

CITY OF LOS ANGELES
CALIFORNIA

**Neighborhood Council
Governing Board**

Abbey Ronquillo, **President**
Jeremy Oberstein, **Vice-President**
John Horn, **Secretary**
Brendel Geddes, **Treasurer**



11024 Balboa Blvd,
Box 767
Granada Hills, CA 91344

Email: board@ghsnc.org
Website: GHSNC.org

**GRANADA HILLS SOUTH
NEIGHBORHOOD
COUNCIL**

**Board Meeting Agenda
Los Angeles Fire Department Station 87
Conference Room
10124 Balboa Blvd.
Granada Hills, CA 91344
Thursday November 6, 2025
7:00 PM**

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
Linda Williamson
2 Vacant At-Large Directors
1 Vacant Youth Board Member**

All agenda items are subject to discussion and possible board action

I. CALL TO ORDER

II. FLAG SALUTE AND BOARD ROLL CALL

III. GOVERNMENT REPORTS

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

V. NEW BUSINESS

- a. Discussion and possible action to approve the minutes from the September 11, 2025 and October 8, 2025, board meetings.
- b. Discussion and possible action to approve Steven Hosseini as a GHSNC Board Member for the remaining 2025-2027 term.
- c. Discussion and possible action to approve Douglas Escobar as a GHSNC Board Member for the remaining 2025-2027 term.
- d. Discussion and possible action to approve the Granada Hills Community Foundation Neighborhood Purpose Grant for up to \$3,000.00. The NPG would support the 42nd Annual Granada Hills Holiday Parade.

- e. Discussion and possible action approve up to \$600.00 for the annual holiday celebration on December 5, 2025.
- f. Discussion and possible action approve up to \$2,500.00 to host a Homelessness Town Hall.

VI. BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS

VII. 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 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

Public Posting of Agendas -

Neighborhood Council agendas are posted for public review as follows:

- 17723 Chatsworth Street, Granada Hills, CA 91344
- <https://ghsnc.org/>
- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

Notice to Paid Representatives -

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

Public Access of Records -

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at 11024 Balboa Blvd., Box 767, Granada Hills, CA 91344, at <https://ghsnc.org/> or at the scheduled meeting. 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.

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: www.ghsnc.org Email: board@ghsnc.org
Board Meeting Minutes September 11, 2025 7:00PM-9:13PM (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	Absent/Excused		At Large Director
Brendel Geddes Treasurer	Present		At Large Directors
Carol Hart	Absent		At Large Director
John Horn Secretary	Present		At Large Director
Sally Kolstad	Absent/Arrived at 7:10PM		At Large Director
Amanda Mercado-Nguyen	Present		At Large Director
James Mercado-Nguyen	Present		At Large Director
Mark Morris	Present		At Large Director
Jeremy Oberstein Vice President	Present		At Large Director
Abbey Ronquillo President	Present		At Large Director
Brad Smith	Present		At Large Director
Emily Tarverdyan	Absent/Excused		At Large Director
Vacant			Youth Boardmember
Vacant			At Large Director
Vacant			At Large Director
Vacant			At Large Director
Vacant			At Large Director
Total Board Members -13	09 Present 04 Absent		

*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**-The meeting was called to order at 7:00 by President Ronquillo. The president stated that every meeting we need to be respectful and supportive of each other.

II. **FLAG SALUTE AND BOARD ROLL CALL**- Roll was called by President Ronquillo. Quorum was reached.

GHSNC ITEM II. Roll Call		
Present –09	Absent 02	Excused-02
Benedetto, Geddes, Horn, A. Mercado-Nguyen, J. Mercado-Nguyen, Morris, Oberstein, Ronquillo, Smith	Hart, Kolstad	Danielyan, Tarverdyan

III. GOVERNMENT REPORTS

- a. **Valley Field Representative, Congressman Whitesides Office, Shannon Hurst- The office is happy to help anyone with issues with the Departments of the Federal Government.**
Shannon.Hurst@mail.house.gov

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

- a. Maria Fisk- Centennial Celebration There will be a presentation on Oct 19 More information to follow.
- b. Alexandra Drew-Where are the minutes for last month?

Sally Kolstad joined the meeting at 7:10PM

V. OLD BUSINESS

- a. Discussion and possible action to appoint positions for Empower LA
 1. Homelessness Liaison – This individual, serves as a point of contact between your council and City departments, agencies, and coalitions working on housing and homelessness. Homelessness Liaisons help represent your board's perspective in broader policy conversations while also bringing back valuable information and opportunities to your community. HLs can be either board members or stakeholders. - **Michael Benedetto was appointed as the Homelessness Liaison**
 2. Regional Grievance Panelist- These panelists are called upon as needed to serve on a three-member panel that reviews formal grievances filed against Neighborhood Councils. Their participation helps uphold integrity and fairness across the NC system and promotes accountability throughout the network. Panelists must be board members and must complete required training before serving. Your board may appoint more than one representative to ensure availability when needed. - **Item Postponed**

VI. NEW BUSINESS

- a. Discussion and possible action to approve the Monthly Expenditure Report (MER) for July 2025 and August 2025

Public Comment: None

Motion: Passed

GHSNC ITEM VI a. Motion to approve the Monthly Expenditure (MER) for July 2025 and August 2025				
Moved: Ronquillo Seconded: Oberstein				
Yes-10	No-00	Abstain-00	Ineligible-00	Absent-03
Benedetto, Geddes, Horn, Kolstad, A. Mercado-Nguyen, J. Mercado-Nguyen, Morris, Oberstein, Ronquillo, Smith	None	None	None	Danielyan, Hart, Tarverdyan

- b. Discussion and possible action to approve the draft minutes for August 7, 2025 Board Meeting and August 17, 2025 Special Board Meeting.

Public Comment: Ms. Drew requests the meeting minutes for last month's minutes. There are no draft minutes for the public tonight. She wants to know if the MERs were approved.

Motion: Passed

GHSNC ITEM VI b. Motion to approve the draft minutes for August 7, 2025 Board Meeting and August 17, 2025 Special Board Meeting.				
Moved: Ronquillo Seconded: Oberstein				
Yes-10	No-00	Abstain-00	Ineligible-00	Absent-03
Benedetto, Geddes, Horn, Kolstad, Mercado-Nguyen, J. Mercado-Nguyen, Morris, Oberstein, Ronquillo, Smith	None	None	None	Danielyan, Hart, Tarverdyan

- c. Discussion and possible action 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.

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 above. **-The Hearing is scheduled for September 25, 2025.**

Public Comment: Questions were asked by community members which were answered by the applicant.

Motion: Passed

GHSNC ITEM VI c. Motion 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.				
Moved: Smith Seconded: Oberstein				
Yes-09	No-01	Abstain-00	Ineligible-00	Absent-03
Benedetto, Geddes, Horn, Mercado-Nguyen, J. Mercado-Nguyen, Morris, Oberstein, Ronquillo, Smith	Kolstad	None	None	Danielyan, Hart, Tarverdyan

- d. Discussion and possible action not to oppose – with conditions set forth below – Los Angeles City Planning Case Number ZA-2023-4817-CU-CUB-SPP-WDI, 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 and the applicant does business as Manny's Mobil.

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 is requesting permits for the following actions: Allow for deviations to development standards for the carwash, to an increase the hours of operation, specifically for the carwash, from 7 a.m. to 7 p.m. Monday to Friday; 9 a.m. to 8 p.m. Saturday; and 11 a.m. to 8p.m. 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 above, but with the following conditions:

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"

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;

Changed from 6:00AM- Midnight

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.

Public Comment:

- a. **Stakeholder-How does this fit into the corner?**
- b. **Stakeholder- Feels this is a violation of the Specific Plan page 6, which forbids new auto uses.**
- c. **Stakeholder-Wants money set aside for notifying community members.**

d. Has the community been surveyed?

Motion: Passed

GHSNC ITEM VI d. Motion not to oppose – with conditions set forth above – Los Angeles City Planning Case Number ZA-2023-4817-CU-CUB-SPP-WDI, 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. The operating hours were changed from 6:00-Midnight. The applicant will be adding cabling for future EV charging. This matter is also filed under ENV-2023-4818-EAF and the applicant does business as Manny’s Mobil. Moved: Smith Seconded: Oberstein				
Yes-09	No-01	Abstain-00	Ineligible-00	Absent-03
Benedetto, Geddes, Horn, Mercado-Nguyen, J. Mercado-Nguyen, Morris, Oberstein, Ronquillo, Smith	Kolstad	None	None	Danielyan, Hart, Tarverdyan

- e. Discussion and possible action to sponsor a Neighborhood Purpose Grant application from the L.A. Parks Foundation for up to \$1,000 for the Granada Hills Rec. Center Halloween Event on October 25, 2025.-**Michelle De la Hoya was there to give an update on the event and answer any questions.**

Public Comment: None

Motion: Passed

GHSNC ITEM VI e. Motion to sponsor a Neighborhood Purpose Grant application from the L.A. Parks Foundation for up to \$1,000 for the Granada Hills Rec. Center Halloween Event on October 25, 2025. Moved: Ronquillo Seconded: Kolstad				
Yes-10	No-00	Abstain-01	Ineligible-00	Absent-03
Benedetto, Geddes, Horn, Kolstad, Mercado-Nguyen, J. Mercado-Nguyen, Morris, Oberstein, Ronquillo, Smith	None	Oberstein	None	Danielyan, Hart, Tarverdyan

- f. Discussion and possible action to approve the suggested committees, ad hoc committees, liaisons, and respective committee members.

COMMITTEES

<u>BUDGET</u> Brendel Geddes , Chair Michael Benedetto Jeremy Oberstein	<u>COLLABORATION AND SUSTAINABILITY</u> John Horn, Chair Anush Danielyan Amanda Mercado-Nguyen James Mercado-Nguyen	<u>COMMUNITY OUTREACH</u> Michael Benedetto, Co-Chair Sally Kolstad, Co-Chair Amanda Mercado-Nguyen
<u>EMERGENCY SERVICES AND HOMELESSNESS</u> Michael Benedetto , Chair Carol Hart John Horn	<u>GOVERNMENT AFFAIRS</u> Jeremy Oberstein, Chair Abbey Ronquillo Bradley Smith	<u>PLANNING AND LAND USE MANAGEMENT</u> Bradley Smith, Chair Brendel Geddes Jeremy Oberstein

<u>SCHOOLS AND STUDENT ACTION</u> Abbey Ronquillo, Chair Mark Morris Emily Tarverdyan		
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AD HOC COMMITTEES AND LIAISONS

<u>AD HOC COMMITTEE TO REVIEW AND RECOMMEND UPDATES TO PRESENT BY LAWS</u> Mark Morris , Chair Michael Benedetto John Horn Sally Kolstad Jeremy Oberstein	<u>LIAISONS</u> Sally Kolstad, Senior Citizens John Horn, Homelessness Amanda Mercado-Nguyen, Cultural Affairs
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Public Comment: None

Motion: Passed

GHSNC ITEM VI f. Motion to approve the suggested committees, ad hoc committees, liaisons, and respective committee members. Moved: Ronquillo Seconded: Oberstein				
Yes-10	No-00	Abstain-00	Ineligible-00	Absent-03
Benedetto, Geddes, Horn, Kolstad, Mercado-Nguyen, J. Mercado-Nguyen, Morris, Oberstein, Ronquillo, Smith	None	None	None	Danielyan, Hart, Tarverdyan

ADJOURNMENT- The meeting was adjourned at 8:22PM.

DRAFT Minutes of the Special Granada Hills South Neighborhood Council meeting of October 8, 2025

I. The meeting was called to order at 7:04 a.m.

II. Board Roll Call

- Michael Benedetto - Present
- Anush Danielyan - Present
- Brendel Geddes - Present
- Carol Hart - Absent
- John Horn- Present
- Sally Kolstad - Absent
- James Mercado-Nguyen - Present
- Amanda Mercado-Nguyen - Late; arrived at 7:18 p.m.
- Mark Morris - Present
- Jeremy Oberstein - Present
- Abbey Ronquillo - Present
- Brad Smith - Present
- Emily Tarverdyan - Absent

III. Government Reports

- LAPD SLO John Parker report
 1. Homicide, rapes, burglaries and robberies are all down
 2. Advanced license plate readers Cameras have been set up and reduced property crimes
 3. Grand theft auto is up
- Dept of Neighborhood Empowerment, Jose Galdamez
 - City Clerk is doing a funding training program. RSVP at clerk.lacity.gov.
 - SB707, legislation signed by the Governor to give Neighborhood Councils the opportunity to meet virtually. DONE will follow up with NCs with instructions on how to meet virtually.
 - Zoom licenses invoices sent out.
 - NC members who missed the bylaws amendments workshop, they can view the recording of the session via empowerla.org
 - Gratitude for members who attended neighborhood congress.

IV. General Public Comment

- Alexandra Drew - in re: notice of admonition issued by the city
- Maria Fisk - free lecture on history of Granada Hills Sunday, Oct. 19 at 2 p.m. at Valley Relics Museum
- Sherry Mann - Does not approve of parts of the Valley being the car wash capital of California. Does not like that when building new construction, developers aren't required to provide parking spots.

V. New Business

A. Discussion and possible action to approve the Monthly Expenditure Report (MER) for September 2025.

- a. Action: This item was tabled for the November General Meeting

B. Discussion and possible action to approve Linda Williamson as a GHSNC Board Member for the 2025-2027 term.

- a. Linda: I was a board member last term and enjoy having the opportunity to serve and make a positive impact on the community.
- b. Public Comment
 - i. Maria - What is the process for approving a member?
 - ii. Douglas Escobar - interested in being on the board
- c. Board Comment
 - i. Anush Danielyan - why did you leave and why are you coming back?
 - 1. Linda: There was an interruption because I couldn't attend
 - ii. Brad Smith - Linda is an asset to the community. Lives here and is invested.
 - iii. Michael Benedetto - Concerned about past attendance
 - iv. Brendel Geddes - Concerned about a prior vote taken about the parade
 - v. Jeremy Oberstein - At a time when we struggle for attendance, we should welcome who has made a positive impact on the community and wants to do so again.
- d. Action - item is approved 8 to 2
 - i. Michael - No
 - ii. Anush Danielyan - Yes
 - iii. Brendel Geddes - No
 - iv. John Horn - Yes
 - v. Amanda Mercado-Nguyen - Yes
 - vi. James Mercado-Nguyen - Yes
 - vii. Mark Morris - Yes
 - viii. Abbey Ronquillo - Yes
 - ix. Jeremy Oberstein - Yes
 - x. Brad Smith - Yes

C. Discussion and possible action to add Jeremy Oberstein as co-chair of the Ad Hoc Committee to review and recommend updates to present by laws.

- a. Public comment
 - i. Alexandra Drew - complaint about bylaws
- b. Board comment
 - i. None
- c. Action - item is approved 11-0
 - i. Michael Benedetto - Yes

- ii. Anush Danielyan - Yes
- iii. Brendel Geddes - Yes
- iv. John Horn - Yes
- v. Amanda Mercado-Nguyen - Yes
- vi. James Mercado-Nguyen - Yes
- vii. Mark Morris - Yes
- viii. Abbey Ronquillo - Yes
- ix. Jeremy Oberstein - Yes
- x. Brad Smith - Yes
- xi. Linda - Yes

D. Discussion and possible action to appoint a key holder and do an audit of materials in the GHSNC storage unit.

- a. Public comment
 - i. None
- b. Board comment
 - i. Jeremy Oberstein proposed an amendment to the motion for the president and chair(s) of the outreach committee to be the key holders of the GHSNC storage unit.
- c. Board action
 - i. On the amending motion, the vote was 11-0
 - 1. Michael Benedetto - Yes
 - 2. Anush Danielyan - yes
 - 3. Brendel Geddes - Yes
 - 4. John Horn - yes
 - 5. Amanda Mercado-Nguyen - yes
 - 6. James Mercado-Nguyen - yes
 - 7. Mark Morris - yes
 - 8. Abbey Ronquillo - Yes
 - 9. Jeremy Oberstein - Yes
 - 10. Brad Smith - yes
 - 11. Linda Williamson - Yes
 - ii. On the motion, as amended, the item was approved 11-0
 - 1. Michael Benedetto - Yes
 - 2. Anush Danielyan - yes
 - 3. Brendel Geddes - Yes
 - 4. John Horn - yes
 - 5. Amanda Mercado-Nguyen - yes
 - 6. James Mercado-Nguyen - yes
 - 7. Mark Morris - yes
 - 8. Abbey Ronquillo - Yes
 - 9. Jeremy Oberstein - Yes
 - 10. Brad Smith - yes
 - 11. Linda Williamson - Yes

E. Discussion and possible action to approve an NPG to Vintage Magnet Elementary School for \$1,000 for installation of a mesh security screen covering the school's perimeter fence to block out unsafe activity.

a. Public comment

i. Alexandra Drew: Comment about GHSNC funding

b. Board comment

i. Jeremy Oberstein Oberstein - Acknowledge importance of request and child safety, but concerned about funding programs when the NC budget itself is so tight and when other government agencies have not funded.

ii. John Horn - Concerned about funding as well when the NC budget is tight.

c. Board action

i. The item was approved, 7-2

1. Michael Benedetto - ineligible

2. Anush Danielyan - Yes

3. Brendel Geddes - Yes

4. John Horn - No

5. Amanda Mercado-Nguyen - Yes

6. James Mercado-Nguyen - Yes

7. Mark Morris - Yes

8. Jeremy Oberstein - No

9. Abbey Ronquillo - Yes

10. Brad Smith - Yes

11. Linda Williamson - Ineligible

F. (THIS ITEM WAS TABLED FOR LATER CONSIDERATION) Discussion and possible action to approve an NPG to the Granada Hills Rotary Club for \$1,000 dollars for costs associated with a tent rental, printing, and miscellaneous supplies for its annual Oktoberfest event.

G. Discussion and possible action to approve an NPG to the Granada Hills Community Foundation for \$2,000 dollars for costs associated with event fees for the 2025 Granada Hills Street Faire and Car Show

(Mark Morris Davis recused himself from considering this item and left the room)

a. Public comment

i. Alexandra comment re MERs

ii. Sherry - question about MERs

b. Board comment

i. Brendel Geddes noted that this was considered and approved in Budget committee

- ii. Jeremy Oberstein Oberstein noted that the committee opted to reduce the amount of the NPG from the amount requested from the organizer due to the city's ongoing fiscal troubles.
- c. Board action
 - i. Motion was approved 8-0
 - 1. Michael Benedetto - Ineligible
 - 2. Anush Danielyan - yes
 - 3. Brendel Geddes - Yes
 - 4. John Horn - yes
 - 5. Amanda Mercado-Nguyen - yes
 - 6. James Mercado-Nguyen - yes
 - 7. Mark Morris - recused
 - 8. Jeremy Oberstein - yes
 - 9. Abbey Ronquillo - Yes
 - 10. Brad Smith - yes
 - 11. Linda Williamson -inelligible

(Mark Davis rejoined the meeting at 8:10)

- H. Discussion and possible action to approve an NPG to the Valley Academy of Arts and Sciences for \$1,000 dollars for costs associated with purchasing parts and supplies for student robotics competitions and classes.
 - a. Public comment
 - i. Douglas Escobar applauded the work of the program and school
 - b. Board comment
 - i. Linda Williamson noted her son was in robotics club at VAAS and became class valedictorian
 - ii. Jeremy Oberstein Oberstein asked if any other governmental agencies donated; answer was no.
 - c. Board action
 - i. Motion was approved 8-1
 - 1. Michael Benedetto - Ineligible
 - 2. Anush Danielyan - Yes
 - 3. Brendel Geddes - Yes
 - 4. John Horn - Yes
 - 5. Amanda Mercado-Nguyen - Yes
 - 6. James Mercado-Nguyen - Yes
 - 7. Mark Morris - Yes
 - 8. Jeremy Oberstein - No
 - 9. Abbey Ronquillo - Yes
 - 10. Brad Smith - Yes
 - 11. Linda Williamson - Ineligible

- I. Discussion and possible action to approve an NPG to the Granada Hills Rotary Club for \$1,000 dollars for costs associated with a tent rental, printing, and miscellaneous supplies for its annual Oktoberfest event.
(Anush Danielyan recused herself 8:25 p.m.)
- a. Public comment
 - i. Alexandra Drew - financial questions
 - b. Board comment
 - i. John Horn noted this event required tickets to be purchased for this event, that it was age restricted and thus not free and open to all members of the public, rendering it moot from NPG consideration
 - c. Board action
 - i. The motion failed 8-0
 - 1. Michael Benedetto - ineligible
 - 2. Anush Danielyan - Recused
 - 3. Brendel Geddes - No
 - 4. John Horn - No
 - 5. Amanda Mercado-Nguyen - No
 - 6. James Mercado-Nguyen - No
 - 7. Mark Morris - No
 - 8. Jeremy Oberstein - No
 - 9. Abbey Ronquillo - No
 - 10. Brad Smith - No
 - 11. Linda Williamson - ineligible

(Anush Danielyan rejoined the meeting at 8:32)

- J. Discussion and possible action to approve amending the 2025-2026 Admin Packet to reflect a reallocation of \$123.68 dollars for Zoom license and audio which will be deducted from the meeting refreshments budget of \$1,191.39.
- a. Public comment
 - i. Alexandra Drew - questioned why allocation of Zoom dollars came from a certain account
 - ii. Maria Fisk - appreciates fiscal responsibility, asked about refreshments
 - b. Board comment
 - i. Abbey Ronquillo mentioned that the board is working to fix previous errors and ensure it is fiscally sound and responsible.
 - ii. Michael Benedetto said new board members have a lot to learn
 - iii. Jeremy Oberstein reiterated DONE's comments about virtual meeting training for NC members
 - c. Board action
 - i. Motion is approved
 - 1. Michael Benedetto - ineligible

2. Anush Danielyan - Yes
3. Brendel Geddes - Yes
4. John Horn - Yes
5. Amanda Mercado-Nguyen - Yes
6. James Mercado-Nguyen - Yes
7. Mark Morris - Yes
8. Jeremy Oberstein - Yes
9. Abbey Ronquillo - Yes
10. Brad Smith - Yes
11. Linda Williamson - ineligible

Meeting was adjourned at 8:39 p.m.

SECTION III - PROJECT BUDGET OUTLINE

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

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
	None	\$None	\$None
		\$	\$
		\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Total Expenses for Holiday Parade	\$ up to 3,000.00	\$35,000.00
		\$	\$
		\$	\$

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

☐ No

☒ Yes

If Yes, please list names of NCs: GHNNC, PRNC

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
GHSNC	\$ up to 3,000.00	\$
Sponsorships, Neighborhood Councils, Application Fees	\$ up to \$25,000.00	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ up to 3,000.00

10a) Start date: 12/07/2025 10b) Date Funds Required: 11/06/2025 10c) Expected Completion Date: 12/07/2025
(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 Board Member

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*

AGNES LEWIS

PRINT Name

Chief Financial Officer

Title

ALL WES

Signature

10/22/25

Date

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

PRINT Name

Title

Signature

Date

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

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) P.O. Box 33844 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 Community Foundation 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 42nd Annual Granada Hills Holiday Parade, a longstanding tradition that brings together our community to celebrate the holiday season. This year's theme, "Holidays of the Roaring Twenties" a salute to the 100th Anniversary of the Community of Granada Hills. The Granada Hills Holiday Parade draws thousands of participants and spectators from the local area, showcasing marching bands, community groups, and local businesses. The grant will help cover general event expenses such as permits, signage, restrooms, and event advertising to ensure the success of this beloved celebration. The parade is scheduled for Sunday, December 7th, 2025.

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 be used to support the 42nd Annual Granada Hills Holiday Parade, which serves as a significant community event, bringing together thousands of residents, families, and visitors from across the area. By funding key elements such as permits, signage, restrooms, and advertising, the grant will ensure that the event is accessible, safe, and well-organized for the public. The parade fosters community pride, strengthens local connections, and provides a platform for local organizations, schools, and businesses to showcase their contributions. By celebrating together through a theme of "Holidays of the Roaring Twenties" the event promotes unity and creates a positive, inclusive experience for people of all ages and backgrounds, benefiting the public at large.

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

Neighborhood Purposes Grants

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

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

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

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

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

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

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

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



STATE OF CALIFORNIA
FRANCHISE TAX BOARD
PO BOX 942857
SACRAMENTO CA 94257-0540

Entity Status Letter

Date: 11/3/2025

ESL ID: 7640336630

Why You Received This Letter

According to our records, the following entity information is true and accurate as of the date of this letter.

Entity ID: 3530524

Entity Name: GRANADA HILLS COMMUNITY FOUNDATION

- ☒ 1. The entity is in good standing with the Franchise Tax Board.
- ☐ 2. The entity is **not** in good standing with the Franchise Tax Board.
- ☒ 3. The entity is currently exempt from tax under Revenue and Taxation Code (R&TC) Section 23701 d.
- ☐ 4. We do not have current information about the entity.
- ☐ 5. The entity was administratively dissolved/cancelled on _____ through the Franchise Tax Board Administrative Dissolution process.

Important Information

- This information does not necessarily reflect the entity's current legal or administrative status with any other agency of the state of California or other governmental agency or body.
- If the entity's powers, rights, and privileges were suspended or forfeited at any time in the past, or if the entity did business in California at a time when it was not qualified or not registered to do business in California, this information does not reflect the status or voidability of contracts made by the entity in California during the period the entity was suspended or forfeited (R&TC Sections 23304.1, 23304.5, 23305a, 23305.1).
- The entity certificate of revivor may have a time limitation or may limit the functions the revived entity can perform, or both (R&TC Section 23305b).

Connect With Us

Web: **ftb.ca.gov**
Phone: 800-852-5711 from 7 a.m. to 5 p.m. weekdays, except state holidays
916-845-6500 from outside the United States

California

Relay Service: 711 or 800-735-2929 (For persons with hearing or speech impairments)

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

DEPARTMENT OF THE TREASURY

Date: **JUL 25 2014**

GRANADA HILLS COMMUNITY FOUNDATION
C/O JOHN F WEITKAMP
10724 WHITE OAK AVE
GRANADA HILLS, CA 91344

Employer Identification Number:
46-3612720
DLN:
17053296392013
Contact Person:
LINDA DANIELS ID# 75096
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
January 23, 2013
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

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

Sincerely,

Tamara Rippanda

Director, Exempt Organizations

Letter 947

CITY OF LOS ANGELES
CALIFORNIA

**Neighborhood Council
Governing Board**

Abbey Ronquillo, **President**
Jeremy Oberstein, **Vice-President**
John Horn, **Secretary**
Brendel Geddes, **Treasurer**



11024 Balboa Blvd,
Box 767
Granada Hills, CA 91344

Email: board@ghsnc.org
Website: GHSNC.org

**GRANADA HILLS SOUTH
NEIGHBORHOOD
COUNCIL**

**Special Board Meeting Agenda
Los Angeles Fire Department Station 87
Conference Room
10124 Balboa Blvd.
Granada Hills, CA 91344
Thursday November 6, 2025
8:00 PM**

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
Linda Williamson
2 Vacant At-Large Directors
1 Vacant Youth Board Member

All agenda items are subject to discussion and possible board action

- I. CALL TO ORDER**
- II. BOARD ROLL CALL**
- III. GENERAL PUBLIC COMMENT** - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. Each speaker will be allowed 2 minutes.
- IV. NEW BUSINESS**
 - a. Discussion and possible action to approve the North Valley Family YMCA Neighborhood Purpose Grant for up to \$5,000.00 for the annual YMCA Thanksgiving food baskets program.
- V. BOARD MEMBER COMMENTS**
- VI. 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 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

Public Posting of Agendas -

Neighborhood Council agendas are posted for public review as follows:

- 17723 Chatsworth Street, Granada Hills, CA 91344
- <https://ghsnc.org/>
- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

Notice to Paid Representatives -

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

Public Access of Records -

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at 11024 Balboa Blvd., Box 767, Granada Hills, CA 91344, at <https://ghsnc.org/> or at the scheduled meeting. 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.

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/>

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: _____

SECTION I - APPLICANT INFORMATION

1a) _____
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) _____
Organization Mailing Address *City* *State* *Zip Code*

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

1d) **PRIMARY CONTACT INFORMATION:**

_____ *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.

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)

SECTION III - PROJECT BUDGET OUTLINE

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

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

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

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

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

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

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

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

10a) Start date: ____/____/____ 10b) Date Funds Required: ____/____/____ 10c) Expected Completion Date: ____/____/____
(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*

PRINT Name Title Signature Date

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

PRINT Name Title Signature Date

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



IRS Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248156166
July 05, 2011 LTR 4168C E0
95-1644052 000000 00

00015660

BODC: TE


YOUNG MENS CHRISTIAN ASSOCIATION
OF METROPOLITAN LOS ANGELES
METROPOLITAN LOS ANGELES
625 S NEW HAMPSHIRE AVE
LOS ANGELES CA 90005-1342

Employer Identification Number: 95-1644052
Person to Contact: MR GALLUPPI
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your June 23, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in January 1988.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248156166

July 05, 2011 LTR 4168C E0
95-1644052 000000 00

00015661

YOUNG MENS CHRISTIAN ASSOCIATION
OF METROPOLITAN LOS ANGELES
METROPOLITAN LOS ANGELES
625 S NEW HAMPSHIRE AVE
LOS ANGELES CA 90005-1342

If you have any questions, please call us at the telephone number
shown in the heading of this letter.

Sincerely yours,



S. A. Martin, Operations Manager
Accounts Management Operations