

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

Corinne Ho

Estevan Barr

Brian Islas



200 N. Spring Street  
Los Angeles, CA 90012

Email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)  
Website: [www.empowerla.org](http://www.empowerla.org)

**CANOGA PARK  
NEIGHBORHOOD  
COUNCIL**

**General Board Meeting**

**Agenda**

**7248 Owensmouth Ave, Canoga Park, CA 91303**

**9/27/2023**

**7:00PM**

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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](mailto: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**

- a. **February 22, 2023 General Meeting**
- b. **March 22, 2023 General Meeting**
- c. **May 24, 2023 General Meeting**
- d. **May 24, 2023 Special Meeting**
- e. **June 28, 2023 General Meeting**
- f. **July 26, 2023 General Meeting**
- g. **August 10, 2023 Special Meeting**
- h. **August 23, 2023 General Meeting**

**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: Motion to approve up to \$5,000.00 for Canoga Park Neighborhood Council branded Jackets, Shirts, Polos, T-shirts and Hoodies for Outreach Events.
- b. Motion to approve altering of Logo and Ordering of Canoga Park Neighborhood Council Shirts

Previously approved in May 24, 2023 meeting. During May 24, 2023 meeting, Motion was approved for up to \$5,000.00 for Canoga Park Neighborhood Council Branded Jackets, Shirts, Polos, T-Shirts, and Hoodies for Outreach events.

Total pre bill invoice price of \$2,846.28.

- 27 T-shirts \$22.50 each
  - 7 Medium
  - 8 Large
  - 6 XL
  - 3 2xl
- 27 Polo Shirts \$22.80 each
  - 7 Medium
  - 8 Large
  - 6 XL
  - 3 2xl
- 24 Hoodies \$32.80
  - 7 Medium
  - 8 Large
  - 6 XL
  - 3 2xl

- c. Discussion and Possible Action: Design and locations for Bus Stop Outreach signs approved during March 24, 2023 General Meeting. Motion approved for up to \$1,000.00 for Bus Bench Advertisement to outreach to Canoga Park Stakeholders. Locations are staggered according to availability and will have a cost of approximately \$40.00 each.

d. Discussion and Possible Action: Payment for web services for Concept to Web for the entire fiscal year totaling in \$1,800.00.

- June 2023 \$150.00
- July 2023 \$150.00
- August 2023 \$150.00
- September 2023 \$150.00
- October 2023 \$150.00
- November 2023 \$150.00
- December 2023 \$150.00
- January 2023 \$150.00
- February 2023 \$150.00
- March 2023 \$150.00
- April 2023 \$150.00
- May 2023 \$150.00

e. Discussion and possible Action: Approval for up to \$1,500.00 for meeting refreshments. This will average approximately \$100.00 to \$150.00 per meeting.

VII. Announcements

a. Please make sure your trainings are up to date. In addition to the required trainings of Ethics, Funding, Code of Conduct that expire every two years, there are other trainings that are available. Anti-Bias training is required, but does not expire. Please see Cornerstone On Demand for more details

- Planning 101
- Transgender and Gender Diversity Inclusivity
- Workplace Harassment & Abusive Conduct Prevention
- Citywide Workplace Equity

**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](mailto: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.canogaparkknc.org](http://www.canogaparkknc.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](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto: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: [lena.ayvazian@canogaparknc.org](mailto: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](http://www.canogaparknc.org)





**Board Meeting Minutes - In Person**  
**Canoga Park Neighborhood Council ("CPNC")**  
**7:00PM, Wednesday, August 23, 2023**



**I. CALL TO ORDER.** Presiding President Elmer Garcia ("PP") called to order at 7:08 PM **BOARD ROLL CALL PP called for the roll noted below.**

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

<b>Present</b>	Elmer Garcia, Vice President
<b>Present</b>	Leonel Fuentes, Treasurer
<b>Present</b>	Lena Ayvazian, Secretary
<b>Present</b>	Brian Mallasch
<b>Present</b>	Corinne Ho
<b>Present</b>	Duane Galila
<b>Present</b>	Esteven Barr
<b>Present</b>	Kyra Edrington
<b>Present</b>	Mary Paterson
<b>Present</b>	Michelle Miranda
Excused Absence	Raymond Cole
Excused Absence	Mireira Moran
Absent	Bryan Isles
Absent	Nicole Resendiz
Absent	Ronald Clary
<b>Quorum met</b>	<b>10 present / 3 absent</b> 2/excused absence

**II. APPROVAL OF THE MINUTES**

<b>MOTION FIRST</b>	Kyra Edrington
<b>MOTION SECOND</b>	Michelle Miranda

Discussions opened up, clarification focusing on January 2023 minutes made. Corinne Ho raised issues concerning corrections. Michelle Miranda raised further corrections.

Comments by the public raised concerns of inability to examine discussed minutes at issue.

**AMENDMENT** Motion made to table approval of minutes.

<b>Motion First</b>	Lena Ayvazian
<b>Motion Second</b>	Kyra Edrington
<b>Yes</b>	Elmer Garcia, Vice President
<b>Yes</b>	Leonel Fuentes, Treasurer
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Yes</b>	Brian Mallasch
<b>Yes</b>	Corinne Ho
<b>Yes</b>	Duane Galila
<b>Yes</b>	Esteven Barr
<b>Yes</b>	Kyra Edrington
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Michelle Miranda
<b>Pass</b>	10 yes

**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.

**Glenn Bailey** spoke on his own behalf raising awareness for the Board to consider utilizing microphone during meetings.

1. Further discussion by Mr. Bailey concerning upcoming council meetings.
2. Valley Alliance of Neighborhood Council, next mtg September 14, topic of MyLA311 App, how neighborhood council Boards can use the app.
3. LA Neighborhood Council Coalition meetings are held 1st Saturday of the month at 10:00am visit LANCC.org.
4. Congress of Neighborhood 2023 ("CONGRESS") will be held on September 23, 2023. Cost in person increased in comparison to remote.
  - a) Consider contribution to the Congress, should CPNC hold a meeting prior to September 23, 2023.
  - b) Contributions; Sponsorship Bronze \$100-\$499; Silver \$500-\$999; Gold; \$1000-\$4999, so on.

Mr. Bailey went over the benefits of various levels for contribution, including identified within the program, website, logo, etc.

Board members brought to discussion to consider placing sponsorship on next month's agenda along with the expense factors of brick/mortar location of the event, what cost included. Discussion held such items as food, security, etc. Clarified non-board members may attend. Link to Congress should be found on CPNC website. Should consideration for sponsorship be after 2023' Congress event sponsorship would be for 2024' Congress.

**Garry Fordyce** was recognized to speak. Mr. Fordyce raised concern that engagement conversations should not take place during general comments.

**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

**Senior Lead Officers Duc Dau and Jose Moreno** thanked CPNC for the invitation and opportunity to speak. Officer Dau identified his jurisdiction in representing Topanga Community Station 21<sup>st</sup> Division. Discussed the most recent nationally focused event at Topanga Mall, specifically the Nordstrom smash and grab incident. Reported shortly before police were called to an incident at Macy's. Nordstrom high level corporate representatives met with local officials. Reported further on the crime ratio within the community. Engagement of the incident was held resulting in information LAPD holds monthly calls wherein further engagement can take place at that time.

**Glenn Bailey** presented budget advocate processes in that representation entails three (3) advocates representing Region Three (3) (CPNC region), wherein each NC can have two (2) budget representatives to attend regional budget meetings. Further explanation as to questions what being an advocate comprises included meeting with the mayor two (2) times a year, meeting with various city departments moving forward with recommendations. CPNC may request a Budget representative to attend future CPNC monthly meetings.

**Garry Fordyce** spoke bringing into concern CPNC does not have Budget representatives. CPNC should request DONE to clarify permitting to do so even being on EE.

**DONE representative, Prabhjot Chamber ("PC")** to confirm if there are any issues CPNC assigning Budget representation during EE. If there is no response by DONE, CPNC should assign representatives. Went over optional links for training available for Board members. Bylaw amendments opening this month to remain open through approximately April 2024. Board approved Bylaws to be submitted for department approval. Thursday, August 31, 2023, Meet and Greet downtown, Board members can meet clerks, city attorneys, funding representatives, etc. Registration is online, parking is available. Went over annual Congress event being held Downtown.

**V. DISCUSSION AND POSSIBLE ACTION: Brief introduction opportunity for interested CPNC candidates' consideration and possible vote for appointment to the CPNC board. No interest from audience for open positions.**

- a. Senior Group Representative (2027) appointed
- b. Faith Based Organizations Representative (2027)
- c. At Large Representative (2025)
- d. At Large Representative (2027)

- e. Residential Renters Representative- (2027)
- f. Retail/Service Business Representative (2027)
- g. Youth Representative

**VI. NEW BUSINESS: Board member Brian Mallasch recused himself at 8:13PM.**

- a. Discussion and Possible Action: Approve up to \$2,000.00 for storage and office use of the Canoga Park Community Center ("CPNC").

Discussions included CPNC has not received payment for use of facilities for several years. Concerns raised from the public in that the Agenda needs to be more specific as to what line items are included for \$2000 payment. Bill Ratner clarified the Lease with the City and CPNC does not have ability to collect fees. However, CPNC can collect for utilities, office use, storage, etc. Billing is for quarterly basis to be collected for fiscal year with \$2000 including the cost of storage, one-half 1/2 of office use for storage, utilities and monthly meetings. Of note, no discussion held or confirmed CPNC to execute any agreement with CPNC.

Motion contingent on clarification \$2,000.00 is for the current 2023-2024 Fiscal Year.

<b>Motion First</b>	Corinne Ho
<b>Motion Second</b>	Michelle Miranda
<b>Yes</b>	Elmer Garcia, Vice President
<b>Ineligible</b>	Leonel Fuentes, Treasurer
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Recused</b>	Brian Mallasch
<b>Yes</b>	Corinne Ho
<b>Ineligible</b>	Duane Galila
<b>Yes</b>	Esteven Barr
<b>Ineligible</b>	Kyra Edrington
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Michelle Miranda
<b>Passes</b>	6 Yes. 3 Ineligible due to pending financial training; 1 recused

- 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 ("CPNC").

Floor opened to discussions including further clarification needed on the Agenda, including if the item itself is actually an Outreach versus a NPG. If an Outreach, what items are being paid for? Line itemization is needed for Outreach approval. DONE representative PC to clarify concerns raised for line itemization

requirement for Outreach. Bill Ratner identified outreach items such as a booth, two entrance vehicles, speaking at entrance stage, recognized on radio and television, viewed by 30,000 in attendance at the parade, banners, etc.

<b>Motion First</b>	Michelle Miranda
<b>Motion Second</b>	Mary Paterson

Amendment of motion for Item “b” to be tabled pending line itemization for purposes of procedurally complying with Outreach fund requests.

<b>Motion First</b>	Corinne Ho
<b>Motion Second</b>	Elmer Garcia

Brian Mallasch called to reenter at 8:50pm, entered at 8:54pm

- c-e: Upon hearing several concerns both from the public as well as Board members of the lack of proper itemization for Outreach funding requests within the Agenda, a motion was made to Table items c-e.

<b>Motion First</b>	Lena Ayvazian
<b>Motion Second</b>	Michelle Miranda

- f. Discussion and Possible Action: Motion for an amendment for the Bylaw parliamentary authority for excused and unexcused ascended.

<b>Motion First</b>	Corinne Ho
<b>Motion Second</b>	Kyra Edrington

Glenn Bailey of the public spoke bringing to light how other NC have handled concerns of absences. Handle absences in two ways, first, excused absences, bridging into question what are qualified excused absences under the Board guideline. Request Executive Board to be notified at least 24-hours in advance. Board makes the ultimate decision if the absence requested falls into excused guidelines. Example, sick, out of town, etc. Second, no excused absences permitted, example, maximum number (2, 3) every so many months, (4, 6), which is a moving target. Example, absence one (1) takes place and another does not for allotted four (4) months, back to starting over. Absence (1) takes place absence two (2) takes place within the maximum time permitted (4 months), third (3) absence member will be removed from the Board. Further, running late, if one does not make the meeting by the time the first vote is cast, attendance is considered absent.

Further discussion took place that such a vote for Bylaw change would not be taking place this evening, Corinne Ho requested Board members to familiarize themselves with Bylaw Article 5, Section 7 and look into how other NC handle absences.

Discussion held in that CPNC to hold a special meeting to discuss changes of Bylaw concerning absences. Further comments made that current CPNC Bylaws are ambiguous in its lack of clarification of addressing absences.

Amendment to Motion to be tabled due to reasons noted above.

<b>Motion First</b>	Mary Paterson
<b>Motion Second</b>	Michelle Miranda

- g. Discussion and Possible Action: Motion to Approve letter of support for CicLAVia route through the West Valley

<b>Motion First</b>	Mary Paterson
<b>Motion Second</b>	Esteven Barr

Questions and concerns raised from general public as well as Board members, in that the item as identified on the Agenda is too vague. Public lacked ability to review item in question to be voted on. Documents are not recognized to be available to the public during the meeting. In addition, lack of attachment on Webpage. Clarification made in that the Agenda as well as attachments may be viewed through the CPNC calendar link. However, concerns raised in that process as to how one can locate the Agenda and attachments is not public friendly.

Amendment to Motion to be tabled due to reasons noted above.

<b>Motion First</b>	Kyra Edrington
<b>Motion Second</b>	Michelle Miranda

- h. Fiscal Year Discussion and Possible Action: Packet Review for submission

General and Board comments included, was the initial proposed budget approved with changes? If so, changes are not uploaded. Budget presented is not what is being discussed, (example, missing \$4,000 to be moved from Election to Outreach). Glenn Bailey noted \$10,000 is showing to be rolled over along with a \$5,000 adjustment which is not clear as to what the adjustment is for. Requesting clarification as to \$5,000 adjustment. Further noting, Budget can be adjusted monthly, if need be.

Amendment to Motion to be tabled due to reasons noted above.

<b>Motion First</b>	Lena Ayvazian
<b>Motion Second</b>	Michelle Miranda

Motion to adjourn made by Kyra Edrington, seconded by Michelle Miranda.  
Adjournment: 9:32 PM



Board Meeting Minutes  
Canoga Park Neighborhood Council ("CPNC")  
6:00PM, Thursday, August 10, 2023



- I. **CALL TO ORDER.** President Raymond Cole called to order at 6:11p.m.  
**BOARD ROLL CALL** President Cole called for the roll noted below.

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

<b>Present</b>	Raymond Cole, President
<b>Present</b>	Lena Ayvazian, Secretary
<b>Present</b>	Leonel Fuentes
<b>Present</b>	Michelle Miranda
<b>Present</b>	Ronald Clary
<b>Present</b>	Esteven Barr
Excused Absence	Corinne Ho
Absent	Elmer Garcia, Vice-President
Absent	Brian Mallasch
Absent	Bryan Isles
Absent	Kyra Edrington
Absent	Mary Paterson
Absent	Mireira Moran
Absent	Nicole Resendiz
<b>Quorum met</b>	<b>6 present / 7 absent</b> 1/excused absence

- II. (Previously "V") No opposition to President Ronald Clary's request to move agenda item "V" to "II". All items numbered hereinafter consecutively in order of appearance on Agenda.

**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 (2027) appointed
- b. Faith Based Organizations Representative (2027)
- c. At Large Representative (2025)
- d. At Large Representative (2027)
- e. Residential Renters Representative- (2027)
- f. Retail/Service Business Representative (2027)
- g. Youth Representative

6:20PM Mary Paterson and Kyra Edrington enter

6:23PM Bryan Isles enters

Stakeholder Duane Galilia nominated board position, At Large (2027). Mr. Galilea introduced himself describing experiences including community activist and nonprofits. During the question/answer session, Mr. Galilea clarified being a resident of Canoga Park.

<b>Appointment First</b>	Michelle Miranda
<b>Appointment Second</b>	Lionel Fuentes
<b>Yes</b>	Raymond Cole, President
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Yes</b>	Bryan Isles
<b>Yes</b>	Esteven Barr
<b>Yes</b>	Kyra Edrington
<b>Yes</b>	Leonel Fuentes
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Michelle Miranda
<b>Yes</b>	Ronald Clary
	<b>9</b> Yes

### III. SPECIAL ORDERS

#### a. Election of New Executive Officer

i. Treasurer nomination Leonel Fuentes. Brief discussion took place which resulted in Leonel Fuentes accepting nomination.

<b>Nomination First</b>	Mary Paterson
<b>Nomination Second</b>	Kyra Edrington
<b>Yes</b>	Raymond Cole, President
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Yes</b>	Bryan Isles
<b>Yes</b>	Duane Galila
<b>Yes</b>	Esteven Barr
<b>Yes</b>	Leonel Fuentes
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Kyra Edrington
<b>Yes</b>	Michelle Miranda
<b>Yes</b>	Ronald Clary
	<b>10</b> Yes

#### a. Appointment of Financial Officers of the Board

##### **i-iv Collectively (“Financial Officers”)**

- i. Neighborhood Council Bank Card Holder
- ii. Second Card Holder
- iii. Second Signer
- iv. Signer (Optional)



- i. Discussion of appointment of positions took place for Financial Officers. Leonel Fuentes indicated the Treasurer is First Card Holder. Move of positions made accordingly.

**FINANCIAL OFFICER RESULTS:**

<b>Bank Card Holder</b>	Mary Paterson
<b>Second Card Holder</b>	Bryan Isles
<b>Second Signer</b>	Duane Galilia
<b>Signer (Optional)</b>	Lena Ayvazian

- ii. Card Holder - Mary Paterson nominated and accepted

<b>Nomination First</b>	Ronald Clary
<b>Nomination Second</b>	Leonel Fuentes
<b>Yes</b>	Raymond Cole, President
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Yes</b>	Bryan Isles
<b>Yes</b>	Duane Galila
<b>Yes</b>	Esteven Barr
<b>Yes</b>	Leonel Fuentes - Treasurer
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Kyra Edrington
<b>Yes</b>	Michelle Miranda
<b>Yes</b>	Ronald Clary
	<b>10 Yes</b>

- iii. Second Card Holder - Bryan Isles

<b>Nomination First</b>	Lena Ayvazian
<b>Nomination Second</b>	Raymond Cole
<b>Yes</b>	Raymond Cole, President
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Yes</b>	Bryan Isles
<b>Yes</b>	Duane Galila
<b>Yes</b>	Esteven Barr
<b>Yes</b>	Leonel Fuentes - Treasurer
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Kyra Edrington
<b>Yes</b>	Michelle Miranda
<b>Yes</b>	Ronald Clary
	<b>10 Yes</b>

- iv. Second Signer - Duane Galila nominated and accepted.

<b>Nomination First</b>	Lena Ayvazian
<b>Nomination Second</b>	Raymond Cole
<b>Yes</b>	Raymond Cole, President
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Yes</b>	Bryan Isles
<b>Yes</b>	Duane Galila
<b>Yes</b>	Esteven Barr
<b>Yes</b>	Leonel Fuentes - Treasurer
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Kyra Edrington
<b>Yes</b>	Michelle Miranda
<b>Yes</b>	Ronald Clary
	<b>10</b> Yes

- v. Alternative Signer - Lena Ayvazian nominated and accepted

<b>Nomination First</b>	Raymond Cole
<b>Nomination Second</b>	Bryan Isles
<b>Yes</b>	Raymond Cole, President
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Yes</b>	Bryan Isles
<b>Yes</b>	Duane Galila
<b>Yes</b>	Esteven Barr
<b>Yes</b>	Leonel Fuentes - Treasurer
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Kyra Edrington
<b>Yes</b>	Michelle Miranda
<b>Yes</b>	Ronald Clary
	<b>10</b> Yes

IV. GENERAL PUBLIC COMMENTS. No general comments presented.

V. COMMUNITY GOVERNMENT REPORTS AND ANNOUNCEMENTS.

President Ray Cole read a segment on behalf of Bob Blumenfield's representative who could not attend.

## VI. NEW BUSINESS

### A. Motion to approve Fiscal Year Administrative Packet ("FYAP").

<b>Motion First</b>	Ronald Clary
<b>Motion Second</b>	Lena Ayvazian
<b>Yes</b>	Raymond Cole, President
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Yes</b>	Bryan Isles
<b>Yes</b>	Duane Galila
<b>Yes</b>	Esteven Barr
<b>Yes</b>	Leonel Fuentes - Treasurer
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Kyra Edrington
<b>Yes</b>	Michelle Miranda
<b>Yes</b>	Ronald Clary
	<b>10 Yes</b>

- i. Motioned to amend FYAP to move current allocated amount of \$4000 ("Fund") in Election Funds into Outreach Funds. Discussion held to reallocate Fund due to elections being two (2) years out.

<b>Motion with Amendment First</b>	Lena Ayvazian
<b>Motion with Amendment Second</b>	Raymond Cole
<b>Yes</b>	Raymond Cole, President
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Yes</b>	Bryan Isles
<b>Yes</b>	Duane Galila
<b>Yes</b>	Esteven Barr
<b>Yes</b>	Leonel Fuentes - Treasurer
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Kyra Edrington
<b>Yes</b>	Michelle Miranda
<b>Yes</b>	Ronald Clary
	<b>10 Yes</b>

B. Motion to approve Bylaw Changes.

<b>Motion First</b>	Ronald Clary
<b>Motion Second</b>	Raymond Cole
<b>Yes</b>	Raymond Cole, President
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Yes</b>	Bryan Isles
<b>Yes</b>	Duane Galila
<b>Yes</b>	Esteven Barr
<b>Yes</b>	Leonel Fuentes - Treasurer
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Kyra Edrington
<b>Yes</b>	Michelle Miranda
<b>Yes</b>	Ronald Clary
	<b>10 Yes</b>

Discussions held for revising “By-Laws of the Canoga Park Neighborhood Council”. Upon addressing raised questions and concerns, the Board came to agreement with below amendments.

**AGREED CHANGES:**

1. **Article V Governing Board, Section 1. Composition: (Par 1)**

**CURRENTLY READS:** “The Board shall consist of twenty-five (25) voting members and several non-voting advisors. Only CPNC stakeholders, as defined in Article IV above shall be selected or elected to hold a position on the Board.”

**CHANGE TO READ:** “The Board shall consist of **fifteen (15)** voting members and several non-voting advisors. Only CPNC stakeholders, as defined in Article IV above shall be selected or elected to hold a position on the Board.”

2. **Article V Governing Board, Section 1. Composition. (First Table)**

**CURRENT TABLE READS:**

<b>Voting Members</b>	<b>Number</b>	<b>Type Position</b>
Youth Group Representative	2	Appointed
Senior Group Representative	2	Appointed
Residential Renters	4	Elected
Home/Condo Owners	4	Elected
Retail/service business	4	Elected
Community Based Organizations	2	Elected
Community Service Organizations	1	Elected
Schools	1	Elected
Faith Based Organizations	1	Elected
At Large	4	Elected
<b>TOTAL:</b>	<b>25</b>	

**CHANGE TABLE TO READ:**

Voting Members Representative(s)	Number	Type Position
Youth Group	1	Appointed
Senior Group	1	Appointed
At Large	3	Elected
Community Based Organizations	1	Elected
Community Service Organizations	1	Elected
Faith Based Organizations	1	Elected
Home/Condo Owners	2	Elected
Residential Renters	2	Elected
Retail/Service Business	2	Elected
Schools	1	Elected
TOTAL:	15	

3. **Article V Governing Board, Section 2. Quorum.**

**CURRENTLY READS:** “No formal meeting shall be held or business conducted or votes taken in the absence of a quorum. A quorum shall consist of thirteen (13) Board members.”

**CHANGE TO READ:** “No formal meeting shall be held or business conducted or votes taken in the absence of a quorum. A quorum shall consist of **eight (8)** Board members.”

4. **Article V Governing Board, Section 4. Terms and Term Limits. (Par 1)**

**CURRENTLY READS:** “Elected Board members shall serve four (4) year staggered terms. Appointed Members shall serve two (2) year terms. All terms will be staggered.

**Group A:** Team ending 2021

At-Large Representative (x2)

Community Based Organization Representative

Residential Renters Representative (x2)

Retail/Service Business Representative (x2)

Schools Representative

**Group B:** Team ending 2023

At Large Representative (x2)

Community Based Organizations Representative

Community Service Organizations Representative

Faith Based Organizations Representatives

Home/Condo Owners Representative (x2)

Residential Renters Representative (x2)

Retail/Service Business Representative (x2)”

**CHANGE TO READ:** "Elected Board members shall serve four (4) year staggered terms. Appointed Members shall serve two (2) year terms. All terms will be staggered. In order to stagger terms, six (6) of inception Board members would serve a two (2) year term and seven (7) would serve a four (4) year term. The seven (7) Board members who receive the highest votes will serve the four (4) year terms. The remaining six (6) will serve two (2) year terms."

**Group A:** Term ending 2025

At-Large (x 1)  
Community Based Organization (x1)  
Home/Condo Owners (x1)  
Residential Renters (x1)  
Retail/Service Business (x1)  
Schools (x1)

**Group B:** Term ending 2027

At-Large (x 2)  
Community Service Organization (x1)  
Faith Based Organization (x1)  
Home/Condo Owners (x1)  
Residential Renters (x1)  
Retail/Service Business (x1)

C. Suggestions for items for upcoming meetings: Approval of prior minutes.

Adjournment: 8:08PM



**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**

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

**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.

<b>MOTION</b>	<b>RAYMOND COLE</b>
<b>SECOND</b>	<b>LENA AYVAZIAN</b>
<b>Aye</b>	Raymond Cole, President
<b>Aye</b>	Elmer Garcia, Vice-President
<b>Aye</b>	Lena Ayvazian, Secretary
<b>Aye</b>	Kyra Edrington
<b>Aye</b>	Mary Paterson
<b>Aye</b>	Michelle Miranda
<b>Aye</b>	Mireira Moran
<b>Aye</b>	Nicole Resendiz
<b>8</b>	<b>8 yes, nomination confirmed</b>

**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.

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

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.



<b>NOMINATION MADE</b>	Mary Paterson
<b>NOMINATION SECOND</b>	Kyra Edrington
<b>Yes</b>	Raymond Cole, President
<b>Yes</b>	Elmer Garcia, Vice-President
<b>Yes</b>	Lena Ayvazian, Secretary
<b>Yes</b>	Bryan Islas
<b>Yes</b>	Kyra Edrington
<b>Yes</b>	Mary Paterson
<b>Yes</b>	Michelle Miranda
<b>Yes</b>	Mireira Moran
<b>Yes</b>	Nicole Resendiz
<b>9</b>	<b>9 yes, nomination confirmed</b>

### III. (Prior Item II) SPECIAL ORDERS

- a. Raul Preciado of DONE discussed installation of newly-elected Board of Directors opening presending 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.

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

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.

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

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.

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

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)

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

**IV. (Prior item III) GENERAL PUBLIC COMMENT:** President Clary opened the floor to the public. Mr. Garry Fordyce 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 council 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](https://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**



**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**

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

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.

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

<b>Aye</b>	Mireira Moran
<b>Aye</b>	Nicole Resendiz
Excused Absence	Leonel Fuentes, Treasurer
Excused Absence	Corinne Ho
Absent	Brian Mallasch
Absent	Esteven Barr
<b>8</b>	<b>8 yes, nomination confirmed</b> 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.

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

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.

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

### 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.

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

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.

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

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.

<b>NOMINATION MADE</b>	Ronald Clary
<b>NOMINATION SECOND</b>	Michelle Miranda
<b>Yes</b>	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
<b>10</b>	<b>10 yes, nomination confirmed</b>

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)

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

**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.

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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.

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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.

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**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**

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- 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**



**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**

<b>present</b>	Raymond Cole, President
<b>present</b>	Leonel Fuentes, Treasurer
<b>present</b>	Lena Ayvazian, Secretary
<b>present</b>	Duane Galila
<b>present</b>	Kyra Edrington
<b>present</b>	Mary Paterson
<b>present</b>	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
	<b>7 present / 1 absent</b> 5/excused absence

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

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

<b>MOTION</b>	<b>MARY PATERSON</b>
<b>SECOND</b>	<b>MICHELLE FUENTES-MIRANDA</b>
<b>yes</b>	Raymond Cole, President
<b>yes</b>	Leonel Fuentes, Treasurer
<b>yes</b>	Lena Ayvazian, Secretary
<b>yes</b>	Duane Galila
<b>yes</b>	Kyra Edrington
<b>yes</b>	Mary Paterson
<b>yes</b>	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 21<sup>st</sup> 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.

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

- 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.

<b>MOTION</b>	<b>LEONEL FUENTES</b>
<b>SECOND</b>	<b>LENA AYVAZIAN</b>
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
<b>7</b>	<b>6 yes; 1 recused Motion Passes</b>

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

<b>MOTION</b>	<b>MICHELLE FUENTES-MIRANDA</b>
<b>SECOND</b>	<b>DUANE GALILA</b>
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
<b>7</b>	<b>7 yes - Motion Passes</b>

- 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.

<b>MOTION</b>	<b>MARY PATERSON</b>
<b>SECOND</b>	<b>LENA AYVAZIAN</b>
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
<b>7</b>	<b>7 yes - Motion Passes</b>

**GENERAL MEETING SUSPENDED AT 8:30PM**

**GENERAL MEETING RESUMED AT 8:42PM**

<b>Present</b>	Raymond Cole, President
<b>Present</b>	Leonel Fuentes, Treasurer
<b>Present</b>	Lena Ayvazian, Secretary
<b>Present</b>	Duane Galila
<b>Present</b>	Kyra Edrington
<b>Present</b>	Mary Paterson
<b>Present</b>	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.

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



<b>MOTION</b>	<b>MICHELLE FUENTES-MIRANDA</b>
<b>SECOND</b>	<b>LENA AYVAZIAN</b>
yes	Michelle Fuentes-Miranda
7	7 yes - <b>Motion Passes</b>

- 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**

<b>MOTION</b>	<b>MARY PATTERSON</b>
<b>SECOND</b>	<b>DUANE GALILA</b>
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 - <b>Motion Passes</b>

- 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.

<b>MOTION</b>	<b>LEONEL FUENTES</b>
<b>SECOND</b>	<b>KYRA EDRINGTON</b>
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 - <b>Motion Passes</b>

- 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**

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

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
<b>7 present / 1 absent</b> 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”

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

- 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.

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

#### 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, 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:

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

**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 25<sup>th</sup> 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 22<sup>nd</sup> and may possibly extend to March 29<sup>th</sup>. 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 27<sup>th</sup>**  
(this is the original date from 7:00 – 9:00 p.m.)
- **Thursday, March 9<sup>th</sup>**
- **Monday, March 13<sup>th</sup>**

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

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



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

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

## **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:

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

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

### 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:

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

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

**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.

<b>MOTION:</b> Ronald Clary
<b>SECOND:</b> Corinne Ho

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

**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 Zelickson 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 25<sup>th</sup> 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.



PLACEMENT  
LEFT CHEST

06/16/23 R1  
EMBROIDERY

SIZE  
3.5"W X 7.3"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).



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).



[Worksheet in pdf](#)

RELATED DOCUMENTS:

[City Charter Article IX](#)

[Administrative Code - Chapter 28](#)

[Public Comments compiled](#)

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# Bus Shelter Ad Placement Request

The City of Los Angeles’s Coordinated Street Furniture (transit shelters, PAKs, APTs) Program enables City Departments and Neighborhood Councils to display Public Service Announcements (PSA’s) on the City’s bus shelters free of charge. Please note that while there is no cost to post and display PSA’s, there is still a cost associated with printing. Due to the high number of requests, we ask that

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Neighborhood Councils advertise 1-3 bus shelter PSA's within their boundaries.

Please keep in mind that access to bus shelters for PSA campaigns is subject to availability, so no specific location is guaranteed and your PSA may be relocated from time to time.

**Please click on the bus shelter form to submit your request.**

## ARTWORK

All bus shelter artwork must be completed 8 weeks in advance of your running date. For instance, if you plan on running PSAs on 2/1/19, then your artwork must be completed by 12/8/18 and ready to be reviewed. All artwork must meet the bus shelter design specifications and include the City Seal (download the city seal [here](#)) in the design.

[Bus Shelter Specifications](#)

## PRICING AND PRINTING

Make sure your board has approved and set aside a budget for bus shelter printing costs.

City of Los Angeles Publishing Department can print your artwork for about \$40/print (please contact [ron.gallegos@lacity.org](mailto:ron.gallegos@lacity.org) for a quote, once you have your artwork). Please note that you may go to any other print shop that is able to print bus shelters.

After your files are sent to the print shop, they will send you a proof. Once the proof is approved by your board, it will take up to 14 business days for printing and placement of the ads.

---

By [ArinAbedian](#) | January 17th, 2019 | [Neighborhood Council Elections](#), [Outreach Chairs](#), [Street Furniture](#) | [Comments Off](#)

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## DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT

Los Angeles City Hall 20th Floor  
200 North Spring Street, Suite 2005  
Los Angeles, California 90012  
Phone: 213-978-1551  
Fax: 213-978-1751

Van Nuys City Hall 3rd & 4th Floor  
14410 Sylvan Street  
Van Nuys, California 91401  
Phone: 818-374-9898

To contact the webmaster, please  
E-mail [webmaster@EmpowerLA.org](mailto:webmaster@EmpowerLA.org)

## SEARCH OUR SITE



## Newsletter Archive



## TRANSLATE:

## SIGN UP TO OUR NEWSLETTER

**GO**Privacy by  **SafeSubscribe**<sup>SM</sup>**View our NEWSLETTERS**Email Marketing by **Constant Contact**<sup>®</sup>

## SEARCH OUR SITE

**Google Translate**



Concept To Web  
8186138261  
18403 West Vogel Ave  
Waddell, AZ 85355

**Billed To**  
Brian Mallasch  
Canoga Park Neighborhood Council  
c/o Canoga Park Community Center  
7248 Owensmouth Avenue  
Canoga Park, CA 91303

**Date of Issue**  
03/03/2023  
  
**Due Date**  
04/02/2023

**Invoice Number**  
CPNC-107

**Amount Due (USD)**  
**\$150.00**

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management March 2023	\$150.00	1	\$150.00

Subtotal 150.00

Tax 0.00

Total 150.00

Amount Paid 0.00

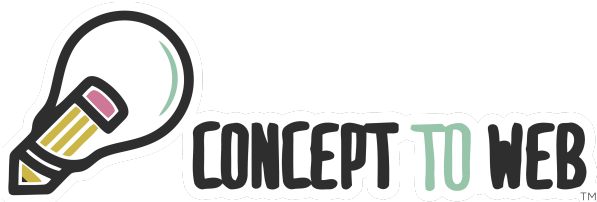
**Amount Due (USD)** \$150.00

#### Notes

Please pay at your earliest convenience. You are welcome to pay with a credit or debit card, as the link is on the invoice.

Please make any check payments out to "Aaron DeVandry - Concept To Web" and list the invoice # on the check. Thank you, CPNC!

-Aaron



Concept To Web  
8186138261  
18403 West Vogel Ave  
Waddell, AZ 85355

**Billed To**  
Brian Mallasch  
Canoga Park Neighborhood Council  
c/o Canoga Park Community Center  
7248 Owensmouth Avenue  
Canoga Park, CA 91303

**Date of Issue**  
04/10/2023  
  
**Due Date**  
05/10/2023

**Invoice Number**  
CPNC-108

**Amount Due (USD)**  
**\$150.00**

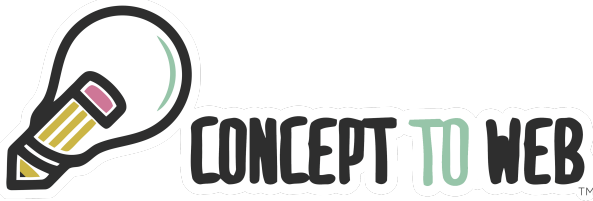
Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management April 2023	\$150.00	1	\$150.00
Subtotal			150.00
Tax			0.00
Total			150.00
Amount Paid			0.00
Amount Due (USD)			\$150.00

#### Notes

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-Aaron



Concept To Web  
8186138261  
18403 West Vogel Ave  
Waddell, AZ 85355

**Billed To**  
Brian Mallasch  
Canoga Park Neighborhood Council  
c/o Canoga Park Community Center  
7248 Owensmouth Avenue  
Canoga Park, CA 91303

**Date of Issue**  
05/25/2023  
  
**Due Date**  
06/24/2023

**Invoice Number**  
CPNC-109

**Amount Due (USD)**  
**\$150.00**

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management May 2023	\$150.00	1	\$150.00

Subtotal 150.00

Tax 0.00

Total 150.00

Amount Paid 0.00

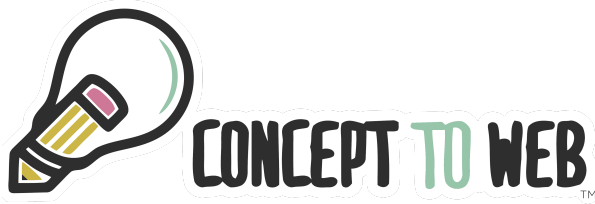
**Amount Due (USD)** \$150.00

#### Notes

Please pay at your earliest convenience. You are welcome to pay with a credit or debit card, as the link is on the invoice.

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-Aaron



Concept To Web  
8186138261  
18403 West Vogel Ave  
Waddell, Arizona  
85355  
United States

**Billed To**

Brian Mallasch  
Canoga Park Neighborhood Council  
c/o Canoga Park Community Center  
7248 Owensmouth Avenue  
Canoga Park, California  
91303  
United States

**Date of Issue**

02/05/2023

**Due Date**

03/07/2023

**Invoice Number**

CPNC-106

**Amount Due (USD)**

**\$150.00**

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management February 2023	\$150.00	1	\$150.00
Subtotal			150.00
Tax			0.00
Total			150.00
Amount Paid			0.00
Amount Due (USD)			\$150.00

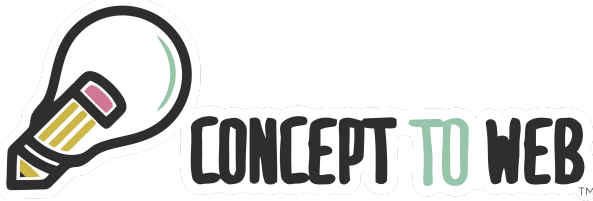
**Notes**

Please pay at your earliest convenience. You are welcome to pay with a credit or debit card, as the link is on the invoice.

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-Aaron





Concept To Web  
8186138261  
18403 West Vogel Ave  
Waddell, AZ 85355

**Billed To**  
Brian Mallasch  
Canoga Park Neighborhood Council  
c/o Canoga Park Community Center  
7248 Owensmouth Avenue  
Canoga Park, CA 91303

**Date of Issue**  
05/30/2023  
  
**Due Date**  
06/29/2023

**Invoice Number**  
CPNC-110

**Amount Due (USD)**  
**\$150.00**

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management June 2023	\$150.00	1	\$150.00

Subtotal 150.00

Tax 0.00

Total 150.00

Amount Paid 0.00

**Amount Due (USD)** \$150.00

#### Notes

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Concept To Web  
8186138261  
18403 West Vogel Ave  
Waddell, AZ 85355

**Billed To**  
Brian Mallasch  
Canoga Park Neighborhood Council  
c/o Canoga Park Community Center  
7248 Owensmouth Avenue  
Canoga Park, CA 91303

**Date of Issue**  
07/07/2023  
  
**Due Date**  
08/06/2023

**Invoice Number**  
CPNC-111

**Amount Due (USD)**  
**\$150.00**

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management July 2023	\$150.00	1	\$150.00

Subtotal 150.00

Tax 0.00

Total 150.00  
Amount Paid 0.00

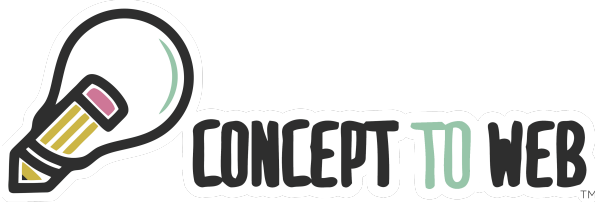
**Amount Due (USD)** \$150.00

#### Notes

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-Aaron



Concept To Web - Aaron DeVandry  
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18403 West Vogel Ave  
Waddell, AZ 85355

**Billed To**  
Brian Mallasch  
Canoga Park Neighborhood Council  
c/o Canoga Park Community Center  
7248 Owensmouth Avenue  
Canoga Park, CA 91303

**Date of Issue**  
08/03/2023  
  
**Due Date**  
09/02/2023

**Invoice Number**  
CPNC-112

**Amount Due (USD)**  
**\$150.00**

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management August 2023	\$150.00	1	\$150.00
Subtotal			150.00
Tax			0.00
Total			150.00
Amount Paid			0.00
Amount Due (USD)			\$150.00

**Notes**

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Concept To Web - Aaron DeVandry  
8186138261  
18403 West Vogel Ave  
Waddell, AZ 85355

**Billed To**  
Brian Mallasch  
Canoga Park Neighborhood Council  
c/o Canoga Park Community Center  
7248 Owensmouth Avenue  
Canoga Park, CA 91303

**Date of Issue**  
09/07/2023  
  
**Due Date**  
10/07/2023

**Invoice Number**  
CPNC-113

**Amount Due (USD)**  
**\$150.00**

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management September 2023	\$150.00	1	\$150.00
Subtotal			150.00
Tax			0.00
Total			150.00
Amount Paid			0.00
Amount Due (USD)			\$150.00

**Notes**

Please pay at your earliest convenience. You are welcome to pay with a credit or debit card, as the link is on the invoice.

Please make any check payments out to "Aaron DeVandry - Concept To Web" and list the invoice # on the check. Thank you, CPNC!

-Aaron



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 left chest and full back		EA	0.0000	\$0.0000
		>ITEM COLOR: GRAY				
		>IMPRINT COLOR: FULL COLOR				
52	0	EMBW Embroidery Charge Left Chest 4" is needed		EA	0.0000	\$0.0000
		>ITEM COLOR: GRAY				
		>IMPRINT COLOR: FULL COLOR				
1	0	SUW Set Up Set Ups for Screens and Tape Charge		EA	645.0000	\$645.0000
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



## 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