



Canoga Park

Neighborhood Council

Executive Board

Mary Paterson, President

Dr Thema Bryant Davis, Vice-President

Helen Morales, Secretary

Leonel Fuentes, Treasurer

Board Members:

Kyra Edrington,
Jessica Gonzalez
Steve Slutzah
Robert Muñoz
Ray Cole
Brian Mallasch
Quincy Clemons
Annette McClain
Ronald Clary
Elmer Garcia
Nauman Khan
Jitzel Vasquez-Ruiz

7248 Owensmouth Ave.
Canoga Park, CA 91303

Email: info@canogaparknc.org
Website: www.CanogaParkNC.org

**CANOGA PARK
NEIGHBORHOOD
COUNCIL**

CPNC Regular Board Meeting Agenda

You are invited to a Zoom webinar.

When: Feb 23, 2022 07:00 PM Pacific Time (US and Canada)

Topic: CPNC General Board Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81049829366>

Or One tap mobile :

US: +16699006833,,81049829366# or +12532158782,,81049829366#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)

Webinar ID: 810 4982 9366

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte XXXX, Secretaria, al (818) 852-1500 o por correo electrónico HelenMorales@CanogaParkNeighborhoodCouncil.org para avisar al Concejo Vecinal.

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE CANOGA PARK NEIGHBORHOOD COUNCIL SPECIAL EXECUTIVE BOARD MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION

Every person wishing to address the Board must dial (877) 853-5257 and enter **810 4982 9366** and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the Raise Hand option, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered.

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting; only real-time public comment is required.

If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned.

If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

I. CALL TO ORDER & ROLL CALL

II. Opening remarks

III. Secretary status of board member trainings

IV. Approval of the Minutes of the CPNC Nov/Dec Meeting 12/08/2021.

V. Resignation of board members Michael Davis and Daniel Griffith, declare two residential renter seats vacant.

VI. GOVERNMENT REPORTS

a. Public Safety

b. City Council Representative

c. Government Departments/Agencies, including, Budget Advocate, Librarian, DONE, etc.

d. Department of Neighborhood Empowerment on the Code of Conduct and proposed addendums.

See attached: <https://tiny.cc/CodeConduct2021>

and DONE on funding points – what types of support are allowable and what types are not allowable.

VII. GENERAL PUBLIC COMMENT - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. Each speaker will be allowed 2 minute(s)

VIII. Appointments to board seats.

IX. COMMITTEE REPORTS

- a. **Homeless Solutions / Outreach** report on the Homeless count Feb 22, 2022
- b. **Bylaw Committee** – discussion and possible action to add new members to the Bylaws Committee.

A brief discussion and introduction on the issue of the nature of Standing Rules, and the distinctions between such rules and bylaws and consideration as to whether such rules should be adopted, at a later date, by the council upon recommendation by the bylaw committee.

X. NEW BUSINESS

- A. Approval of the Monthly Expenditure Report (MER) for Nov 2021
- B. Approval of the Monthly Expenditure Report (MER) for Dec 2021
- C. Approval of the Monthly Expenditure Report (MER) for Jan 2022

XI. ADJOURNMENT (End time is typically 9 to 9:45)

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate based on 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 (72 hours) prior to the meeting for regular meetings and 1 day (24 hours) prior to special meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

Canoga Park Community Center, 7248 Owensmouth Ave., Canoga Park, CA 91303

CPNC Website: www.CanogaParkNC.org

You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

Notice to Paid Representatives - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all the board in advance of a meeting may be viewed at our website: www.CanogaParkNC.org or at the scheduled meeting. In addition, you would like a copy of any record related to an item on the agenda, please contact Secretary via email at: HelenMorales@CanogaParkNC.org.

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the NC's process for board action NC Bylaws. The Bylaws are available at our Board meetings and our website www.CanogaParkNC.org

Available Seats:

Home/Condo Owners- 4

Retail/Service - 1

Senior Rep – 1

Residential Renter - 2

Please let us know if you would like to be considered for appointment to a seat. Email info@canogaparknc.org



**Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 PM, Wednesday, December 8, 2021**



I. Welcome/Open Comments

A. Call to Order/ Roll Call:

- **Present:** Mary Paterson, Thema Bryant, Helen Morales, Leonel Fuentes, Ron Clary, Quincy Clemons, Raymond Cole, Michael Davis, Elmer Garcia, Jessica Gonzalez, Daniel Griffith, Nauman Khan, Brian Mallasch, Steve Slutzah, Kyra Edrington, and Raymond Cole
- Quincy Clemons mentioned that they were present at 7:25 PM. They were present at the meeting from the start, but because they were on the phone, they could not say that they were present.
- **Excused:** Annette McClain, Robert Muñoz, Jitzel Vasquez
- Michelle was motioned to join the board, although she was already present, at 7:16 PM.
- 13 Members were present.

B. Motion to reappoint Michelle Miranda Fuentes to the board.

1. Kyra moved, Ron second
2. Discussion:
 - a) Mary mentioned that Michelle missed the timeline for an incorrect training.
 - b) Michelle noted that she accidentally did the ethics training for June of 2022.
 - c) Leonel asks if he must recuse, Jessica says that he is not needed to do so.
 - d) Vote:
 - (1) 13 Yes, 3 Excused, 5 Absent
 - (2) **Motion Passed**

II. General Public Comments on Non-Agenda Items:

A. Public Comments (2 minutes each)

- Comment from Lena Ayvazian asking how she can get involved in the land use and grand overuse and oversight committee.
- Comment from Garry Fordyce expresses concerns on the Brown Act.

III. Elected Officials/Elected Office Reps/LAPD/Library/Budget Rep/DONE/Etc Reports: 3 minutes each

A. Reports:

- Report from Albero Vargas from Assemblymember Gabriel.
- Report from Tim Glick from Councilmember Blumenfield.
 - Prompted discussion from Steve Slutzah, Mary Paterson, and Jessica Gonzalez.
- Report from Tara Vadanhi with LAUSD Scott Schmerelson member.
- Report from SLO Duke Dao and SLO Moreno total criminal report of the year.
 - Prompted discussion by Lena Ayvazian
- Report from Carol Newman
 - Prompted Discussion by Jessica Gonzalez
 - Council number for the Olympics 15-0989
- CSUN Report from Professor Boyns
- Announcements from Vanessa Serrano
 - Discussion prompted by Garry Fordyce and Ron Clary

IV. Anti-Bias training from city is now a requirement due by all members by January 2022

- Training will be due on Jan 1st. If anyone has trouble logging into their Cornerstone account, they need to contact either Mary Paterson or Helen Morales.

V. Motions:

A. Reappointment of Michelle Miranda Fuentes to the Board for the Community Based Organizations Seat.

- Moved by Kyra, second by Ron.

B. Discussion and possible vote to approve that the Canoga Park Neighborhood Council (CPNC) participates in the 2022 Annual Homeless Count as a site coordinator sponsor/agency on Tuesday, January 25. Board Members Nauman Khan, Raymond Cole (Mary Paterson as an alternate) are designated as the site coordinators in partnership with the Los Angeles Homeless Services Authority (LASHA).

- Motioned made by Steve, Second by Thema Bryant
- Corinne Ho shares her presentation
 - Raymond Cole gives advice and comments of support.
 - Dr. Thema also gives her thanks and support for the initiative.
- Vote:
 - Yes: 13
 - Absent: 5
 - Excused: 3
 - Motion Passed

C. Discussion and possible vote to approve \$5,000 for It's Overdue for Supplies and Outreach for their Cleanup events in Canoga Park. We are on a mission to make LA the cleanest city in the nation. We have been hosting daily cleanups mainly in Woodland Hills and Canoga Park for the last 390 days straight. We started in October 2020 and cleared 48,000 LBs of trash off the streets of LA with a grand total of 3500 participants. We have been awarded a certification of recognition by all 15 council members and the Mayor Eric Garcetti in March and October of 2021. We have created a leadership program in which anybody can sign up online and host cleanups using our platform. We would love to see more community engagement.

- Moved by Dr. Thema, Second by Jessica Gonzalez
- Steve Slutzah comments about the amended date
- Maxwell S. presents their Overdue Cleanup Crew presentation
- Motion to amend the vote:
 - Ron Clary moved, second by Steve Slutzah

- Vote:
 - Yes: 11
 - Ineligible: 2
 - Absent: 5
 - No: 1
 - Recused: 1
 - *Amendment Passes*

- Discussion by the board.
- New Amendment:
 - Motioned by Ron Clary, Second by Steve Slutzah
 - Vote:
 - Yes: 11
 - Ineligible: 2
 - Absent: 5
 - No: 1
 - Recused: 1
 - *Amendment passes*
- Vote for the main Motion:
 - Yes: 10
 - Ineligible: 1
 - Recused: 1
 - Absent: 5
 - No: 2
 - Recused: 1
 - *Motion Passes*

D. Discussion and possible vote to approve \$5,000 for Nueva Vision Community School (NVCS) to offer a free music program to youth from low-income families who live in Canoga Park and nearby communities. Instruments will include piano, guitar, and drums. The program will run Nov 2021-Jun 2022 (Two 4-month sessions), be located at the Canoga Park Community Center, and have capacity for up to 36 participants per session. Grant funds will cover rent and partially cover teaching artists' compensation and administrative assistant compensation. The project's overall purpose is to advance artistic knowledge and equip youth with

**essential learning and life skills that will help them achieve
academic success and live a happier and more fulfilled life**

- Announcement by Ron Clary saying that he, Brian, and Jessica need to recuse because they are on the board of the community center and not on the board of the applicant.
- Board apologizes to Betsy Valle for the inconvenience and will need to table this motion until the next meeting.

E. Approval of September and October Minutes

- Moved to edit and say that Mary Paterson had an excused absence in the Sep. minutes
- Both were tabled.
- All board members voted yes
- Approved with 15 yes votes, with the correction that Mary Paterson had an excused absence.

F. Approval of October MER

- Moved by Dr. Thema and seconded by Raymond Cole
- Discussion by Steve and Leonel
- Roll Call Vote:
- Yes: 13
- Ineligible: 1
- No: 0
- Absents: 5
- **Motion Passes**

G. Board Announcements:

- Education Committee report by Elmer Garcia
- Discussion of the student vaccine mandate by Lena Ayvazian.
- Michelle Miranda announces toy drive at Reseda high school.

H. Adjournment:

- Meeting motioned to adjourn at 9:45 PM

Monthly Expenditure Report



Reporting Month: November 2021 Budget Fiscal Year: 2021-2022

NC Name: Canoga Park
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$40517.63	\$8122.97	\$32394.66	\$628.64	\$0.00	\$31766.02

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$16000.00	\$160.79	\$11394.66	\$628.64	\$10766.02
Outreach		\$2962.18		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$5000.00	\$0.00	\$5000.00	\$0.00	\$5000.00
Neighborhood Purpose Grants	\$21000.00	\$5000.00	\$16000.00	\$0.00	\$16000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$1482.37	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE CANOGAPA	11/01/2021	Google suite	General Operations Expenditure	Office	\$160.79
2	Halo Branded Solutions, Inc.	11/09/2021	Discuss and /or action to re-approve \$2,962.18 for Covid mask keepers/holders.	General Operations Expenditure	Outreach	\$2962.18
3	Main Street Canoga Park	11/10/2021	Discuss and /or action to approve a NPG proposal for \$5,000 to the Main Street Canoga Park Organization for the Day of the Dead community festival (Dia de los Muertos)	Neighborhood Purpose Grants		\$5000.00
Subtotal:						\$8122.97

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Brian Mallasch	09/15/2021	Approval of reimbursement for Brian Mallasch for \$628.64 for paying for CPNC Google Suites	General Operations Expenditure	Office	\$628.64
Subtotal: Outstanding						\$628.64



Invoice

Invoice number: 4006154605

Google LLC
1600 Amphitheatre Pkwy
Mountain View, CA 94043
United States
Federal Tax ID: 77-0493581

Bill to

Aaron DeVandry
Canoga Park Neighborhood Council
5005 Stone Fence Drive
Colorado Springs, CO 80922
United States

Details

Invoice number4006154605
Invoice dateOct 31, 2021
Billing ID2423-1721-5696
Domain namecanogaparknc.org

Google Workspace

Total in USD **\$160.79**

Summary for Oct 1, 2021 - Oct 31, 2021

Subtotal in USD \$156.00
Local sales tax (3.07%) \$4.79
Total in USD \$160.79

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
G Suite Basic	Usage	Oct 1 - Oct 31	26	156.00
Subtotal in USD				\$156.00
Local sales tax (3.07%)				\$4.79
Total in USD				\$160.79

Need help understanding the charges on your invoice? [Click here for detailed explanations](https://support.google.com/a?p=gsuite-bills-and-charges)
<https://support.google.com/a?p=gsuite-bills-and-charges>



3182 Momentum Place
Chicago, IL 60689-5331
Phone: (815) 625-0980
Tax ID: 03-0509520

INVOICE

Invoice	Date	Page
2021000007431	5/23/21	1 (1)

Sold To # : 1003751

Sold To : Canoga Park Neighborhood Coun
7248 Owensmouth Ave
CANOGA PARK CA 91303-1529

Bill To #: 1003751

Delivery Method : UPS Ground

Bill To : Canoga Park Neighborhood Coun
Mary Paterson
7248 Owensmouth Ave
CANOGA PARK CA 91303-1529

Ship To : Canoga Park Neighborhood Coun
Mary Paterson
7248 Owensmouth Ave
Canoga Park CA 91303-1529

Customer PO Number		Ship Date	Terms	Due Date	Sales Representative	
		5/18/2021	Net 30 Days	6/22/2021	2530 EX, HARVEY	
Shipped	Back Ordered	Item Description / Comments		U/M	Unit Price	Extended Price
1250	0.000000	AMKP12 POLYESTER MASK KEEPER 1/2 450 Black, 400 Royal Blue 400 Red all with a white Imprint >ITEM COLOR: SEE ABOVE		EA	2.07	2,587.50
1	0.000000	SU SET UP		EA	65.00	65.00
1	0.000000	EPR EMAIL PROOF CHARGE		EA	0.00	0.00

Subtotal	2,652.50 USD
Freight/Handling	52.69 USD
Sales tax	256.99 USD
Total	2,962.18 USD
Balance	2,962.18 USD

Thank you for your order. We appreciate your business! Help us serve you better! Please take our online survey at <http://www.halo.com/survey>.

Since careful inspection at the factory often results in some imprinted pieces being discarded, it is understood and agreed that an underrun or overrun of not more than 10% be billed pro-rata. Purchaser agrees to pay any sales or use tax, and additional freight charges billed us due to audits per ICC regulations. In some cases, freight charges may be billed separately. Quoted prices often do not include shipping charges or any applicable taxes. No credit will be issued for returned merchandise without the consent / authorization of HALO. All claims must be made within 10 days of merchandise receipt. **Shipping Liability :** This merchandise becomes your property at the time it is accepted by the carrier. Purchaser agrees to pay all charges within the payments terms stated on this invoice. Payments not made within such terms are subject to a late payment fee of 1.5% per month until payment is made. Purchaser also agrees to pay all necessary collection and reasonable legal fees in the event of default or of failure to pay for goods sold and delivered.

Additional terms and conditions apply to orders of personal protective equipment (PPE). These terms and conditions are available at <https://www.halo.com/ppe-terms.aspx> and are incorporated by reference.

To be PCI compliant and ensure the highest level of protection please Visit our secure online payment portal, <https://www.halo.com/payonline> or call 815-548-9198 for all credit card payments.

Invoice Number: 2021000007431
Invoice Date: 5/23/21
Invoice Total: 2,962.18
Customer Order #: 1000012535
Bill To Customer #: 1003751

PLEASE MAKE CHECKS PAYABLE TO :
HALO BRANDED SOLUTIONS, Inc
3182 Momentum Place
Chicago, IL 60689-5331

IF SENDING WIRE TRANSFER:
HALO Branded Solutions, Inc.
Acct #: 7239511822
Bank Name: Fifth Third Bank
ABA: 042000314
Swift Code: FTBCUS3C

IF SENDING ACH:
HALO Branded Solutions, Inc.
Acct #: 7239511822
Bank Name: Fifth Third Bank
ABA: 071923909

Please email your remittance to : remittances@halo.com

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Canoga Park Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a) Main Street Canoga Park 91-2078141 CA 05/25/2005
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 7248 Owensmouth Ave Canoga Park CA 91303
Organization Mailing Address *City* *State* *Zip Code*

1c) _____
Business Address (if different) *City* *State* *Zip Code*

1d) **PRIMARY CONTACT INFORMATION:**

Nora Ross 818-704-1358 nora.ross@valleycultural.org
Name *Phone* *Email*

2) **Type of Organization- Please select one:**

Public School *(not to include private schools)* or 501(c)(3) Non-Profit *(other than religious institutions)*
Attach Signed letter on School Letterhead **Attach IRS Determination Letter**

3) _____
Name / Address of Affiliated Organization (if applicable) *City* *State* *Zip Code*

SECTION II - PROJECT DESCRIPTION

4) **Please describe the purpose and intent of the grant.**

The funds are to support the Main Street Canoga Park Dia de los Muertos a free festival held in Canoga Park on Sherman way between Canoga Ave and Topanga Canyon Blvd. The event will be held on Sunday, November 7, 2021. Funds from the Neighborhood Council will assist in promoting community outreach and honor and celebrate the rich culture of the Hispanic and Latin culture that are a vital part of the community.

5) **How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)**

Funds from the Canoga Park Neighborhood Council will be used to provide community outreach at the Dia de los Muertos Festival on Sunday, November 7th, 2021. The \$5,000 support will included a 10x10 booth and a 10 x 10 space, (the booth will include a tent, table, chairs and electricity. Recognition by MC throughout the event, Neighborhood logo on Main Street banner, Sponsorship certificate, Co-advertisement on Main Street Canoga Park Website with link back to Neighborhood Council Website, Recognition at the Event program. Funds will be distributed as follows: \$1,500 equipment rental, \$1,500 marketing public relations and \$2,000 for performance. Distribution of funds subject to change if need be.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Promotion of event through Main Street Canoga Park	\$ 5,000	\$ 45,000
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
DCA/LA, Warner Center News, Gaspar Insurance, Amazon MGA and Coke	\$ 60,000	\$ 45,000
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 5,000

10a) Start date: 11 / 07 / 21 10b) Date Funds Required: 11 / 01 / 21 10c) Expected Completion Date: 11 / 07 / 21
(After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant
Mary Paterson	Agent of Service

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

<u>Nora Ross</u> PRINT Name	<u>President</u> Title	<u></u> Signature	<u>9/15/21</u> Date
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12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

<u>Joellen Ammann</u> PRINT Name	<u>Secretary</u> Title	<u></u> Signature	<u>9/15/21</u> Date
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* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

Minutes
Main Street Canoga Park
Board Meeting
August 16, 2021 - 6:00pm

Board of Directors: Nora Ross, Mary Paterson, Miguel Fernandez, Arely Rodriguez-Esqueda, Jessie Juarez,

AGENDA

Call to Order: Nora Ross called the meeting to order at 6:00pm

Roll Call: Present: Nora Ross, Mary Paterson, Miguel Fernandez, Arely Rodriguez-Esqueda, and Jess Juarez

Absent:

Item No. (1) Election of 2021-2022 Board Members

Motion made by Nora Ross to remove Mary Paterson and Secretary of Main Street Canoga Park. 2nd Miguel Fernandez. Approved

Motion made by Nora Ross to add Joellen Ammann as Secretary of Main Street Canoga Park. 2nd Arely Rodriguez-Esqueda. Approved.

Item No. (2) Signatures on MSCP Bank Account

Motion made by Mary Paterson to add Nora Ross as a signature to the MSCP Wells Fargo Bank Account. 2nd Miguel Fernandez. Approved

Item No (2) Dia De Los Muertos

Motion made by Mary Paterson to continue the annual festival within COVID Guideline on Sunday, November 7th, 2021 from 10 am- 5:00 pm. 2nd Joellen Ammann. Approved

Adjourned: Nora Ross adjourned the meeting at 6:55pm.

Minutes: submitted by Secretary, Joellen Ammann

2021 Projected Budget Ordinary Income/Expense	Dia de los Muertos Jan - Dec 21
Income	
4000 · Sponsor Income	40,000.00
4040 · Donations	0.00
4120 · Sponsor Booths (non-sales)	16,500.00
4140 · Food Vendors	6,000.00
4155 · Tickets	0.00
4160 · Parking Income	0.00
Total Income	62,500.00
Expense	
5510 · Salaries	
6060 · Bank Charges	500
6080 · Catering, Food & Concessions	1,000.00
6090 · Commissions	0
6200 · Equipment Rental	15,000.00
6190 · Fireworks	0.00
6215 · First Aid Booth	200
6220 · Annual Gala/Fundraiser	0
6240 · Insurance	1,873.00
6250 · Janitorial Expenses	0.00
6310 · Marketing & Public Relations	1,650
6410 · Office Supplies & Expenses	500
6420 · Outside Services	1,800.00
6430 · Parking	0.00
6460 · Performers	4,000.00
6465 · Permits & License	5,000.00
6490 · Printing & Publications	500
6530 · Repairs & Maintenance	334
6550 · Security	8,500.00
6560 · Signs & Banners	2,500.00
6570 · Sound & Lights	3,000.00
Total Expense	46,357.00
Net Ordinary Income	16,143.00

2021 CPNC Budget Ordinary Income/Expense	Dia de los Muertos Jan - Dec 21	
Income		
4000 · Sponsor Income/CPNC	\$	5,000.00
4040 · Donations	\$	-
4120 · Sponsor Booths (non-sales)	\$	-
4140 · Food Vendors	\$	-
4155 · Tickets	\$	-
4160 · Parking Income	\$	-
Total Income	\$	5,000.00
Expense		
5510 · Salaries 6060 · Bank Charges	\$	-
6080 · Catering, Food & Concessions	\$	-
6090 · Commissions	\$	-
6200 · Equipment Rental	\$	1,500.00
6190 · Fireworks	\$	-
6215 · First Aid Booth	\$	-
6220 · Annual Gala/Fundraiser	\$	-
6240 · Insurance	\$	-
6250 · Janitorial Expenses	\$	-
6310 · Marketing & Public Relations	\$	1,500.00
6410 · Office Supplies & Expenses	\$	-
6420 · Outside Services	\$	-
6430 · Parking	\$	-
6460 · Performers	\$	2,000.00
6465 · Permits & License	\$	-
6490 · Printing & Publications	\$	-
6530 · Repairs & Maintenance	\$	-
6550 · Security	\$	-
6560 · Signs & Banners	\$	-
6570 · Sound & Lights	\$	-
Total Expense	\$	5,000.00
Net Ordinary Income	\$	-

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 25 2005

MAIN STREET CANOGA PARK
21500 WYANDOTTE ST STE 117
CANOGA PARK, CA 91303-0000

Employer Identification Number:
91-2078141
DLN:
17053092964095
Contact Person:
GREGORY K OLWINE ID# 31382
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated FEBRUARY 2002, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading between 8:30 a.m. - 5:30 p.m. Eastern time.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 27 2002

MAIN STREET CANOGA PARK
21500 WYANDOTTE STREET STE 101
CANOGA PARK, CA 91303

Employer Identification Number:
91-2078141
DLN:
602056038
Contact Person:
MARK BRECKNER ID# 95217
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Foundation Status Classification:
509(a)(1)
Advance Ruling Period Begins:
July 14, 2000
Advance Ruling Period Ends:
December 31, 2004
Addendum Applies:
No

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until we make

Letter 1045 (DO/CG)

MAIN STREET CANOGA PARK

a final determination of your foundation status.

If we publish a notice in the Internal Revenue Bulletin stating that we will no longer treat you as a publicly supported organization, grantors and contributors may not rely on this determination after the date we publish the notice. In addition, if you lose your status as a publicly supported organization, and a grantor or contributor was responsible for, or was aware of, the act or failure to act, that resulted in your loss of such status, that person may not rely on this determination from the date of the act or failure to act. Also, if a grantor or contributor learned that we had given notice that you would be removed from classification as a publicly supported organization, then that person may not rely on this determination as of the date he or she acquired such knowledge.

If you change your sources of support, your purposes, character, or method of operation, please let us know so we can consider the effect of the change on our exempt status and foundation status. If you amend your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, let us know all changes in your name or address.

As of January 1, 1984, you are liable for social security taxes under the Federal Insurance Contributions Act on amounts of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the private foundation excise taxes under Chapter 42 of the Internal Revenue Code. However, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Internal Revenue Code. Bequests, legacies, devises, transfers, or gifts to you for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Donors may deduct contributions to you only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, gives guidelines regarding when taxpayers may deduct payments for admission to, or their participation in, fundraising activities for charity.

Contributions to you are deductible by donors beginning July 14, 2000.

You are not required to file Form 990, Return of Organization Exempt From Income Tax, if your gross receipts each year are normally \$25,000 or less. If you receive a Form 990 package in the mail, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return. Because you will be treated as

Letter 1045 (DO/CG)

MAIN STREET CANOGA PARK

If you distribute funds to individuals, you should keep case histories showing the recipients' names, addresses, purposes of awards, manner of selection, and relationship (if any) to members, officers, trustees or donors of funds to you, so that you can substantiate upon request by the Internal Revenue Service any and all distributions you made to individuals. (Revenue Ruling 56-304, C.B. 1956-2, page 306.)

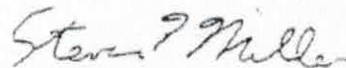
If we said in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help us resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

We have sent a copy of this letter to your representative as indicated in your power of attorney.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



Steven T. Miller
Director, Exempt Organizations

Letter 1045 (DO/CG)

MAIN STREET CANOGA PARK

As a public charity for return filing purposes during your entire advance ruling period, you should file Form 990 for each year in your advance ruling period that you exceed the \$25,000 filing threshold even if your sources of support do not satisfy the public support test specified in the heading of this letter.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete. So, please be sure your return is complete before you file it.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, we will assign a number to you and advise you of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

This determination is based on evidence that your funds are dedicated to the purposes listed in section 501(c)(3) of the Code. To assure your continued exemption, you should keep records to show that funds are spent only for those purposes. If you distribute funds to other organizations, your records should show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), you must have evidence that the funds will remain dedicated to the required purposes and that the recipient will use the funds for those purposes.

Letter 1045 (DO/CG)

Office of the City Clerk Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification (BAC) Form



NC Name: Canoga Park Neighborhood Council Meeting Date: 10/27/21
 Budget Fiscal Year: 2021-2022 Agenda Item No: III. 1.

Board Motion and/or Public Benefit Statement (CIP and NPG): Discuss and /or action to approve a NPG proposal for \$5,000 to the Main Street Canoga Park Organization for the Day of the Dead community festival (Dia de los Muertos)

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

Vote Count
 Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Mary Paterson	President				1		
Thema Bryant	Vice-President	1					
Helen Morales	Secretary					1	
Leonel Fuentes	Treasurer	1					
Michelle F. Miranda	Sargeant at Arms	1					
Ron Clary	Parliamentarian	1					
Quincy Clemons	Member at large	1					
Raymond Cole	Member at large	1					
Michael Davis	Member at large	1					
Kyra Edrington	Member at large	1					
Elmer Garcia	Member at large	1					
Jessica Gonzalez	Member at large				1		
Daniel Griffith	Member at large	1					
Nauman Khan	Member at large	1					
Brian Mallasch	Member at large	1					
Annette McClain	Member at large				1		
Robert Muñoz	Member at large				1		
Steve Slutzah	Member at large			1			
Jitzel Vasquez-Ruiz	Member at large				1		
Board Quorum:		Total: 12		1	6	1	

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *Leonel E. Fuentes* Authorized Signature: *Brian Mallasch*
 Print/Type Name: Leonel E. Fuentes Print/Type Name: Brian Mallasch
 Date: 10/27/21 Date: 11/3/2021

Monthly Expenditure Report



Reporting Month: December 2021 Budget Fiscal Year: 2021-2022

NC Name: Canoga Park
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$32394.66	\$1510.79	\$30883.87	\$628.64	\$0.00	\$30255.23

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$16000.00	\$1510.79	\$9883.87	\$628.64	\$9255.23
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$5000.00	\$0.00	\$5000.00	\$0.00	\$5000.00
Neighborhood Purpose Grants	\$21000.00	\$0.00	\$16000.00	\$0.00	\$16000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$9605.34	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_canogap	12/02/2021	Google Suite	General Operations Expenditure	Office	\$160.79
2	AARON DEVANDRY - CON	12/18/2021	Agenda posting	General Operations Expenditure	Office	\$150.00
3	AARON DEVANDRY - CON	12/18/2021	Agenda posting	General Operations Expenditure	Office	\$150.00
4	AARON DEVANDRY - CON	12/18/2021	Agenda posting	General Operations Expenditure	Office	\$150.00
5	AARON DEVANDRY - CON	12/18/2021	aaron.devandry@gmail.com	General Operations Expenditure	Office	\$150.00
6	AARON DEVANDRY - CON	12/18/2021	aaron.devandry@gmail.com	General Operations Expenditure	Office	\$150.00
7	AARON DEVANDRY - CON	12/18/2021	aaron.devandry@gmail.com	General Operations Expenditure	Office	\$150.00
8	AARON DEVANDRY - CON	12/18/2021	aaron.devandry@gmail.com	General Operations Expenditure	Office	\$150.00

9	AARON DEVANDRY - CON	12/18/2021	Agenda posting	General Operations Expenditure	Office	\$150.00
10	AARON DEVANDRY - CON	12/18/2021	Agenda posting	General Operations Expenditure	Office	\$150.00
Subtotal:						\$1510.79

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Brian Mallasch	09/15/2021	Approval of reimbursement for Brian Mallasch for \$628.64 for paying for CPNC Google Suites	General Operations Expenditure	Office	\$628.64
Subtotal: Outstanding						\$628.64