



**Board Meeting Minutes**  
**Canoga Park Neighborhood Council (CPNC)**  
**7:00 PM, Wednesday, June 27, 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**

*Home/Condo Owners 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.*

**Alyssa Neill**

*Youth Rep.*

**Vincent Neill**

*Community Based Org. Rep.*

**Rhonda Spires**

*At-Large Rep.*

**Kyra Edrington**

*At-Large Rep.*

**Terrance Jakubowski**

*At-Large Rep.*

**Thema Bryant-Davis**

*Faith-Based Rep.*

- a. Called to Order at 7:01 PM.
- b. Pledge of Allegiance led by Mary Paterson, Vice President
- c. Board Roll Call (Kendra Kimball):

*Board Members Present:* Simone Best, Thema Bryant-Davis, Ronald Clary, Kyra Edrington, Don Evans, Corinne Ho, Kendra Kimball, Michelle Miranda, Alyssa Neill, Vincent Neill, Mary Paterson, Rhonda Spires, Bobbi Trantafello, Stuart Vaughn.

*Board Members Excused:* Quincy Clemons, Carey Martinez, Brooke Mason, John Parker.

*Board Members Absent:* Terrance Jakubowski, Angel Orellana.

- d. With 14 members declared present, a quorum was declared.
- e. Board members with currently expired Ethics certifications who need to complete the Ethics course online or in person to be able to vote on funding items: *Angel Orellana.*



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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 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](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 oro 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).

## **2. Community/Government Reports & Announcements**

### **a. Erin Schneider, West Valley/Mt. Communities Field Deputy for Supervisor Sheila Kuehl**

- Construction of several Metro projects is accelerating.
- Warner Center shuttle just opened.
- The County Beach Bus to Santa Monica is now operating. Rides are \$1.
- There are now a total of six Safe Parking cites either operating or planned for operation in the city, including one in the West Valley.

## **3. Executive Committee's Comments**

### **a. President's Report (Michelle Miranda)**

- CPNC tote bags and polo shirts are ready and will be delivered at the next board meeting. The volunteer community patrol is looking for interested members of the community to join to support the LAPD. Please apply now if you're interested. The July general board meeting will be a board retreat, where budget planning and goals for 2018-2019 will be discussed.

### **b. Vice President's Report (Mary Paterson)**

- Third Thursdays are underway, with the next events happening on July 19 and August 16. Neighborhood Council board members are needed to help man the table. The Bureau of Street Services will be performing small asphalt repair in our area on August 10. If you know of any pot holes that need repair, please let Mary know.

### **c. Secretary's Report (Kendra Kimball)**

- Business cards for Board Members have been distributed to all members who filled out the form with their contact info.



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#### 4. Committee Reports

- a. *Land Use (Ron Clary and others)* — No report for June meeting. Planning Department will be providing an update on the Community Plan at an upcoming meeting. Comments on the Promenade 2035 plan close on July 26.
- b. *Outreach (Rhonda Spires)* — The June Art Walk event was very successful and is a great opportunity for outreach. Let Rhonda know if you would like to volunteer at the Art Walk table.
- c. *GECO (Corinne Ho)* — Two funding requests were considered at the June meeting and will be presented at tonight's meeting.
- d. *Art (Rhonda Spires)* — Making Movies That Matter is a local film festival and a great opportunity for aspiring artists in the community.
- e. *Public Safety/Emergency Preparedness (Mary Paterson)* — The committee is planning community trainings on CPR and first aid. The Emergency Management Department's RYLAN program is a way for neighborhoods to prepare for a disaster. Mary will soon be hosting a meeting in her home for her neighbors for a presentation on emergency prep.
- f. *Ad-Hoc Committee on CIS/Policy/Legislation (Corinne Ho)* — The committee is making recommendations on five CIS statements to be discussed later on tonight's agenda. Two remaining issues will be discussed at a future board meeting, as they are lengthy and require more research (including proposed changes to the NC system).
- g. *Community Improvement (Carey Martinez)* — No report.
- h. *Standing Rules (Ron Clary)* — A meeting will be held on June 28 to discuss changes to the council's standing rules.
- i. *Ad Hoc Committee on Homelessness (Michelle Miranda)* — The June meeting, which included a presentation from Molly Rysman, was very productive. The goal of these meetings is to bring as many stakeholders together as possible to hear all concerns. Meeting times may be adjusted in the future to better accommodate schedules.

#### 5. General Public Comments

- *Jayson Gallegos*: Voicing concerns about a rise in crime and violence in the neighborhood.

#### 6. Consent Calendar

Motion to move items from the consent calendar to the general discussion section of the agenda.  
*Moved by Simone Best and seconded by Kyra Edrington. Motion passed.*

#### 7. Board Business

- a. Motion to approve the minutes of the May 2018 Board Meeting.  
*Moved by Simone Best and seconded by Vincent Neill.*  
Discussion: Corrections required to Item 7h: Change "Simone Best" to "Michelle Miranda." Change "Vince Neil" to "Vincent Neill." Add a hard return after the word "Committee," as two items are inadvertently run into the same agenda item. Change the spelling of "Concent" to "Consent."  
Motion to approve the amended minutes of the May 2018 Board Meeting.  
*Moved by Don Evans and seconded by Simone Best. Motion passed.*
- b. Motion to move the approval of the Treasurer's May 2018 Monthly Expense Report (MER) to the July Board Meeting.  
*Moved by Simone Best and seconded by Vincent Neill. Motion passed.*
- c. Motion to appoint Simone Best to the CPNC Board as Senior Representative.  
*Moved by Ron Clary and seconded by Corinne Ho. Motion passed.*
- d. Motion to accept resignation of John Parker as board member of the CPNC.  
*Moved by Don Evans and seconded by Vincent Neill.*



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Discussion: John Parker originally joined the board with a one-year commitment, and he graciously served for two years. We thank John for his service.

*Motion passed.*

- e. Motion to declare Retail/Service Representative seat and Land Use Chair position VACANT.

*Moved by Ron Clary and seconded by Simone Best. Motion passed.*

- f. Motion to appoint Ron Clary as Chair and Freddy Carrillo as Co-chair of Land Use Committee.

*Moved by Simone Best and seconded by Corinne Ho.*

Discussion: Freddy Carrillo is currently on the Land Use Committee and is the former president of the Neighborhood Council.

*Motion passed.*

- g. Motion to appoint Board Member Don Evan as a member of the Land Use Committee.

*Moved by Ron Clary and seconded by Corinne Ho. Motion passed.*

- h. Motion to appoint Board Member Simone Best, Kevin Taylor, and Doug Kaback as members of the Ad-hoc Homeless Committee.

*Moved by Corinne Ho and seconded by Vincent Neill.*

Discussion: Kevin Taylor is currently employed by an elected representative, but this has been determined to not be a conflict of interest per advice of DONE.

*With one abstention, motion passed.*

- i. Motion to appoint Board Member Simone Best as member of the Emergency Preparedness / Public Safety Committee.

*Moved by Ron Clary and seconded by Don Evans. Motion passed.*

- j. Motion made to postpone acceptance of CPNC Budget for 2018-2019.

*Moved by Don Evans and seconded by Simone Best. Motion passed.*

- k. CF-14-0655-S6 Homeless Youth and Families/ School System Outreach/ Coordinated Entry System. The City's Homeless and Poverty Committee is asking for a report back from LAHSA, LA's Best afterschool program on processes and protocols in place for working to refer Homeless youth and families to supportive services and entering them into the Coordinated Entry System (CES). It also calls for LAUSD to report on programs, protocols and procedures supporting homeless youth and families.

Motion to file a CIS indicating support of the council file with no amendments.

*Moved by Simone Best and seconded by Vincent Neill. Roll call vote: 14 Yes. 0 No. 0 Abstention. Motion passed.*

- l. CF 14-0655-S7 Permanent Supportive Housing (PSH) / Coordinated Entry System / Placement Services / Priority for Community Residents. The City's motion is asking Los Angeles Homeless Services Authority (LAHSA) to report on how they currently fill the Permanent Supportive Housing units, the demographics of the current placements and what steps are taken to ensure the units are marketed to local community residents first; The motion also instructs the appropriate city departments to include this directive in PSH Loan programs for next fiscal year.

Motion to file a CIS indicating support of the council file with no amendments.

*Moved by Kyra Edrington and seconded by Simone Best. Roll call vote: 14 Yes. 0 No. 0 Abstention. Motion passed.*

- m. CF 18-0111 Deployed Military Personnel/Building Code Violation/Deferral of Liens: This Motion instructs the Dept. of Building and Safety to report with policy recommendations for granting automatic extra time to correct code violations and deferral of associated liens if the property owners are deployed military personnel.

Motion to file a CIS indicating support of the council file with no amendments.

*Moved by Ron Clary and seconded by Thema Bryant-Davis. Roll call vote: 14 Yes. 0 No. 0 Abstention.*

*Motion passed.*

- n. CF 18-0112 Federal Opportunity Zones: Motion instructs the Chief Legislative Analyst to evaluate the new Federal Opportunity Zones and report to Council with recommendations on how to establish zones in the City, with consideration of the Promise Zones, The Clean-up Green Zones, and the Transformation Climate Communities where possible.



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Motion to file a CIS indicating support of the council file with no amendments.

*Moved by Vincent Neill and seconded by Thema Bryant-Davis. Roll call vote: 14 Yes. 0 No. 0 Abstention. Motion passed.*

- o. CF 18-0364 Safe Parking Program Participation/ Tax Breaks and Other Possible Incentives The motion instructs the City Administrative Officer, Chief Legislative Analyst, and the Office of Finance be instructed, with the assistance of the City Attorney, to: (1) review and identify state or federal tax breaks that may be available to participants of a Safe Parking Program; (2) report relative to City actions that could help facilitate such tax breaks; and (3) report on other possible incentives to owners of private parking lots that operate a Safe Parking Program, including, but not be limited to, the City providing security, small capital improvements, and city tax reductions. The motion further instructs the Los Angeles Homeless Services Authority (LAHSA) be requested to ensure that clients served in the safe-parking lots are selected through the Coordinated Entry System.

Motion to file a CIS indicating support of the council file with no amendments.

*Moved by Don Evans and seconded by Bobbi Trantafello. Roll call vote: 14 Yes. 0 No. 0 Abstention. Motion passed.*

**8. Presentations**

- *Tammy Murrillo:* Presentation on the issue of police brutality. Topics covered included use of force, need for de-escalation training, nonlethal alternatives. For more information about Ventura County's CIT program, visit <http://www.venturacountycit.org>.
- *Doug Kaback:* Stories that Connect Us. The photography exhibit on display at the Community Center features artwork by Canoga Park High School graduates who are currently CSUN freshman. This exhibit aims to bring art to different venues in the community.

**9. Upcoming Meetings**

- The Executive/Budget committee meeting will be moved in July due to a conflict with the Art Walk.

**10. Board Announcements/Comments**

- *Thema Bryant-Davis:* Thema will be presenting at an upcoming meeting of the Faith-based Advocacy Council on how clergy can address mental health.
- *Michelle Miranda:* Please attend a Summer Night Lights event if possible, as it's a good opportunity for community outreach.

**11. Adjournment**

*Moved by Bobbi Trantafello and seconded by Stuart Vaughan. Motion passed.*