

CITY OF LOS ANGELES
CALIFORNIA

**Neighborhood Council
Governing Board**

Ray Cole, President

Elmer Garcia, Vice-President

Lena Ayvazian, Secretary

Leonel Fuentes, Treasurer

Brian Mallasch

Bryan Islas

Corinne Ho

Duane Galila

Esteven Barr

Kyra Edrington

Mary Paterson

Michelle Miranda

Mireira Moran

Nicole Resendiz

Ronald Clary



200 N. Spring Street
Los Angeles, CA 90012

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

**CANOGA PARK
NEIGHBORHOOD
COUNCIL**

General Board Meeting

Agenda

7248 Owensmouth Ave, Canoga Park, CA 91303

10/25/2023

7:00PM

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

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

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

- I. **CALL TO ORDER AND BOARD ROLL CALL**
- II. **Approval of Minutes**
 - a. 9.27.23 General Meeting Minutes
- III. **GENERAL PUBLIC COMMENT** - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. Each speaker will be allowed 2 minute(s). 10 minutes total.
- IV. **COMMUNITY/GOVERNMENT REPORTS AND ANNOUNCEMENTS (3 minutes per speaker)**
 - a. **Public Safety**
 - b. **Officers of Congress, Assembly, Mayor, City Council, County Supervisor, and School Board**
 - c. **Government Departments/Agencies, including Budget Advocates, Librarian, etc**
 - d. **DONE-Department of Neighborhood Empowerment General Report**
- V. **Discussion and Possible Action: Brief Introduction Opportunity for Interested CPNC Candidates' Consideration and Possible Vote for Appointment to the CPNC Board**
 - a. **Senior Group Representative (2023) appointed**
 - b. **Faith Based Organizations Representative (2023)**
 - c. **At Large Representative (2025)**
 - d. **At Large Representative (2023)**
 - e. **Residential Renters Representative-2 (2023)**
 - f. **Retail/Service Business Representative (2023)**
 - g. **Youth Representative**
- VI. **NEW BUSINESS**
 - a. Discussion and Possible Action: schedule volunteers for meeting refreshments at monthly meetings.
 - b. Discussion and Possible Action: review shirt design and logo placement for promotional Canoga Park Neighborhood Council Branded Jackets, Shirts, Polos, T-shirts and Hoodies for Outreach Events.
 - c. Discussion and possible action: Motion to approve revised 2023-2024 Fiscal Year Administrative Packet
 - d. Discussion and Possible Action: Discussion of resuming committees during Exhaustive Efforts. Frequency of meetings, Chairs, and meeting dates.
 - Youth Advocacy Committee-The Youth Advocacy Committee gives young people a safe and supportive environment in which they can voice their concerns and address issues that affect their lives. The committee is a vehicle for youth to access government policy-makers and other stakeholders.
 - Planning and Land Use Committee-mission is to increase community participation in the district's economic revitalization and development by reviewing specific projects and advising the board on our recommendations to go to our elected representative/s on matters of development and land-use planning. The committee will further development by identifying, monitoring, and addressing local public safety issues and may interface with developers, the City of Los Angeles Planning Department, and the Planning and Land use Management Committee of the Los Angeles City Council.
 - Senior Advocacy Committee-The mission of the Senior Advocacy Committee is identifying, monitoring and addressing issues that impact upon seniors' quality of life. The committee is concerned with ensuring that seniors have access to resources and services.
 - Education Committee-The mission of the Education Committee is to identify, monitor and address issues that may impact the education of the community's youth and adult population. The committee will work to satisfy the educational needs of the community, to enhance the quality of education, and voice concerns to the City Council.
 - Grievance Committee-The Grievance Committee shall address Stakeholder grievances submitted in writing to the Board, pursuant to the process described in Article XI. Once the Board has referred the grievance to the Grievance outlining the Committee's recommendations for resolving the grievance
 - Executive Committee-The Executive Committee shall consist of the President, Vice-President, Treasurer, and Secretary and will meet on a regular basis (preferably monthly) or more frequently as required in order to consider administrative and operational issues of significance to the Council, prepare a proposed agenda for Council meetings, and to call special meetings of the council when required.

- Outreach Committee-The Outreach Committee will be responsible for contacts CPNC Approved Bylaws 11-12-2020 15 with community individuals and entities, public relations, and education of the public concerning the functions and achievements of the Council and other additional outreach suggestions deemed by the board.
 - Public Safety and Emergency Services Committee-The Public Safety and Emergency Service Committee will interface with the Los Angeles Police Department, the Los Angeles Fire Department, and hospitals on matters relating to health and safety of the Stakeholders. The committee will also address issues of community emergency preparedness.
 - Budget and Finance Committee-The Budget and Finance Committee shall review all financial transactions of the Council and shall review its fiscal budget and make adjustments as needed to comply with City laws and City administrative rules, and to keep in compliance with Generally Accepted Accounting Principles and the City's mandate for the use of standardized budget and minimum finding allocation requirements, and shall recommend appropriate grants and expenditures considering available financial resources as well as comply with any other Department funding directives.
 - Bylaws Committee-The Bylaws Committee will review these bylaws on a regular basis to assure that they provide an optimal foundational set of rules for the operation of the Council and comply in all aspects with legal requirements as specified by the Department of Neighborhood Empowerment and other appropriate governmental agencies.
 - Community Activities and Projects Committee-The Community Activities and Projects committee will provide oversight to assure that the Council is aware of such activities and projects within the community and that Council participation in them is properly coordinated, and shall provide a organizational core for the origination of sponsored projects within the Council.
 - Grant Evaluation and Oversight Committee-The Grant Evaluation and Oversight Committee will review grant requests submitted to the Council and mak of grant funds for the benefit of the community and the City and is consistent with the strategy of the Council in effecting the best use of limited available funds. In addition, the Committee will work with the Budget and Finance Committee to develop a strategic approach to the use of all Council resources to assure that government funds allocated to the Council are used in a manner that provides maximum benefit to the community.
 - Arts Committee-The Arts Committee will review the state of the arts in the community and advise the Council on effective actions to foster and grow artistic expression in Canoga Park, and advocate for the sponsorship of cultural activities.
- e. Discussion and possible action: motion to approve up to \$5,000.00 for outreach at the Canoga Park Memorial Day Parade Produced by the Canoga Park Community Foundation. This will include:
- CPNC logo on the Canoga Park Memorial Day Parade website
 - CPNC logo on all marketing material and advertisements
 - CPNC outreach booth
 - Memorial Day street banners with CPNC logo along 1.25 mile parade route
 - Memorial Day Parade entries with CPNC logo on vehicles
 - CPNC participation in the Opening Ceremonies with speaking role and a vehicle for CPNC logo for use of CPNC President
 - CPNC participation in the Canoga Park Memorial Day Parade.
 - Exposure to thousands of stakeholders starting December 2023 to maximize participation within the Canoga Park Community
- f. Discussion and Possible action: motion to approve up to \$5,000.00 for outreach at the Dia De Los Muertos produced by Main Street Canoga Park. This will include:
- Naming rights to the Classic Car Show
 - 10x10 Booth Space
 - Exposure to 25k people in attendance
 - Recognition in Event Marketing
 - Certificate from Councilmember Bob Blumenfield

- Recognition by Event Emcee on the Main Stage throughout the day
- Main Stage Speaking Opportunity for CPNC

Suggestions for Items for upcoming meetings

- Bring Bus Stop bench art designs for next meeting as we will finalize designs to submit,

ADJOURNMENT

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

Public Posting of Agendas -

Neighborhood Council agendas are posted for public review as follows:

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

Notice to Paid Representatives -

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

Public Access of Records -

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at [our website: www.canogaparknc.org](http://www.canogaparknc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Lena Ayvazian, Secretary, by email at: lana.ayvazian@canogaparknc.org

Reconsideration and Grievance Process -

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



**Board Meeting Minutes - In
Canoga Park Neighborhood Council ("CPNC")
7:00PM, Wednesday, September 27,**



I. CALL TO ORDER: President Raymond Cole ("PRC") called to order at 7:07 PM.

a. Board Roll Call by Secretary Lena Ayvazian

| | |
|---|---|
| Present | Raymond Cole - President |
| Absent | Elmer Garcia, Vice President |
| Absent | Leonel Fuentes, Treasurer |
| Present | Lena Ayvazian, Secretary |
| Absent | Brian Mallasch |
| Present | Bryan Islas |
| Present | Corinne Ho |
| Absent (Attending Late) | Duane Galila |
| Present | Estevan Barr |
| Present | Kyra Edrington |
| Present | Mary Paterson |
| Present | Michelle Miranda |
| Present | Mireira Moran |
| Present | Nicole Resendiz |
| Present | Ronald Clary |
| Quorum of 5 met under EE requirement | 11 present 1 running late / 3 absent |

II. APPROVAL OF THE MINUTES

(NOTE: Duane Galila entered apx 7:12pm)

President RC clarified minutes II-a through II-e were previously approved. Pending minutes to be approved are II-f., II-g, and II-h.

- 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

Discussion/Question session opened to Board and Public.

Two spelling concerns within II-f raised by board member, Corinne Ho.

| YES = Y NO = N ABSTAIN = A NOT ELIGIBLE = NE | | | |
|---|---|---|---|
| Name | Motion to move to approve minutes II.f 1st: Kyra Edrington 2nd: Lena Ayvazian | Motion to move to approval minutes II.g 1st: Mary Paterson 2nd: Lena Ayvazian | Motion to move to approval minutes II.h 1st: Kyra Edrington 2nd: Duane Galila |
| Bryan Islas | NE | NE | NE |
| Corinne Ho | A | A | Y |
| Duane Galila | A | Y | Y |
| Estevan Barr | A | A | Y |
| Kyra Edrington | Y | Y | Y |
| Lena Ayvazian | Y | Y | Y |
| Mary Paterson | Y | Y | Y |
| Michelle Miranda | Y | Y | Y |
| Mireira Moran | Y | Y | Y |
| Nicole Resendiz | A | A | A |
| Raymond Cole | Y | Y | Y |
| Ronald Clary | Y | Y | Y |
| | 7 Yes = Passes | 8 Yes = Passes | 10 Yes = Passes |

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.

1. Garry Fordyce raised a concern that an agenda taped on the door to be accessible for viewing all pages.

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

- i. Public Safety
- j. Officers of Congress, Assembly, Mayor, City Council, County Supervisor, and School Board
- k. Government Departments/Agencies, including Budget Advocates, Librarian, etc
- l. DONE-Department of Neighborhood Empowerment General Report

1. Steve Jaramillo from Bob Blumenfield's office presented concerns of Executive Directive 1 ("ED1") news from city counsel. Mayor Karen Bass streamlining 100% affordable housing projects ("AHP"). Mr. Jaramillo went over a letter being sent to notify residents of Canoga Park, Reseda and Winnetka upcoming projects within residential districts. ED1 has failed to address R-1 zones, including not being required to hold CEQA guidelines. New plan submitted to affect residents within proposed project at 8550 Variel. Residents are encouraged to submit public comments to the PLUM committee. Question came up if the project in Canoga Park was before or after implementation of ED1, project identified as before. LA River Rangers announcement open and promoting youth jobs.

2. Budget representation announced Canoga Park Neighborhood Council holds two openings for interested candidates. Budget Committee meetings are open to all.

3. Department of Neighborhood Empowerment ("DONE") representative could not attend. President Raymond Cole presented in their absence. Onboarding training scheduled for September 28, 2023. Despite being under Exhaustive Efforts ("EE") DONE confirmed activating CPNC committee meetings. Requested CPNC to agendize which committees to open. Pending invoices to be processed via proxy process.

Board discussed and confirmed to hold a Special Meeting on October 16, 2023, at 6:00PM to go over DONE's request.

4. Local LAPD Community Representatives Officer Moreno and Officer Dao could not attend the meeting due to being a divisional wellness day.

- 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

No public general interest presented. President Raymond Cole has circled to three individuals interested in joining CPNC. Interested people raised interest to attend meetings prior to deciding.

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.

- i. 27 T-shirts \$22.50 each
 - a. 7 Medium; b. 8 Large; c. 6-XL; d. 3-2xl
- ii. 27 Polo Shirts \$22.80 each
 - a. 7 Medium; b. 8 Large; c. 6-XL; d. 3-2xl
- iii. 24 Hoodies \$32.80
 - a. 7 Medium; b. 8 Large; c. 6-XL; d. 3-2xl

Discussion and questions held by Board and Public Comments.

- 1. Concerns, too many font varieties.
- 2. Concern shirts to be available for the public.
- 3. Ron Clary, moves to amend the motion (VI-b) altering the design removing the word LOGO. Estevan Barr Seconds.
Post discussion:
 - i. Ronald Clary moves to pull the motion.
- 4. Mireira Moran, moves to amend language to read, "Motion to approve altering of the design and ordering of Canoga Park Neighborhood Council shirts."

Discussion took place for design change:

- i. CPNC logo on hoodies and long sleeve shirts to the back of the shirt with writing on the front left chest area.
- ii. CPNC logo on Polos to the sleeve with writing on the front left

chest area.

ii. CPNC provides T-Shirts for the public during outreach.

| YES = Y NO = N ABSTAIN = A NOT ELIGIBLE = NE | | | |
|---|---|--|---|
| Name | Motion to move to approve VI.a 1st: Corrine Ho 2nd: Michelle Miranda | Motion to move to approve VI.b 1st: Corinne Ho 2nd: Lena Ayvazian | Motion to move to approval VI.b.4 1st: Mireira Moran 2nd: Raymond Cole |
| Bryan Islas | NE | NE | NE |
| Corinne Ho | Y | Y | Y |
| Duane Galila | Y | Y | Y |
| Estevan Barr | Y | Y | Y |
| Kyra Edrington | NE | Y | Y |
| Lena Ayvazian | Y | Y | Y |
| Mary Paterson | Y | Y | Y |
| Michelle Miranda | NE | NE | NE |
| Mireira Moran | Y | Y | Y |
| Nicole Resendiz | NE | A | A |
| Raymond Cole | Y | Y | Y |
| Ronald Clary | Y | Y | Y |
| | 8 Yes = Passes 4 NE | 9 Yes = Passes 1 A; 1 NE | 9 Yes = Passes 1 A; 1 NE |

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.

Discussion took place for bus bench advertising.

1. Concern can bench locations be designated. Clarified ad locations are designated pursuant to availability.
2. Folk asked to submit designs to be discussed during the next meeting.
3. Mireira Moran moves to approve \$1,000.00 for Bus Bench Advertising for outreach for Canoga Park stakeholders.

| YES = Y NO = N ABSTAIN = A NOT ELIGIBLE = NE | | |
|---|--|--|
| Name | Motion to move to approve VI.c 1st: Corrine Ho 2nd: Michelle Miranda | Motion to move to approve VI.c.3 1st: Mireira Moran 2nd: Mary Paterson |
| Bryan Islas | NE | NE |
| Corinne Ho | Y | Y |
| Duane Galila | (Excused leave 8:55pm) | (Excused leave 8:55pm) |
| Estevan Barr | Y | Y |
| Kyra Edrington | NE | NE |
| Lena Ayvazian | Y | Y |
| Mary Paterson | Y | Y |
| Michelle Miranda | NE | NE |
| Mireira Moran | Y | Y |
| Nicole Resendiz | NE | NE |
| Raymond Cole | Y | Y |
| Ronald Clary | Y | Y |
| | 7 Yes = Passes 4 NE | 7 Yes = Passes 4 NE |

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

1. Corinne Ho moves motion as it stands. Mary Paterson seconds.

Discussion took place wherein years noted January through May 2023 should be 2024. Further discussion in that future expense along with past for operational purposes does not require motion. Corrine moves to pull motion.

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.

1. Corinne Ho moves motion as it stands.

Discussion took place regarding where funds are being allocated from. Further discussion that ordering, organizing pre meeting meals to be a group effort designating teams of two each month.

2. Lena Ayvazian amended the motion to add language, "Funding for the motion from Outreach budget."

Discussion took place regarding confirmation of action being of outreach to stakeholders during monthly meetings. Assignment of preparation of refreshments to be assigned monthly to two rotating individuals.

| | | |
|---|--|--|
| YES = Y NO = N ABSTAIN = A NOT ELIGIBLE = NE | | |
| | Motion to move to approve VI.e 1st: Corrine Ho 2nd: Mary Paterson | Motion to move to approve VI.e.2 1st: Lena Ayvazian 2nd: Raymond Cole |
| Name | | |
| Bryan Islas | NE | NE |
| Corinne Ho | Y | Y |
| Duane Galila | (Excused early) | (Excused early) |
| Estevan Barr | Y | Y |
| Kyra Edrington | NE | NE |
| Lena Ayvazian | Y | Y |
| Mary Paterson | Y | Y |
| Michelle Miranda | NE | NE |
| Mireira Moran | Y | Y |
| Nicole Resendiz | NE | NE |
| Raymond Cole | Y | Y |
| Ronald Clary | Y | Y |
| | 7 Yes = Passes 3 NE | 7 Yes = Passes 3 NE |

Announcements/Suggestions for upcoming meetings. Review training being up to date, additional training available. DONE NEA suggested registering for onboarding training tomorrow, there is also an upcoming Bylaws training.

ADJOURNMENT - 9:30 PM

NEIGHBORHOOD COUNCIL FUNDING PROGRAM

LEASES & AGREEMENTS

Please complete the following information, as applicable, for any leases or service agreements your NC currently has or plans on securing in the Fiscal Year involving office space, meeting space, storage facilities, P.O. Boxes, and/or website services. If sections below do not apply to your NC, please select NA on the sections that do not apply. If you have more than one Meeting Location, then please provide the same information on an additional page. The information provided on this form is to confirm services that an NC may currently have or that it would like to secure in the Fiscal Year which may require a City agreement. If an agreement needs to be drafted from the information provided, the NC board will be notified and advised to agendaize and approve the drafted agreement at a future board meeting; The approval the Administrative Packet/annual budget does not replace the vote the board will need to take to approve any agreements needed.

Office Location:

| | |
|--|--|
| <input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA | |
| Property Name: | |
| Property Address: | |
| Property Owner Name: | |
| Property Owner Phone Number: | |
| Property Owner Email: | |

Meeting Location:

| | |
|--|--|
| <input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA | |
| Property Name: | |
| Property Address: | |
| Property Owner Name: | |
| Property Owner Phone Number: | |
| Property Owner Email: | |

Storage Facility:

| | |
|--|--|
| <input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA | |
| Facility Name/Owner | |
| Facility Address: | |
| Facility Owner Phone Number: | |
| Facility Owner Email: | |
| Name on Facility Account: | |

P.O. Box:

| | |
|--|--|
| <input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA | |
| Property Name/Owner: | |
| NC P.O. Box Address | |
| Property Owner Address: | |
| Property Owner Phone Number: | |
| Property Owner Email: | |
| Name on P.O. Box Account: | |

Website Services:

| | |
|--|--|
| <input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA | |
| Name of Website Services Provider: | |
| Service Provider Address: | |
| Service Provider Phone Number: | |
| Service Provider Email: | |
| Type of Services Provided: | |

When the Board completes and approves the Admin Packet, the NC Treasurer may submit the Packet and BAC Form online in the NC Funding System portal, Budget Allocation section. The NC Funding System portal website is <https://cityclerk.lacity.org/NCFundPortal/#/login>

Please contact our Office for any questions you may have. We are here to help.

Clerk.NCFunding@lacity.org

(213)978-1058

Canoga Park Community Center
7248 Owensmouth Ave
Canoga Park, CA 91303 US
papota@prodigy.net

Invoice

BILL TO

Canoga Park Neighborhood Council
7248 Owensmouth Ave
Canoga Park, CA 91303

| INVOICE # | DATE | TOTAL DUE | DUE DATE | ENCLOSED |
|-----------|------------|------------|------------|---|
| 20 | 09/27/2023 | \$5,000.00 | 12/01/2023 | LAST YEAR'S INVOICE FOR REFERENCE |

| DATE | ACTIVITY | DESCRIPTION | QTY | RATE | AMOUNT |
|------|--|--|-----|----------|----------|
| | Canoga Park Memorial Day Parade | Community Outreach to thousands of stakeholders beginning December 2023 to maximize participation within Canoga Park Community to include: | 1 | 5,000.00 | 5,000.00 |
| | Canoga Park Memorial Day Parade | 1 - Logo on Canoga Park Memorial Day Website. | 0 | 0.00 | 0.00 |
| | Canoga Park Memorial Day Parade | 2 - Logo on all marketing materials/advertisements. | 0 | 0.00 | 0.00 |
| | Canoga Park Memorial Day Parade | 3 - Memorial Day Pole Banners with CPNC Logo along 1.25 mile parade route. | 10 | 0.00 | 0.00 |
| | Canoga Park Memorial Day Parade | 4 - Parade entries with CPNC Logo on vehicles. | 5 | 0.00 | 0.00 |
| | Canoga Park Memorial Day Parade | 5 - CPNC participation in Opening Ceremonies with speaking role and a vehicle with CPNC logo for use of NC President. | 0 | 0.00 | 0.00 |
| | Canoga Park Memorial Day Parade | 6 - Tent for CPNC Outreach at Parade disbanding area. | 0 | 0.00 | 0.00 |

BALANCE DUE

\$5,000.00

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

| | | |
|--|--|--|
| Print or type. See Specific Instructions on page 3. | 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Canoga Park Community Center | |
| | 2 Business name/disregarded entity name, if different from above | |
| | 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ► | |
| | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.) | |
| | 5 Address (number, street, and apt. or suite no.) See instructions. 7248 Owensmouth Avenue | Requester's name and address (optional) Canoga Park Neighborhood Council 7248 Owensmouth Avenue Canoga Park, CA 91303 |
| | 6 City, state, and ZIP code Canoga Park, CA 91303 | |
| | 7 List account number(s) here (optional) | |

| | |
|--|--|
| Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter. | Social security number [][] - [][] - [][][][][][] or Employer identification number [9][5] - [3][7][6][6][4][4][6] |
|--|--|

| |
|---|
| Part II Certification Under penalties of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later. |
|---|

| | | |
|------------------|--|-----------------------------------|
| Sign Here | Signature of U.S. person ► <i>Bill Ratner</i> | Date ► <i>25 SEPT 2023</i> |
|------------------|--|-----------------------------------|

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Previous Invoice approved and paid
for Last CP Memorial Day Parade

Canoga Park Community Center
7248 Owensmouth Ave
Canoga Park, CA 91303 US
papota@prodigy.net

Invoice

BILL TO
Canoga Park Neighborhood Council
7248 Owensmouth Ave
Canoga Park, CA 91303

| INVOICE # | DATE | TOTAL DUE | DUE DATE | TERMS | ENCLOSED |
|-----------|------------|------------|------------|--------|----------|
| 16 | 05/01/2023 | \$5,000.00 | 05/16/2023 | Net 15 | |

| SERVICE | DESCRIPTION | QTY | RATE | AMOUNT |
|--------------------|--|-----|----------|----------|
| Community Outreach | Community Outreach - Includes the following: | 1 | 5,000.00 | 5,000.00 |
| Community Outreach | Outreach Booth Presentation | 0 | 0.00 | 0.00 |
| Community Outreach | Outreach Street Pole Banners | 0 | 0.00 | 0.00 |
| Community Outreach | Participation for Outreach in the Parade | 0 | 0.00 | 0.00 |

BALANCE DUE

\$5,000.00



Main Street Canoga Park

21822 Sherman Way, Suite 106
Canoga Park, CA 91303
(818) 346-7480

Invoice

Submitted on 10/13/2023

Invoice for:

CPNC

Payable to

Main Street Canoga Park

Project: Outreach Opportunity

23rd Annual Dia de los Muertos Family Festival

Sunday, November 5th, 2023 10am to 5pm

Description

Total price

Outreach Opportunity

\$5,000.00

Naming Rights to the Classic Car Show

10 x 10 Booth Space

Exposure to 25k+ people in attendance

Recognition in event marketing (social media & links on MSCP website to CPNC website)

Certificate from Councilmember Bob Blumenfield

Recognition by Event Emcee on the Main Stage throughout the day

Main Stage Speaking Opportunity (5 minutes to share about the CPNC, exact time TBD)

Notes:

Thank you!

Subtotal

\$5,000.00

\$5,000.00

10/04/23 R4
EMBROIDERY

RIGHT SLEEVE
3.5"W X 3.12"H

LEFT CHEST
3.5"W X 1.29"H



KEY PANTONE
COLORS



7409 C



465 C



646 C



7683 C



2728 C



WHITE

Written approvals are REQUIRED prior to proceeding with production.

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

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

LEFT CHEST
3.5"W X 1.29"H

10/04/23 R4
PLASTISOL
CENTER BACK
7.75"W X 13.35"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).

CITY OF LOS ANGELES
CALIFORNIA

**Neighborhood Council
Governing Board**

Ray Cole, President
Elmer Garcia, Vice-President
Lena Ayvazian, Secretary
Leonel Fuentes, Treasurer

Brian Mallasch
Bryan Islas
Corinne Ho
Duane Galila
Esteven Barr
Kyra Edrington
Mary Paterson
Michelle Miranda
Mireira Moran
Nicole Resendiz
Ronald Clary



200 N. Spring Street
Los Angeles, CA 90012

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

**CANOGA PARK
NEIGHBORHOOD
COUNCIL**

**Special Board Meeting
Agenda**

7248 Owensmouth Ave, Canoga Park, CA 91303

10/25/2023

8:00PM

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

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

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

I. **CALL TO ORDER AND BOARD ROLL CALL**

II. **NEW BUSINESS**

- a. Discussion and Possible Action: Motion to Appoint Canoga Park Neighborhood Council Board Members to the Neighborhood Council Budget Advocates as Budget Representatives representing the Canoga Park Neighborhood Council.
- Lena Ayvazian
 - Bryan Islas
 - Estevan Barr
 - Other interested board members

ADJOURNMENT

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

Public Posting of Agendas -

Neighborhood Council agendas are posted for public review as follows:

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

Notice to Paid Representatives -

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

Public Access of Records -

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at [our website: www.canogaparknc.org](http://www.canogaparknc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Lena Ayvazian, Secretary, by email at: lana.ayvazian@canogaparknc.org

Reconsideration and Grievance Process -

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