
Presentation by Brad Rosenheim and Gustaf Soderbergh of Rosenheim & Associates, Inc. – VTBS regarding the project followed by board member and public discussion and questions.
Roll call vote on amended item 7c: 7 Yes. 5 No. 2 Abstain. 1 ineligible. Motion passed.
- d. Motion to recommend that the CPNC files a Community Impact Statement (to oppose/support) Council File CF11-1705 for the consideration of the City Council's upcoming PLUM Committee on the current status of the City's digital billboard legislation.
Moved by Carey Martinez and seconded by John Parker.
Presentation by Patrick Frank from the Coalition to Ban Billboard Blight to explain the main differences between the City Planning Commissions "Version B+" and the PLUM Proposed Ordinance of December 12, 2017. Mr. Frank recommends supporting "Version B+."
Motion to amend agenda Item 7d to change the wording to "Motion to recommend that CPNC file a CIS in opposition to the ordinance recommended by the City Council PLUM Committee in Council File CF 11-1705."
Moved by Simone Best and seconded by Corinne Ho. Motion passed.
Roll call vote on amended item 7d: 11 Yes. 3 Abstain. 1 Ineligible. Motion passed.
- e. Motion to reallocate \$11,338.33 from Operations/Outreach to Neighborhood Purpose Grant line item.
Moved by Corinne Ho and seconded by Simone Best.
Motion to amend Item 7e to change "\$11,338.33" to "\$7,731.56."
Moved by Carey Martinez and seconded by Mary Paterson.
Discussion: Finalization of funds has caused the amount to change.
Roll call vote on motion to amend: 13 Yes. 1 Ineligible. Motion passed.
Roll call vote on amended motion: 13 Yes. 1 Ineligible. Motion passed..
- f. Motion to approve the Neighborhood Purpose Grant (NPG) request of \$5,000 from Parents, Educators, Teachers and Students in Action (PESA) to fund the Teen Court Program at the Canoga Park High School to help reduce crimes committed by juveniles
Moved by Corinne Ho and seconded by Simone Best.
Discussion: Presentation by Seymour I. Amster, Executive Director of PESA
Motion to amend Item 7f to change "\$5,000" to "\$3,000." Discussion by board members of remaining funds and potential funding allocation to remaining items on the agenda. GECCO Committee recommends funding the NPG for the full \$5,000. Motion to amend withdrawn.
Roll call vote: 12 Yes. 1 No. 1 Ineligible. Motion passed.
- g. Motion to approve the Neighborhood Purpose Grant (NPG) request of \$5,000 from Clean Streets/Clean Starts to fund building and landscape materials to clean, beautify and maintain Sherman Way between Canoga and De Soto by getting homeless off the streets and providing them work, counseling.
Moved by Don Evans and seconded by Vincent Neill.
Motion to amend Item 7g to change "\$5,000" to "\$1,393.23." Moved by Mary Paterson and seconded by Ron Clary. Roll call vote on motion to amend item: 12 Yes. 1 No. 1 Ineligible. Motion passed.
Roll call vote on amended item: 12 Yes. 1 No. 1 Ineligible. Motion passed.
- h. Motion to appoint Simone Best and Vince Neil as Co-chairs to the Ad-hoc Homeless Committee Motion to approve the Neighborhood Purpose Grant (NPG) request of \$4,000 from the Valley Women's Center, Inc. The grant will be dedicated to the development of an educational presentation and outreach to the community regarding alcohol abuse and recovery, Domestic Violence and Self Defense.
Moved by Don Evans and seconded by Simone Best.
Roll call vote: 13 Yes. 1 Ineligible. Motion passed.
- i. Motion to approve the revised positioning of the 20 CPNC light pole banners from the original placement



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plan of Topanga Canyon BLVD from Roscoe to Vanowen, to various high traffic placements throughout Canoga Park.

Moved by Carey Martinez and seconded by Simone Best.

Discussion: Because Topanga Blvd is a state highway, placing banners here involves extra cost and permitting considerations. Placing the banners on other neighborhood streets is therefore preferable.

Roll call vote: 13 Yes. 1 Ineligible. Motion passed.

- j.* Motion to reallocate \$4,712.85 from Operations/Outreach to Community Improvement Projects.
Item tabled due to action taken on earlier agenda items.
- k.* Motion to reallocate remaining Neighborhood Purpose Grant funds (Based on item 7d, 7e, 7f approval amounts) to Community Improvement Projects)
Item tabled due to action taken on earlier agenda items.
- l.* Motion to approve up to \$24,000 for additional tree trimming in Canoga Park. (Community Improvement Projects).
Moved by Carey Martinez and seconded by Corinne Ho.
Motion to amend Item 7l to change "up to \$24,000" to "up to \$5,000." Moved by Michelle Miranda and seconded by Mary Paterson. Roll call vote on motion to amend: 13 Yes. 1 Ineligible. Motion passed.
Roll call vote on amended item: 13 Yes. 1 Ineligible. Motion passed.
- m.* Motion to appoint Simone Best to the Outreach Committee.
Moved by Kyra Edrington and seconded by Stuart Vaughan. Motion passed.
- n.* Motion to accept Kyra Edrington's resignation from the Grant Evaluation Committee Oversight (GECO).
Moved by Carey Martinez and seconded by Corinne Ho. Motion passed.

8. Presentation from Homelessness Deputy, Molly Rysman

- Presentation postponed. Will take place at the Ad Hoc Homeless Committee meeting on June 14.

9. General Public Comments

- Chris Rowe: Subject – Brown Act, Minutes.

10. Upcoming Meetings

- Please note that the Land Use Committee meeting takes place on the second Tuesday of the month, not Wednesday.

11. Board Announcements/Comments

- Michelle Miranda: Welcome to our new board members.
- Vincent Neill: We need to clarify the status of the Beautification Committee.
- Ron Clary: Ron attended the One Generation Senior Symposium. The event was excellent with a high turnout.

11. Adjournment

Moved by Mary Paterson and seconded by Carey Martinez. Motion passed.