

CITY OF LOS ANGELES  
CALIFORNIA

**Neighborhood Council  
Governing Board**

Abbey Ronquillo, **President**  
Vacant, **Vice-President**  
Vacant, **Secretary**  
Vacant, **Treasurer**



11024 Balboa Blvd,  
Box 767  
Granada Hills, CA 91344

Email: [board@ghsnc.org](mailto:board@ghsnc.org)  
Website: [GHSNC.org](http://GHSNC.org)

## GRANADA HILLS SOUTH NEIGHBORHOOD COUNCIL

**General Board Meeting Agenda**  
**Granada Hills South Charter High School, Rawley Hall**  
**10535 Zelzah Ave,**  
**Granda Hills, CA 91344**  
**Thursday, August 7, 2025**  
**7:00 P.M.**

### BOARD OF DIRECTORS

**Michael Benedetto**  
**Anush Danielyan**  
**Brendel Geddes**  
**Carol Hart**  
**John Horn**

**Sally Kolstad**  
**Amanda Mercado-Nguyen**  
**James Mercado-Nguyen**  
**Mark Morris**  
**Jeremy Oberstein**

**Abbey Ronquillo**  
**Bradley Smith**  
**Emily Tarverdyan**  
**3 Vacant At-Large Directors**  
**1 Vacant Youth Board Member**

**All agenda items are subject to discussion and possible board action**

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

#### **II. EXECUTIVE OFFICERS SELECTION**

- Discussion and possible action to elect a Secretary
- Discussion and possible action to elect Treasurer
- Discussion and possible action to elect the Parliamentary
- Discussion and possible action to elect the Vice President

#### **III. FINANCIAL OFFICERS**

- Discussion and possible action to appoint a second signer
- Discussion and possible action to appoint an alternate signer
- Discussion and possible action to appoint up to (2) two bank cardholders.

#### **IV. BOARD OF DIRECTOR APPOINTMENTS**

- Discussion and possible action to appoint qualified candidates to the At-Large Director Seat, whose term ends in 2027. (3 vacant seats)
- Discussion and possible action to appoint qualified candidates to the Youth Board Member Seat, whose term ends in 2027. (1 vacant seat)

## **V. COMMITTEE APPOINTMENTS**

- a. Discussion and possible action to appoint standing committee chairs:
  1. Beautification -
  2. Budget -
  3. Bylaws and Rules -
  4. Community Outreach -
  5. Education -
  6. Government Affairs -
  7. Membership -
  8. Planning and Land Use Management -
  9. Public Safety and Emergency Preparedness -
- b. Discussion and possible action to appoint standing committee members, no more than 4 board members:
  1. Beautification
  2. Budget
  3. Bylaws and Rules
  4. Community Outreach
  5. Education
  6. Government Affairs
  7. Membership
  8. Planning and Land Use Management
  9. Public Safety and Emergency Preparedness

## **VI. GOVERNMENT REPORTS**

- a. Councilmember John Lee's Office (Lorena Espinal, CD12 Representative)
- b. Neighborhood Council Budget Advocates (Glenn Bailey, Co-chair/ Brian Allen, Treasurer)
- c. LAPD Devonshire Division/Public Safety

## **VII. GENERAL PUBLIC COMMENT** - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. Each speaker will be allowed 2 minutes.

## **VIII. OLD BUSINESS**

- a. Discussion and possible action to approve a community impact statement to support Council File 25-0600-S7 to restore the Neighborhood Councils' yearly funds back to \$32,000.
- 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 to approve \$1,800.00 per year to use Aaron Davandry as the Granada Hills South Neighborhood Council webmaster.
- d. Discussion and possible action to approve \$2,070.00 per year to use the Bridge Gap minutes writer service for the Granada Hills South Neighborhood Council board meetings.
- e. Discussion and possible action to approve a community impact statement to (support or oppose) Council File 25-0193 on Councilman Blumenfield's proposal to make Hanoi, Vietnam as a sister city to Los Angeles. As part of the City's discussions to establish a sister city relationship with Hanoi, the City's representatives and negotiators should keep in mind the policy set forth in Council File 19-0002-S 101.

## **IX. NEW BUSINESS**

- a. Discussion and possible action to approve the Granada Hills South Neighborhood Council 2025-2026 Fiscal Year Administrative Budget Packet.
- b. Discussion and possible action to approve the Monthly Expenditure Report (MER) for June 2025, May 2025, and April 2025.
- c. Discussion and possible action to approve the May 1, 2025 and July 3, 2025 board meeting minutes.
- d. Discussion and possible action to approve the funding and use of parliamentary assistance appointed from the approved temporary staffing services list provided by the Office of the City Clerk Neighborhood Council Funding Program.
- e. Discussion and finalization of date and time for GHSNC's Special Board Meeting to review GHSNC's bylaws, parliamentary procedures, and build camaraderie amongst board members. Our NEA, Jose Galdamez, as well as other city representatives will be present to give brief presentations and answer questions.

## **ADJOURNMENT**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte por correo electrónico [aronquillo@ghsnc.org](mailto:aronquillo@ghsnc.org) para avisar al Concejo Vecinal.

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

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

### **Public Posting of Agendas -**

Neighborhood Council agendas are posted for public review as follows:

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

### **Public Access of Records -**

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at 11024 Balboa Blvd., Box 767, Granada Hills, CA 91344, at <https://ghsnc.org/> or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Abbey Ronquillo, President, at (747)252-3296 or email at: [aronquillo@ghsnc.org](mailto:aronquillo@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/>



## 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](mailto: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**

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

**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**

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

#### b Approval of Board minutes April 2, 2025

Public Comment: No comment

**Motion: Passed**

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

**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**

<b>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.</b>				
<b>Moved: Benedetto Seconded: Kolstad</b>				
<b>Yes-12</b>	<b>No-00</b>	<b>Abstain-00</b>	<b>Ineligible-00</b>	<b>Absent-02</b>
<b>Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson</b>	None	None	None	<b>Danielyan, Yang</b>

#### 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**

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

**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

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

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

Public Comment: No comment

**Motion: Passed**

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

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

Public Comment: No comment

**Motion: Passed**

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

- 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**

<b>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</b>				
<b>Yes-12</b>	<b>No-00</b>	<b>Abstain-00</b>	<b>Ineligible-04</b>	<b>Absent-02</b>
<b>Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson</b>	<b>None</b>	<b>None</b>	<b>Geddes, J. Nguyen, A. Nguyen. Oberstein</b>	<b>Danielyan, Yang</b>

#### 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**

<b>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</b>				
<b>Yes-12</b>	<b>No-00</b>	<b>Abstain-00</b>	<b>Ineligible-04</b>	<b>Absent-02</b>
<b>Benedetto, Hart, Horn, Karam, Kolstad, Morris, Owens, Pena, Ronquillo, Smith, Toumayan, Williamson</b>	<b>None</b>	<b>None</b>	<b>Geddes, J. Nguyen, A. Nguyen. Oberstein</b>	<b>Danielyan, Yang</b>

- 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**

<b>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</b>				
<b>Yes-06</b>	<b>No-06</b>	<b>Abstain-00</b>	<b>Ineligible-04</b>	<b>Absent-02</b>
<b>Benedetto, Hart, Horn, Kolstad, Morris, Smith</b>	<b>Karam, Owens, Pena, Ronquillo, Toumayan, Williamson</b>	<b>None</b>	<b>Geddes, J. Nguyen, A. Nguyen. Oberstein</b>	<b>Danielyan, Yang</b>

Public Comment: No comment

**Motion: Passed**

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

- 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 20<sup>th</sup> is the last day to file an event form. June 1<sup>st</sup> is the last day to submit check request. June 20<sup>th</sup> 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 21<sup>st</sup>.**
- 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**

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

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**



## Granada Hills South Neighborhood Council

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

Website: [www.ghsnc.org](http://www.ghsnc.org) Email: [board@ghsnc.org](mailto:board@ghsnc.org)

### Board Meeting Minutes July 3, 2025 7:14PM-7:52PM (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	Present		At Large Director
Anush Danielyan	Present		At Large Director
Brendel Geddes	Present		At Large Directors
Carol Hart	Present		At Large Director
John Horn	Present		At Large Director
Sally Kolstad	Excused		At Large Director
Amanda Mercado-Nguyen	Present		At Large Director
James Mercado-Nguyen	Present		At Large Director
Mark Morris	Absent		At Large Director
Jeremy Oberstein	Present		At Large Director
Abbey Ronquillo, President	Present		At Large Director
Brad Smith	Present		At Large Director
Emily Tarverdyan	Absent		At Large Director
Vacant			Youth Boardmember
Vacant			At Large Director
Vacant			At Large Director
Vacant			At Large Director
Total Board Members -17	10 Present 03 Absent		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 (VOTE KEY: Yes, No, Abstain, Ineligible, Recuse, Absent)

I. CALL TO ORDER, FLAG SALUTE The meeting was called to order by Jose Galdamez, NEA from DONE at 7:14PM- Jose Galdamez led the Pledge of Allegiance.

II. ROLL CALL

GHSNC ITEM II. Roll Call		
Present –10	Absent 02	Excused-01
Benedetto, Danielyan, Geddes, Hart, Horn, A. Mercado-Nguyen, Oberstein, Ronquillo, Smith, J. Mercado-Nguyen	Morris, Tarverdyan	Kolstad

III. SPECIAL ORDERS Stakeholder called for a Point of Order. She stated that DONE General Manager Carmen Chang told her she could. It is according to The Los Angeles Administrative Code 22801.1 Stakeholders and Bylaws 2.2. The Treasurer and other Board members did not complete their trainings and were not eligible



to vote in the previous meetings including the MERS. She stated who was not eligible and they voted anyways. She wanted the President to rule on this. There is currently no President so Mr. Galdamez suggest it that she state it to the Board. She raised concerns about the previous meetings minutes. At this time there is not a set of minutes that the Board will be able to vote on due to gross errors. This is not a Public Comment, it is a Point of Order and she expects a ruling. The votes that were done last month are wrong. Mr. Galdamez was told he can't rule. Mike Benedetto stated that all of the votes from last month are re-agendized for tonight.

- a. Installation of newly-elected Board of Directors (Oath of Office) Jose Galdamez swore in the Board.
- b. Election of new Executive Officers:
  - i. President/Chair-**Oberstein nominated Ronquillo seconded by A. Mercado-Nguyen**
    1. **Abbey Ronquillo stated that she has been on the Neighborhood Council for three terms. Her background is in Psychology and Organizational Leadership. She has done the Robert's Rules of Order Training.**

**Public Comment:**

- a. **Stakeholder Brian- He understands that the members of this Board colluded and had communications behind the scenes, and came to a decision on who should be elected to the Executive Positions. He asked them to be honest and admit to it.**
- b. **Stakeholder Maria we have gone through many Presidents because it is overwhelming and then they leave.**
- c. **Garry- Mike is a seasoned President and has done nothing wrong this is Dirty Politics. This is very sad.**
- d. **Glenn- following the rules is very important. The last few meetings he witnessed that the BACS were being signed when people who voted were ineligible. This a primary responsibility. The buck stops with you and you need to be compliant.**
- e. **Stakeholder- You (Ms. Ronquillo) had not finished your training- can you explain why?**

**Motion: Passed**

GHSNC ITEM III a. Motion to appoint Abbey Ronquillo as the Board President. Moved: Oberstein Seconded: A. Mercado-Nguyen				
Yes-10	No-00	Abstain-00	Ineligible-00	Absent-03
Benedetto, Danielyan, Geddes, Hart, Horn, A. Mercado-Nguyen, J. Mercado-Nguyen, Oberstein, Ronquillo, Smith	None	None	None	Kolstad, Morris, Tarverdyan

- ii. Vice President- **Mike Benedetto was nominated by Hart and seconded by J. Mercado-Nguyen. Jeremy Oberstein was nominated by Smith and seconded by J. Mercado-Nguyen. Jeremy recognizes that Mike has a lot of experience on the Board. He ran for the Board to be a part of public service and sees opportunity to work together. Mike-stated that he and Abbey have worked together for a long time. He has a love for the Neighborhood Council.**

**A Boardmember-stated that it is a rumor that Jeremy Oberstein is not a stake holder. Jeremy Oberstein stated he is a Stakeholder and has a small business that is based in Granada Hills. For whatever reason it was looked into by DONE and they ruled on it today. Motion to Postpone the entire Agenda until the next meeting.**



**Public Comment:**

- a. Stakeholder-What is your business and what kind of business is it?
- b. Stakeholder-Why won't you answer the question?
- c. Glenn Stakeholder- Saw the email from the Department. There is nothing in there that includes the documentation used. I was an Election Administrator and reviewed hundreds of filing forms for Neighborhood Council applicants and their documentation. The issue is that the City Clerk was given a P.O. Box for Granada Hills Post Office. You cannot work at the Granada Hills Post Office running your business. You can't live at the Granada Hills Post Office and you can't own property at the Granada Hills Post Office. I hope this is addressed after Public Comment.

Jeremy Oberstein stated he had no role in the adjudication of the matter with DONE. According to the laws of the City and the Neighborhood Council Bylaws, I am a stakeholder in this volunteer position. My business, a communications firm, where I work with foundations and non-profit organizations to help them communicate their message and have worked in city hall for more than 10 years, for councilmembers and elected officials. I am a Stakeholder for all intents and purposes. I am not sure how else I can say that. He responded that he lives in Northridge. Th P.O Box is the address of his office.

Brian Allen stated that in his opinion it does not qualify him for the Board.

NEA, Jose Galdamez for a qualifying address a P.O. Box can not be used for stakeholder ship.

Jeremy Oberstein-If that is what you rule as the NEA, then that is okay. Look, this is a volunteer position

Jose Galdamez said he would follow up as well.

Jeremy Oberstein-stated that in light of that he would withdraw from the nomination and resign from the Neighborhood Council.

**Motion: Passed**

<b>GHSNC ITEM II. Motion to Postpone all items on the agenda until the next Board meeting so they can get clarification.</b>				
<b>Moved: Smith Seconded: Ronquillo</b>				
<b>Yes-10</b>	<b>No-00</b>	<b>Abstain-01</b>	<b>Ineligible-00</b>	<b>Absent-03</b>
<b>Benedetto, Danielyan, Geddes, Hart, Horn, A. Mercado-Nguyen, J. Mercado-Nguyen, Oberstein, Ronquillo, Smith</b>	<b>None</b>	<b>Oberstein</b>	<b>None</b>	<b>Kolstad, Morris, Tarverdyan</b>

**President Ronquillo moved the meeting to Item VIII., Public Comment**

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

VI. 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

VII. COMMITTEE REPORTS-NONE

VIII. GENERAL PUBLIC COMMENT OF NON-AGENDIZED ITEMS

- a. **Stakeholder Glenn-when people write an address with a P.O. Box, they write P.O. Box then the number, generally they don't use the street address of the Post Office. If they are not trying to show that it is not P.O. Box they use the street address of the Post Office.**
- b. **Stakeholder Garry says that he does usually hear of someone saying they own a business when it is a non-profit, No one made any reference to the Bylaws of this Board.**

**President Ronquillo moved the meeting to Item X., Adjournment**

IX. BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS

X. **ADJOURNMENT The meeting was adjourned at 7:52PM**

NEXT MEETING WILL BE August. 7, 2025

# 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 for 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 number .....5237732815

Invoice date .....Apr 30, 2025

Billing ID .....9930-5897-7673

Domain name .....ghsnc.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				<b>\$174.29</b>

**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>







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

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

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



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)	<b>Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
		\$	\$
		\$	\$
		\$	\$

6b)	<b>Non-Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	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: \_\_\_\_\_

<b>Source of Funding</b>	<b>Amount</b>	<b>Total Projected Cost</b>
	\$	\$
	\$	\$
	\$	\$

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:

<b>Name of NC Board Member</b>	<b>Relationship to Applicant</b>

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](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form

## Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Granada Hills South NC

Meeting Date: May 1, 2025

Budget Fiscal Year: 2024 2025

Agenda Item No: IV A.

Board Motion and/or Public Benefit  
Statement (CIP and NPG):

GHSNC Approves a NPG for the LA Parks Foundation for \$1,000 for the Egg Hunt with a completion date of May 30, 2025

Method of Payment: (Select One)

☐ Check☐ Credit Card☐ Board Member Reimbursement

## Vote Count

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

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Mike Benedetto	President	X					
Colleen Toumayan	Vice President	X					
Abbey Ronquillo	Treasurer	X					
Ashley Pena	Secretary	X					
Mark Morris	Member	X					
Launa Bogartz	Member				No longer on Board		
Carol Hart	Member	X					
John Horn	Member	X					
George Karam	Member	X					
Sally Kolstad	Member	X					
Brad Smith	Member	X					
Angela Yang	Member				X		
Linda Williamson	Member	X					
Kayla Owens	Member	X					
Anush Danielyan	Member				X		
Jeremy Oberstein						X	
James Mercado-Nguyen						X	
Amanda Mercado-Nguyen						X	
Brandel Geddes						X	
Board Quorum: 9	Total:	12	0	0	2	4	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature

Abbey Ronquillo

Authorized Signature:

Print/Type Name:

Abbey Ronquillo- Treasurer

Print/Type Name:

Mike Benedetto-Alternate signer

Date: May 10, 2025

Date: May 10, 2025

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



# 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 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)	<b>Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	None	\$None	\$None
		\$	\$
		\$	\$

6b)	<b>Non-Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	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](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form



# Monthly Expenditure Report



**Reporting Month: June 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
\$14800.07	\$1953.68	\$12846.39	\$0.00	\$0.00	\$12846.39

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$20350.00	\$1603.68	\$10426.31	\$0.00	\$10426.31
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	\$350.00	\$-11400.00	\$0.00	\$-11400.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$31820.01	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_GHSNC.OR	06/01/2025	GHSNC paid Google for Web services for \$181.47 for June 2025 which is also part of our Admin Budget	General Operations Expenditure	Office	\$181.47
2	PY NOVA STORAGE MISSI	06/04/2025	GHSNC Paid Nova Storage \$233 to store our belonging which is also part of our Admin Budget	General Operations Expenditure	Office	\$233.00
3	PIZZASAURUS REX	06/05/2025	GHSNC Paid pizzasaurus Rex \$59.20 for pizza at our June 2025 meeting, which is also part of our Admin Budget	General Operations Expenditure	Office	\$59.20
4	NORTHRIDGE GRAPHIC AND	06/18/2025	GHSNC Paid Northridge stationary \$29.25 for copies at our June meeting, 2025 which is also part of our admin package	General Operations Expenditure	Office	\$29.25
5	STAPLES 00104802	06/19/2025	GHSNC Paid staples \$184.35 per copy paper and printer toner, which is also part of our admin package	General Operations Expenditure	Office	\$184.35
6	WM SUPERCENTER #2526	06/20/2025	GHSNC Paid Walmart \$195.08 for storage bins to put our public storage items in, BAC included	General Operations Expenditure	Office	\$195.08
7	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	05/29/2025	Approval for 171.33 to Bridgegap for minute writing for the month of May 2025.	General Operations Expenditure	Office	\$171.33



8	City of Los Angeles - Department of Neighborhood Empowerment	05/30/2025	Approve payment for Canva Pro for 100.00 beginning in the physical year of 2025-2026. The license allows NCs to access branded templates and designs to support NC outreach with flyers, social ...	General Operations Expenditure	Office	\$100.00
9	Canoga Park Senior Citizens' Club	05/21/2025	Action to approve an NPG for up to \$350 for a Seniors Dance put on by Park and Recs	Neighborhood Purpose Grants		\$350.00
10	AARON SHEPHERD DEVANDRY	05/28/2025	Approve moving 450.00 from the election expenditures category- (from our admin budget slated for \$1160.08) to cover possible shortages of monies due to Concept to Web.	General Operations Expenditure	Office	\$450.00
<b>Subtotal:</b>						<b>\$1953.68</b>

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



# Invoice

Invoice number: 5266315819

**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 number .....5266315819

Invoice date .....May 31, 2025

Billing ID .....9930-5897-7673

Domain name .....ghsnc.org

## Google Workspace

---

Total in USD	<b>\$181.47</b>
--------------	-----------------

## Summary for May 1, 2025 - May 31, 2025

---

Subtotal in USD	\$166.18
-----------------	----------

State sales tax (5.6%)	\$9.31
------------------------	--------

Local sales tax (3.6%)	\$5.98
------------------------	--------

Total in USD	<b>\$181.47</b>
--------------	-----------------

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	May 1 - May 31	19	159.60
Google Workspace Business Starter - Archived User	Usage	May 15 - May 31	5	6.58
Subtotal in USD				\$166.18
State sales tax (5.6%)				\$9.31
Local sales tax (3.6%)				\$5.98
Total in USD				<b>\$181.47</b>

**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>



Nova Storage Mission Hills  
14800 Rinaldi Street  
Mission Hills, CA 91345

PAYMENT RECEIPT

Account Number:  
3511176

<b>Michael Benedetto</b> Granada Hills South Neighborhood Council 16465 Donmetz St. Granada Hills, CA 91344 (818) 723-8087	RECEIPT ID	PAYMENT DATE	CHANGE DUE	AMOUNT
	1205846980	6/4/2025	\$0.00	\$233.00

Invoice	Item	Qty	Rate	Discount	Subtotal	Tax	Total	Paid
#2398	DEANS_AND_HOMER-1 Deans & Homer - \$2,500.00 (6/1/2025 - 6/30/2025)		\$10.00		\$10.00	\$0.00	\$10.00	\$10.00
#2398	Unit #0521 Rent Unit 0521 - 10x10 (6/1/2025 - 6/30/2025)		\$223.00		\$223.00	\$0.00	\$223.00	\$223.00
							Total Paid	
Jun 04, 2025 12:10 AM      Mastercard ****1445							\$233.00	

Unit #0521 Paid Through 6/30/2025

.....  
If you have any past due amounts for your storage unit(s), those balances will appear below.

**Super Savings!!**

Mention this coupon to save 15% on your next retail purchase at Nova Storage Mission Hills. This includes: Boxes, Packing Supplies, Tape, Labels, Moving Blankets, and much more!

Also, **Refer-A-Friend** and get **FREE RENT\***! Ask your property manager for more details!

\* (\$25 or \$50 rent credit) Ask Store Team Member for specifics.





Invoice

PIZZASAURUS REX

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

DATE: 6/5/2025  
6/4/2025

TO

GHSNC

Attention

Mike

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL
1		Large Pepperonies			
1		Large Pineapples		\$	54.20
1		Large Veggie			
				Subtotal	\$ 54.20
				SALE TAX	INC
				GRATUITY	\$ 5.00
				TOTAL	\$ 59.20

THANK YOU FOR YOUR BUSINESS!

Emad A. Hossini







9130 B Reseda Blvd  
Northridge, CA 91325  
Tel: (818) 775-0255  
Email: [order@nccprint.com](mailto:order@nccprint.com)

DATE: 6/5/25  
DUE DATE: 6/5/25  
1238

Description	Quantity	Rate	Amount
Painting	334		2872
Total:			\$ 2872

ATTACHED:

- ☐ FLASH DRIVE  
☐ DISK  
☐ ORIGINAL  
☐ EMAIL

Person incharge: \_\_\_\_\_

THANK YOU FOR YOUR BUSINESS.

Tax: \$ 2.53  
Paid: \$ 29.75  
Balance: \$ \_\_\_\_\_  
Due Balance: \$ \_\_\_\_\_





725 Chatsworth St.  
Granada Hills, CA 91344  
818-831-8095

Sale

Store: 480 Register: 1  
Date: 6/19/25 Time: 8:46 PM  
Transaction: 51340 Cashier: 2055877

REWARDS NUMBER \*\*\*\*\*1763

Qty	Item	Price	Amount
1	EPSON T812 XL BLAC		
	010343953715	52.99	52.99
1	EPSON T812 BLACK/C		
	010343953852	75.99	75.99
1	HAMMERMILL 20/32 1 *		
	122374	38.99	38.99
Instant Savings		(10.00)	
100% Price Guarantee: \$38.99		(8.00)	

Subtotal 167.97  
CALIFORNIA 9.75% 16.38

Total 184.35

MASTERCARD USD\$184.35  
Card No.: XXXXXXXXXXXX1445 [C]  
Chip Read  
Auth No.: 004651  
Mode.: Issuer  
AID.: A00000041010  
TVR.: 0000000000  
IAD.: 0110607001220000439800000000000000F  
TSI.: E800  
ARC.: 3050

005500

Signature  
Receipt  
for a  
debit  
card  
original  
in the  
store

\*Item is currently on promotion. Some  
coupons are only valid on regular priced  
items. Please see the coupon terms and  
conditions for details.

#### Easy Rewards Point Summary

Points Redeemed Today	0
Points Remaining	113
Dollars Remaining	\$0.00

Points will post within 5 business days.  
Terms and conditions apply.

THANK YOU FOR SHOPPING AT  
STAPLES!



01131NH113140X1440001



Give us feedback @ survey.walmart.com  
Thank you! ID #:7VPPN1MC286

**Walmart\***

WM Supercenter  
818-832-0643 Nor-EDWARD  
19821 RINALDI ST  
PORTER RANCH CA 91326  
ST# 02526 OP# 001403 TEN 16 TR# 05014  
# ITEMS SOLD 15  
TC# 4141 8249 6434 5372 6523 3



ST 17.56	ECC 007314910861	11.98 X
ST 17.56	ECC 007314910861	11.98 X
ST 70.97	ECC 007314910860	
13 AT	1 FOR	11.83
	SUBTOTAL	153.79 X
	TAX 1	9.750 X
	TOTAL	177.75
	MCARD TEND	17.33
		195.08
		195.08
		1445 I 1

MASTERCARD  
APPROVAL # 079876  
REF # U573HC098394  
ATD A0000000041010  
AAC 9A00C2A1CECD4671  
TERMINAL # 56338845  
\*NO SIGNATURE REQUIRED

06/20/25 16:00:56  
CHANGE DUE 0.00  
\*\*\*CUSTOMER COPY\*\*\*



Get free delivery  
from this store  
with Walmart+

Scan for 30-day free trial.  
Low Prices You Can Trust. Every Day.  
06/20/25 16:00:56

**Agenda Item No:** IV. C.

**GHSNC to approve up to \$400 for the purchase of plastic storage bins for inventory in the public storage unit**

☐ 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.**

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Mike Benedetto	Vice-President		X				
Launa Bogartz	Member	X					
Michael Koch	Member						
Carol Hart	Member				X		
John Horn	Member	X					
George Karam	Member	X					
Michael Koch	Member				X		
Sally Kolstad	Member				X		
Mark Morris	President	X					
Ashley Pena	Member				X		
Rox Poon	Member				X		
Abbey Ronquillo	Treasurer	X					
Brad Smith	Member	X					
Colleen Tournayan	Secretary	X					
Michelle Waldenmeyer	Member				X		
Linda Williamson	Member	X					
Board Quorum: 9	Total:	8	1	0	6	0	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Take B. ~~10~~

Print/Type Name: Mike Benedetto, Vice-President

11-6-23

10008 National Blvd #319  
Los Angeles, CA 90034-3809  
Phone 213.797.0999

DATE: MAY 11, 2025

**TO:**  
Abbey Ronquillo  
aronquillo@ghsnc.org  
GHSNC Treasurer  
11024 Balboa Blvd Box 767  
Granada Hills, CA 91344  
818-217-0511

**COMMENTS OR SPECIAL INSTRUCTIONS: MINUTES**

ASSIGNED SPECIALIST	NEIGHBORHOOD COUNCIL	ACCOUNT NUMBER	MEETING DATE	TIME	TERMS
Staff	GHSNC	3000	05/01/2025	1900	Due on receipt

TIME IN	DESCRIPTION	TIME OUT	TOTAL
	Create template		.05
	Attend meeting		3.5
	Edit minutes		1.5
SUBTOTAL HOURS			5.5
RATE PER HOUR			31.15
TOTAL DUE			171.33

**Invoice Number 300001**

If you have any questions concerning this work order, contact Terrence Gomes, info@BTSASA.com

**THANK YOU FOR YOUR BUSINESS!**







# CITY OF LOS ANGELES

## BOARD OF NEIGHBORHOOD COMMISSIONERS

JOY ATKINSON  
PRESIDENT

LEONARD SHAFFER  
VICE PRESIDENT

DEBBIE WEHBE  
MAGGIE QUIROZ  
KEREN WATERS  
RANDELL ERVING  
DOUGLAS EPPERHART

Email: [commission@empowerla.org](mailto:commission@empowerla.org)

## CALIFORNIA



KAREN BASS  
MAYOR

NEIGHBORHOOD COUNCILS  
**EMPOWER LA**  
Department of  
NEIGHBORHOOD EMPOWERMENT

20<sup>th</sup> FLOOR, CITY HALL  
200 NORTH SPRING STREET  
LOS ANGELES, CA 90012

TELEPHONE (213) 978-1551  
TOLL-FREE 3-1-1  
FAX: (213) 978-1751  
E-MAIL: [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org)

CARMEN CHANG  
GENERAL MANAGER

ERICK MUÑOZ  
COMMISSION EXECUTIVE ASSISTANT

[www.EmpowerLA.org](http://www.EmpowerLA.org)

## BILL TO: Granada Hills South Neighborhood Council

**INVOICE #25-C055**

### Address:

Granada Hills Charter High School, Rawley Hall  
10535 Zelzah Ave.  
Granada Hills, CA 91344

**DATE: May 22<sup>th</sup>, 2025**

**President:** Michael Benedetto **Email:** [mbenedetto@ghsnc.org](mailto:mbenedetto@ghsnc.org)

**Treasurer:** Abbey Ronquillo **Email:** [aronquillo@ghsnc.org](mailto:aronquillo@ghsnc.org)

**DUE DATE: May 29<sup>th</sup>, 2025**

Qty	Item Description	Unit Price	Amount
1.00	Canva Licenses Start Date 06/18/2025 End Date: 06/17/2026	\$100.00	\$100.00
<b>Total Cost</b>			<b>\$100.00</b>

Please make Checks Payable to:

**City of Los Angeles - Department of Neighborhood Empowerment**

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

Date: May 10, 2025

# Canoga Park Senior Citizens' Club

A Non-Profit Group Dedicated to Seniors  
7326 Jordan Ave | Canoga Park, CA 91303  
818-340-2633

*"Working to make Life Better for our Senior Community"*

January 23, 2025

Dear Esteemed Neighborhood Council,

Thank you for taking the time to consider this year's proposal for the use of NPG funds to provide support for the Salute to Recreation Family Festival Senior Dance being held at the Northridge Recreation Center. This year's theme is "A Tribute to Footloose". Last year's dance, "Motown and Disco", was a huge success and over 260 seniors enjoyed themselves immensely. This year our goal is to use the proposed NPG funds to finance the senior dance which will be held May 16<sup>th</sup> during the annual Salute to Recreation Family Festival in May of 2025. The event is attended by seniors in the West Valley from Northridge, Porter Ranch, Granada Hills, Chatsworth, North Hills, Canoga Park, Reseda, and West Hills areas. This event is free to the community and a \$2.00 donation is voluntary for attendees. We have sent Myrka Martinez as our representative to propose what the funds will be used for and to answer any questions you may have in regards to our request.

We are a non-profit club for the West Valley, Canoga Park, and surrounding communities. Our club's vision is to help and assist seniors as well as local government and communities through volunteerism and outreach. The club seeks to develop and foster special community relationships that bring our neighborhoods together. The Salute to Recreation Family Festival Senior Dance is a venue that will accomplish this and afford the Neighborhood Councils a part in it while showcasing all that your organizations do.

We thank you for your time and consideration.

Sincerely,



Lorry Reeves  
President

Canoga Park Senior Citizens' Club  
7326 Jordan Ave  
Canoga Park, CA 91303  
818-340-2633

# 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 Neighborhood Council

## SECTION I - APPLICANT INFORMATION

1a) Canoga Park Senior Citizens' Club 80-0653543 California 1/5/17  
*Organization Name* *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 7326 Jordan Ave. Canoga Park CA 91303  
*Organization Mailing Address* *City* *State* *Zip Code*

1c) \_\_\_\_\_  
*Business Address (If different)* *City* *State* *Zip Code*

### 1d) PRIMARY CONTACT INFORMATION:

Lorry Reeves 818-340-2633 LR5655@att.net  
*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**

Canoga Park Senior Citizens' Club; 7326 Jordan Ave Canoga Park CA 91303

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.

Your generosity will help fund the Salute to Recreation Senior Dance on May 16, 2025 at the Northridge Recreation Center.

### 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 grant will support the Salute to Recreation Senior Dance festivities in funding food and refreshments for the senior dance. The event is open to all community seniors and offers seniors an opportunity to socialize, dance, and meet new persons in their communities. Participation in this event offers the Neighborhood Council an opportunity to showcase their organization and its commitment to outreach to seniors throughout the surrounding area.



**SECTION III - PROJECT BUDGET OUTLINE**

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

6a)	<b>Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
		\$	\$
		\$	\$
		\$	\$

6b)	<b>Non-Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	Dinner - New catering vendor	\$ 350.00	\$ 3,000.00
		\$	\$
		\$	\$

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

☐ No ☒ Yes If Yes, please list names of NCs: CNC, GHNNC, GHSNC, NENC, NHWNC, NSNC, NWNC, PRNC, WHNC

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: \$ 350.00

10a) Start date: 02 / 01 / 25 10b) Date Funds Required: 04 / 30 / 25 10c) Expected Completion Date: 05 / 16 / 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.)

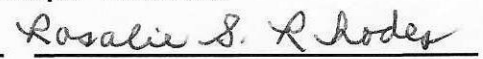
**SECTION V - DECLARATION AND SIGNATURE**

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\*

Lorry Reeves President  1/23/25  
PRINT Name Title Signature Date

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

Rosalie Rhodes Secretary  1/23/25  
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](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 02 2017

CANOGA PARK SENIOR CITIZENS CLUB  
7326 JORDAN AVENUE  
CANOGA PARK, CA 91303-0000

Employer Identification Number:  
80-0653543  
DLN:  
26053409001847  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Form 990-PF Required:  
Yes  
Effective Date of Exemption:  
January 5, 2017  
Addendum Applies:  
Yes

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a private foundation within the meaning of Section 509(a).

You're required to file Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation, annually, whether or not you have income or activity during the year. If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PF" in the search bar to view Publication 4221-PF, Compliance Guide for 501(c)(3) Private Foundations, which describes your recordkeeping, reporting, and disclosure requirements.



☐ Board Member Reimbursement

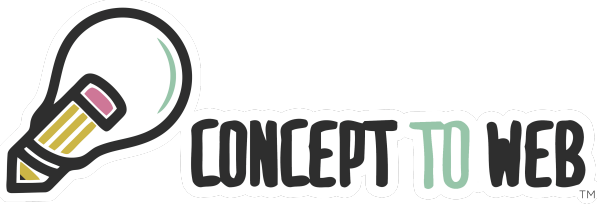
**Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.**

Date: 4-11-2025

☐ 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.**

Date: 4-11-25



Aaron DeVandry - Concept To Web  
818-613-8261  
18403 West Vogel Avenue  
Waddell, AZ 85355

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

**Date of Issue**  
09/28/2024  
  
**Due Date**  
10/28/2024

**Invoice Number**  
GHSNC146

**Amount Due (USD)**  
**\$300.00**

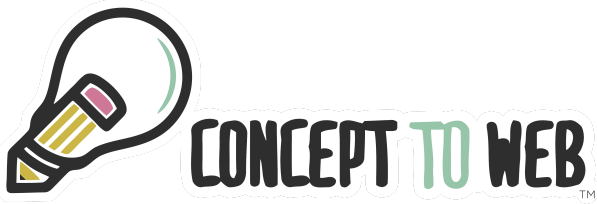
Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management September and October 2024	\$150.00	2	\$300.00
Subtotal			300.00
Tax			0.00
Total			300.00
Amount Paid			0.00
Amount Due (USD)			\$300.00

#### 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



Aaron DeVandry - Concept To Web  
818-613-8261  
18403 West Vogel Avenue  
Waddell, AZ 85355

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

**Date of Issue**  
11/12/2024  
  
**Due Date**  
12/12/2024

**Invoice Number**  
GHSNC147

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

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management November 2024	\$150.00	1	\$150.00
Subtotal			150.00
Tax			0.00
Total			150.00
Amount Paid			0.00
Amount Due (USD)			\$150.00

#### Notes

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

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

-Aaron

# 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
<b>Subtotal:</b>						<b>\$490.81</b>

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



# 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 number .....5212260471

Invoice date .....Mar 31, 2025

Billing ID .....9930-5897-7673

Domain name .....ghsnc.org

## Google Workspace

---

Total in USD	<b>\$154.20</b>
--------------	-----------------

## 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				<b>\$154.20</b>

**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 Software DATE: 4/2/25  
TEL: \_\_\_\_\_ DUE DATE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

Description	Quantity	Rate	Amount
Panting	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

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

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



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](mailto: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 2<sup>nd</sup> Signer is being appointed**SIGNATURE OF THE 2<sup>ND</sup> SIGNER

DATE

PRINT NAME OF THE 2<sup>ND</sup> 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

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

DATE

PRINT NAME OF THE 1<sup>ST</sup> BANK CARD HOLDER

EMAIL

**Vice President**

BOARD POSITION

PHONE NUMBER

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

DATE

**Mike Benedetto**

mbenedetto@ghsnc.org

PRINT NAME OF THE 2<sup>ND</sup> 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**

**1<sup>st</sup> Bank Cardholder**

\_\_\_\_\_  
SIGNATURE OF THE 1<sup>st</sup> BANK CARD HOLDER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME OF THE 1<sup>st</sup> BANK CARD HOLDER

**2<sup>nd</sup> Bank Cardholder**

\_\_\_\_\_  
SIGNATURE OF THE 2<sup>nd</sup> BANK CARD HOLDER

\_\_\_\_\_  
DATE

**Mike Benedetto**

\_\_\_\_\_  
PRINT NAME OF THE 2<sup>nd</sup> 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***

<b>Office/Operational Expenditures Category</b>	
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
<b>Total Office/Operational Expenditures \$15,500.00</b>	

<b>Granada Hills South</b> <b>Neighborhood Council</b> <b>Annual Budget for Fiscal Year: 2025 - 2026</b>	
<b>Annual Budget Funds</b>	<b>\$25,000.00</b>
<b>Rollover Funds* from 2023-2024 on Bus Benches</b>	<b>\$12,846.39</b>
<b>Total Annual Budget Funds</b>	<b>\$ 37,846.39</b>

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
<b>Total Office/Operational Expenditures</b>	<b>\$ 11,046.39</b>

\*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
<b>Total Outreach Expenditures</b>	<b>\$ 13,100.00</b>

Election Expenditures Category	
Election Mailers & Candidate Forum food & etc.	000.00
<b>Total Election Expenditures</b>	<b>\$ 000.00</b>



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

Community Improvement Projects (CIP) Expenditures Category	
Community Improvement	\$ 750.00
<b>Total CIP Expenditures</b>	<b>\$ 750.00</b>

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
<b>TOTAL EXPENDITURES FOR THE FISCAL YEAR</b>	<b>\$ 37,846.39</b>

## 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:	