

CITY OF LOS ANGELES
CALIFORNIA

**Neighborhood Council
Governing Board**

Ray Cole, President

Elmer Garcia, Vice-President

Lena Ayvazian, Secretary

Leonel Fuentes, Treasurer

Michelle Miranda

Mary Paterson

Ronald Clary

Brian Mallasch

Mireira Moran

Nicole Resendiz

Hector Ramirez

Kyra Edrington

Corrine Ho

Estevan Barr

Brian Islas



200 N. Spring Street
Los Angeles, CA 90012

Email: NCsupport@lacity.org
Website: www.empowerla.org

**CANOGA PARK
NEIGHBORHOOD
COUNCIL**

**General Board Meeting
Agenda**

7248 Owensmouth Ave, Canoga Park, CA 91303

8/23/2023

7:00PM

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Raymond Cole, Presidente, al 626-765-7451 o por correo electrónico raycole@NeighborhoodCouncil.org para avisar al Concejo Vecinal.

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.

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 elected and/or appointed stakeholder volunteers who are devoted to the mission of improving our communities.

- I. **CALL TO ORDER AND BOARD ROLL CALL**
- II. **APPROVAL OF THE MINUTES**
- III. **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). 10 minutes total.
- IV. **COMMUNITY/GOVERNMENT REPORTS AND ANNOUNCEMENTS (3 minutes per speaker)**
 - a. **Public Safety**
 - b. **Officers of Congress, Assembly, Mayor, City Council, County Supervisor, and School Board**
 - c. **Government Departments/Agencies, including Budget Advocates, Librarian, etc**
 - d. **DONE-Department of Neighborhood Empowerment General Report**
- V. **Discussion and Possible Action: Brief Introduction Opportunity for Interested CPNC Candidates' Consideration and Possible Vote for Appointment to the CPNC Board**
 - a. **Senior Group Representative (2023) appointed**
 - b. **Faith Based Organizations Representative (2023)**
 - c. **At Large Representative (2025)**
 - d. **At Large Representative (2023)**
 - e. **Residential Renters Representative-2 (2023)**
 - f. **Retail/Service Business Representative (2023)**
 - g. **Youth Representative**
- VI. **NEW BUSINESS**
 - a. Discussion and Possible Action: Approve up to \$2,000.00 for storage and office use of the Canoga Park Community Center.
 - b. Discussion and Possible Action: Approve up to \$5,000.00 for outreach at the Memorial Day Parade in Canoga Park. This event is put on by the Canoga Park Community Foundation.
 - c. Discussion and Possible Action: Design and ordering of Canoga Park Neighborhood Shirts.
 - d. Discussion and Possible Action: Motion reconfirmation for prior approved Bus Stop Outreach Signs
 - e. Discussion and Possible Action: Motion Reconfirmation of prior approved entry markers
 - f. Discussion and Possible Action: Motion for an amendment for the bylaw parliamentary authority for excused and unexcused ascended
 - g. Discussion and Possible Action: Motion to Approve letter of support for CicLAVia route through the West Valley.
 - h. Fiscal Year Discussion and Possible Action: Packet Review for submission

Suggestions for Items for upcoming meetings

ADJOURNMENT

As a 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 (72 hours) prior to the 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:

- 7248 Owensmouth Ave, Canoga Park, CA 91303
- www.canogaparknc.org
- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System](#)

[\(ENS\)](#)

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 of the board in advance of a meeting may be viewed at [our website: www.canogaparknc.org](http://www.canogaparknc.org) 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 Lena Ayvazian, Secretary, by email at: lana.ayvazian@canogaparknc.org

Reconsideration and Grievance Process -

For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website www.canogaparknc.org



Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 p.m. Wednesday, February 22, 2023



I. CALL TO ORDER: President Cole called the meeting to order at 7:06 p.m.

II. BOARD ROLL CALL:

President Cole called the roll as follows:

present	Ray Cole, President
present	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
present	Leonel Fuentes, Treasurer
absent	Helen Morales
absent	Michelle Miranda
present	Mary Paterson
absent	Quincy Clemons
present	Ronald Clary
present	Duane Galila
absent	Jitzel Vasquez-Ruiz
present	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
present	Corrine Ho
ineligible	Lena Ayvazian
8	8 present /9 absent /1 ineligible

a. Status of Board Member Training

President Cole stated that Board members are current with training with the exception of one new member in the process.

Raul Preciado, DONE Representative, stated that there is no grace period for ethics or funding training. Ineligibility to vote, make a motion, or second a motion continues until all training is completed.

III. COMMUNITY/GOVERNMENT REPORTS AND ANNOUNCEMENTS (3 minutes per speaker)

a. Public Safety

Steve Jaramillo, Special Projects Deputy for Councilmember Blumenfield's Office, updated the Council on the following:

- The Disaster Preparedness program has been postponed to March 25th and Ciclavia will have two booths;
- The Los Angeles organic recycling program is up and running. LA SB 1383 is a statewide mandate to keep organic waste out of landfills and reduce greenhouse gases. Put your food waste in your yard green bin. Call 1-800/773-2489 to receive a free recycling kitchen pail. Mr. Jaramillo stated that he is available to make a presentation to the Board to provide more information.

President Cole requested flyers to share on the CPNC website.

b. Officers of Congress, Assembly, Mayor, City Council, County Supervisor, and School Board

Raul Preciado, DONE Representative, updated the Council on the following:

- Virtual meetings have been extended to March 22nd and may possibly extend to March 29th. DONE is in the process of confirming meeting spaces with disability accessibility.

Chris Rowe addressed concerns regarding Board member attendance and another concern regarding social distancing at the community center, and if alternate locations in Canoga Park are being identified. Mr. Preciado stated that those concerns are being addressed.

Board member Lena Ayvazian expressed a desire to perform in the secretary position and inquired about the duties and qualifications and expressed an interest for the upcoming election. Mr. Preciado stated he

would follow up with her on the qualifications and submittal process.

c. Government Departments/Agencies, including Budget Advocates, Librarian, etc.

No Action Taken.

d. DONE-Department of Neighborhood Empowerment General Report

No Action Taken.

IV. DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT: EXHAUSTIVE EFFORTS-UPDATES

a. Exhaustive Efforts Work Plan-Updates

- Vice-President Elmer Garcia stated that CPNC is growing and 3 new Board member seats have been filled. There is continued discussion agendized at this meeting;
- A note taker has been assigned and the request to compose minutes from previous recordings is underway. This Item will be agendized for further discussion at the next meeting;
- A meeting date for a Board retreat is agendized further in this agenda. There is the possibility for a virtual retreat now that the date to continue virtual meetings has been extended.

b. Discussion and Possible Action: Update Board Retreat Meeting Date

- **Monday, February 27th**
(this is the original date from 7:00 – 9:00 p.m.)
- **Thursday, March 9th**
- **Monday, March 13th**

Following Board member and stakeholder discussion, Board member Ronald Clary stated that the furthestmost date of March 13th should be considered as there are members absent, and this date will allow time for noticing and availability.

MOTION: Ronald Clary	
SECOND: Mary Paterson	
yes	Ray Cole, President
yes	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer

absent	Helen Morales
absent	Michelle Miranda
yes	Mary Paterson
absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz
yes	Brian Mallasch

absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
yes	Corrine Ho
ineligible	Lena Ayvazian
8	8 yes /9 absent /1 ineligible

V. Discussion and Possible Action: Brief Introduction Opportunity for Interested CPNC Candidates' Consideration and Possible Vote for Appointment to the CPNC Board

a. At Large Representative (2025)

President Cole solicited public comment. One stakeholder spoke.

b. At Large Representative (2023)

Hewitt Dixon, resident, expressed interest to be part of the community council. Mr. Dixon stated that he has attempted to attend CPNC meetings in the past; however, they were cancelled due to lack of quorum. President Cole and Board members, Clary, Paterson, and Ho informed the prospective Board member that Council commitment includes training, time, and committee involvement. Mr. Dixon accepted the challenge and was welcomed to CPNC.

President Cole solicited public comment. One stakeholder spoke.

President Cole called the vote as follows:

MOTION: Ronald Clary	
SECOND: President Cole	
yes	Ray Cole, President
yes	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer
absent	Helen Morales
absent	Michelle Miranda
yes	Mary Paterson
absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz

yes	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
yes	Corrine Ho
ineligible	Lena Ayvazian
ineligible	Hewitt Dixon
8	8 yes /9 absent /2 ineligible

c. Residential Renters Representative-2 (2023)

Max Zelickson, a rental resident, stated that he has attended previous CPNC meeting, volunteers with the Red Cross and is a member of the Disaster Team, and is LAFD certified. Mr. Zelickson stated that he wants to be engaged in the community. Mr. Zelickson stated that his focus is on homelessness and the development of the Warner Center. After discussion Mr. Zelickson decided he would occupy the At-large 2025 position.

President Cole solicited public comment. One stakeholder spoke.

President Cole called the vote as follows:

MOTION: Connie Ho	
SECOND: Ronald Clary	
yes	Ray Cole, President
yes	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer
absent	Helen Morales
absent	Michelle Miranda
yes	Mary Paterson
absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz
yes	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez

yes	Corrine Ho
ineligible	Lena Ayvazian
ineligible	Hewitt Dixon
ineligible	Max Zelickson
8	8 yes /9 absent /3 ineligible

d. Retail/Service Business Representative (2023)

President Cole solicited interest. No nominations or self-nominations.

e. Senior Group Representative (2023) appointed

President Cole solicited interest. No nominations or self-nominations.

f. Faith Based Organizations Representative (2023)

g. President Cole solicited interest. No nominations or self- nominations. **VI.**

Presentation-Congressman Brad Sherman (10 minutes)

President Cole rescheduled Item VI.

VII. Discussion and Possible Action: Expansion of Carmax Car Lot, 21300 Roscoe Blvd, 91304

Brad Lauth, Brian Pulsifer, Kayerst, Keith Malloy and Kyndra Casper, screen shared a presentation for the Carmax Car Lot that is seeking a development approval to expand the project. Mr. Lauth stated that no new use or operation is proposed. The proposal is to expand the current operations and facility with configuration of the existing sales display and public parking area. Ms. Lauth shared the concept architectural plans and stated his availability to answer questions and work with the CPNC and City Council.

After discussion the topics of additional parking for customers and employee, the truck loading bays, the protection of exiting mature trees, lighting, and sound were presented, and concluded that there were no impacts on the existing neighborhood.

Many Board members stated their support of Carmax and their community involvement.

President Cole solicited public comment from Board members and stakeholders.

MOTION: Ronald Clary
SECOND: Corinne Ho

yes	Ray Cole, President
yes	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer
absent	Helen Morales
absent	Michelle Miranda
yes	Mary Paterson
absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz
yes	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
yes	Corrine Ho
ineligible	Lena Ayvazian
ineligible	Hewitt Dixon
ineligible	Max Zelickson
8	8 yes /9 absent /3 ineligible

VIII. 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), 10 minutes total.

President Cole solicited public comment.

Chris Rowe expressed concern about the lack of video of Board members present and their level of engagement. Board member video should not be disabled.

One stakeholder was recognized to speak but was inaudible.

Chris Rowe requested that if a stakeholder's language is inappropriate, could that individual be muted and attendance discontinued at a meeting. Mr. Preciado, DONE Representative, updated the Council and stakeholders on the Bylaws.

David Boynes, CSUN thanked the PCNC for their commitment and contribution to the Bridge to the Future Program that provides tuition free educational opportunities.

IX. NEW BUSINESS

- a. **Discussion and Possible Action:** Voting to approve Affidavit for \$90.91 for Google Suite payment on 6/21/22. A payment of \$90.91 was made to the Google Suite account to bring it current, but we can't locate a detailed description of this transaction, only a statement indicating payment.

President Cole solicited Board member and public comment and made the motion to approve that was seconded by Ronald Clary. The motion was not discussed or approved. President Cole tabled this motion due to lack of supporting materials that was not made available to the public.

- b. **Discussion and Possible Action:** Voting to approve Affidavit for digital premium shipping membership for \$25.00. Any Promo Charged \$25.00 but failed to document a detailed description of the charge.

President Cole solicited Board member and public comment and made the motion to approve that was seconded by Ronald Clary. The motion was not discussed or approved. President Cole tabled this motion due to lack of supporting materials that was not made available to the public.

- c. **Discussion and Possible Action:** Canoga Park Events-Outreach and Engagement

- CicLAvia-Call for action-Volunteers 2/26/23

President Cole solicited public comment. None.

President Cole sent out a Google poll soliciting for volunteers from 9:00–3:00 to work for 2 hour periods of time. Max Zelikson volunteered to work a major portion of the day. Mary Paterson will be on location and will try to be flexible with her availability to CPNC.

Corinne Ho volunteered her availability. Please continue to contact President Cole with your availability.

David Boynes, Bridge to the Future, stated that students from Canoga HS will be performing traffic functions and maintaining the intersection and would like to coordinate with CPNC.

One stakeholder was recognized to speak but did not unmute.

President Cole stated that he will send out a follow-up email.

- Community Canvas-Possible Attendees and dates

President Cole stated that flyers and information need to be distributed in the community for upcoming elections/voting and would like to invite/encourage businesses owners to display flyers.

Board members Mary Paterson and Max Zelickson stated that they would assist.

President Cole will send out a follow-up email.

X. Announcements/Suggestions a. Disaster Preparedness Event-2/25/23 9am 2pm.

President Cole stated that this event has been moved to March 25th from 9:00 – 3:00 p.m. due to weather.

Board member Corinne Ho suggested an agenda category, named Future Agenda Items, to be included on every agenda to allow for stakeholder participation.

Board member Lena Ayvazian expressed concern with the burned down building near CarMax. Is there something that a CPNC can request to tag the property? President Cole stated that there is the possibly to discuss a letter of concern and suggested that this Item be agendized at a future meeting for discussion and possible action.

Board member Corrine Ho expressed concern regarding the attendance of Board members and would like to agendize this Item for further discussion.

Mr. Preciado, DONE Representative, stated that the agenda is set by the President and encouraged Board members to contact him with items they would like to agendize.

One stakeholder was recognized to speak but did not unmute.

XI. ADJOURNMENT

President Cole made the motion to adjourn at 9:24 p.m. seconded by Board member Mary Paterson.



Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 p.m. Wednesday, March 22, 2023



I. **CALL TO ORDER** President Cole called the meeting to order at 7:05 p.m.

II. **BOARD ROLL CALL**

President Cole called the roll as follows:

a. **Status of Board Member Training**

Raul Preciado, DONE Representative, thanked all who attended the March board retreat and training.

present	Ray Cole, President
present	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
present	Leonel Fuentes, Treasurer
absent	Helen Morales
present	Michelle Miranda
present	Mary Paterson
absent	Quincy Clemons
present	Ronald Clary
present	Duane Galila
absent	Jitzel Vasquez-Ruiz
present	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
present	Lena Ayvazian
present	Corrine Ho
absent	Hewitt Dixon <i>Appointed in Feb</i>
absent	Max Zelickson <i>Appointed in Feb</i>
	Jodi Braverman <i>Appointed in March</i>

	Miereda Moran <i>Appointed in March</i>
	Hector Ramirez <i>Appointed in March</i>
10	10 present /10 absent

III. **COMMUNITY/GOVERNMENT REPORTS AND ANNOUNCEMENTS (3 minutes per speaker)**

Senator Caroline Menjivar thanked all who collaborated in the celebration of CicLAvia. Canoga Park is unique as it has two state senators. Her office is located in Van Nuys and Tonya Ybarra and Kevin Taylor are available for assistance. Senator Menjivar updated the Council on the following:

- The emergency COVID allotment for increased Cal Fresh benefits will end this week and benefits will decrease significantly, her office is working to maintain those resources;
- 16 Bills have been introduced. Of concern is mental health, youth homelessness, housing, and the removal of asphalt from school grounds;
- A disaster preparedness program is available this Saturday, March 25th from 9:00 - 3:00 at Pierce College.

Treasurer Fuentes requested a resource to review the proposed 16 proposed Bills. Senator Menjivar shared a link to fact sheets at sd20.senate.ca.gov. There is also a monthly newsletter that provides recaps of proposed legislation.

Board member Patterson was recognized to speak and thanked Senator Menjivar for her community support and expressed concern about the Canoga Park District separation in certain areas. Senator Menjivar encouraged public input regarding district maps.

Board member Ayvazian stated her support of hybrid public hearings and supported Senator Menjivar to continue to support hybrid public hearings.

President Cole solicited public comment.

Chris Rowe was recognized to speak and requested jurisdiction boundaries. Ms. Menjivar stated that she has been appointed as an interim caretaker for districts that don't have a permanent Senator at this time.

Alberto Vargas, Field Representative at California State Assembly updated the Council on the following:

- AB591 provide universal chargers for electric vehicles in CA and supports environmentally friendly vehicles;
- AB1217 & AB61 will extend COVID assistance for small businesses;
- Pierce College will be providing an employment resource table on April 30th.

LAPD, Officer Moreno

Officer Moreno defined his jurisdiction and updated the Council on the following:

- Property crime is the biggest concern in Topanga and Canoga Park in the areas of mail thefts, burglaries and vehicle thefts;
- Aggravated assaults are a concern along with violent crimes;
- The Topanga Station is hosting a carnival May 18-21st with an open house in June.

Board member Ayvazian spoke on the opening of new apartment units and expressed concern on the additional public services that may be needed. Officer Moreno stated the staff is shorthanded and they are trying to maintain a continued level of service. Mayor Bass and LAFD are both recruiting additional staff.

a. Public Safety

Mirna Ezquivel, Economic Development Deputy, for Councilmember Bob Blumenfield's Office, updated the Council on the following:

- Councilmember Blumfield is keeping abreast on the LAUSD strike;
- June 24th is the Huntington Beach Los Angeles Public Library Safari Day, admission is free; however Canoga Park library is on hiatus due to new flooring installation;
- 44 unhoused individuals along the river have been housed, and efforts are underway to assist more individuals;
- March 25th is the opening of the new farmers market in the parking lot of River of the Valley Church.

b. Officers of Congress, Assembly, Mayor, City Council, County Supervisor, and School Board

Raul Preciado, DONE Representative, updated the Council on the following:

- Focus is being placed on the upcoming elections; deadline is April 4th for filing;
- Current Board members need to reapply;
- At this time, there are only 2 applications pending;
- Outreach needs to be increased for this last week for applicants for open positions as there is a mail-in application deadline;
- June 18th is election day;
- Return to in-person meetings is under discussion and our location needs to be determined. This may hinder the April in-person meeting.

Board member Clary clarified his status as an end-of-term appointed Board member with the DONE representative.

Board member Ayvazian verified that April's meeting is pending location vs Zoom approval. Mr. Preciado stated that the previous meeting site is being identified and paperwork pending completion.

Board members Clary and Paterson stated that they are available to assist in meeting paperwork and preparation.

c. Government Departments/Agencies, including Budget Advocates, Librarian, etc.

No Action Taken.

d. DONE-Department of Neighborhood Empowerment General Report

No Action Taken.

IV. 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), 10 minutes total.

Hector Ramirez was recognized to speak and asked about the application process. President Cole the next agenda item for discussion should address his concerns.

V. DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT: EXHAUSTIVE EFFORTS-UPDATES

a. Exhaustive Efforts Work Plan-Updates

Raul Preciado stated that attaining a quorum is always a concern; however sometimes participation and interest is not sufficient to attain a quorum. Mr. Preciado provided a status update as two seats were filled at the previous February meeting; however, the roster and agenda have not been updated with the new additions. The Board retreat was this month and not all Board members attended and were trained. The absentees at the retreat will need to be rescheduled. The Bylaw Committee will meet after a new Board is seated, and changes to the Bylaws are not going to be made at this time. There has been progress in recruiting new board members.

Board member Ayvazian inquired about the Bylaws and the EE plan, what is necessary to get out of the EE phase? Mr. Preciado stated that the requirement of attaining a quorum cannot be changed at this time, we can fill seats and recruit. Mr. Preciado also acknowledged the absenteeism rate.

Board member Clary stated that the sudden onset of quorum problem manifested itself post COVID, and should we do a Bylaws change as soon as we have the authority to make modifications. Attendance is very important.

Mr. Preciado stated that the process to change the quorum is the authority of the body and DONE is not demanding that this be done.

Board member Ho expressed concern regarding consistent and repeated absences, could these absent individuals be released from their appointment, what is that action? Mr. Preciado stated that absences occurred during the COVID hiatus. We have now conducted 3 consecutive meetings post COVID and now have Minutes that document absenteeism.

Board member Clary offered his assistance to outreach Board members not attending.

Gary Fordyce was recognized to speak and stated past Minutes have not been completed and that is a contributing problem. There are Board members that have never attended a meeting or training; however, due to lack of Minutes there is no documentation. Appointment is an option and Bylaws need to be attended and updated.

Mr. Preciado stated that there are seats that don't expire until 2025, that need to be part of any Bylaws revisions.

Board member Paterson stated that two Board members received the initial training and came to a few meetings, then experienced work conflicts. The Bylaws are not specific. Having standing rules could provide guidelines in the future.

VI. Discussion and Possible Action: Brief Introduction Opportunity for Interested CPNC Candidates' Consideration and Possible Vote for Appointment to the CPNC Board

a. At Large Representative (2025)

President Cole stated that Hewitt Dixon and Max Zelickson were appointed at the February meeting and noted in the Minutes.

b. At Large Representative (2023)

No Action Taken.

c. Residential Renters Representative-2 (2023)

President Cole opened a discussion for nominations for 2 available seats.

Raul Preciado, DONE Representative, clarified that available seats are open to individuals who live or work in the community, or youths over 18 years of age and that jurisdiction titles given to seats are flexible. Board member Paterson stated that the Bylaws are very loose; however, experience in their area of representation is helpful and a candidate can learn about the outreach process in other areas.

Board member Corrine Ho stated a candidate should apply as a stakeholder and not the title of a seat.

Mr. Preciado stated that the applicant screening procedure should begin with a brief self-introduction, questions and answers, then the Board to move forward with an action.

Jodi Braverman inquired about the homeowner position. After discussion Jodi Braverman submitted an application and stated as a resident her purview is in the hospitality industry and now works in university education and manages a volunteer board and excited to share her experience. Ms. Braverman stated she could perform in the capacity of the retail representative.

MOTION: Mary Patterson	
SECOND: Lena Ayvazian	
yes	Ray Cole, President
absent	Elmer Garcia, Vice-President (absent at the time the vote was called)
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer
absent	Helen Morales
yes	Michelle Miranda
yes	Mary Paterson
absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz
yes	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
yes	Lena Ayvazian
yes	Corrine Ho
absent	Hewitt Dixon

absent	Max Zelickson
9	9 yes / 11 absent

Miereda Moran from Pacoima NC introduced herself and has relocated to Canoga Park, currently working for a non-profit and is interested in the secretary position. Ms. Moran stated that she could perform in the capacity of the rental representative.

MOTION: Ronald Clary	
SECOND: Mary Patterson	
yes	Ray Cole, President
absent	Elmer Garcia, Vice-President (absent at the time the vote was called)
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer
absent	Helen Morales
yes	Michelle Miranda
yes	Mary Paterson
absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz
yes	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
yes	Lena Ayvazian
yes	Corrine Ho
absent	Hewitt Dixon
absent	Max Zelickson
9	9 yes / 11 absent

Hector Ramirez resident of Pacoima Park, has work as a city employee and has a focus on homelessness. Mr. Ramirez has worked in non-profit for 30 years and would like to focus on housing and community needs. Mr. Ramirez stated that he could perform in the capacity of the rental position.

MOTION: Mary Patterson	
SECOND: Ronald Clary	

yes	Ray Cole, President
yes	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer
absent	Helen Morales
yes	Michelle Miranda
yes	Mary Paterson
absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz
yes	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
yes	Lena Ayvazian
yes	Corrine Ho
absent	Hewitt Dixon
absent	Max Zelickson
10	10 yes / 10 absent

After nominations Board member Clary inquired about the applicant's locations to verify eligibility. Board member Ho reminded the newly elected of the functions of neighborhood councils and the time commitment.

Board member Clary verified with the DONE representative that the newly appointed board members will need to apply by April 4th to run for the next term in their new positions.

President Cole directed the newly appointed applicants not to oppose each other in the upcoming election and run in their perspective areas.

Retail/Service Business Representative (2023)

(see above) Jodi Braverman

- d. Senior Group Representative (2023) appointed

President Cole solicited applications. None.

e. Faith Based Organizations Representative (2023)

President Cole solicited applications. None.

PENDING

VII. SPECIAL ORDERS

a. Appointment of Executive Officer Positions

- Secretary

Newly appointed Board member Moran and Board member Ayvazian self-nominated to the position of Board secretary.

Board member Ayvazian stated that her background as a paralegal and corporate secretary to her HOA Board provides her the background to perform in this capacity. Board member Ayvazian stated that she regularly attends meetings.

Newly appointed Board member Moran withdrew her self-nomination.

Board member Paterson outlined the responsibilities and roles of the secretary:

- Attendance at other Executive meetings;
- Web postings and updates;
- Maintaining a current roster and provide updates to the City Clerk;
- Work with DONE and provide updates;
- Maintain records of Board member training and attendance;
- Oversee Minutes and minute taker;
- Educate yourself on the Bylaws;

MOTION: President Ray Cole	
SECOND: Michelle Miranda	
yes	Ray Cole, President
yes	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer
absent	Helen Morales
yes	Michelle Miranda
yes	Mary Paterson
absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz
yes	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez

yes	Lena Ayvazian
yes	Corrine Ho
absent	Hewitt Dixon
absent	Max Zelickson
10	10 yes / 10 absent

b. Appointment of Financial Officers of the Board

- Bank Card Alternate Signer (optional)

Board member Paterson self-nominated to the position of bank card alternate signer.

Board Paterson that was seconded by President Cole and stated that Brian is the first signer and this newly appointed position is for an alternate signer.

Board member Mallasch is the second signer, after the President.

VIII. NEW BUSINESS

a. Discussion and Possible Action: Voting to approve Affidavit for \$90.91 for Google Suite payment on 6/21/22. A payment of \$90.91 was made to the Google Suite account to bring it current, but we can't locate a detailed description of this transaction, only a statement indicating payment.

President Cole solicited a motion for approval.

Board member Paterson made the motion to approve Item VIII a, that was seconded by Board member Clary.

Board member Ho clarified that the payment has been made for a past due amount; however, the receipt could not be located and the City Clerk request an affidavit from this Board verifying that the payment was for a necessary service. After discussion the following concerns were outlined:

- Is the expense a monthly recurring expenses as personal computers and emails are utilized – Galia;
- What are the options for this Board to make an action for approval – Ayvazian;
- Approve Item VIII a; however, Board member Ayvazian stated her availability for research and explained the previous payment process. – Ayvazian;
- The payment history is repetitive and consistent, and the city is requesting an affidavit to move forward.- Mallash;
- The affidavit approval as discussed will resolve the issues with the City Clerk so that this item can be approved and moved on. – Ho;
- Board member Ramirez inquired if this expense was new or recurring.

President Cole solicited public comment:

Gary Fordyce stated that the request is not precise as the motion is dated June 2022. There is no excuse not to have a receipt or invoice.

Brian Allen was recognized to speak and stated that best policy is to move forward as Google is a major vendor that could provide a detailed description for a period of time and should be approved with back up data to be provided.

Chris Lowe was recognized to speak and stated that a running statement from regular vendors should be provided and Google needs to provide an accurate accounting.

Mr. Preciado, DONE Representative, stated that these two unapproved receipts are putting a hold on all finance and this board cannot move forward without an affidavit from the Board in lieu of a receipt to the City Clerk.

President Cole stated that this affidavit approach needs to be conducted to not inhibit our ability to financially function and he has conducted the research. The lack of an invoice is the result of omission from a previous Council management. The challenge forward is to document a protocol to prohibit a repeat of the same situation.

Board member Mary Paterson rescinded her prior motion and amended her motion to state that retroactive documentation be provided that was seconded by Board member Ayvazian.

Board member Paterson and Clary stated that the affidavit be approved with the caveat that a clarifying document be attained from Google showing the partial payment and the full payment and specify the total payments to protect this neighborhood council from further collections.

MOTION: Mary Patterson	
SECOND: Ronald Clary	
yes	Ray Cole, President
yes	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer
absent	Helen Morales
yes	Michelle Miranda
yes	Mary Paterson

absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz
yes	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
yes	Lena Ayvazian
yes	Corrine Ho
absent	Hewitt Dixon
absent	Max Zelickson
10	10 yes /10 absent

- b. Discussion and Possible Action: Voting to approve Affidavit for digital premium shipping membership for \$25.00. Any Promo charged \$25.00 but failed to document a detailed description of the charge.

Board member Paterson asked for clarification on the promo items prior to a vote.

President Cole stated that the monies were for the purchase of phone holders and mouse pads. The miscommunication on the invoice was the explanation of the expedited shipping charges. A request for a reprint of a corrected invoice has not been provided by the vendor at this time.

Raul Preciado, DONE Representative, stated that the invoice erroneously stated that the additional \$25.00 was for a membership fee and not expedited shipping charges. The request for an affidavit from this Board is to explain the incorrect verbiage only.

MOTION: Mary Patterson	
SECOND: Michelle Miranda	
yes	Ray Cole, President
yes	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer
absent	Helen Morales
yes	Michelle Miranda
yes	Mary Paterson

absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz
yes	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
yes	Lena Ayvazian
yes	Corrine Ho
absent	Hewitt Dixon
absent	Max Zelickson
10	10 yes /10 absent

- c. Discussion and Possible Action: Motion to approve CPNC governance model (in person only vs adding hybrid options)

President Cole opened a discussion stating that the in-person meeting place will be on the 4th Wednesday of the month at 7:00 p.m. in the same Canoga Park Community Center. After discussion the following concerns were outlined:

- What is the executive order as related to the equipment that is needed; what happens to the April meeting if a vote/decision is not attained at this meeting and we table this discussion, is there an option for hybrid meetings?- Ayvazian;
- Does this NC have the equipment that is necessary to conduct a hybrid meeting, along with the necessary operators, as this outline is unclear - Clary;
- Board member Moran stated that she has conducted hybrid meetings and has equipment and suggested a test run; however, President Cole stated that equipment liability could be a concern;
- Stakeholder participation has increased via Zoom – Ho & Paterson;
- The paperwork has been completed – Paterson;
- Wi-Fi and internet availability at the Canoga Park Community Center? – Clary;
- Funds for the purchase of equipment, with concern of frozen funds pending affidavits – Fuentes;
- Health concerns, child and senior care can inhibit attendance and hybrid meetings would encourage continued public participation - Ho
- Meeting dates, times and locations could be changed to a weekend Saturday to encourage more participation? – Braverman;

- The April meetings should move forward with in-person forward with adjustments as necessary with flexibility – Ramirez.
- Accessibility is a concern; weekend days may prohibit participation from Board members and public - Clary.

Raul Preciado, DONE representative, clarified the hybrid model states that Board members attend in person and a teleconferencing option can be discussed at a later date at any meeting.

President Cole solicited public comment:

Brian Allen was recognized to speak and stated that SB2449 governs the NCs meeting. Hybrid meetings are not as simple as people think. There is Bill AB411 that allows for virtual meetings. But at this moment, any hybrid meeting requires Board members to attend in person, and locations need to be ADA compliant.

PH#693 Chris Rowe stated that the community center is small to be able to distance attendees. and other locations should be considered to comply with ADA requirements.

President Cole stated his concern for continued public participation and tabled this item for further discussion.

- d. Discussion and Possible Action: Motion to approve \$500.00 to become an exhibitor and conduct outreach by tabling at the 2023 West San Fernando Valley Disaster Preparedness Fair on Saturday March 25th 2023 from 9am-3pm.

Board member Ho made motion to approve Item VIII d, that was seconded by Board member Paterson.

Board member Paterson stated that the West Valley Chamber is sponsoring the disaster preparedness fair. There will be approximately 70 vendors, 5 food trucks, LAFD, Sheriff, demonstrations, activities for kids and useful information. Board members are asked to volunteer afternoon hours to assist in the booth.

Board member Ho stated her support of the West Valley Chamber and requested that the CPNC name appear on the flyer.

Board member Paterson stated that this is an outreach event and the chamber is not a 501c3

Board member Ho stated that NC cannot fund Chambers; however, this is an outreach event.

President Cole solicited public comment.

Brian Allen was recognized to speak and asked about the payee as the Chamber cannot be funded by a NC. How can payment be made without an NPG? This request does not follow NC system protocol. Board member Clary stated that this event does not come under this process and other NCs are signed up.

Gary Fordyce was recognized to speak and expressed concern on funding this project and all funding should be drawn from an NPG protocol.

MOTION: President Ray Cole	
SECOND: Duane Galila	
yes	Ray Cole, President
yes	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer
absent	Helen Morales
yes	Michelle Miranda
yes	Mary Paterson
absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz
yes	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
yes	Lena Ayvazian
yes	Corrine Ho
absent	Hewitt Dixon
absent	Max Zelickson
10	10 yes / 10 absent

- e. Discussion and Possible Action: Motion to approve up to \$2,500.00 for AppleOne minute taking services.

President Cole stated that this item is for payment of received services and invoices have been provided.

MOTION: Ronald Clary	
SECOND: Lena Ayvazian	
yes	Ray Cole, President
yes	Elmer Garcia, Vice-President
absent	Jessica Gonzalez, Secretary
yes	Leonel Fuentes, Treasurer
absent	Helen Morales
yes	Michelle Miranda
yes	Mary Paterson
absent	Quincy Clemons
yes	Ronald Clary
yes	Duane Galila
absent	Jitzel Vasquez-Ruiz
yes	Brian Mallasch
absent	Steve Slutzah
absent	Nauman Khan
absent	Annette McClain
absent	Robert Munez
yes	Lena Ayvazian
yes	Corrine Ho
absent	Hewitt Dixon
absent	Max Zelickson
10	10 yes /10 absent

IX. ANNOUNCEMENTS

- a. Disaster Preparedness Event-3/25/23 10:00am-2:00pm.

President Cole stated that Board members are needed to work the afternoon booth hours.

- b. Community Canvass – 3/25/23 11:00am – 1:00pm

President Cole stated that community engagement is underway for the upcoming elections in March 25th. Please participate and contact President Cole for your availability.

X. ADJOURNMENT

President Cole made the motion to adjourn at 10:53 p.m. that seconded by Board member Paterson.



**Board Meeting Minutes
Canoga Park Neighborhood Council ("CPNC")
7:00 PM, Wednesday, May 24,, 2023**



- I. **CALL TO ORDER** - President Raymond Cole called to order at 7:07 p.m.
President Cole requested board roll to be taken.

a. **Roll Call by Secretary Lena Ayvazian**

present	Raymond Cole, President
present	Leonel Fuentes, Treasurer
present	Lena Ayvazian, Secretary
present	Duane Galila
present	Kyra Edrington
present	Mary Paterson
present	Michelle Fuentes-Miranda
excused absence	Mireira Moran
excused absence	Jodi Braverman
excused absence	Elmer Garcia, Vice-President
excused absence	Corinne Ho
excused absence	Ronald Clary
absent	Brian Mallasch
	7 present / 1 absent 5/excused absence

II. **Approval of the Minutes of the Regular Meeting**

- a. Motion to pass May 3, 2023 Special Meeting minutes

MOTION	MARY PATERSON
SECOND	MICHELLE FUENTES-MIRANDA
yes	Raymond Cole, President
yes	Leonel Fuentes, Treasurer
yes	Lena Ayvazian, Secretary
yes	Duane Galila
yes	Kyra Edrington
yes	Mary Paterson
yes	Michelle Fuentes-Miranda

III. COMMUNITY/GOVERNMENT REPORTS AND ANNOUNCEMENTS (3 minutes per speaker)

Field Representative Alberto Vargas for Assemblymember Jesse Gabriel, State Assembly District 46: Mr. Vargas thanked CPNC for the invitation and opportunity to speak. There are currently 25 bills proposed of which 18 have moved to the floor. This summer holds the opportunity to have the greatest amount of bills to pass. AB-418 is one of these bills, if it passes there will be a ban of certain chemicals found in food, of which Europe has already banned. Currently the Bill is on the Senate floor. If it passes, California will set a precedent for the rest of the country.

Mr. Vargas further discussed Bill AB-591, which would require all charging stations other than private or multifamily residences to include universal connectors.

Bill AB-1217 was discussed by Mr. Vargas. A bill introduced by Assemblyman Jesse Gabriel. If passed, the Bill will help maintain some regulations which were implemented for outdoor patio dining during CoVid. If passed the Bill will allow aspects of the outdoor dining model to continue.

Mr. Vargas extended reminder he is available for contact concerning invitations to events for Mr. Gabriel.

Concern raised by the Board as to which two juvenile correctional facilities are closing. Also, clarifications as to disbursements of funds for non-profit versus profit. A concern as to the way and which the fiscal funds are to be distributed.

Senior Lead Officer Jose Moreno thanked CPNC for the invitation and opportunity to speak. Officer Moreno identified his jurisdiction in representing Topanga Community Station 21st Division, being North of Sherman Way to Nordhoff. Reports made that colleague Duc Dao area of the Topanga Mall is theft, vehicle theft being the biggest issue. Aggravated assault falls greater on homeless on homeless, homeless vs non-homeless. Officer Moreno clarified the two Juvenile Corrections closing are Sylmar and Boyle Heights. The District Attorney oversees the Juvenile system. Discussions held as to possible options, volunteering hours, if CPNC should have a AdHoc committee for Juvenile issues. Officer Moreno identified programs in place such as Cadet and Wrestling programs for youth.

Steve Jaramillo of Bob Blumenfield office CD 3: Introduced himself thanking CPNC for the opportunity to speak. Presented the 2023-2024 Los Angeles City budget passed with 1.3 Billion allotted to homelessness. Through the Los Angeles Department of Transportation a 15 MPH zone was established in the neighborhood off/near Jordan and Cohasset where a roundabout has been

placed. Board raised concern of crosswalk, asphalt/street damage at Vanowen and Canoga. Recommendation was to have CPNC put in writing the intersection along with other areas of concern in writing to present to District 3, Bob Blumenfeld. Board further raised concern of the Valley being overlooked.

Geovanny Ragsdale, CEO of West Valley Boys and Girls Club: Will attempt to make monthly CPNC meetings. Announced a Canoga Park High School student received a \$1,000 scholarship.

IV. 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), 10 minutes total.

Garry Fordyce was recognized to speak. Mr. Fordyce raised concern of City of Los Angeles budget being raised from prior 11.7 Billion to current 13.1 Billion as to where these funds will be coming from. Addressed concern that the budget will affect city services.

- Announced a Budget hearing on June 17, 2023, that there may be a requirement to RSVP the hearing, recommending to join the call.
- CPNC records show approval of funding expenses however, dashboard does not show if the funds are approved or denied.

****President Raymond Cole moved the meeting to Section VII without objection.**

VII. New Business

- a. Discussion and Possible Action for approval of up to \$5,000.00 to the Canoga Park Community Foundation for outreach table, banners, and participation in the Canoga Park Memorial Day Parade.**
- Announcement LADWP contribution of water conservation shower and sink gadgets for event outreach distribution.
 - NPG failed prior approval due to EE.

MOTION	LEONEL FUENTES
SECOND	LENA AYVAZIAN
yes	Raymond Cole, President
yes	Leonel Fuentes, Treasurer
yes	Lena Ayvazian, Secretary
yes	Duane Galila
yes	Kyra Edrington
yes	Mary Paterson
yes	Michelle Fuentes-Miranda
7	7 yes - Motion Passes

- b. **Discussion and Possible Action for approval for outreach table and community engagement for Boys and Girls Club Kick Off Summer Event at the Gary M. Thomas Clubhouse for up to \$5,000.00. Event will be held on June 12, 2023.**

***Mary Paterson recused herself, confirming she contacted the City Attorney.**

- Clarification by Girls & Boys club the event date moved from June 12, 2023 to Monday, June 22, 2023, more of a public event rather than a kick off event.

MOTION	LEONEL FUENTES
SECOND	LENA AYVAZIAN
yes	Raymond Cole, President
yes	Leonel Fuentes, Treasurer
yes	Lena Ayvazian, Secretary
yes	Duane Galila
yes	Kyra Edrington
Recused	Mary Paterson
yes	Michelle Fuentes-Miranda
7	6 yes; 1 recused Motion Passes

- c. **Discussion and Possible Action for approval of up to \$5,000.00 for outreach materials mailed to stakeholders in Canoga Park (Mailers)**

MOTION	MICHELLE FUENTES-MIRANDA
SECOND	DUANE GALILA
yes	Raymond Cole, President
yes	Leonel Fuentes, Treasurer
yes	Lena Ayvazian, Secretary
yes	Duane Galila
yes	Kyra Edrington
yes	Mary Paterson
yes	Michelle Fuentes-Miranda
7	7 yes - Motion Passes

- d. **Discussion and Possible action for approval of up to \$1,000.00 for bus bench advertisement to outreach to the Canoga Park Stakeholders.**

Discussion clarifying LAEmpowerment has vendor that puts up the bus stop signs. Locations are staggered according to availability with a cost of \$40 each.

MOTION	MARY PATERSON
SECOND	LENA AYVAZIAN
yes	Raymond Cole, President
yes	Leonel Fuentes, Treasurer
yes	Lena Ayvazian, Secretary
yes	Duane Galila
yes	Kyra Edrington
yes	Mary Paterson
yes	Michelle Fuentes-Miranda
7	7 yes - Motion Passes

GENERAL MEETING SUSPENDED AT 8:30PM

GENERAL MEETING RESUMED AT 8:42PM

Present	Raymond Cole, President
Present	Leonel Fuentes, Treasurer
Present	Lena Ayvazian, Secretary
Present	Duane Galila
Present	Kyra Edrington
Present	Mary Paterson
Present	Michelle Fuentes-Miranda

- e. **Discussion and possible action for approval of up to \$5,000.00 for Canoga Park Neighborhood Council Branded Jackets, Shirts, Polos, T-shirts, and hoodies for Outreach events.**

Recommendation raised to utilize local businesses where we can.

MOTION	MICHELLE FUENTES-MIRANDA
SECOND	LENA AYVAZIAN
yes	Raymond Cole, President
yes	Leonel Fuentes, Treasurer
yes	Lena Ayvazian, Secretary
yes	Duane Galila
yes	Kyra Edrington
yes	Mary Paterson

MOTION	MICHELLE FUENTES-MIRANDA
SECOND	LENA AYVAZIAN
yes	Michelle Fuentes-Miranda
7	7 yes - Motion Passes

- f. **Discussion and Possible Action for approval of Payment to Webmaster Aaron Devandry up to \$1,000.00 for services provided and services through the end of the fiscal year**

MOTION	MARY PATTERSON
SECOND	DUANE GALILA
yes	Raymond Cole, President
yes	Leonel Fuentes, Treasurer
yes	Lena Ayvazian, Secretary
yes	Duane Galila
yes	Kyra Edrington
yes	Mary Paterson
yes	Michelle Fuentes-Miranda
7	7 yes - Motion Passes

- g. **Discussion and Possible Action for Approval of Reimbursement to Ray Cole for payment of Google Suite Gmail Service for: • February 2023 \$138.85 • March 2023 \$156.30 • April 2023 \$157.43**
General comment made to be mindful of \$1,000 max allotted for individual reimbursement by the City.

MOTION	LEONEL FUENTES
SECOND	KYRA EDRINGTON
yes	Raymond Cole, President
yes	Leonel Fuentes, Treasurer
yes	Lena Ayvazian, Secretary
yes	Duane Galila
yes	Kyra Edrington
yes	Mary Paterson
yes	Michelle Fuentes-Miranda
7	7 yes - Motion Passes

- h. **Discussion and Possible Action for up to \$1,000.00 for outreach items and light refreshments at the Executive Board Retreat, New Board Member Meet and Greet and training to be held on 6/28/23 Full Board Meeting**

MOTION	LENA AYVAZIAN
SECOND	LEONEL FUENTES
yes	Raymond Cole, President
yes	Leonel Fuentes, Treasurer
yes	Lena Ayvazian, Secretary
yes	Duane Galila
yes	Kyra Edrington
yes	Mary Paterson
yes	Michelle Fuentes-Miranda
7	7 yes - Motion Passes

V. **President Raymond Cole read message from Raul Preciado of Department of Neighborhood Empowerment (“DONE”):**

- CPNC will be off EE with the start of the new fiscal year.

VI. **No new Candidates’ for Consideration for membership.**

Suggestions for Items for upcoming meetings. None made at this time.

ADJOURNMENT: Kyra Edrington motioned, President Raymond Cole adjourned at 9:07PM



Board Meeting Minutes
Canoga Park Neighborhood Council ("CPNC")
8:30 PM, Wednesday, May 24, 2023



I. **CALL TO ORDER** - President Raymond Cole called to order at 8:30 p.m.

a. **Roll Call**

present	Raymond Cole, President
present	Leonel Fuentes, Treasurer
present	Lena Ayvazian, Secretary
present	Duane Galila
present	Kyra Edrington
present	Mary Paterson
present	Michelle Fuentes-Miranda
excused absence	Mireira Moran
excused absence	Jodi Braverman
excused absence	Elmer Garcia, Vice-President
excused absence	Corinne Ho
excused absence	Ronald Clary
absent	Brian Mallasch
7 present / 1 absent 5/excused absence	

II. **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). 10 minutes total. **No public comment.**

III. **NEW BUSINESS**

- a. Discussion and possible motion to approve up to \$8,000.00 for Outreach Entry Markers upgrades. This will consist of adding a Medallion that says join CPNC with the logo, repainting the fixture and replacing the letters for Canoga Park. These Entry Markers are located on
- Sherman Way and Shoup
 - Sherman Way and Desoto

Discussion a medallion style marker to be placed with outreach permanent

message to be placed on the Entrance Marker “JOIN CPNC”

MOTION	LEONEL FUENTES
SECOND	DUANE GALILA
yes	Raymond Cole, President
yes	Leonel Fuentes, Treasurer
yes	Lena Ayvazian, Secretary
yes	Duane Galila
yes	Kyra Edrington
Recused	Mary Paterson
yes	Michelle Fuentes-Miranda
7	6 yes; 1 recused Motion Passes

- b. Discussion and possible action to approve up to \$6,000.00 for Outreach Entry Markers upgrades. This will consist of adding LED Lights to the Entry Markers on the Medallion and the Entry Markers themselves. These Entry Markers are located on
- Sherman Way and Shoup
 - Sherman Way and Desoto

Discussion held medallion outreach “JOIN CPNC” and the Entrance Marker to have lighting.

Clarifying general public that project is for an Outreach permanent Entrance Marker upgrade in that \$5K marker should not be of issue.

Discussion clarifying vendor City approved, the same one for the banners.

MOTION	LEONEL FUENTES
SECOND	DUANE GALILA
yes	Raymond Cole, President
yes	Leonel Fuentes, Treasurer
yes	Lena Ayvazian, Secretary
yes	Duane Galila
yes	Kyra Edrington
Recused	Mary Paterson
yes	Michelle Fuentes-Miranda
7	6 yes; 1 recused Motion Passes

Announcements

- a. Canoga Park Memorial Day Parade-May 29th, 2023. 10am opening ceremony, 11am Parade begins. PARADE ROUTE ALONG SHERMAN WAY FROM OWENSMOUTH TO COZYCROFT.

Suggestions for Items for upcoming meetings

ADJOURNMENT: President Raymond Cole Adjourned Meeting at 8:42PM

PENDING



**Board Meeting Minutes
Canoga Park Neighborhood Council ("CPNC")
7:00 p.m. Wednesday, July 26, 2023**



I. **CALL TO ORDER** - President Raymond Cole called to order at 7:10 p.m.

BOARD ROLL CALL President Cole called for the roll noted below.

a. **Roll Call by Secretary Lena Ayvazian**

Present	Raymond Cole, President
Present	Elmer Garcia, Vice-President
Present	Lena Ayvazian, Secretary
Present	Kyra Edrington
Present	Mary Paterson
Present	Michelle Miranda
Present	Mireira Moran
Present	Nicole Resendiz
Excused Absence	Leonel Fuentes, Treasurer
Excused Absence	Corinne Ho
Absent	Brian Mallasch
Absent	Esteven Barr
	8 present / 2 absent 2/excused absence

b. **MOTION**: Move up item IV in position of II in order to give opportunity for newly elected members to run for executive officer positions.

MOTION	RAYMOND COLE
SECOND	LENA AYVAZIAN
Aye	Raymond Cole, President
Aye	Elmer Garcia, Vice-President
Aye	Lena Ayvazian, Secretary
Aye	Kyra Edrington
Aye	Mary Paterson
Aye	Michelle Miranda

Aye	Mireira Moran
Aye	Nicole Resendiz
Excused Absence	Leonel Fuentes, Treasurer
Excused Absence	Corinne Ho
Absent	Brian Mallasch
Absent	Esteven Barr
8	8 yes, nomination confirmed 2 excused absence; 2 absent

II. (Prior Item VI) DISCUSSION AND POSSIBLE ACTION: Brief Introduction Opportunity for Interested CPNC Candidates' Consideration and Possible Vote for Appointment to the CPNC Board

a. President Cole announced open board positions to the public.

No reply.

- a. Senior Group Representative-2 (2027)
- b. Faith Based Organizations Representative (2027)
- c. At Large Representative (2025)
- d. At Large Representative (2027)
- e. Home/Condo Owners-2 (2027)

- f. Residential Renters Representative (2027)

Public Response: Bryan Islas, inquired interest in Residential Renters Representative (2027) ("RRR") position, requesting clarification of description for position of At Large Representative (2027) ("ALR") versus RRR. Post discussion held, Brian Islas opted for ALR position. Mr. Islas spoke of his personal background, education and reasoning as to why he wishes to be a CPNC representative.

Nomination was made and accepted by Mr. Bryan Islas.

NOMINATION MADE	Lena Ayvazian
NOMINATION SECOND	Michelle Miranda
Yes	Raymond Cole, President
Yes	Elmer Garcia, Vice-President
Yes	Lena Ayvazian, Secretary
Yes	Kyra Edrington
Yes	Mary Paterson
Yes	Michelle Miranda
Yes	Mireira Moran
Yes	Nicole Resendiz
8	8 yes, nomination confirmed

President Cole continued with calling of remaining positions.

No reply.

g. Retail/Service Business Representative-2 (2027)

h. Youth Representative-2 (2027)

OF NOTE: Mr. Ronald Clary entered the meeting late. Request was made by Mary Paterson to return to the table discussion for Senior Group Representative (2027) (“SGR”).

Meeting reopened discussion for SGR position. Nomination was made and accepted by Mr. Ronald Clary.

NOMINATION MADE	Mary Paterson
NOMINATION SECOND	Kyra Edrington
Yes	Raymond Cole, President
Yes	Elmer Garcia, Vice-President
Yes	Lena Ayvazian, Secretary
Yes	Bryan Islas (Member at Large)
Yes	Kyra Edrington
Yes	Mary Paterson
Yes	Michelle Miranda
Yes	Mireira Moran
Yes	Nicole Resendiz
9	9 yes, nomination confirmed

III. (Prior Item II) SPECIAL ORDERS

- a. Raul Preciado of DONE discussed installation of newly-elected Board of Directors opening presdenting of Oath of Office. All current and new members accepted Oath of Office.
- b. Election of new Executive Officers presented:
 1. Raymond Cole nominated and accepted the President position. Discussion was made as to duties, responsibilities with Mr. Cole addressed the audience for acceptance of the nomination.

NOMINATION MADE	Mary Paterson
NOMINATION SECOND	Lena Ayvazian
Yes	Raymond Cole, President
Yes	Elmer Garcia, Vice-President
Yes	Lena Ayvazian, Secretary
Yes	Bryan Islas
Yes	Kyra Edrington
Yes	Mary Paterson
Yes	Michelle Miranda
Yes	Mireira Moran
Yes	Nicole Resendiz
Yes	Ronald Clary
10	10 yes, nomination confirmed

2. Elmer Garcia nominated and accepted the Vice President position. Discussion was made as to duties, responsibilities followed with Mr. Garcia addressed the audience for acceptance of the nomination.

NOMINATION MADE	Mary Paterson
NOMINATION SECOND	Ronald Clary
Yes	Raymond Cole, President
Yes	Elmer Garcia, Vice-President
Yes	Lena Ayvazian, Secretary
Yes	Bryan Islas
Yes	Kyra Edrington
Yes	Mary Paterson
Yes	Michelle Miranda
Yes	Mireira Moran
Yes	Nicole Resendiz
Yes	Ronald Clary
10	10 yes, nomination confirmed

3. Lena Ayvazian nominated and accepted the Secretary position. Discussion was made as to duties, responsibilities with Ms. Ayvazian addressed the audience for acceptance of the nomination.

NOMINATION MADE	Ronald Clary
NOMINATION SECOND	Michelle Miranda
Yes	Raymond Cole, President

Yes	Elmer Garcia, Vice-President
Yes	Lena Ayvazian, Secretary
Yes	Bryan Islas
Yes	Kyra Edrington
Yes	Mary Paterson
Yes	Michelle Miranda
Yes	Mireira Moran
Yes	Nicole Resendiz
Yes	Ronald Clary
10	10 yes, nomination confirmed

4. Treasurer. No self nomination or nomination presented. Discussion held to hold a special meeting for nomination. Further discussion held in that, all financial positions to be deferred post nomination of Treasurer. Board understands financial decisions cannot be made without an active Treasurer.

Deferring Positions Post Nomination of Treasurer:

- i. Appointment of Financial Officers of the Board
- ii. Neighborhood Council Bank Card Holder
- iii. Second Card Holder (optional)
- iv. Second Signer
- v. Alternate Signer (optional)

MOTION MADE	Ronald Clary
MOTION SECOND	Michelle Miranda
Aye	Raymond Cole, President
Aye	Elmer Garcia, Vice-President
Aye	Lena Ayvazian, Secretary
Aye	Bryan Islas
Aye	Kyra Edrington
Aye	Mary Paterson
Aye	Michelle Miranda
Aye	Mireira Moran
Aye	Nicole Resendiz
Aye	Ronald Clary
10	10 Aye

IV. (Prior item III) GENERAL PUBLIC COMMENT: President Clary opened the floor to the public. Mr. Jerry addressed the floor regarding a current roster. President Clary replied by identifying the current roster being on the Empower LA site.

V. (Prior item IV) COMMUNITY/GOVERNMENT REPORTS AND ANNOUNCEMENTS

Officer Miranda, Senior Lead Officer, SFV presented a monthly report. Report identified a greater number of property crimes versus violent crimes. Example, Centra/South LA holds greater violent crimes versus property crime. Officer Miranda's identified crime statistics within Topanga Division jurisdictions. Request made to the community to not leave merchandise, personal items, keys, including gym bags in vehicles. August 9, 2023, CheeseCake Factory event, "Tip a Cop" will be held at topanga mall location from 5-9PM. Portion of the meal bill will go to special olympics. Officer Miranda responded to public comment that officers work together with mall security.

Announcement of the 13th Annual "A Family Affair" festival, a three day festival of performances, car shows, art, vendors, activities for the community will be held August 17 to August 19 at Lanark Park, 21816 Lanark Street, Canoga Park, CA 91304.

District 3 Bob Blumenfield's representative could not attend this evening.

Announcement made for the public to take precautions of heat, stay hydrated, and stay in areas that are cool spots such as libraries CP Sr. Center, Lanark recreation center.

VI (Prior item V): DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT ("DONE"): EXHAUSTIVE EFFORTS-UPDATES

DONE representative Raul Preciado announced he is reassigned to other neighborhood counsel locations. Mr. Preciado introduced CPNC new representative, Prabhjot Chamber. Ms. Chamber introduced herself, welcomed new members identifying required training through Cornerstone. Core financial officers required to take additional training. Financial training confirmed available for everyone. In person Congress of Neighborhoods ("CN") event will be held on September 23, 2023. CN event is of zero cost open to all neighborhood council members and the public. Event includes networking, meeting other council members and workshops. Registration opens late August. More information available on neighborhoodcongress.la

CPNC to remain under Exhaustive Efforts through December 2023. As of today there remains 14 active members with a requirement of 13 for quorum leaving one (1) absence for purpose to meet quorum. continuing only 14. CPNC to focus on filling remaining seats, focusing on a work plan to exit EE. Although Ms. Chamber is new to DONE, her director holds 10 years experience with DONE. CPNC fund accessibility remains for purposes of outreach, election and maintaining of operational expenses. Through past experience knowledge gained as to what City Clerk identifies as an outreach item. NEA can attend events of outreach including canvassing along with outreach events, reasonable time for requests should be made.

Amendment for Bylaws submission expected to be open in September/October. However, Bylaw amendments can be forwarded to NEA earlier. Special meetings can be scheduled for purposes of Bylaws. An update for the Bylaw template is expected shortly. At this time CPNC does not have access to roll over funds, these funds remain on hold during EE. Further discussion held as to how many absences, excused versus non would allots for removal off of the board.

Public comment by Mr. Garry reminding funds are frozen, can be used for outreach. NPG's cannot be voted on.

VII. PRESENTATION by Gloria Mathantas, LASAN, LASAN LA River Project and LA County Safe Clean Water Program. Discussion held as to why the project is needed, past history of water supply, among other items.

VIII. NEW BUSINESS

- a. Meet and greet with all members introducing themselves took place.
- b. Fiscal Year Administrative Packet Review held.
- c. Discussion held and confirmed a special meeting scheduled for August 10, 2023, at 6:00PM, same location 7248 Owensmouth Avenue, Canoga Park, CA 91303.
- d. All financial discussions to be held post election of Treasurer.

ADJOURNMENT: President Raymond Cole adjourned meeting at 9:10PM

State of California

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (this "MOU") is made and entered into on this 23 day of August, 2023 ("Effective Date") by and between:

Canoga Park Community Center Foundation, located at 7248 Owensmouth Avenue, Canoga Park, CA 91303

and

Canoga Park Neighborhood Council located at 7248 Owensmouth Avenue, Canoga Park, CA 91303,

both of whom are collectively known as the "Parties,"

WHEREAS the First Party and the Second Party desire to enter into an agreement in which they will work together to achieve the various aims and objectives relating to the monthly usage of office space, storage locker(s) and periodic use of the Community Room and/or Board Room to conduct meetings, assemblies and other business.

AND WHEREAS the First Party and the Second Party are desirous to enter into a MOU between them, setting out the working arrangements that each of the two agree are necessary to complete the Project.

1. Purpose & Scope. The purpose of this MOU is to provide the framework, the scope of work, terms and conditions, and responsibilities of the Parties associated with their work on the use of the Community Center, as attached in more detailed information for the Project that Parties have agreed upon, if applicable. The obligations of the Parties will end upon the conclusion of the Canoga Park Neighborhood Council's Term as defined by LA City's Department of Neighbor Empowerment.

As further outlined below, both parties will collaborate on the following:

The main objective(s) of the Project:

1. The Canoga Park Community Center Foundation will support Canoga Park Neighborhood Council's use of facilities and the Community Center
2. The Canoga Park Neighborhood Council will use the Canoga Park Community Center's facilities to conduct their routine meetings and assemblies and return facilities to good order at the conclusion of each use scheduled.

2. The Parties Obligations. The Parties desire and wish that this document will work together in such a manner that would promote a genuine atmosphere of collaboration in support of an effective and efficient partnership and leadership meant to maintain, safeguard, and sustain sound and optimal financial, managerial, and administrative commitment with regards to all matters related to the Project.

3. Cooperation. The Parties represent that there are areas of mutual benefit.

4. Responsibilities.

The First Party shall undertake the following activities under this MOA:



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1. Provide meeting space for Canoga Park Neighborhood Council monthly schedule of activities.
2. Provide mail collection for the Canoga Park Neighborhood Council
3. The Canoga Park Community Center Foundation provides shared office space for use by the Canoga Park Neighborhood Council
4. The Canoga Park Community Center Foundation provides storage space for the Canoga Park Neighborhood Council's use.

The Second Party shall undertake the following activities under this MOA:

1. Schedule the use of the Community Room and Board Room with enough advanced notice as to allow the Canoga Park Community Center to schedule the use of facilities that are open to the public in a manner. A reasonable manner shall include a minimum period of 90 days' notice for routine business and /or activities and a not to interfere with scheduled public use of the Canoga Park Community Center for activities with less than 90 days' notice.

5. Resources. The Parties will endeavor to have final approval and secure any financing necessary to fulfill their individual financial contributions at the start of the Project.

The First Party agrees to provide facility resources in respect of the use of the Community Center:

1. Air Conditioning
2. Tables and Chairs
3. Bathroom facilities
4. Kitchenette
5. Lighting and electrical outlets
6. Shared office space
7. Locker(s) for storage

The Second Party agrees to pay for the use of the Canoga Park Community Center as follows:

1. \$25/hour of scheduled use of the Community Center for meetings and activities prior January 2024. This includes shared office and storage space.
2. \$20/hour when the Canoga Park Neighborhood Council is re-instated in January 2024 and can better schedule meetings and activities that will be numbering more than just the Monthly Council Board Meeting. This includes shared office and storage space.

6. Communication Strategy. Marketing of the Project should always be consistent with the aims of the Project and only undertaken with the express written agreement of both Parties. Where it does not breach any confidentiality protocols, a spirit of open and transparent communication should be adhered to. Coordinated communications should be made with external organizations to elicit their support and further the aims of the Project.

7. Dispute Resolution. The Parties to this MOU agree that if any dispute arises through any aspect of this agreement, including, but not limited to, any matters, disputes, or claims, the Parties shall confer in good faith to promptly resolve any dispute. In the event that the Parties are unable to resolve the issue or dispute between them, then the matter shall be

(Check one)

- ☒ mediated in an attempt to resolve any and all issues between the Parties
- ☐ arbitrated in an attempt to resolve any and all issues between the Parties
- ☐ mediated and arbitrated in an attempt to resolve any and all issues between the Parties.



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8. Governing Law. This MOU shall be construed in accordance with the laws of the State of California and the City of Los Angeles.

9. Assignment. Neither Party may assign or transfer the responsibilities or agreement made herein without the prior written consent of the non-assigning party.

10. Amendment. This MOU may be amended from time to time by mutual agreement of the parties in a written modification signed by both parties.

11. Termination. This MOU may be terminated by mutual written agreement of the Parties upon 30 days notice.

This MOU shall automatically terminate upon completion of all responsibilities as stated in the "Purpose & Scope" section. See attached Exhibit of timeline and list of objectives for the Project, if applicable.

12. Prior Memorandum Superseded. This MOU constitutes the entire Memorandum between the Parties relating to this subject matter and supersedes all prior or simultaneous representations, discussions, negotiations, and Memorandums, whether oral or written.

13. Understanding. By signing this MOU, both Parties of this MOU mutually agree and understand that:

1. Each Party will take finance and legal responsibility for the actions of its affiliates, officers, employees, independent contractors, agents, volunteers, and representatives.
2. Each Party agrees to indemnify, defend and hold harmless the other to the fullest extent permitted by law from and against all actions, demands, claims, losses, liabilities, costs (including attorney's costs and fees), and damages. Each Party shall also be responsible for the proportionate cost of any damages arising from the fault of such Party, its officers, agents, employees, and independent contractors.

14. Notice. All notices, demands, requests, and other communications given hereunder for purposes other than termination shall be made in writing and shall be deemed given if:

1. Delivered by hand or
2. Mailed by domestic registered or certified mail with prepaid postage, after 14 days of business days since the date postmarked

All written notices so given will be deemed effective upon receipt.

Any notices, demands, requests, and other communications returned to the sending Party as non-delivered should be re-delivered or re-mailed to the forwarding address affixed thereto. Such communications will be deemed delivered in the same way as those that had not been returned to the sending Party.

15. Severability. Any part or provision of this MOU that is found to be unenforceable, illegal, void, or prohibited in any jurisdiction will be ineffective without invalidating the remaining provisions and parts of the MOU. In such a scenario, the Parties will use reasonable efforts to employ and find an alternative way to achieve the same or substantially the same result as contemplated by such part or provision.

16. Authorization and Execution. The signing of this MOU does not constitute a formal understanding and as such it simply intends that the Parties shall strive to reach, to the best of their abilities the objectives stated herein.



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The MOU shall be signed by

(Check one)

☐ the First Party

☒ the First Party's Representative William Ratner, Board Chair of the Canoga Park Community Center Foundation and

(Check one)

☐ the Second Party

☒ the Second Party's Representative Ray Cole, President, Canoga Park Neighborhood Council and shall be effective as of the date first written above.

Signature

Date

First Party Printed Name

Signature

Date

Second Party Printed Name





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

Pre-Bill Invoice

Sales Order #	Date	Page
1000464740	6/14/2023	Page 1 of 2

Sold To #: 1071439

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

Bill To #: 1071439

Delivery Method: Customer Pick Up

Bill To : Canoga Park Neighborhood Council
7248 Owensmouth Ave
CANOGA PARK CA 91303-1529

Ship To: Canoga Park Neighborhood Council
7248 Owensmouth Ave
CANOGA PARK CA 91303-1529

Customer PO Number		Ship Date	Terms	Sales Representative		
		6/26/2023	Net 30 Days	2530 EX, HARVEY		
Qty Ordered	Qty Shipped	Item Description/Comments		U/M	Unit Price	Net Line Amount
21	0	10093558 PORT CO ESSENTIAL L/S >ITEM COLOR: ATHLETIC HEATHER >SIZE MEDIUM: 7 >SIZE LARGE: 8 >SIZE XLARGE: 6		EA	22.5000	\$472.5000
3	0	10093558 PORT CO ESSENTIAL L/S >ITEM COLOR: ATHLETIC HEATHER >SIZE EXT: 2XL		EA	22.5000	\$67.5000
3	0	10093558 PORT CO ESSENTIAL L/S >ITEM COLOR: ATHLETIC HEATHER >SIZE EXT: 3XL		EA	22.5000	\$67.5000
21	0	10055584 GILDAN 50/50 JERSEY SPORT SHIRT >ITEM COLOR: SPORT GREY >SIZE MEDIUM: 7 >SIZE LARGE: 8 >SIZE XLARGE: 6		EA	22.8000	\$478.8000
3	0	10055584 GILDAN 50/50 JERSEY SPORT SHIRT >ITEM COLOR: SPORT GREY >SIZE EXT: 2XL		EA	22.8000	\$68.4000
3	0	10055584 GILDAN 50/50 JERSEY SPORT SHIRT >ITEM COLOR: SPORT GREY >SIZE EXT: 2XL		EA	22.8000	\$68.4000
20	0	10072621 LIGHTWEIGHT HOODIES MENS >ITEM COLOR: DARK HEATHER GREY >SIZE MEDIUM: 7 >SIZE LARGE: 8 >SIZE XLARGE: 5		EA	32.8000	\$656.0000
2	0	10072621 LIGHTWEIGHT HOODIES MENS >ITEM COLOR: DARK HEATHER GREY >SIZE EXT: 2XL		EA	32.8000	\$65.6000
2	0	10072621 LIGHTWEIGHT HOODIES MENS		EA	32.8000	\$65.6000

CONTINUED



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

Pre-Bill Invoice

Sales Order #	Date	Page
1000464740	6/14/2023	Page 2 of 2

Customer PO Number		Ship Date	Terms	Sales Representative		
		6/26/2023	Net 30 Days	2530 EX, HARVEY		
Qty Ordered	Qty Shipped	Item Description/Comments		U/M	Unit Price	Net Line Amount
		>ITEM COLOR: DARK HEATHER GREY				
		>SIZE EXT: 3XL				
27	0	SCRW Silk Screen		EA	0.0000	\$0.0000
		left chest and full back				
		>ITEM COLOR: GRAY				
		>IMPRINT COLOR: FULL COLOR				
52	0	EMBW Embroidery Charge		EA	0.0000	\$0.0000
		Left Chest 4" is needed				
		>ITEM COLOR: GRAY				
		>IMPRINT COLOR: FULL COLOR				
1	0	SUW Set Up		EA	645.0000	\$645.0000
		Set Ups for Screens and Tape Charge				
1	0	EPRW PROOF REQUESTED		EA	0.0000	\$0.0000

Item Total: \$2,655.30 USD
Freight: \$0.00 USD
Tax: \$190.98 USD
Order Total: \$2,846.28 USD

IMPORTANT NOTICE: These are estimated charges. A final invoice will be mailed following shipment.

.....
To be PCI compliant and ensure the highest level of protection please call 815-548-9198 for all credit card payments.

Order Total: \$2,846.28
Sales Order No: 1000464740
Bill To Customer No: 10714393182
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

PLACEMENT
LEFT CHEST

06/21/23 R2
EMBROIDERY

SIZE
3.5"W X 3.12"H



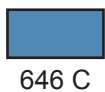
KEY PANTONE
COLORS



7409 C



465 C



646 C



7683 C



2728 C



WHITE

Written approvals are REQUIRED prior to proceeding with production.

Mock-ups are intended to show placement - NOT shown to scale.

Please take time to spell-check and review all print sizes and placements. Ensure all key color callouts are correct (if applicable).

06/16/23 R1

PLASTISOL

LEFT CHEST
3.5"W X 7.3"H



CENTER BACK
7.75"W X 16.2"H



KEY PANTONE
COLORS



7409 C



1795 C



465 C



646 C



7683 C



2728 C



7421 C



WHITE

Written approvals are REQUIRED prior to proceeding with production.

Mock-ups are intended to show placement - NOT shown to scale.

Please take time to spell-check and review all print sizes and placements. Ensure all key color callouts are correct (if applicable).



PSA/Non-Profit Transit Bench Campaign

Thank you for your interest in our bus bench advertising. Once you are authorized by the City of Los Angeles to utilize the bus bench program, we will be glad to assist you to ensure the success of your campaign.

We offer bus bench advertising panels on a space available basis. We can provide you with a typical list of benches in your target area, but these are not guaranteed locations and no sites can be held for the future.

The only cost that is required is the production and design cost. All design (if applicable) and production charges are to be paid in advance before design and/or production begin. Below is the pricing structure for those costs:

Production Costs (Per Design)

<u># of Prints</u>	<u>Cost Per Print</u>
1	\$180
2-9	\$120
10-24	\$96
25+&	\$80

Designs: Only 1 design for every 10 benches is allowed without incurring additional charges.

Design Cost: \$100 for basic design (2 changes only to design). Advertiser must supply high resolution logos and images (when applicable).



InSite Street Media

Tel 310.559.1600 • Fax 310.559.1666

ORGANIZATION LETTERHEAD

Date:

Re: Metro Open Streets Cycle 5

To whom it may concern:

On behalf of _____ (organization name), I am thrilled to offer our support of the Los Angeles Department of Transportation's (LADOT) application for Metro's Cycle 5 open streets program for _____ (NAME of the Route), in partnership with CicLAvia.

Insert personalized line about route support here.

Since 2010, the LADOT and CicLAvia have produced impactful and highly successful open streets events that have become the model of open streets production in the country. It is clear to us that the success of LADOT's and CicLAvia's open streets events is a function of their commitment to early and on-going community outreach and community-based partnerships. Their consistent on-the-ground outreach with residents, community-based organizations, local business, churches, educational institutions, and other key stakeholders have resulted in meaningful open streets events that meet the priorities of the communities they serve. Their work to collaborate and coordinate with public sector agencies and departments at the local, county and state levels have also enabled a streamlined production process where shared responsibility and leadership produce safe and accessible open streets events.

We have worked directly with LADOT and CicLAvia on prior open streets events. Their focus on showcasing art, culture, local small businesses, and community priorities are highly effective. Their work to partner with the community, create opportunities for local business engagement, and generate hundreds of local volunteers at open streets events have been demonstrated countless of times.

We are in full support of LADOT's application for _____ (name of the event). Should you have any questions, please feel free to contact me at _____ (email)

Thank you.

Sincerely,

NAME, title
Organization