

CITY OF LOS ANGELES

CALIFORNIA



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**CANOGA PARK  
NEIGHBORHOOD  
COUNCIL**

200 N. Spring Street  
Los Angeles, CA 90012

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

**Special Board Meeting  
Agenda**

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

10/16/2023

6:00PM

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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 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](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.canogaparknc.org](http://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](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: [lana.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)