

Neighborhood Council

**Michael
Benedetto, Board
Member**

**Abbey Ronquillo,
Board Member**

**Mark Morris, Board
Member**

**Carol Hart, Board
Member**

**John Horn, Board
Member**

**Anush Danielyan, Board
Member**

**Sally Kolstad, Board
Member**

**Brad Smith, Board
Member**

**Jeremy Oberstein,
Board Member**

**Amanda Mercado-
Nguyen, Board
Member**

**James Mercado-
Nguyen, Board
Member**

**Brendel Geddes, Board
Member**

GENERAL BOARD MEETING
CITY OF LOS ANGELES CALIFORNIA



Granada Hills South

Neighborhood

Council July 3, 2025

General Board Meeting Agenda

Thursday, July 3, 2025 at 7:00

PM

**Granada Hills Charter High School-
Rawley Hall**

**10535 Zelzah Ave. Granada Hills, CA
91344**

Granada Hills South



Neighborhood Council

Granada Hills South
Neighborhood
Council

11024 Balboa Blvd., Box
767

Granada Hills, CA 91344
(818) 723-8087

Email:
board@ghsnc.org
Website:
<https://ghsnc.org>

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contact Mike Benedetto, at 818-723-8087 o por correo electrónico Mbenedetto@ghsnc.org para avisar al Concejo Vecinal.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS 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 stakeholder volunteers who are devoted to the mission of improving our communities

- I. CALL TO ORDER, FLAG SALUTE
- II. ROLL CALL
- III. SPECIAL ORDERS

- a. Installation of newly-elected Board of Directors (Oath of Office)

- b. Election of new Executive Officers:

- i. President/Chair
 - ii. Vice President
 - iii. Secretary
 - iv. Treasurer
 - v. Parliamentarian

- c. Appointment of Financial Officers of the Board

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

- d. Appointment of Standing Committee Chairs and Members i. Budget –

- i. Beautification- John Horn
 - ii. Public Safety– Brad Smith
 - iii. Outreach- Mike Benedetto
 - iv. Planning and Land Use- Brad Smith
 - v. Homelessness – John Horn
 - vi. Sustainability – Anush Danielyan
 - vii. Education – Abbey Ronquillo
 - viii. Youth – Abbey Ronquillo
 - ix. Seniors – Sally Kolstad
 - x. Culture affairs-

See list of proposed Committee members as fully incorporated herein

IV. ADMINISTRATIVE/FUNDING MOTIONS

- A. Discussion and possible action to re-confirm and or reapprove the following General Board and meeting items in this agenda mark with a (*).
These designated agenda items in question were heard at the June 5, 2025
- B. * Approval of Monthly Expenditure Report (MER) June 2025
- C. Approval of Monthly Expenditure Report (MER) for April, May 2025
- D. * Approval of Board minutes May 1, 2025 and None for June 5, 2025
- E. Approval of the 2025- 2026 Admin Budget

V. NEW & OLD BUSINESS

A, Discussion and possible action to for a CIS and or Letter to Mayor Bass and others on Council File to five – 0600 –7 to restore our yearly funds back to \$32K.

BACKGROUND:

NCs expenses are skyrocketing, including but not limited to, Google/Web costs, addition of Canva cost, printing, virtual meeting cost, storage, minute writer, refreshments, Outreach giveaways, community improvements and in the coming term we may have to pay for our meeting place. In short, as the prices are going up all around us we are expected to function for less.

- B. * Discussion and possible action to approve up to \$ 275.00 to refill our helium tanks and Purchase Balloons for outreach events
- C. * Discussion and possible action and taking a position on Councilman Blumenfield's proposal to make Hanoi North Vietnam a sister city to Los Angeles CF - 25 – 0193 and a related file of\ CF – 19 – 0002 – S101

V. ELECTED OFFICES/DEPARTMENTS/ORGANIZATION ANNOUNCEMENTS

- A. Council District 12 (John Lee) Lorena.Espinal
- B. DONE, (NEA Mario Hernandez)
- C. Budget Advocate (Brian Allen)
- D. LAPD Senior Lead Officer or alternate representative
ONLY

VI COMMITTEE REPORTS NONE

VII GENERAL PUBLIC COMMENT OF NON-AGENDIZED ITEMS

VIII BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS

IX ADJOURNMENT

NEXT MEETING WILL BE August. 7, 2025

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:

- 17723 Chatsworth Street, Granada Hills, CA 91344
- <https://ghsnc.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 11024 Balboa Blvd., Box 767 Granada Hills, CA 91344, at <https://ghsnc.org/> or at the scheduled meeting. If you would like a copy of any record related to an item on the agenda, please contact President Mike Benedetto at 818-723-8087 or email at mbenedetto@ghsnc.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: <https://ghsnc.org/>

Office of the City Clerk
Neighborhood Council Funding Program
Fiscal Year Administrative Packet

Neighborhood Council: Granada Hills South Neighborhood Council

Fiscal Year: 2025 - 2026

NEIGHBORHOOD COUNCIL FUNDING PROGRAM FISCAL YEAR ADMINISTRATIVE PACKET

Summary

The Administrative Packet provides for a more comprehensive and complete record of all items that support the Neighborhood Councils' (NC) fiscal and administrative operations, including its annual budget, Financial Officers, and any commitments for NC office space, storage facility, P.O. Boxes, etc.

Goal(s)

The goal(s) of the Administrative Packet is to make it easier for NCs to identify, plan, and confirm, via a board vote, all fiscal and administrative requirements upfront each year so that our Office can prepare for and process funding requests and resulting contracts judiciously and expeditiously.

The Packet contains the following items:

- NC Funding Program Acknowledgements & Agreements – Signed by all Financial Officers
 - **If a new Financial Officer is being appointed for the new Fiscal Year, please check the appropriate box for the Financial Officer(s).**
- Completed Annual Budget
- Information pertaining to office space, meeting space, storage facility, Post Office Box (P.O. Box), and website services, as applicable.

Procedure

On a yearly basis, we require each NC to discuss, prepare, and approve the Administrative Packet. Once the NC board has voted on the Packet, the Packet and the completed Board Action Certification (BAC) Form are to be submitted to the NC Funding Program.

Your NC Treasurer can submit both documents, the Packet and BAC, by uploading them in the NC Funding System portal, Budget Allocation section, immediately after Board approval. Once received, reviewed, and accepted by our Program, your NC will gain full access to its funds. The NC Funding System portal website is <https://cityclerk.lacity.org/NCFundPortal/#/login>

As our Program awaits your Packet submission, access to your NC funds will be limited to \$333.00 per month, until the annual budget, Administrative Packet, and BAC have been received and accepted. This limited amount is intended to assist your NC operationally for expenses related to conducting your NC meetings, i.e. meeting facility use fees, printing and photocopying of meeting documents, meeting refreshments/snacks, professional staff services.

If you have questions or require any assistance regarding the packet, please feel free to email us at clerk.ncfunding@lacity.org or call us at 213-978-1058.

NEIGHBORHOOD COUNCIL FUNDING PROGRAM

FINANCIAL OFFICERS LETTER OF ACKNOWLEDGEMENT & AGREEMENT

We, the undersigned, do hereby declare that as a result of an official action of the Governing Body of the Neighborhood Council (NC) named below:

- (1) we are authorized to request City funding to support NC general operations,
- (2) all items or services described or included in any related funding requests are exclusively intended to further the goals and objectives of the Neighborhood Council, and
- (3) all reasonable precautions shall be exercised by the undersigned to fully safeguard, control and account for all use of funds. Proper accountability of all City funds is critical to the success of the NC Funding Program.

Therefore, by the signature(s) below, and on behalf of the Neighborhood Council named below, WE HEREBY AGREE to the terms and conditions as set forth in this Letter of Acknowledgement and all related documents as provided by the City, agree to expend funds in accordance with any applicable City rules, policies or procedures, and specifically agree to expend monies received by the Office of the City Clerk solely for public purposes relating to the goals and purposes of the Neighborhood Council named below, consistent with the scope and authority under the City Charter, the Plan for a Citywide System of Neighborhood Councils and any implementing ordinances. We have attended and participated in the City-provided training relating to the NC Funding Program.

WE FURTHER ACKNOWLEDGE and WE AGREE to comply with any requirements regarding use of the NC funds. WE AGREE to provide NC financial reports and/or supporting documentation to the Office of the City Clerk, Neighborhood Council Funding Program as requested and at monthly meetings to the Governing Body and stakeholders of the NC named below. WE AGREE that the Office of the City Clerk and other City representatives may make on-site visits to inspect and review all NC financial records, upon providing reasonable advance notice to the NC Treasurer or designated representatives.

WE ACKNOWLEDGE THAT A NEW LETTER OF ACKNOWLEDGEMENT MUST BE FILED IF THERE IS ANY CHANGE OF FINANCIAL OFFICERS.

Neighborhood Council Financial Officers - Names and Signatures:

Treasurer

☐ **Please check here if a new Treasurer is being appointed**

SIGNATURE OF THE TREASURER

DATE

PRINT NAME OF THE TREASURER

EMAIL

Treasurer

BOARD POSITION

PHONE NUMBER

CONTINUES OTHER SIDE

2nd Signer☐ **Please check here if a new 2nd Signer is being appointed**SIGNATURE OF THE 2ND SIGNER

DATE

PRINT NAME OF THE 2ND SIGNER

EMAIL

President

BOARD POSITION

PHONE NUMBER

Alternate Signer

(If not applicable, please indicate "N/A")

☐ **Please check here if a new Alt. Signer is being appointed**

SIGNATURE OF THE ALTERNATE SIGNER

DATE

PRINT NAME OF THE ALTERNATE SIGNER

EMAIL

Vice President

BOARD POSITION

PHONE NUMBER

1st Bank Cardholder☐ **Please check here if a new Cardholder is being appointed**SIGNATURE OF THE 1ST BANK CARD HOLDER

DATE

PRINT NAME OF THE 1ST BANK CARD HOLDER

EMAIL

Vice President

BOARD POSITION

PHONE NUMBER

2nd Bank Cardholder☐ **Please check here if a new Cardholder is being appointed**SIGNATURE OF THE 2ND BANK CARD HOLDER

DATE

Mike Benedetto

mbenedetto@ghsnc.org

PRINT NAME OF THE 2ND BANK CARD HOLDER

EMAIL

(818)723-8087

BOARD POSITION

PHONE NUMBER

***** Bank Cardholders, please read further next page *****

**NEIGHBORHOOD COUNCIL FUNDING PROGRAM
BANK CARDHOLDER ACKNOWLEDGEMENT &
AGREEMENT OF RESPONSIBILITIES**

This document outlines the responsibilities that I, as the Neighborhood Council Bank Cardholder, have as the primary custodial holder of a City Los Angeles Neighborhood Council (NC) Bank Card, referred herein as "the card" for the Neighborhood Council named below. My signature indicates that I have read and understand these responsibilities and further, that I agree to adhere to the guidelines established by the Office of the City Clerk and approved by the City Controller for the use of City funding as it relates to the Neighborhood Council Funding Program.

1. I understand that the City of Los Angeles Neighborhood Council Card is intended to facilitate the purchase and payment of materials or services required for the conduct of official Neighborhood Council business only.
2. I agree to make only those purchases consistent with the type of purchases authorized by the Office of the City Clerk and approved by the NC Governing Board.
3. I understand that under no circumstances will I use the Card to make personal purchases either for myself or for others. The Card is issued in the name of the Neighborhood Council and I serve as the Card custodian. I agree that should I willfully violate the terms of this Agreement and use of the Card for personal use or gain that I will reimburse the City of Los Angeles for all incurred charges and any fees related to the collection of those charges.
4. Uses of the Card not authorized by the Office of the City Clerk can be considered misappropriation of City funds. This could result in (a) immediate and irrevocable forfeiture of the Card, and /or (b) potential de-certification action. I understand that the Card must be surrendered upon termination of any official position with the Neighborhood Council to which the card is issued. I agree to maintain the Card with appropriate security whenever and wherever I or any other authorized person may use the Card. If the Card is stolen or lost, I agree to immediately notify the Office of the City Clerk.
5. I understand that since the Card is the property of the Bank and authorized for issue by the City of Los Angeles, I am required to comply with internal control procedures designed to protect City assets. This may include being asked to produce the Card, receipts, and/or statements to validate its existence and to audit its use.
6. I understand that I will have access to the Funding Program System portal via the Internet where all card transactions will be posted by the Bank when the card is used. I understand that I am required to obtain itemized receipts for all card transactions and upload the itemized receipts to the Funding Program System portal to verify the posted card transaction. Uploading the required itemized receipt is necessary for my NC Monthly Expenditure Report (MER) to be generated by the Funding Program System portal. The MER must be reviewed and approved by the NC Governing Board before being submitted to the Office of the City Clerk as a complete Report.
7. I understand that all transactions on the Card will reduce the funds available to the NC. I understand that the Bank will not accept any limit increases from me.
8. I understand that the Card is solely provided to the designated NC cardholder and that assignment of the Card is based on the understanding that I need to purchase materials required for the conduct of Neighborhood Council business. I understand that custodial possession of the Card is not an entitlement nor reflective of title or position.
9. As a Neighborhood Council Financial Officer, I have signed and received a copy of both the NC Funding Program Bank Cardholder Agreement of Responsibilities and Financial Officers Letter of Acknowledgement, have attended and completed the required NC Funding Program training, and understand the requirements and limitations regarding the NC Bank Card's use.

PLEASE SIGN NEXT PAGE

1st Bank Cardholder

SIGNATURE OF THE 1st BANK CARD HOLDER

DATE

PRINT NAME OF THE 1st BANK CARD HOLDER

2nd Bank Cardholder

SIGNATURE OF THE 2nd BANK CARD HOLDER

DATE

Mike Benedetto

PRINT NAME OF THE 2nd BANK CARD HOLDER

NEIGHBORHOOD COUNCIL FUNDING PROGRAM

ANNUAL BUDGET TEMPLATE

The annual budget is a plan for the utilization of the NC's financial resources. It should be used as a strategic financial road map to conduct activities and efforts that will help the NC achieve its mission, goals, and objectives. The budget should include the input of stakeholders, be accessible, and comply with the rules that govern the use of NC public funds.

As a planning tool, the annual budget allows the NC board to allocate its funds, both regular annual funds and rollover funds, if any, into the following Expenditure Categories:

1. General and Operational Expenditures
 - i. **Office/Operational**
 - ii. Outreach
 - iii. Elections
2. Neighborhood Purposes Grants (NPGs)
3. Community Improvement Projects (CIPs)

With the exception of certain expenditures related to Office/Operational items, the annual budget cannot be used as authorization or approval of actual payments to vendors. All payments related to Outreach purchases, activities, and events, Elections, NPGs, and CIPs must be considered and approved through separate board motions, not as part of the board approval of the annual budget.

The annual budget may be accepted as authorization for payment for certain monthly and recurring **Office/Operational expenditures only**, such as those listed below, when itemized in the Office/Operational Expenditure Category. Please see the sample itemized Office/Operational budget allocations next page.

1. Office lease payments
2. Office supplies and equipment expenses, not including inventory items
3. Storage facility lease payments
4. P.O. Box payments
5. Office telephone and Internet services
6. Refreshments/snacks for board/committee meetings
7. Website hosting and maintenance services
8. Professional meeting/office-related services, i.e. translators, minute-takers, audio services
9. Printing and copying for meetings/office-related purposes only
10. Printing NC business cards

The annual budget template form provided here is an optional tool. Your Neighborhood Council may submit its annual budget on a form different from this template as long as it only contains the same budget allocation Expenditures Categories listed above.

For more details on the Administrative Packet, Fiscal Year annual budget, and rollover of funds unspent at the end of the Fiscal Year, please review the Policies and Guidelines, Policy 1.1, found on our website: <https://clerk.lacity.org/clerk-services/nc-funding>

***Sample Itemized Budget Allocations for
Office/Operational Expenditures***

Office/Operational Expenditures Category	
Office Rent (\$500/month x 12 months)	\$6,000.00
Office Supplies (paper, ink, staples, pens, binders, business cards, etc.)	\$500.00
Printer/Copy Machine Lease	\$1,500.00
Internet Service (Spectrum)	\$1,000.00
Telephone Service (Ooma)	\$500.00
Website Hosting and Maintenance	\$1,500.00
Printing and Photocopying for Meetings	\$300.00
Meeting Facility Fees (Riverside Elementary School)	\$1,500.00
Minute-Taker for Meetings (AppleOne)	\$1,500.00
Refreshments/Snacks for Meetings	\$1,200.00
Total Office/Operational Expenditures \$15,500.00	

<p style="text-align: center;"><u>Granada Hills South</u> <u>Neighborhood Council</u> Annual Budget for Fiscal Year: 2025 - 2026</p>	
Annual Budget Funds	\$25,000.00
Rollover Funds* from 2023-2024 on Bus Benches	\$12,846.39
Total Annual Budget Funds	\$ 37,846.39

Office/Operational Expenditures Category	
Printing and Mailing	\$ 1,000.00
Storage Locker	\$ 2,800.00
Website	\$ 1,800.00
Google workspace Email	\$ 2,185.00
Minutes Writer	\$ 2,070.00
Meeting Refreshments	\$ 1,191.39
Total Office/Operational Expenditures	\$ 11,046.39

*The Funding Program will notify each NC of their Fiscal Year closing balance including available rollover funds and/or applicable adjustment, if any, approximately August 1st or next business day. Depending on when an NC submits its Admin Packet/annual budget, the NC may need to revise and resubmit its annual budget to account for any rollover and/or adjustments.

Outreach Expenditures Category	
Granada Hills Street Faire	\$ 2,000.00
Granada Hills Holiday Parade	\$ 2,000.00
Spring Egg Hunt (Dept. of Parks and Rec.)	\$ 900.00
Halloween Event (Dept. of Parks and Rec)	\$ 700.00
Outreach	\$ 1,000.00
Promotional Items	\$ 3,700.00
Tree lighting	\$ 400.00
Bus Bench- rollover from 2023-2024	\$ 1,900.00
Committee events & Supplies	\$ 1,400.00
Total Outreach Expenditures	\$ 13,100.00

Election Expenditures Category	
Election Mailers & Candidate Forum food & etc.	000.00
Total Election Expenditures	\$ 000.00

Neighborhood Purposes Grants (NPG) Expenditures Category	
School	\$ 6,450.00
501(C)(3)	\$ 6,500.00
Total NPG Expenditures	\$ 12,950.00

Community Improvement Projects (CIP) Expenditures Category	
Community Improvement	\$ 750.00
Total CIP Expenditures	\$ 750.00

TOTAL ANNUAL BUDGET ALLOCATIONS	
Office/Operational Expenditures	\$11,046.39
Outreach Expenditures	\$13,100.00
Election Expenditures	\$ 0.00
General and Operational Expenditures	\$ 24,146.00
Neighborhood Purposes Grants (NPG) Expenditures	\$12,950.00
Community Improvement Projects (CIP) Expenditures	\$ 750.00
TOTAL EXPENDITURES FOR THE FISCAL YEAR	\$ 37,846.39

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:	

Education Committee Abbey Ronquillo, Chair Sally Kolstad, Member Mark Morris, Member

Senior Committee Sally Kolstad, Chair Michael Benedetto, Member Mark Morris, Member Abbey Ronquillo, Member

Youth Committee Abbey Ronquillo, Chair Mark Morris, Member Ashley Pena, Member Michelle Waldenmeyer, Member

PLUM

Outreach

. Appointment of Standing Committee Members 1. Beautification-John Horn- Chair Michelle Waldenmeyer and Michael Koch 2. Cultural Affairs-Launa Bogartz- Chair Colleen Toumayan and Michael Koch 3. Education-Abbey Ronquillo-Chair Launa Bogartz- Co Chair and Sally Kolstad 4. Homelessness-John Horn- Chair Ashley Pena and George Karam 5. Outreach-Michael Benedetto- Chair Carol Hart, Michael Koch, Colleen Toumayan, and Sally Kolstad 6. Planning and Land Use- Brad Smith- Chair George Karam, Linda Williamson, Colleen Toumayan, and Michael Benedetto 7. Public Safety-Brad Smith- Chair John Horn and Carol Hart 8. Youth-Abbey Ronquillo- Chair Ashley Pena and Michelle Waldenmeyer 9. Sustainability-George Karam- Chair Ashley Pena, Carol Hart, and Michelle Waldenmeyer 10. Seniors-Sally Kolstad- Chair Abbey Ronquillo and Michael Benedetto

1. Discussion and possible action to appoint Jeremy Oberstein to the Outreach & Planning & Land Use
2. Discussion and possible action to appoint Amanda Mercado-Nguyen to the Beautification & Sustainability Committees
3. Discussion and possible action to appoint James Mercado-Nguyen to the Beautification & Sustainability Committees
4. Discussion and possible action to appoint Brendel Geddes to the Homelessness & Cultural Affairs. Committees

GHSNC 2025-2026

Committee Chairs and members

1. OUTREACH

Mike Benedetto, -Chair
Sally Kolstad
Abbey Ronquillo
Jeremey Oberstein
Anush Danielyan

2. SUSTAINABILITY

Anush- Chair
Mike Benedetto, Co-Chair
Amanda M. Nguyen
James M. Nguyen

3. PLUM

Brad Smith- Chair
Mike Benedetto
Jeremy Oberstein

4. PUBLIC SAFETY

Brad Smith, Chair
Mike Benedetto
John Horn
Brendel Geddes

5. EDUCATION Abbey Ronquillo

Abbey Ronquillo
Mark Morris
Sally Kolstad
Carol Hart

6. Youth Committee

Abbey Ronquillo, Chair
Mark Morris
Sally Kolstad

7. BEAUTIFICATION

John Horn

Amanda M. Nguyen
James M. Nguyen

8. CULTURAL AFFAIRS

Emily Tarverdyan
Mark Morris
Abbey Ronquillo

9. HOMELESSNESS

John Horn - Chair
Brendel Geddes
Emily Tarverdyan

10. SENIORS

Sally Kolstad- Chair
Mark Morris
Abbey Ronquillo
Mike Benedetto



Granada Hills South Neighborhood Council

11024 Balboa Blvd., Box 767
Granada Hills, CA 91344
818-723-8087

Website: <https://ghsnc.org>

Email: board@ghsnc.org

Board Meeting Minutes May 1, 2025 7:07PM-9:31PM (DRAFT)

Regular Meeting Location: Granada Hills Charter High School Rawley Hall

10535 Zelzah Ave. Granada Hills, CA 91344
(MAIL NOT ACCEPTED AT THIS ADDRESS)

Boardmember	Roll Call	Funding Vote Eligible*	Category
Michael Benedetto, President	Present		At Large Director
Launa Bogartz	No Longer on the Board		At Large Director
Anush Danielyan	Absent		At Large Director
Carol Hart	Present		At Large Director
John Horn	Present		At Large Director
George Karam	Present		At Large Director
Sally Kolstad	Present		At Large Director
Mark Morris	Present		At Large Director
Kayla Owens	Present/Left at 8:38PM		At Large Director
Ashley Pena, Secretary	Present		At Large Director
Abbey Ronquillo, Treasurer	Absent/Joined at 7:19PM		At Large Director
Brad Smith	Present		At Large Director
Colleen Toumayan, Vice President	Present/Left at		At Large Director
Linda Williamson	Present/Left at 8:21PM		At Large Director
Angela Yang	Absent		At Large Director
Jeremy Oberstein	Item IIIc. New Board Member		At Large Director
Amanda Mercado-Nguyen	Item IIIc. New Board Member		At Large Director
James Mercado-Nguyen	Item IIIc. New Board Member		At Large Director
Brendel Geddes	Item IIIc. New Board Member		At Large Director
Total Board Members -15 at Roll Call	11Present 03Absent at Roll Call		At Large Director

*Funding vote eligibility key: **A**=age less than 18 yrs.; **E**=Ethics training; **F**=Funding training; **N**=not taken; **X**=expired

** Advance notice given for absence ***At Large Appointed (VOTE KEY: Yes, No, Abstain, Ineligible, Recuse, Absent)

I. CALL TO ORDER, FLAG SALUTE The meeting was called to order at 7:07PM- Carol Hart led the Pledge of Allegiance.

Minute Taker Remarks:

- The President needs to clearly state the time the meeting is called to order and the time the meeting is adjourned.
- Please be loud and clear when speaking.

- c. If a Board member arrives late-The name and time need to be stated clearly for the record by the President example John Doe has joined the meeting at 7:15
- d. If a Board Member needs to leave early -They need to raise their hand and be acknowledged by the President and say I need to leave- The President will state John Doe is leaving the meeting at 7:30
- e. Recusals need to be clearly stated before the item is discussed,- As the previous Item is finished, the Boardmember should raise their hand and be acknowledged by the President and state that They need to recuse themselves on the next item. The Board member needs to leave the room while the item is being discussed.
- f. If a Boardmember is ineligible to vote it needs to be stated at the beginning of the meeting. It also needs to be stated if it is for all items or just Funding. This will help to keep the vote counts accurate and make sure that Funding Item will not get kicked back for this reason. This should be added to the agenda. example: Roll Call and Voter Eligibility.
- g. If a Boardmember is not eligible to vote the should not make the motion or second it.
- h. Sometimes, The Minute Taker will call last names only when doing vote counts. This helps for clarity in the minutes as vote count boxes are listed by last name. This makes it clearer for people trying to read your minutes. Using first names can cause confusion. Example: If the Boardmembers name is Jonathan but you call them John in your meeting, then your stakeholder may find it harder to figure out how they voted.
- i. Minutes are not a transcription. They capture the actions of the Board not comments or conversations.
- j. If the Minute Taker raises their hand, the President should call on them as soon as they can so that The minutes can be as accurate as possible and they may have a question or clarification before you move on.
- k. When stakeholders make comments, their name may not be reflected in the minutes, it may say Stakeholder and not their name. This is for their safety and protection.

II. ROLL CALL Roll was called by Minute Taker Grant. All Boardmembers are eligible vote

GHSNC ITEM II. Roll Call		
Present –11	Absent 02	Excused-01
Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Smith, Toumayan, Williamson	Ronquillo, Yang	Danielyan

President, Mike Benedetto-recognized the month of May as Asian American, Native American, and Pacific Islander Heritage Month.

III. ADMINISTRATIVE/FUNDING MOTIONS

a Approval of Monthly Expenditure Report (MER) for March 2025

Public Comment: No comment

Motion: Passed

GHSNC ITEM III a. Motion to approve the Monthly Expenditure Report (MER) for March 2025				
Moved: Benedetto Seconded: Hart				
Yes-10	No-00	Abstain-01	Ineligible-00	Absent-03
Benedetto, Hart, Karam, Kolstad, Morris, Owens, Pena, Smith, Toumayan, Williamson	None	Horn	None	Danielyan, Ronquillo, Yang

b Approval of Board minutes April 2, 2025

Public Comment: No comment

Motion: Passed

GHSNC ITEM III b. Motion to approve the Board minutes April 2, 2025				
Moved: Benedetto Seconded: Owens				
Yes-10	No-00	Abstain-01	Ineligible-00	Absent-03
Benedetto, Hart, Karam, Kolstad, Morris, Owens, Pena, Smith, Toumayan, Williamson	None	Horn	None	Danielyan, Ronquillo, Yang

Abby Ronquillo joined the meeting at 7:19PM

c Discussion and possible action to approve moving \$ 1,050 from the Minutes Writer category – (from our admin budget slated for \$2,000 to cover possible shortages of monies due to Concept to Web.

Public Comment: No comment

Motion: Passed

GHSNC ITEM III c. Motion to approve moving \$ 1,050 from the Minutes Writer category – (from our admin budget slated for \$2,000 to cover possible shortages of monies due to Concept to Web.				
Moved: Benedetto Seconded: Kolstad				
Yes-12	No-00	Abstain-00	Ineligible-00	Absent-02
Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson	None	None	None	Danielyan, Yang

d Discussion and possible action to appoint Jeremy Oberstein, Amanda Mercado-Nguyen, James Mercado-Nguyen & Brendel Geddes

1. **James Mercado-Nguyen- His family owns a local bakery.**
2. **Amanda Mercado-Nguyen-Her husband's family own's a local bakery.**
3. **Brendel Geddes-He lives in the community and likes it.**
4. **Jeremy Oberstein-He wants to help the Neighborhood with issues.**

Public Comment: No comment

Motion: Passed

GHSNC ITEM 3 d. Motion to appoint Jeremy Oberstein, Amanda Mercado-Nguyen, James Mercado-Nguyen & Brendel Geddes. Moved: Benedetto Seconded: Morris				
Yes-12	No-00	Abstain-00	Ineligible-00	Absent-02
Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson	None	None	None	Danielyan, Yang

Mario Hernandez swore in the new Boardmembers.

- e Discussion and possible action to appoint Jeremy Oberstein to the Outreach & Planning & Land Use

Public Comment: No comment

Public Comment

GHSNC ITEM III e. Motion to appoint Jeremy Oberstein to the Outreach & Planning & Land Use Committee. Moved: Benedetto Seconded: Smith				
Yes-12	No-00	Abstain-00	Ineligible-04	Absent-02
Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson	None	None	Geddes, J. Nguyen, A. Nguyen, Oberstein	Danielyan, Yang

- f Discussion and possible action to appoint Amanda Mercado-Nguyen to the Beautification & Homelessness Committees

Public Comment: No comment

Motion: Passed

GHSNC ITEM III f. Motion to appoint Amanda Mercado-Nguyen to the Beautification & Homelessness Committees. Moved: Benedetto Seconded: Owens				
Yes-12	No-00	Abstain-00	Ineligible-04	Absent-02
Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson	None	None	Geddes, J. Nguyen, A. Nguyen, Oberstein	Danielyan, Yang

- g Discussion and possible action to appoint James Mercado-Nguyen to the Beautification & Sustainability Committees

Public Comment: No comment

Motion: Passed

GHSNC ITEM III g. Motion to appoint James Mercado-Nguyen to the Beautification & Sustainability Committees Moved: Benedetto Seconded: Williamson				
Yes-12	No-00	Abstain-00	Ineligible-04	Absent-02
Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson	None	None	Geddes, J. Nguyen, A. Nguyen, Oberstein	Danielyan, Yang

- h Discussion and possible action to appoint Brendel Geddes to the Homelessness & Cultural Affairs. Committees-**Item Tabled.**
- i Discussion and possible action to approve payment for a Canva Pro license up-to \$130 (beginning in Fiscal Year 2025-26): The license allows NCs to access branded templates and designs to support NC outreach with flyers, social media and email graphics.

Public Comment: No comment

Motion: Passed

GHSNC ITEM III i. Motion to approve payment for a Canva Pro license up-to \$130 (beginning in Fiscal Year 2025-26): The license allows NCs to access branded templates and designs to support NC outreach with flyers, social media and email graphics. Moved: Benedetto Seconded: Toumayan				
Yes-12	No-00	Abstain-00	Ineligible-04	Absent-02
Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson	None	None	Geddes, J. Nguyen, A. Nguyen. Oberstein	Danielyan, Yang

IV. NEW & OLD BUSINESS

- a Discussion and possible action to approve an NPG to for LA Parks Foundation for the Egg Hunt for up to \$1,000. This Spring Egg Hunt will have a completion date of May 30, 2025 which will be a free outdoor event to families in the community. The event will Include jumpers, arts and crafts, face painting, contests, games, food and more; funds from this grant will be used for supplies needed to conduct given.

Public Comment: No comment

Motion: Passed

GHSNC ITEM IV a. Motion to approve an NPG to for LA Parks Foundation for the Egg Hunt for up to \$1,000. This Spring Egg Hunt will have a completion date of May 30, 2025 which will be a free outdoor event to families in the community. The event will Include jumpers, arts and crafts, face painting, contests, games, food and more; funds from this grant will be used for supplies needed to conduct given. Moved: Benedetto Seconded: Toumayan				
Yes-12	No-00	Abstain-00	Ineligible-04	Absent-02
Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson	None	None	Geddes, J. Nguyen, A. Nguyen. Oberstein	Danielyan, Yang

- b Discussion and possible action to approve a NPG for the Granada Hills Youth Recreation Center (GHYRC) for up to \$5000. Funds will be utilized to buy materials needed to bring the programs facilities up to ADA compliance, including but not limited, to various areas for parking, ramps and stairs. The GHYRC facility supports youth sporting activities such as (AYSO) American youth soccer organization & (NVYB) North Valley Youth Baseball. They need to upgrade the facility u **There was a presentation from Oscar Jimenez and a lot of discussion on this item.**

Public Comment: No comment

Motion: Failed

GHSNC ITEM IV b. Motion to Amend the amount of the NPG for the Granada Hills Youth Center to \$1,500.00 Moved: Kolstad Seconded: Hart				
Yes-06	No-06	Abstain-00	Ineligible-04	Absent-02
Benedetto, Hart, Horn, Kolstad, Morris, Smith	Karam, Owens, Pena, Ronquillo, Toumayan, Williamson	None	Geddes, J. Nguyen, A. Nguyen. Oberstein	Danielyan, Yang

Public Comment: No comment

Motion: Passed

GHSNC ITEM IV c. Motion to postpone the Item Moved: Kolstad Seconded: Morris				
Yes-11	No-01	Abstain-00	Ineligible-04	Absent-02
Benedetto, Hart, Horn, Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson	Karam	None	Geddes, J. Nguyen, A. Nguyen. Oberstein	Danielyan, Yang

- c Presentation on UCLA [Resident Health Survey & Misc.](#), which will study the health effects of the 2015-2016 Aliso Canyon disaster.- **No Presentation Was Presented.**

Linda Williamson left the meeting at 8:21PM

V. ELECTED OFFICES/DEPARTMENTS/ORGANIZATION ANNOUNCEMENTS

- a. LAUSD District 3 (Tara Vahdani/Tammy Ramirez, Scott Schmerelson)-**No Report**
b. County Supervisor's Office Lindsay Horvath – {Rep Melissa Esparza} **No Report**
c. Senator Caroline Menjivar District 3 rep Andres- **No Report**

- d. Congressional District 25 -George Whiteside- **No Report**
- e. Congressman Brad Sherman- Sean Reagan - **No Report**
- f. Assembly District 40 – Pilar Schiavo or rep Crystal- **No Report**
- g. Council District 12 (John Lee) **Lorena Espinal-Ms. Espinal welcomed the new Board members. The Granada Hills Pool should be opening in early Summer. The Rapid Response Team had service 26 service requests and picked up items in Granada Hills South in the month of April. Alejandra Moscoso was introduced as the new representative to Granada Hills South Neighborhood Council from CD12. She is in Charge of Public Safety. Issues were brought up by Stakeholders and Boardmembers such as the Rotary Club is trying to take over the Tree Lighting Ceremony, and the fact that the Design Committee has not been put together yet, and it has been two years.**
- h. Mayor's Office Karen Bass- **No Report**
- i. **DONE NEA, Mario Hernandez-He reminded the Board of the Fiscal Year End Dates. March 20th is the last day to file an event form. June 1st is the last day to submit check request. June 20th is the last day to use the Credit Card. The Neighborhood Councils are likely to have their budgets cut to \$25,000. At this time, it looks like the NC's will be able to roll over their leftover funds. There is no guarantee. You may want to spend down in case the rollovers are cancelled.**
- j. Budget Advocate (Brian Allen)- **Glenn Bailey-The Mayor is not against an increase back to \$32,000 It will be up to the Budget and Finance Committee. We will have a better sense after Monday's meeting. Th They did do a White Paper that you can review Budget Advocates were given 15 minutes to present. The Fire Department would not meet with the Budget Advocates. Budget Day will be on Saturday June 21st.**
- k. Congressional District 30 (Kimberly Caceres)-**No Report**
- l. LAPD Senior Lead Officer or alternate representative-**Richard Fisk-is volunteer for Devonshire Division LAPD. He went over the Crime Stats, Robberies are still up. Three of the four Senior Lead Officers are out on medical leave. The two officers covering the area are Anderchuck and Parker. On May 13, 2025 LAPD will be starting a pilot program for the use of Drones.**

Kayla Owens left the meeting at 8:38PM

VI. COMMITTEE REPORTS

- a **Public Safety- Smith – Status on CERT- There is no update on CERT. The Public Safety Committee Aliso Canyon-Health Study meeting will be on, May 26, 2025 in Porter Ranch.**
- b **Beautification- Horn-He will schedule a meeting in June.**
- c **Cultural Affairs- Owens-No Report**
- d **Education- Ronquillo.-There was a joint meeting of Youth, Seniors, and Education Committees.**
 - i **Discussion and possible action to approve an NPG for \$5,000 for PESA and Youth Support for our most vulnerable children. If any new information on this project is available by the Committee Meeting the above item shall serve as a placeholder for any necessary action. A presentation was made by Seymore Amster- They have 60 staff and 80 interns. They receive referrals from the DA's office to counsel youth on probation. The funding being requested is for food and the necessities of life to help families. There are 20 families they are currently helping.-The Item was postponed. The NPG was not available**

Public Comment: No comment

Motion: Passed

GHSNC ITEM VI d. Motion to postpone the Item.				
Moved: Benedetto Seconded: Hart				
Yes-12	No-00	Abstain-00	Ineligible-04	Absent-02
Benedetto, Hart, Horn, Karam Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson	None	None	Geddes, J. Nguyen, A. Nguyen. Oberstein	Danielyan, Yang

e Homelessness- **Horn- He will schedule a meeting before the end of the term.**

f Outreach- **Toumayan or Benedetto- No Report**

g Planning and Land Use –PLANNING AND LAND USE MANAGEMENT COMMITTEE REPORTS NEW BUSINESS:- **Smith—Land Use-Reviewed**

Manny’s Mobile wants to appear in June.

- i MOTION for discussion and possible action by the GHSNC Board regarding Los Angeles City Planning Case Number [ZA-2024-8255-ZV](#) (i.e. a request for zoning variance to allow the conversion of a veterinary clinic at 16915 W San Fernando Mission Blvd., Granada Hills, to a veterinary hospital). This matter is also filed under [ENV-2024-8256-CE](#). BACKGROUND: Note this address is on the northeast corner of the intersection of San Fernando Mission and Balboa boulevards, in an existing shopping center. The applicant’s current hours of operation are Monday-Sunday, 9:00 am – 11:30 pm, and the request for the variance would allow 24/7 operations, Monday-Sunday, including overnight stays for animals and staff. The applicant does business as Mission Veterinary Clinic. After an appearance at the April 9 meeting of the Planning and Land Use Management Committee by the applicant, and questions from the public and the committee, the committee voted 4-0 to recommend the Council not to oppose the applicant’s request, as described and linked above. DRAFT Motion for the Board as follows: The Granada Hills South Neighborhood Council (“Neighborhood Council” or “GHSNC”) recommends not to oppose the applicant’s request filed under Los Angeles City Planning Case Number ZA-2024-8255-ZV (i.e. a request for zoning variance to allow the conversion of a veterinary clinic at 16915 W San Fernando Mission Blvd., Granada Hills, to a veterinary hospital). This matter is also filed under ENV-2024-8256-CE. Vote:-**No Action Taken**
- ii MOTION for discussion and possible action by the GHSNC Board regarding Los Angeles City Planning Case Number [ZA-2023-4817-CU-CUB-SPP-WDI](#) (i.e. a request for conditional use permits (CUPs) related to a proposal to demolish the existing convenience store and the vehicle service area of gasoline service station at 16955 W San Fernando Mission Blvd. and replace them with a new convenience store and carwash.) This matter is also filed under [ENV-2023-4818-EAF](#). BACKGROUND: Note this address is on the northeast corner of the intersection of San Fernando Mission and Balboa boulevards, adjacent to an existing shopping center. The applicant does business as Manny’s Mobil. To summarize, the applicant is requesting permits for the following actions: 2-1) allow for deviations to development standards for the carwash, and 2-2) the continued sale of beer and wine for off-site consumption. Specific requests related to 2-1, above, are: a) to increase the hours of operation, specifically for the carwash, from 7 am-7 pm Monday-Friday, 9 am to 8 pm Saturday, and 11 am to 8 pm Sunday, to 24/7, M-S; b) to allow less than 50% transparent

windows on the west elevation of the carwash, and c) to allow less than a 5-foot width of landscaping setback along the street frontages; specifically, the required 5-foot dedication and improvements on Balboa Blvd. and the required 2-foot dedication and improvements on San Fernando Mission Blvd. Separately, there are requests d) to continue the current 24/7, M-S operation of the gas station, and e) to continue the current sale of beer and wine for off-site consumption. After an appearance at the April 9 meeting of the Planning and Land Use Management Committee by the applicant, and questions from the public and the committee, the committee voted 4-0 to recommend the Council not to oppose the applicant's request, as described and linked above, but with the following conditions, listed as such under the draft motion below: DRAFT Motion as follows: The Granada Hills South Neighborhood Council ("Neighborhood Council" or "GHSNC") recommends – with the following conditions – not to oppose the applicant's request, as described: Safety-related: applicant to add "No Left Turn" signage on the Balboa Blvd. and San Fernando Mission Blvd. sides of the project; applicant to add speed bumps in the traffic passage from the project site to the northern entrance into the shopping center (at the boundary between project site and Trader Joe's adjacent traffic/parking area); applicant to add signage (as cars exit new car wash) to "Beware of Pedestrian Traffic When Exiting" ii. Energy/electric vehicles: applicant to add/expand charging station availability for electric vehicles; Hours: Applicant to limit the hours of the carwash availability from 24/7 to 7am-10 pm; Landscaping: Applicant to present a detailed landscaping plan for the project, with attention to specific elements raised during the April 9 meeting, including: additional landscaping throughout the project; using California native plants; increasing the tree shade canopy overall with larger, more shade-intensive, and more numerous trees, including conferring with City urban forestry and public works staff on the best types overall and adding street trees; and adding plants to walls that are currently bare (the dumpster shelter, for example); Architecture: Applicant to fully follow Granada Hills specific plan recommendations, including adding "four-sided" architectural features and treatments, in the Mission Revival/Spanish Colonial style Local economic impact: Applicant to commit to buying local (southern California) and California-produced products, notably beer and wine, along with local hiring. Vote:-**No Action Was Taken**

OLD BUSINESS

- iii Discussion and possible recommendation by the Committee to the Board regarding Los Angeles City Planning Case Number CPC-2022-1981-CU-DRB-SPP-SPR; (i.e. **proposed Home Depot development located at 16830 West Devonshire Street** (CPC-2022-1981-CUSPP-SPR/ENV-2022-1982-EAF). Note that on [Aug. 3, 2023, the full GHSNC Board voted unanimously](#) to request the City of Los Angeles ("the City") require a full Environmental Impact Report (EIR) on Los Angeles City Planning Case Number [CPC-2022-1981-CU-DRB-SPPSPR](#); (i.e. proposed Home Depot development located at 16830 West Devonshire Street (CPC-2022-1981-CUSPP-SPR/[ENV-2022-1982-EAF](#)), in order to comply with all requirements of the California Environmental Quality Act (CEQA). For background, note that as of April 3, 2025, no new information regarding this project has been posted on the City Planning Department website, but representatives of the Los Angeles City Planning Department have communicated to the Planning Committee chair that a mitigated negative declaration (MND) regarding this project is expected to be published by the city within 1-2 months of this meeting date. This item is being included for potential consideration if new information

is posted between that date and this meeting. DRAFT Motion as follows: The Granada Hills South Neighborhood Council ("Neighborhood Council" or "GHSNC") Planning and Land Use Management Committee (PLUMC), recommends the following: (TBD) Vote:-**No Action Taken**

- iv Discussion and possible action by the Committee regarding Los Angeles City Planning Case Number [ADM-2023-7417-DB-HCA-ED1](#) (i.e. a proposal to demolish two existing single family residences, at 17188 and 17184 Chatsworth Street, respectively, and replace them with a **39,528 sq ft, six floor, 49 unit**, 100% affordable housing project). The committee voted 3-0 on Feb. 29, 2024 to recommend the GHSNC oppose this project because of its scope and scale. On [March 7, 2024, the full GHSNC Board voted 9-0](#) to oppose this project because of its scope and scale. If any new information on this project is available by the Committee meeting, the above item shall serve as a placeholder for any necessary action. DRAFT Motion as follows: The Granada Hills South Neighborhood Council ("Neighborhood Council" or "GHSNC") Planning and Land Use Management Committee (PLUMC), recommends the following: (TBD) Vote:- **No Action Taken**
- v Discussion and possible action by the Committee regarding Los Angeles City Planning Case Number [ADM-2023-8062-DB-VHCA-ED1](#), (i.e. a proposal to demolish an existing 1,234 sq ft single-family dwelling at 16136 West Devonshire Street - and construction of a **10,647 sq ft three-story, 44-foot, 15 unit**, 100% affordable housing project. The committee voted 3-0 on Feb. 29, 2024 to recommend the GHSNC oppose this project because of its scope and scale. On [March 7, 2024, the full GHSNC Board voted 9-0](#) to oppose this project because of its scope and scale. If any new information on this project is available by the Committee meeting, the above item shall serve as a placeholder for any necessary action.- **No Action Taken**
- h Youth- **Ronquillo-No Report**
- i Sustainability- **Karam- He will schedule a meeting before the end of the year.**
- j Seniors- **Holstad-The committee is working on putting together a presentation or meeting on elder abuse and scamming.**

VII GENERAL PUBLIC COMMENT OF NON-AGENDIZED ITEMS

- a. **Stakeholder-Wants to see the Design Advisory Committee for CD-12 get started.**
- b. **Stakeholder-Bailey-Wants the Design Advisory Committee to start. The Valley Alliance of Neighborhood Councils meets on the second Thursday (Via Zoom) Carmen Chang will be at the next meeting. Vanc34.org**

VIII BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS

- a. **Smith-Please fill a Board Seat with Emily Tarveryan Motion requesting 501c3 must include form 990.**
- b. **Pena- Voted no but wants the sports program to get money.**
- c. **Ronquillo-She will update the budget so that the Board knows how much funding is available. Would like an ad Hoc meeting to look at the Bylaws.**
- d. **Morris-Welcomed the new Board members and thanked everyone for stepping up.**
- e. **Karam-Is looking forward to the updated Budget.**

- f. **Horn-Would like to make it a practice of having the committees review and vet the NPGs first.**
- g. **Hart-Welcomed the new Board members and agrees with having the NPG's vetted by the committees.**
- h. **Geddes-He is looking forward to this**
- i. **A. Nguyen- Can't wait to get to vote.**
- j. **J. Nguyen-There is a lot of energy and passion**
- k. **Kolstad-thank you for listening to my passion .I don't want something taken away from us.**
- l. **Benedetto-The Granada Hills Neighborhood Council has hosted the Tree Lighting Ceremony for the last eleven years. The Rotary Club has never hosted the Tree Lighting Ceremony.**

IX ADJOURNMENT- The meeting was adjourned at 9:31PM

NEXT MEETING WILL BE June. 1, 2025

Neighborhood Council



Granada Hills South Neighborhood Council

11024 Balboa Blvd., Box 767 Granada
Hills, CA 91344
818-723-8087

Website: <https://ghsnc.org> Email: board@ghsnc.org

Board Meeting Minutes:
June 15, 2025
7:07PM-9:31PM
(DRAFT)

Regular Meeting Location:
Granada Hills Charter High School
Rawley Hall
10535 Zelzah Ave. Granada Hills, CA 91344
(MAIL NOT ACCEPTED AT THIS ADDRESS)

Boardmember	Roll Call	Funding Vote Eligible*	Category
Michael Benedetto, President	Present	Absent	At Large Director
Launa Bogartz	No Longer on the Board		At Large Director
Anush Danielyan	Present		At Large Director
Carol Hart	Present		At Large Director
John Horn	Came in late. Arrived at 7:16pm		At Large Director
George Karam	Present		At Large Director
Sally Kolstad	Excused		At Large Director
Mark Morris	Present		At Large Director
Kayla Owens	No long on board		At Large Director
Ashley Pena, Secretary	Present		At Large Director
Abbey Ronquillo, Treasurer	Came in late. Arrived at 7:16pm		At Large Director
Brad Smith	Present		At Large Director
Colleen Toumayan, Vice President	Present		At Large Director
Linda Williamson	absent		At Large Director
Angela Yang	Present		At Large Director
Jeremy Oberstein	Item IIIc. New Board Member		At Large Director
Amanda Mercado-Nguyen	Late		At Large Director
James Mercado-Nguyen ineligible	Present		At Large Director
Brendel Geddes	Present		At Large Director
Total Board Members -15 at Roll Call	11Present 03Absent at Roll Call		At Large Director

*Funding vote eligibility key: **A**=age less than 18 yrs.; **E**=Ethics training; **F**=Funding training; **N**=not taken; **X**=expired

** Advance notice given for absence ***At Large Appointed (VOTE KEY: Yes, No, Abstain, Ineligible, Recuse, Absent)

I. CALL TO ORDER, FLAG SALUTE The meeting was called to order at 7:06PM- Carol Hart led the Pledge of Allegiance.

Minute Taker Remarks:

- The President needs to clearly state the time the meeting is called to order and the time the meeting is adjourned.
- Please be loud and clear when speaking.

- c) If a Board member arrives late-The name and time need to be stated clearly for the record by the President example John Doe has joined the meeting at 7:15
- d) If a Board Member needs to leave early -They need to raise their hand and be acknowledged by the President and say I need to leave- The President will state John Doe is leaving the meeting at 7:30
- e) Recusals need to be clearly stated before the item is discussed,- As the previous Item is finished, the Boardmember should raise their hand and be acknowledged by the President and state that They need to recuse themselves on the next item. The Board member needs to leave the room while the item is being discussed.
- f) If a Boardmember is ineligible to vote it needs to be stated at the beginning of the meeting. It also needs to be stated if it is for all items or just Funding. This will help to keep the vote counts accurate and make sure that Funding Item will not get kicked back for this reason. This should be added to the agenda. example: Roll Call and Voter Eligibility.
- g) If a Boardmember is not eligible to vote the should not make the motion or second it.
- h) Sometimes, The Minute Taker will call last names only when doing vote counts. This helps for clarity in the minutes as vote count boxes are listed by last name. This makes it clearer for people trying to read your minutes. Using first names can cause confusion. Example: If the Boardmembers name is Jonathan but you call them John in your meeting, then your stakeholder may find it harder to figure out how they voted.
- i) Minutes are not a transcription. They capture the actions of the Board not comments or conversations.
- j) If the Minute Taker raises their hand, the President should call on them as soon as they can so that The minutes can be as accurate as possible and they may have a question or clarification before you move on.
- k) When stakeholders make comments, their name may not be reflected in the minutes, it may say Stakeholder and not their name. This is for their safety and protection.

II. ROLL CALL – Roll was called by Minute Taker Cassandra Libang. All Board Members are eligible to vote.

GHSNC ITEM II. Roll Call		
Present –11	Absent 02	Excused-01
Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Smith, Toumayan, Williamson	Ronquillo, Yang	Danielyan

III. Presidents Message

President, Mike Benedetto- made remarks on excitement for new board members and would like to have a retreat for board. Met with President Karen Nelson to address Tree Lighting.

I. ADMINISTRATIVE/FUNDING MOTIONS

A. Approval of Monthly Expenditure Report (MER) for April and May 2025 B, Approval of Board minutes May 1, 2025
Motion: Passed

GHSNC ITEM III b. Motion to Monthly Expenditure Report for April and May 2025 B, Approval of Board minutes May 1, 2025 2, 2025 Moved: Benedetto Seconded: Owens				
Yes-10	No-00	Abstain-01	Ineligible-00	Absent-03
Benedetto, Hart, Karam, Kolstad, Morris, Owens, Pena, Smith, Toumayan, Williamson	None	Horn	None	Danielyan, Ronquillo, Yang

John Horn and Abbey Ronquillo arrived late at 7:16pm.

Public comment made by community member said that under Roberts Rule does not allow some of the board members ensure training status is completed.

Done from the NEA confirmed that ethics training is mandatory and it takes time to reflect if it was completed

Motions: passeed

GHSNC ITEM III b. Motion to approve the Board minutes May 1, 2025 Moved: Benedetto Seconded: Owens				
Yes-13	No-00	Abstain-01	Ineligible-00	Absent-03
Benedetto, Hart, Karam, Kolstad, Morris, Owens, Pena, Smith, Toumayan, Williamson	None	Horn	None	Danielyan, Ronquillo, Yang

V. NEW & OLD BUSINESS

A, Discussion and possible action to have a booth at the 4th of July Granada Hills Centennial Celebration at Pettit Park. Volunteers would be needed.

Motion:

GHSNC ITEM III b. Motion to booth at the 4th of July Granada Hills Centennial Celebration 2, 2025 Moved: Benedetto Seconded: John Horn		
Yes-11	No-00	Abstain-01
Benedetto, Hart, Karam, Kolstad, Morris, Owens, Pena, Smith, Toumayan, Williamson	None	Horn

The event will be Friday July 4th at 11am. There will be a wienermobile.

B. Discussion and possible action to approve up to \$ 275.00 to refill our helium tanks and purchase Balloons for outreach events

Motion:

GHSNC ITEM III b. Motion to Monthly Expenditure Report for April and May 2025 B, Approval of Board minutes May 1, 2025 2, 2025 Moved: Benedetto Seconded: Jeremy Oberstein				
Yes-10	No-00	Abstain-01	Ineligible-00	Absent-03
Benedetto, Hart, Karam, Kolstad, Morris, Owens, Pena, Smith, Toumayan, Williamson	None	Horn	None	Danielyan, Ronquillo, Yang

C. Discussion and possible action and taking a position on Councilman Blumenfield's proposal to make Hanoi North Vietnam a sister city to Los Angeles CF - 25 – 0193 and a related file of\ CF – 19 – 0002 – S101

GHSNC ITEM III b. Motion to approve position on Councilman Blumenfield's proposal to make Hanoi North Vietnam a sister city to Los Angeles CF - 25 – 0193 and a related file of\ CF – 19 – 0002 – S101 2, 2025 Moved: Benedetto Seconded: Jeremy Oberstein				
Yes-10	No-00	Abstain-01	Ineligible-00	Absent-03

Benedetto, Hart, Karam, Kolstad, Morris, Owens, Pena, Smith, Toumayan, Williamson	None	Horn	None	Danielyan, Ronquillo, Yang
---	------	------	------	----------------------------

Brain Allen, community member, urges community to oppose this.

Maria seconds what Brains says.

Jeffrey, community member, urges community to “never forget soldiers”.

Brad Smith makes a motion to table vote on position on Councilman Blumenfield’s proposal to make Hanoi North Vietnam a sister city to Los Angeles CF - 25 – 0193 and a related file of\ CF – 19 – 0002 – S101

. John Horn seconds motion

Jeremy rebutes that the motion was not clearly made to vote on this motion. Brad say that this motion say that this sister city means to rehonor those people.

John expresses that he is disapointnerd on what city council puts its efforts on. They should be focusing on poor fire response, not spending time on voting on sister Hino

V. ELECTED OFFICES/DEPARTMENTS/ORGANIZATION ANNOUNCEMENTS

- A. LAUSD District 3 (Tara Vahdani/Tammy Ramirez, Scott Schmerlson): adoption clinic on the last Sunday of the month. Independence day job fair 755 Van nuys BLVD 9am-12p June 12 Thursday.
- B. County Supervisor’s Office Lindsay Horvath – {Rep Melissa Esparza}
- C. Senator Henry Stern or rep
- D. Congressional District 25 -George Whiteside
- E. Congressman Brad Sherman- Sean Reagan -No report
- F. Assembly District 40 – Pilar Schiavo or rep Melissa Esparaza -**no report**
- G. Council District 12 (John Lee) Lorena.Espinal
- G. Mayor’s Office Karen Bass
- H. DONE, (NEA Mario Hernandez)
- I. Budget Advocate (Brian Allen) - Budget day is June 21st at Los Angeles City Hall, It’s a Networking Breakfast, please RSVP if you are interested in going
- J. Congressional District 30 (Kimberly Caseres)
- K. LAPD Senior Lead Officer or alternate representative

- 1 Jenna, field rep for assenmly women; House of orgin week in the captiol. Assembly women has 18 bills that have gone to assembly. Tax exemptions for property taxes. Tax exemption for landfill chiciqta canyon for affected.

2 For Jenna: Meeting with sunshine granada hills north. Castaic. Another bill on landfills that standards that monitors heat and wells.

3 Job fair on June 21st in newhall; welcoming those that are hiring

L. Chatsworth and 405 freeway have removed RVs.

1 Board member asks about investigation to palisades fire response.

VI COMMITTEE REPORTS

1. Public Safety- Brad – Status on CERT
2. Beautification- John 3. Cultural Affairs- Kayla
4. Education- Abbey. Great events coming for youth.
Homelessness- John-update
- 6, Outreach- Colleen or Mike
7. Planning and Land Use – Brad

PLANNING AND LAND USE MANAGEMENT COMMITTEE REPORTS

NEW BUSINESS:

1. MOTION for discussion and possible action by the GHSNC Board regarding Los Angeles City Planning Case Number [ZA-2024-8255-ZV](#) (i.e. a request for zoning variance to allow the conversion of a veterinary clinic at 16915 W San Fernando Mission Blvd., Granada Hills, to a veterinary hospital). This matter is also filed under [ENV-2024-8256-CE](#).

BACKGROUND: Note this address is on the northeast corner of the intersection of San Fernando Mission and Balboa boulevards, in an existing shopping center.

The applicant's current hours of operation are Monday-Sunday, 9:00 am – 11:30 pm, and the request for the variance would allow 24/7 operations, Monday-Sunday, including overnight stays for animals and staff. The applicant does business as Mission Veterinary Clinic. After an appearance at the April 9 meeting of the Planning and Land Use Management Committee by the applicant, and questions from the public and the committee, the committee voted 4-0 to recommend the Council not to oppose the applicant's request, as described and linked above.

DRAFT Motion for the Board as follows:

The Granada Hills South Neighborhood Council ("Neighborhood Council" or "GHSNC") recommends not to oppose the applicant's request filed under Los Angeles City Planning Case Number ZA-2024-8255-ZV (i.e. a request for zoning variance to allow the conversion of a veterinary clinic at 16915 W San Fernando Mission Blvd., Granada Hills, to a veterinary hospital). This matter is also filed under ENV-2024-8256-CE.

Vote:

2. MOTION for discussion and possible action by the GHSNC Board regarding Los Angeles City Planning Case Number [ZA-2023-4817-CU-CUB-SPP-WDI](#) (i.e. a request for conditional use permits (CUPs) related to a proposal to demolish the existing convenience store and the vehicle service area of gasoline service station at 16955 W San Fernando Mission Blvd. and replace them with a new convenience store and carwash.) This matter is also filed under [ENV-2023-4818-EAF](#).

BACKGROUND: Note this address is on the northeast corner of the intersection of San Fernando Mission and Balboa boulevards, adjacent to an existing shopping center. The applicant does business as Manny's Mobil. To summarize, the applicant is requesting permits for the following actions: 2-1) allow for deviations to development standards for the carwash, and 2-2) the continued sale of beer and wine for off-site consumption. Specific requests related to 2-1, above, are: a) to increase the hours of operation, specifically for the carwash, from 7 am-7 pm Monday-Friday, 9 am to 8 pm Saturday, and 11 am to 8 pm Sunday, to 24/7, M-S; b) to allow less than 50% transparent windows on the west elevation of the carwash, and c) to allow less than a 5-foot width of landscaping setback along the street frontages; specifically, the required 5-foot dedication and improvements on Balboa Blvd. and the required 2-foot dedication and improvements on San Fernando Mission Blvd. Separately, there are requests d) to continue the current 24/7, M-S operation of the gas station, and e) to continue the current sale of beer and wine for off-site consumption.

After an appearance at the April 9 meeting of the Planning and Land Use

Management Committee by the applicant, and questions from the public and the committee, the committee voted 4-0 to recommend the Council not to oppose the applicant's request, as described and linked above, but with the following conditions, listed as such under the draft motion below:

DRAFT Motion as follows:

The Granada Hills South Neighborhood Council ("Neighborhood Council" or "GHSNC") recommends – with the following conditions – not to oppose the applicant's request, as described:

- i. Safety-related: applicant to add "No Left Turn" signage on the Balboa Blvd. and San Fernando Mission Blvd. sides of the project; applicant to add speed bumps in the traffic passage from the project site to the northern entrance into the shopping center (at the boundary between project site and Trader Joe's adjacent traffic/parking area); applicant to add signage (as cars exit new car wash)to "Beware of Pedestrian Traffic When Exiting"
- ii. Energy/electric vehicles: applicant to add/expand charging station availability for electric vehicles;
- iii. Hours: Applicant to limit the hours of the carwash availability from 24/7 to 7am-10 pm;
- iv. Landscaping: Applicant to present a detailed landscaping plan for the project, with attention to specific elements raised during the April 9 meeting, including: additional landscaping throughout the project; using California native plants; increasing the tree shade canopy overall with larger, more shade-intensive, and more numerous trees, including conferring with City urban forestry and public works staff on the best types overall and adding street trees; and adding plants to walls that are currently bare (the dumpster shelter, for example);
- v. Architecture: Applicant to fully follow Granada Hills specific plan recommendations, including adding "four-sided" architectural features and treatments, in the Mission Revival/Spanish Colonial style
- vi. Local economic impact: Applicant to commit to buying local (southern California) and California-produced products, notably beer and wine, along with local hiring. Vote:

OLD BUSINESS:

3. Discussion and possible recommendation by the Committee to the Board regarding Los Angeles City Planning Case Number CPC-2022-1981-CU-DRB-SPP-SPR; (i.e. **proposed Home Depot development located at 16830 West Devonshire Street** (CPC-2022-1981-CUSPP-SPR/ENV-2022-1982-EAF).

Note that on [Aug. 3, 2023, the full GHSNC Board voted unanimously](#) to request the

City of Los Angeles (“the City”) require a full Environmental Impact Report (EIR) on Los Angeles City Planning Case Number [CPC-2022-1981-CU-DRB-SPPSPR](#); (i.e. proposed Home Depot development located at 16830 West Devonshire Street (CPC-2022-1981-CUSPP-SPR/[ENV-2022-1982-EAF](#)), in order to comply with all requirements of the California Environmental Quality Act (CEQA).

For background, note that as of April 3, 2025, no new information regarding this project has been posted on the City Planning Department website, but representatives of the Los Angeles City Planning Department have communicated to the Planning Committee chair that a mitigated negative declaration (MND) regarding this project is expected to be published by the City within 1-2 months of this meeting date.

This item is being included for potential consideration if new information is posted between that date and this meeting.

DRAFT Motion as follows:

The Granada Hills South Neighborhood Council (“Neighborhood Council” or “GHSNC”) Planning and Land Use Management Committee (PLUMC), recommends the following: (TBD) Vote:

4. Discussion and possible action by the Committee regarding Los Angeles City Planning Case Number [ADM-2023-7417-DB-HCA-ED1](#) (i.e. a proposal to demolish two existing single family residences, at 17188 and 17184 Chatsworth Street, respectively, and replace them with a **39,528 sq ft, six floor, 49 unit**, 100% affordable housing project).

The committee voted 3-0 on Feb. 29, 2024 to recommend the GHSNC oppose this project because of its scope and scale. On [March 7, 2024, the full GHSNC Board voted 9-0](#) to oppose this project because of its scope and scale.

If any new information on this project is available by the Committee meeting, the above item shall serve as a placeholder for any necessary action.

DRAFT Motion as follows:

The Granada Hills South Neighborhood Council (“Neighborhood Council” or “GHSNC”) Planning and Land Use Management Committee (PLUMC), recommends the following: (TBD)

Vote:

5. Discussion and possible action by the Committee regarding Los Angeles City Planning Case Number [ADM-2023-8062-VHCA-ED1](#), (i.e. a proposal to demolish an existing 1,234 sq ft single-family dwelling at 16136 West Devonshire Street - and construction of a **10,647 sq ft three-story, 44-foot, 15 unit**, 100% affordable housing project).

The committee voted 3-0 on Feb. 29, 2024 to recommend the GHSNC oppose this project because of its scope and scale. On [March 7, 2024, the full GHSNC Board voted 9-0](#) to oppose this project because of its scope and scale.

If any new information on this project is available by the Committee meeting, the above item shall serve as a placeholder for any necessary action.

8. Youth- Abbey-

9, Sustainability- George-

10 Seniors- Sally-update

VII GENERAL PUBLIC COMMENT OF NON-AGENDIZED ITEMS

VIII BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS

IX ADJOURNMENT

NEXT MEETING WILL BE July. 3, 2025

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:

- 17723 Chatsworth Street, Granada Hills, CA 91344
- <https://ghsnc.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 11024 Balboa Blvd., Box 767 Granada Hills, CA 91344, at <https://ghsnc.org/> or at the scheduled meeting. If you would like a copy of any record related to an item on the agenda, please contact President Mike Benedetto at 818-723-8087 or email at mbenedetto@ghsnc.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: <https://ghsnc.org/>

- 1) Carol took training and said it didn't take that much time
- 2) John shares that agenda has discussion of retreat for board in August or September. He wants to have expectation for commitment
- 3) George thanks everyone for his time on the board. He hopes he can be back.
- 4) Mark wants to redetermine why community meets. He shares that the regency theatre is doing a Throwback Thursday.
- 5) Ashely thanks board for knowledge and time and is applying to law school.
- 6) Brad thanks board members and says it been great working with everyone.
- 7) Colleen is leaving in political efficacy and says nation is in a very sad state. Needs to dedicate herself to make this nation a wonderful place again.
- 8) Jeremy shares that he understands the time given to volunteer.
- 9) James shares this his third board meeting. Thanks board members
- 10) Brendel looks forward to next year
- 11) Micheal says ditto to Colleen. Micheal thanks stakeholders and the board.

Motion to adj 9:21 pm

Monthly Expenditure Report



Reporting Month: April 2025

Budget Fiscal Year: 2024-2025

NC Name: Granada Hills South
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$20055.72	\$490.81	\$19564.91	\$0.00	\$1000.00	\$18564.91

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$20350.00	\$490.81	\$13294.83	\$0.00	\$13294.83
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$1100.00	\$0.00	\$1100.00	\$0.00	\$1100.00
Neighborhood Purpose Grants	\$12450.00	\$0.00	\$-7550.00	\$0.00	\$-7550.00
Funding Requests Under Review: \$1000.00		Encumbrances: \$0.00		Previous Expenditures: \$26564.36	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_GHSNC.OR	04/01/2025	GHSNC paid Google \$154.20 for Web acct, on 4-1-2025, which is also part of our Admin Budget which is also part of our Admin Budget	General Operations Expenditure	Office	\$154.20
2	NORTHRIDGE GRAPHIC AND	04/02/2025	GHSNC Paid Northridge Stationary \$40.41 for copies on 4-2-2025 which is also part of our Admin Budget	General Operations Expenditure	Office	\$44.41
3	PIZZASAURUS REX	04/03/2025	GHSNC paid Pizzasaurus REX \$59.20 for Pizza at our 4-2-2025 Meeting which is also part of our Admin Budget	General Operations Expenditure	Office	\$59.20
4	PY NOVA STORAGE M HIL	04/04/2025	GHSNC Paid Nova Storage \$233 to store our belonging which is also part of our Admin Budget	General Operations Expenditure	Office	\$233.00
Subtotal:						\$490.81

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
Subtotal: Outstanding						\$0.00



Invoice

Invoice number: 5212260471

Google LLC

1600 Amphitheatre Pkwy

Mountain View, CA 94043

United States

Federal Tax ID: 77-0493581

Bill to

Aaron DeVandry

Granada Hills South Neighborhood Council

18403 W Vogel Ave

Waddell, AZ 85355

United States

Details

Invoice number5212260471

Invoice dateMar 31, 2025

Billing ID9930-5897-7673

Domain nameghsnc.org

Google Workspace

Total in USD	\$154.20
--------------	-----------------

Summary for Mar 1, 2025 - Mar 31, 2025

Subtotal in USD	\$141.21
-----------------	----------

State sales tax (5.6%)	\$7.91
------------------------	--------

Local sales tax (3.6%)	\$5.08
------------------------	--------

Total in USD	\$154.20
--------------	----------

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Mar 1 - Mar 25	19	110.32
Google Workspace Business Starter	Usage	Mar 26 - Mar 31	19	30.89
Subtotal in USD				\$141.21
State sales tax (5.6%)				\$7.91
Local sales tax (3.6%)				\$5.08
Total in USD				\$154.20

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

NAME: GRANDDA HILLS S&HC DATE: 4/2/25
TEL: _____ DUE DATE: _____
EMAIL: _____

Description	Quantity	Rate	Amount
Pontag	432	\$	40.56
Total:			\$40.56

Tax: \$ 3.85
Paid: \$ 44.41
Balance: \$ _____
Due Balance: \$ _____





Invoice

PIZZASAURUS REX

17646 Lassen St #4,
Northridge, CA 91325
Phone 818-772-7739

DATE: 4/2/2025

TO

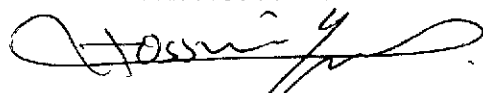
GHSNC

Attention

Mike

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL
1		Large Pineapple			
1		Large Pepperoni		\$	54.20
1		Large Veggie			
				Subtotal	\$ 54.20
				SALE TAX	Inc
				Delivery Fee GRATUITY	5.00
				TOTAL	\$ 59.20

THANK YOU FOR YOUR BUSINESS!


Emad A. Hossini



Nova Storage
14800 Rinaldi Street
Mission Hills, CA 91345
818-365-9877

Payment Receipt

Tenant	Granada Hills South Neighborhood Council	Date Printed	April 19, 2025
Company	c/o: Michael Benedetto	Payment Date	April 4, 2025 10:37 AM
Address	16465 Donmetz St.	Unit	0521
City, State, Zip	Granada Hills CA 91344	Available Credit	0.00
		Current Balance	0.00
		Paid Thru	April 30, 2025
		Receipt Number	123775
			By AW

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
04/01/25	0521	Rent 4/1-4/30	223.00	0.00	0.00	223.00	223.00	Master Card
04/01/25	0521	Protection Plan 4/1-4/30	10.00	0.00	0.00	10.00	10.00	Master Card
		Taxes					0.00	
		Payment (less tax)					233.00	
		Payment Subtotal					233.00	
		Credits Applied					0.00	
		Refunds Applied					0.00	
		Total Applied to Account					233.00	
		Current Account Balance					0.00	
		Paid By					Master Card *****1445	
		Paid Thru Date					April 30, 2025	

Transaction Type Sale

Authorization 060222
Reference pl_txn_67f018c44a26cdaa1547f60

I agree to pay the above amount according to the card issuer statement.

x _____

We have included ways to pay your rent conveniently and securely. Our payment options include:

1. Online at NovaStorage.com
2. Automatic payments can be set up online at NovaStorage.com
3. Through our 24/7 automated phone system, free of charge (623) 240-8385
4. Through a payment link that is texted to you
5. Mailing a payment to the office

Monthly Expenditure Report



Reporting Month: May 2025

Budget Fiscal Year: 2024-2025

**NC Name: Granada Hills South
Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$19564.91	\$4764.84	\$14800.07	\$1071.33	\$0.00	\$13728.74

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$20350.00	\$1264.84	\$12029.99	\$721.33	\$11308.66
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$1100.00	\$0.00	\$1100.00	\$0.00	\$1100.00
Neighborhood Purpose Grants	\$12450.00	\$3500.00	\$-11050.00	\$350.00	\$-11400.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$27055.17	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE GHSNC.ORG	05/01/2025	GHSNC Paid Google workplace \$174.29 for May 2025 which is also part of our Admin Budget	General Operations Expenditure	Office	\$174.29
2	PIZZASAURUS REX	05/02/2025	GHSNC paid Pizzasaurus Rex \$59.20 5-2-2025 for Pizza at our May 2025 general meeting which is also part of our Admin Budget	General Operations Expenditure	Office	\$59.20
3	PY NOVA STORAGE M HIL	05/04/2025	GHSNC Paid Nova Storage \$233 to store our belongings for the month of May, 2025 which is also part of our admin budget	General Operations Expenditure	Office	\$233.00
4	NORTHRIDGE GRAPHIC AND	05/06/2025	GHSNC paid Northridge Stationary \$48.35 5-2-2025 for Copies fort our May 2025 general meeting which is also part of our Admin Budget	General Operations Expenditure	Office	\$48.35
5	AARON DEVANDRY - CON	05/30/2025	GHSNC Paid concept to web \$750 for five invoices; 148, 149, 150, 151 and 152 where services rendered which is also part of our admin package	General Operations Expenditure	Office	\$750.00
6	Los Angeles Parks Foundation	05/14/2025	GHSNC approves an NPG for the LA Parks Foundation of 1000.00 for the egg hunt with a completion date of May 30, 2025.	Neighborhood Purpose Grants		\$1000.00



Invoice

Invoice number: 5237732815

Google LLC

1600 Amphitheatre Pkwy

Mountain View, CA 94043

United States

Federal Tax ID: 77-0493581

Bill to

Aaron DeVandry

Granada Hills South Neighborhood Council

18403 W Vogel Ave

Waddell, AZ 85355

United States

Details

Invoice number5237732815

Invoice dateApr 30, 2025

Billing ID9930-5897-7673

Domain nameghsnc.org

Google Workspace

Total in USD

\$174.29

Summary for Apr 1, 2025 - Apr 30, 2025

Subtotal in USD

\$159.60

State sales tax (5.6%)

\$8.94

Local sales tax (3.6%)

\$5.75

Total in USD

\$174.29

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Apr 1 - Apr 30	19	159.60
Subtotal in USD				\$159.60
State sales tax (5.6%)				\$8.94
Local sales tax (3.6%)				\$5.75
Total in USD				\$174.29

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<https://support.google.com/a?p=gsuite-bills-and-charges>



Invoice

PIZZASAURUS REX

17646 Lassen St #4,
Northridge, CA 91325
Phone 818-772-7739

DATE: 5/1/2025

TO

G H S N C

Attention

Mike

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL
1		Large cheese			
1		Large Pineapples		\$	54.20
1		Large Veggie			
				Subtotal	\$ 54.20
				SALE TAX	INC
				GRATUITY	\$ 5.-
				TOTAL	\$ 59.20

Delivery Fee

THANK YOU FOR YOUR BUSINESS!

Emad A. Hossin
Emad A. Hossin





Nova Storage
14800 Rinaldi Street
Mission Hills, CA 91345
818-365-9877

Payment Receipt

Tenant	Granada Hills South Neighborhood Council	Date Printed	May 10, 2025
Company	c/o: Michael Benedetto	Payment Date	May 4, 2025 9:55 AM
Address	16465 Donmetz St.	Unit	0521
City, State, Zip	Granada Hills CA 91344	Available Credit	0.00
		Current Balance	0.00
		Paid Thru	May 31, 2025
		Receipt Number	124444
			By AL

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
05/01/25	0521	Rent 5/1-5/31	223.00	0.00	0.00	223.00	223.00	Master Card
05/01/25	0521	Protection Plan 5/1-5/31	10.00	0.00	0.00	10.00	10.00	Master Card
		Taxes					0.00	
		Payment (less tax)					233.00	
		Payment Subtotal					233.00	
		Credits Applied					0.00	
		Refunds Applied					0.00	
		Total Applied to Account					233.00	
		Current Account Balance					0.00	
		Paid By					Master Card *****1445	
		Paid Thru Date					May 31, 2025	

Transaction Type Sale

Authorization 040851
Reference pl_txn_68179bf7b6d38b27152bccf

I agree to pay the above amount according to the card issuer statement.

x _____

We have included ways to pay your rent conveniently and securely. Our payment options include:

1. Online at NovaStorage.com
2. Automatic payments can be set up online at NovaStorage.com
3. Through our 24/7 automated phone system, free of charge (623) 240-8385
4. Through a payment link that is texted to you
5. Mailing a payment to the office

NCFP 101 BAC Rev020118

NAME: Michael Benedetto
TEL: _____
EMAIL: _____

DATE: 5/1/25
DUE DATE: 5/1/25
1137

Description	Quantity	Rate	Amount
PRINTING	552		44.16
Paid			
Total:			\$44.16

·ATTACHED:

- ☐ FLASH DRIVE
☐ DISK
☐ ORIGINAL
☐ EMAIL

Person incharge: _____

THANK YOU FOR YOUR BUSINESS.

Tax: \$ 4.19
Paid: \$ 48.35
Balance: \$ 48.35
Due Balance: \$ _____



Aaron DeVandry - Concept To Web
818-613-8261
18403 W Vogel Ave
Waddell, AZ 85355

Billed To
Mike Benedetto
Granada Hills South Neighborhood
Council
11024 Balboa Blvd., Box 767
Granada Hills, CA 91344

Date of Issue
05/30/2025

Due Date
06/29/2025

Invoice Number
GHSNC148B

Amount Due (USD)
\$0.00

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management Combined invoices of GHSNC 148, GHSNC149, GHSNC150, GHSNC151, and GHSNC152	\$150.00	5	\$750.00

Subtotal	750.00
Tax	0.00

Total	750.00
Amount Paid	750.00

Amount Due (USD)	\$0.00
------------------	--------

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, GHSNC!

-Aaron

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



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

Name of NC from which you are seeking this grant: Granada Hills South N.C.

SECTION I - APPLICANT INFORMATION

1a) LA Parks Foundation 26-2358338 2-26-2008
 Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) 2650 N. COMMUNE LTH AVE LOS ANGELES CA 90027
 Organization Mailing Address City State Zip Code

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

1d) PRIMARY CONTACT INFORMATION:

Michelle Gross De La Hoya 818-363-3556 michelle.gross@lacity.org
 Name Phone Email

2) Type of Organization- Please select one:

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

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

SECTION II - PROJECT DESCRIPTION

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

The Granada Hills Rec. Center Spring Egg Hunt on April 12, 2025 provides a free outdoor event to families in the community. The event will include jumpers, arts and crafts, face painting, contests, games, food and more. Funds from the grant will be used for supplies needed to conduct the event.

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

The Granada Hills Recreation Center strives to create recreation programming for families in Granada Hills and surrounding communities. This includes our Free Family friendly special events, such as our Spring Egg Hunt. This gives an opportunity for anyone to participate in a fun, outdoor experience with the community.

SECTION III - PROJECT BUDGET OUTLINE

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

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

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Jumper	\$ 454	\$ 454
		\$	\$
	Toy filled eggs	\$ 546	\$ 546

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☒ No ☐ Yes If Yes, please list names of NCs: _____

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

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 1000

10a) Start date: 4/12/25 10b) Date Funds Required: 5/30/25 10c) Expected Completion Date: 5/30/25
(After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

☒ No ☐ Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?

☒ Yes ☒ No (Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

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

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

TONY BUDROVICH PRESIDENT-CEO Tony Budrovich 3/10/2025
PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

CORAZON RIOS BOARD SECRETARY Corazon Rios 3/10/2025
PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

Discussion and possible action to approve an NPG for the Granada Hills Community Foundation for the purpose of the Granada Hills Street fair up to \$2500.

☐ Board Member Reimbursement

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

NCFP 101 BAC Rev020118

**City of Los Angeles
Office of the City Clerk
Neighborhood Council Funding Program**

Neighborhood Purposes Grants

Neighborhood Purposes Grants (NPGs) provide NCs opportunities to develop partnerships with local 501(c)(3) nonprofits and public schools to build community and enhance neighborhoods in the City of Los Angeles. Projects and activities supported by NPGs vary widely and can include, but are not limited to:

- The Arts
- Beautification
- Community Support
- Education
- Community Improvements

NPG-funded projects and activities must be for a **public benefit** and purpose, **open**, **accessible**, and **free of charge** to stakeholders.

Grants approved by NCs exceeding \$5,000 involve further review and possible City contract by the Office of the City Clerk.

Visit the NC Funding Program website page on NPGs ([click here](#)) to find out more details about how 501(c)(3) nonprofits and public schools serving NC areas can apply. There are two NPG Information Packets; One for prospective applicants to help guide them in the application process, and one for NC board members outlining considerations and factors to keep in mind while evaluating NPG requests.

A "Project Completion Report" template is also provided to help ensure accountability in the use of Grant funds and help demonstrate how NCs and their partners are supporting L.A. communities and stakeholders. NCs and NPG recipients are strongly encouraged to work together to complete and submit the Report at the conclusion of the project.

Any questions you may have with the NPG process, please contact us at the NC Funding Program:

- Clerk.NCFunding@lacity.org
- (213) 978-1058

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APPLICATION for Neighborhood Purposes Grant (NPG)



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Name of NC from which you are seeking this grant: Granada Hills South Neighborhood Council

SECTION I- APPLICANT INFORMATION

- 1a) Granada Hills Community Foundation 46-3612720 CA July, 25 2014
Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)
- 1b) 17723 Chatsworth St Granada Hills CA 91344
Organization Mailing Address City State Zip Code
- 1c) Same
Business Address (If different) City State Zip Code
- 1d) **PRIMARY CONTACT INFORMATION:**
Emilie Koster 818-425-6326 eekucla@gmail.com
Name Phone Email
- 2) **Type of Organization- Please select one:**
☐ Public School (not to include private schools) or ☒ 501(c)(3) Non-Profit (other than religious institutions)
Attach Signed letter on School Letterhead Attach IRS Determination Letter
- 3) Granada Hills Chamber of Commerce Granada Hills CA 91344
Name / Address of Affiliated Organization (if applicable) City State Zip Code

SECTION II - PROJECT DESCRIPTION

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

The intent of the grant is to be used for the 2024 Granada Hills Street Faire and Car Show. The Granada Hills Street Faire and Car Show is an annual community event that brings together thousands of people in the local area. The Street Faire is great for local and small businesses, community members, and other non-profits. The grant is to pay for event fees, such as the permit from the City of Los Angeles to shut down Chatsworth St. for the day of the event. Day of event is October 19th, 2024 from 10 AM - 5 PM.

Purpose: General Support of the 19th Annual Granada Hills Street Faire and Car Show expense for banners, restrooms, printing and advertising.

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

There will be no rewards or prizes given out from the Street Faire that this grant pays for. The objective of the Granada Hills Street Faire and Car Show is to promote local businesses in Granada Hills, and to create an annual event the whole community can enjoy. This event is for all walks of life, and does not exclude anybody. This is one of the ways we enhance community cohesion and mutual understanding by creating a fun and family - oriented event.

Purpose: General Support of the 19th Annual Granada Hills Street Faire and Car Show expense for banners, restrooms, printing and advertising.

SECTION III - PROJECT BUDGET OUTLINE

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

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
	None	\$None	\$None
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Total Expenses for Street Faire	\$up to 5,000.00	\$40,000.00
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☐ No

☒ Yes

If Yes, please list names of NCs: Granada Hills North, Reseda, Northridge East, Northridge South, Northridge West

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

Source of Funding	Amount	Total Projected Cost
Sponsorships, Booth Fees	\$35,000.00	\$
NC's	\$up to \$5,000.00	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$5,000.00

10a) Start date: 10/19/2024 10b) Date Funds Required: 09/13/24 10c) Expected Completion Date: 10/19/2024
(After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

☒ No

☒ Yes

If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant
Mark Morris	Foundation
[REDACTED]	[REDACTED]

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?

☒ Yes

☐ No

*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

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

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

Madlena Minasian

PRINT Name

President

Title

Madlena Minasian

Signature

8/13/24

Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

Emilie Koster

PRINT Name

Secretary

Title

Emilie Koster

Signature

8/13/24

Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form