



Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 PM, Wednesday, September 26, 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.

Alyssa Neill

Youth Rep.

Vincent Neill

Community Based Org. Rep.

Rhonda Spires

At-Large Rep.

Outreach & Art Chair

Kyra Edrington

At-Large Rep.

Terrance Jakubowski

At-Large Rep.

Thema Bryant-Davis

Faith-Based Rep.

- a. Called to Order at 7:19 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, Quincy Clemons, Kyra Edrington, Don Evans, Corinne Ho, Kendra Kimball, Carey Martinez, Michelle Miranda, Alyssa Neill, Vincent Neill, Mary Paterson, Bobbi Trantafello

Board Members Excused: Rhonda Spires, Stuart Vaughn

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 need to complete the Ethics course online or in person to be able to vote on funding items: *Angel Orellana*

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. General Public Comments

- *Brenda Villanueva*: Nueva Canyon Foursquare Church, request for donation for Fall Festival
- *Steve Slutzah*, Applying for CPNC board member position and seat on the Homeless Solutions Committee
- *Gilbert Vasquez*, *New Economics for Women*, general announcements: free services include after school programs, SAT prep, music classes, parent education workshop

3. Community/Government Reports & Announcements

a. Vanessa Serrano, *DONE*

- Congress of Neighborhoods was a big success with more than 900 attendees. The October Neighborhood Council profiles will include neighborhood demographic information, so be sure to take a look to get an idea of how your neighborhood compares with others and what your outreach needs might be. NC elections are coming up; more info will be given out shortly.

4. Board Business

- a. Motion to approve the minutes from the June 2018 Board meeting.
Moved by Mary Paterson and seconded by Thema Bryant-Davis. Motion passed.
- b. Motion to amend agenda item 4b to add July and August 2018 Monthly Expense Reports (MERs).
Moved by Ron Clary and seconded by Carey Martinez. Motion passed.
Discussion: Item now includes June, July, and August MERs.
Motion to approve June, July, and August 2018 MERs.
Moved by Corinne Ho and seconded by Ron Clary. Roll call vote: 12 Yes. 0 No. 2 Ineligible. Motion passed.
- c. Motion to approve the CPNC 2018-19 Fiscal Year Administrative Summary Packet.
Moved by Don Evans and seconded by Kendra Kimball. Roll call vote: 12 Yes. 0 No. 2 Ineligible. Motion passed.
- d. Discussion and motion to approve and certify that the Canoga Park Neighborhood Council's Inventory list is correct and complete, containing all items in the possession of the Canoga Park NC, as reported to the Department of Neighborhood Empowerment during Fiscal Year 2017-2018.
Moved by Carey Martinez and seconded by Simone Best.
Discussion: Vincent Neill noted that there are only three microphones (used to be four). Corinne Ho noted that the NC is in possession of a table used for events that should be included in the inventory. Suggestion made to take photos of all items.
Motion to amend item 4d to include correct microphone count and add table.
Moved by Ron Clary and seconded by Simone Best. Motion passed.
Motion to approve amended item 4d.
Moved by Ron Clary and seconded by Corinne Ho. Roll call vote: 12 yes. 0 No. 2 Ineligible. Motion passed.
- e. Motion to approve up to \$5,000 to complete repairs of the two Canoga Park marquees located at Sherman Way/De Soto and Sherman Way/Topanga Canyon (Rivas Signs and Banners).
Moved by Corinne Ho and seconded by Ron Clary.
Discussion: The original quote was for \$3,300. The \$5,000 amount on the agenda is just a carryover from a previous agenda item that was already approved in FY 2017-2018; however, because the payment could not go through in time, the funds need to be reapproved for FY 2018-2019.
Motion to amend item 4e to change amount from \$5,000 to \$3,400.
Moved by Ron Clary and seconded by Simone Best. Motion passed.
Motion to approve amended item 4e.
Moved by Thema Bryant-Davis and seconded by Ron Clary. Roll call vote: 12 Yes. 0 No. 2 Ineligible. Motion passed.
- f. Motion to approve the NPG request of \$850.00 for the 11th Annual Valley Disaster Preparedness Fair on September 29, 2018, as recommended by the Public Safety Committee.
Moved by Mary Paterson and seconded by Simone Best.



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- Discussion: There is uncertainty whether the funds will be approved in time since the event is only a few days away; however, we will call the vote and submit the funding request.
Roll-call vote: 12 Yes. 0 No. 2 Ineligible. Motion passed.
- g. Motion to approve the NPG request of \$3,606.77 for Clean Streets/Clean Starts (via Northridge Beautification Foundation) project. This amount will fulfill the full request for \$5,000, of which the CPNC was only able to fund \$1,393.23 in FY 2017-18 with the intent to fund the remainder in FY 2018-19.
Moved by Simone Best and seconded by Corinne Ho.
Board members Vincent Neill and Alyssa Neill recused themselves, resulting in loss of quorum. Item tabled for the next board meeting.
- h. Motion to approve \$250.00 toward the Valley Alliance of Neighborhood Council (VANC) annual mixer.
Moved by Simone Best and seconded by Corinne Ho.
Discussion: VANC mixer is a networking event that hosts informative speakers and valuable educational opportunities for NC board members. Event will be held October 11 at 6 pm.
Board member Corinne Ho recused herself and left the room.
Roll-call vote: 10 Yes. 1 No. 2 Ineligible. Motion passed.
- i. Motion to approve \$250.00 for the 2019 Congress of Neighborhoods.
This event occurred on September 22 and as a result no longer eligible for funding; item removed from agenda.
- j. Motion to approve up to \$1000 to replenish Outreach supplies (flyers, candy, pens, clipboards).
Moved by Simone Best and seconded by Bobbi Trantafello.
Discussion: Some board members thought NC still had a supply of candy, but others said that is not the case.
Roll-call vote: 12 Yes. 0 No. 2 Ineligible. Motion passed.
- k. Motion to accept resignation of Brooke Mason.
Moved by Vincent Neill and seconded by Quincy Clemons.
Discussion: Brooke's letter of resignation was read aloud by Mary Paterson. The board is grateful for Brooke's service and she will be missed.
Motion passed.
- l. Motion to declare Residential Renter seat vacant.
Moved by Thema Bryant-Davis and seconded by Simone Best. Motion passed.
- m. Motion to approve Thema Bryant-Davis as Chair of the Education Committee.
Moved by Mary Paterson and seconded by Kyra Edrington. Motion passed.
- n. Motion to create an ad hoc NC Election Committee for the 2019 elections.
Moved by Mary Paterson and seconded by Vincent Neill. Motion passed.
- o. Motion to appoint Kendra Kimball as Chair of the ad hoc NC Election Committee.
Moved by Ron Clary and seconded by Simone Best.
Discussion: Election administrator will be handling much of the election arrangements, such as ballots and location. But coordination will be needed between the Outreach and Election committees.
Motion passed.
- p. Motion to approve the Election Stipulation Worksheet for the 2019 NC election.
Moved by Corinne Ho and seconded by Vincent Neill.
Discussion: Vanessa Serrano confirmed our NC election will be held Sunday, May 19. Worksheet needs a couple of changes: Fix spelling of Bobbi Trantafello's name, change the desired poll hours to 11 am to 5 pm, and select "at polling place only."
Motion to amend item 4p.
Moved by Corinne Ho and seconded by Ron Clary. Motion passed.
Motion to approve amended item 4 pm.
Moved by Kyra Edrington and seconded by Mary Paterson. Motion passed.
- q. Motion to approve CIS indicating support for CF 18-0359: Safe Parking Report Locations/Increased Enforcement Zone/LAMC §85.02 Report Back.
Moved by Ron Clary and seconded by Thema Bryant-Davis. Motion passed.



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- r. Discussion and possible motion regarding recommendations to Canoga Park Neighborhood Council concerning modifications to previous recommendations (May 17, 2017) pertaining to CPC-2018-2937 Case Nos. CUZ-1980-268-PA3 and ENV-216-4878-CE filled by Jack Bryant to modify an existing CUZ Case and for a Categorical Exemption to permit the expansion of an existing Church site and Facility located at 7357 Jordan Avenue. To wit: • CUP to allow a Charter School in the R1 Zone. • CUP to allow a 20% parking reduction with bicycle replacement.
Moved by Ron Clary and seconded by Thema Bryant-Davis.
Discussion: This project was already addressed in a previous CPNC meeting. This current item seeks approval for exemption of a modular classroom; the Land Use Committee is unanimously in favor.
Motion passed.
- s. Motion to recommend that the CPNC submits a Community Impact Statement (CIS) to either Support/Oppose/Issue General Comments to Motion CF-18-0467 regarding Neighborhood Council System Reforms to the City's Health, Education and Neighborhood Councils Committee on Motion CF-18-0467 on Neighborhood Council System Reforms.
Moved by Corinne Ho and seconded by Mary Paterson.
Motion to amend "item l" (of supplemental material pertaining to this agenda item) to remove the word "monetary" so that the final wording says "...to accept in-kind donations only."
Moved by Simone Best and seconded by Ronald Clary. Motion passed.
- t. Motion to support Walgreen's CUB Renewal Application with the City of Los Angeles Planning Department for the site located at 7560 N. Topanga Canyon Road, Los Angeles - Case No. ZA-2018-4551-CUB-ZV. Concerning a conditional use permit to allow the continued sale and dispensing of beer and wine for off-site consumption in conjunction with an existing 15,082 sq ft pharmacy in the c2-1vl and p-1vl zones operating from 7:00 a.m. to 11:00 p.m., daily. Pursuant to LAMC section 12.27, a variance to permit the continued sale of beer and wine for off-site consumption in conjunction with an existing 15,082 sq ft pharmacy partially located in the p-1vl zone.
Moved by Corinne Ho and seconded by Ronal Clary.
Discussion: Permit is up for renewal only (already exists). LAPD and Land Use Committee have indicated their approval. Security patrol provided for shopping center.
Motion passed.
- u. Motion to approve letter of support for the Canoga Park Improvement Association's application for the Business Improvement District.
Board members Mary Paterson and Corinne Ho recused themselves, resulting in loss of quorum. Item tabled for next meeting.
- v. Executive Committee Elections- According to the CPNC Bylaws. Nominations and votes taken by Vanessa Serrano (DONE Representative).
Nominations:
- President: Michelle Miranda. Unanimous "yes" vote.
 - Vice President: Mary Paterson. Unanimous "yes" vote.
 - Secretary: Kendra Kimball. Unanimous "yes" vote.
 - Treasurer: Carey Martinez. Unanimous "yes" vote.
6. Board Announcements/Comments
- *Michelle Miranda:* Emergency Preparedness event will be on Saturday, September 29; please attend if possible. CSUN will be holding a Canoga Park street cleanup this weekend.
 - *Corinne Ho:* October 27 is an anti-human trafficking poster project event: Volunteers are needed to visit locations in the area to ask them to display posters (required by law) that contain anti-trafficking information, including a hotline number.
 - Homeless Solutions Committee needs to include a resident of Canoga Park.
11. Adjournment
Moved by Ronald Clary and seconded by Corinne Ho. Motion passed.