

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
Granada Hills South Charter High School, Rawley Hall
10535 Zelzah Ave,
Granada Hills, CA 91344
Thursday, January 8, 2026
7:00 P.M.

BOARD OF DIRECTORS

Michael Benedetto
Anush Danielyan
Douglas Escobar
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. REPORT FROM PRESIDENT**
- VI. OLD BUSINESS**
 - a. Update from the Homelessness Liaison regarding a possible GHSNC-sponsored Homelessness Town Hall.
- VII. NEW BUSINESS**
 - a. Discussion and possible action to approve the minutes from the December 4, 2026 Board Meeting.
 - b. Discussion and possible action to approve the MER from October 2025,

November 2025.

- c. Discussion and possible action to approve Steven Hosseini as a GHSNC Board Member for the remaining 2025-2027 term.
- d. Discussion and possible action to remove Carol Hart from the Granada Hills South Neighborhood Council due to being absent for at least 3 unexcused regular board meetings: 08/7/2025, 08/17/2025, 09/11/2025, 10/8/2025, 12/4/2025 per GHSNC Bylaws Article V Governing Board, Section 7: Absences.
- e. Discussion and possible action to approve a \$200.00 reimbursement to Sally Kolstad for purchases made for the Annual Tree Lighting on December 5, 2025.
- f. Discussion and possible action to approve updates to the GHSNC By Laws.
- g. Discussion and possible action to appoint Mark Morris, Jeremy Oberstein, and Sally Kolstad to an Ad Hoc Standing Rules Committee.
- h. Discussion and possible action to appoint newly appointed GHSNC members to committees.

VIII. ANNOUNCEMENTS

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

Monthly Expenditure Report



Reporting Month: October 2025

Budget Fiscal Year: 2025-2026

NC Name: Granada Hills South
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$36333.11	\$423.39	\$35909.72	\$6000.00	\$0.00	\$29909.72

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25046.39	\$423.39	\$23109.72	\$0.00	\$23109.72
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$750.00	\$0.00	\$750.00	\$0.00	\$750.00
Neighborhood Purpose Grants	\$12950.00	\$0.00	\$12950.00	\$6000.00	\$6950.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$1513.28	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_GHSNC.O	10/01/2025	Email, web	General Operations Expenditure	Office	\$187.39
2	PY NOVA STORAGE MISSI	10/04/2025	NC Storage	General Operations Expenditure	Office	\$236.00
Subtotal:						\$423.39

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Los Angeles Parks Foundation	10/20/2025	NPG park event	Neighborhood Purpose Grants		\$1000.00
2	Granada Hills Community Foundation	10/20/2025	N/A	Neighborhood Purpose Grants		\$2000.00
3	Granada Hills Community Foundation	12/08/2025	To support our local holiday parade.	Neighborhood Purpose Grants		\$2000.00
4	VINTAGE MAGNET Elementary School	01/05/2026	General NPG	Neighborhood Purpose Grants		\$1000.00
Subtotal: Outstanding						\$6000.00



Invoice

Invoice number: 5400673355

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 number5400673355
Invoice dateOct 31, 2025
Billing ID9930-5897-7673
Domain nameghsnc.org

Google Workspace

Total in USD **\$187.39**

Summary for Oct 1, 2025 - Oct 31, 2025

Subtotal in USD \$171.60
State sales tax (5.6%) \$9.61
Local sales tax (3.6%) \$6.18
Total in USD \$187.39

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Oct 1 - Oct 31	19	159.60
Google Workspace Business Starter - Archived User	Usage	Oct 1 - Oct 31	5	12.00
Subtotal in USD				\$171.60
State sales tax (5.6%)				\$9.61
Local sales tax (3.6%)				\$6.18
Total in USD				\$187.39

Need help understanding the charges on your invoice? [Click here for detailed explanations](#)

<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

Jeremy Oberstein Granada Hills South Neighborhood Council 16465 Donmetz St. Granada Hills, CA 91344 (818) 723-8087	RECEIPT ID	PAYMENT DATE	CHANGE DUE	AMOUNT
	1363190918	10/4/2025	\$0.00	\$236.00

Invoice	Item	Qty	Rate	Discount	Subtotal	Tax	Total	Paid
#7111	Unit #0521 Rent Unit 0521 - 10x10 (10/1/2025 - 10/31/2025)		\$223.00		\$223.00	\$0.00	\$223.00	\$223.00
#7111	BADER-1 Bader Program - \$2,000.00 (10/1/2025 - 10/31/2025)		\$13.00		\$13.00	\$0.00	\$13.00	\$13.00

Total Paid

Oct 04, 2025 12:31 AM Mastercard ****1445 \$236.00

Unit #0521 Paid Through 1/31/2026

.....
 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.

Monthly Expenditure Report



Reporting Month: November 2025 Budget Fiscal Year: 2025-2026

NC Name: Granada Hills South
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$35909.72	\$4956.84	\$30952.88	\$3000.00	\$0.00	\$27952.88

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25046.39	\$1319.45	\$21152.88	\$0.00	\$21152.88
Outreach		\$637.39		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$750.00	\$0.00	\$750.00	\$0.00	\$750.00
Neighborhood Purpose Grants	\$12950.00	\$3000.00	\$9950.00	\$3000.00	\$6950.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$1936.67	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	CONCEPT TO WEB	11/04/2025	Website and external communications	General Operations Expenditure	Outreach	\$150.00
2	CONCEPT TO WEB	11/04/2025	web and outreach	General Operations Expenditure	Outreach	\$150.00
3	GOOGLE GSUITE GHSNC.OR	11/06/2025	Email, web	General Operations Expenditure	Outreach	\$187.39
4	CONCEPT TO WEB	11/14/2025	Website and external communications	General Operations Expenditure	Outreach	\$150.00
5	PY NOVA STORAGE MISSI	11/14/2025	NC storage	General Operations Expenditure	Office	\$269.45
6	CONCEPT TO WEB	11/14/2025	Website maintenance	General Operations Expenditure	Office	\$300.00
7	CONCEPT TO WEB	11/14/2025	website maintenance	General Operations Expenditure	Office	\$150.00
8	CONCEPT TO WEB	11/14/2025	website maintenance	General Operations Expenditure	Office	\$150.00

9	CONCEPT TO WEB	11/14/2025	website maintenance	General Operations Expenditure	Office	\$150.00
10	CONCEPT TO WEB	11/14/2025	Website maintenance	General Operations Expenditure	Office	\$150.00
11	CONCEPT TO WEB	11/14/2025	Website maintenance	General Operations Expenditure	Office	\$150.00
12	Los Angeles Parks Foundation	10/20/2025	NPG park event	Neighborhood Purpose Grants		\$1000.00
13	Granada Hills Community Foundation	10/20/2025	N/A	Neighborhood Purpose Grants		\$2000.00
Subtotal:						\$4956.84

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Granada Hills Community Foundation	12/08/2025	To support our local holiday parade.	Neighborhood Purpose Grants		\$2000.00
2	VINTAGE MAGNET Elementary School	01/05/2026	General NPG	Neighborhood Purpose Grants		\$1000.00
Subtotal: Outstanding						\$3000.00



INVOICE

Invoice Number	GHSNC153	Granada Hills South Neighborhood Council
Invoice Date	07/May/2025	0138
Invoice Total	\$150.00	11024 Balboa Blvd
		Box 767
		Granada Hills, CA 91344
		United States
		jobenstein@ghsnc.org

Item	Description	Unit Cost	Quantity	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	May 2025	\$150.00	1	\$150.00

Invoice Terms:

Core terms, Net 30

Payment due: Net 30 from the invoice date.
Methods accepted: ACH, credit card, or check.
Remit to: Concept To Web. Include the invoice number on all payments.
Disputes: Tell me within 7 days of receipt if you see an error.
Contact: info@concepttoweb.com for questions.

Net	\$150.00
Subtotal	\$150.00
Total	\$150.00
Paid to Date	\$150.00
Balance Due	\$0.00

Thanks for the partnership. I am grateful to support your projects and keep things running smoothly. If you have any questions, reach me at info@concepttoweb.com



INVOICE

Invoice Number	GHSNC157	Granada Hills South Neighborhood Council
Invoice Date	10/Sep/2025	0138
Invoice Total	\$150.00	11024 Balboa Blvd
		Box 767
		Granada Hills, CA 91344
		United States
		jobenstein@ghsnc.org

Item	Description	Unit Cost	Quantity	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	September 2025	\$150.00	1	\$150.00

Invoice Terms:

Core terms, Net 30

Payment due: Net 30 from the invoice date.
Methods accepted: ACH, credit card, or check.
Remit to: Concept To Web. Include the invoice number on all payments.
Disputes: Tell me within 7 days of receipt if you see an error.
Contact: info@concepttoweb.com for questions.

Net	\$150.00
Subtotal	\$150.00
Total	\$150.00
Paid to Date	\$150.00
Balance Due	\$0.00

Thanks for the partnership. I am grateful to support your projects and keep things running smoothly. If you have any questions, reach me at info@concepttoweb.com



Invoice

Invoice number: 5372489336

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 number5372489336
Invoice dateSep 30, 2025
Billing ID9930-5897-7673
Domain nameghsnc.org

Google Workspace

Total in USD **\$187.39**

Summary for Sep 1, 2025 - Sep 30, 2025

Subtotal in USD \$171.60
State sales tax (5.6%) \$9.61
Local sales tax (3.6%) \$6.18
Total in USD \$187.39

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Sep 1 - Sep 30	19	159.60
Google Workspace Business Starter - Archived User	Usage	Sep 1 - Sep 30	5	12.00
Subtotal in USD				\$171.60
State sales tax (5.6%)				\$9.61
Local sales tax (3.6%)				\$6.18
Total in USD				\$187.39

Need help understanding the charges on your invoice? [Click here for detailed explanations](#)

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



INVOICE

Invoice Number GHSNC147
 Invoice Date 12/Nov/2024
 Invoice Total \$150.00

Granada Hills South Neighborhood Council
 0138
 11024 Balboa Blvd
 Box 767
 Granada Hills, CA 91344
 United States
 jobenstein@ghsnc.org

Item	Description	Unit Cost	Quantity	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	November 2024	\$150.00	1	\$150.00

Invoice Terms:

Core terms, Net 30

Payment due: Net 30 from the invoice date.
Methods accepted: ACH, credit card, or check.
Remit to: Concept To Web. Include the invoice number on all payments.
Disputes: Tell me within 7 days of receipt if you see an error.
Contact: info@concepttoweb.com for questions.

Net	\$150.00
Subtotal	\$150.00
Total	\$150.00
Paid to Date	\$150.00
Balance Due	\$0.00

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

PAYMENT RECEIPT

Account Number:
 3511176

Michael Benedetto

Granada Hills South Neighborhood Council
 16465 Donmetz St.
 Granada Hills, CA 91344
 (818) 723-8087

RECEIPT ID	PAYMENT DATE	CHANGE DUE	AMOUNT
1415384960	11/14/2025	\$0.00	\$269.45

Invoice	Item	Qty	Rate	Discount	Subtotal	Tax	Total	Paid
#8819	BADER-1 Bader Program - \$2,000.00 (11/1/2025 - 11/30/2025)		\$13.00		\$13.00	\$0.00	\$13.00	\$13.00
#8819	Unit #0521 Rent Unit 0521 - 10x10 (11/1/2025 - 11/30/2025)		\$223.00		\$223.00	\$0.00	\$223.00	\$223.00
#8819-FC1	LATE_FEE_1 Late Fee		\$33.45		\$33.45	\$0.00	\$33.45	\$33.45
							Total Paid	

Nov 14, 2025 5:11 PM Mastercard ****0623 \$269.45

Unit #0521 Paid Through 11/30/2025

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

Invoice Number	GHSNC146	Granada Hills South Neighborhood Council
Invoice Date	28/Sep/2024	0138
Invoice Total	\$300.00	11024 Balboa Blvd
		Box 767
		Granada Hills, CA 91344
		United States
		jobenstein@ghsnc.org

Item	Description	Unit Cost	Quantity	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	September and October 2024	\$150.00	2	\$300.00

Invoice Terms:

Core terms, Net 30

Payment due: Net 30 from the invoice date.
Methods accepted: ACH, credit card, or check.
Remit to: Concept To Web. Include the invoice number on all payments.
Disputes: Tell me within 7 days of receipt if you see an error.
Contact: info@concepttoweb.com for questions.

Net	\$300.00
Subtotal	\$300.00
Total	\$300.00
Paid to Date	\$300.00
Balance Due	\$0.00

Thanks for the partnership. I am grateful to support your projects and keep things running smoothly. If you have any questions, reach me at info@concepttoweb.com



INVOICE

Invoice Number	GHSNC155	Granada Hills South Neighborhood Council
Invoice Date	14/Jul/2025	0138
Invoice Total	\$150.00	11024 Balboa Blvd
		Box 767
		Granada Hills, CA 91344
		United States
		jobenstein@ghsnc.org

Item	Description	Unit Cost	Quantity	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	July 2025	\$150.00	1	\$150.00

Invoice Terms:

Core terms, Net 30

Payment due: Net 30 from the invoice date.
Methods accepted: ACH, credit card, or check.
Remit to: Concept To Web. Include the invoice number on all payments.
Disputes: Tell me within 7 days of receipt if you see an error.
Contact: info@concepttoweb.com for questions.

Net	\$150.00
Subtotal	\$150.00
Total	\$150.00
Paid to Date	\$150.00
Balance Due	\$0.00

Thanks for the partnership. I am grateful to support your projects and keep things running smoothly. If you have any questions, reach me at info@concepttoweb.com



INVOICE

Invoice Number	GHSNC154	Granada Hills South Neighborhood Council
Invoice Date	10/May/2025	0138
Invoice Total	\$150.00	11024 Balboa Blvd
		Box 767
		Granada Hills, CA 91344
		United States
		jobenstein@ghsnc.org

Item	Description	Unit Cost	Quantity	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	June 2025	\$150.00	1	\$150.00

Invoice Terms:

Core terms, Net 30

Payment due: Net 30 from the invoice date.
Methods accepted: ACH, credit card, or check.
Remit to: Concept To Web. Include the invoice number on all payments.
Disputes: Tell me within 7 days of receipt if you see an error.
Contact: info@concepttoweb.com for questions.

Net	\$150.00
Subtotal	\$150.00
Total	\$150.00
Paid to Date	\$150.00
Balance Due	\$0.00

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INVOICE

Invoice Number	GHSNC153	Granada Hills South Neighborhood Council
Invoice Date	07/May/2025	0138
Invoice Total	\$150.00	11024 Balboa Blvd
		Box 767
		Granada Hills, CA 91344
		United States
		jobenstein@ghsnc.org

Item	Description	Unit Cost	Quantity	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	May 2025	\$150.00	1	\$150.00

Invoice Terms:

Core terms, Net 30

Payment due: Net 30 from the invoice date.
Methods accepted: ACH, credit card, or check.
Remit to: Concept To Web. Include the invoice number on all payments.
Disputes: Tell me within 7 days of receipt if you see an error.
Contact: info@concepttoweb.com for questions.

Net	\$150.00
Subtotal	\$150.00
Total	\$150.00
Paid to Date	\$150.00
Balance Due	\$0.00

Thanks for the partnership. I am grateful to support your projects and keep things running smoothly. If you have any questions, reach me at info@concepttoweb.com



INVOICE

Invoice Number GHSNC147
 Invoice Date 12/Nov/2024
 Invoice Total \$150.00

Granada Hills South Neighborhood Council
 0138
 11024 Balboa Blvd
 Box 767
 Granada Hills, CA 91344
 United States
 jobenstein@ghsnc.org

Item	Description	Unit Cost	Quantity	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	November 2024	\$150.00	1	\$150.00

Invoice Terms:

Core terms, Net 30

Payment due: Net 30 from the invoice date.
Methods accepted: ACH, credit card, or check.
Remit to: Concept To Web. Include the invoice number on all payments.
Disputes: Tell me within 7 days of receipt if you see an error.
Contact: info@concepttoweb.com for questions.

Net	\$150.00
Subtotal	\$150.00
Total	\$150.00
Paid to Date	\$150.00
Balance Due	\$0.00

Thanks for the partnership. I am grateful to support your projects and keep things running smoothly. If you have any questions, reach me at info@concepttoweb.com



INVOICE

Invoice Number	GHSNC157	Granada Hills South Neighborhood Council
Invoice Date	10/Sep/2025	0138
Invoice Total	\$150.00	11024 Balboa Blvd
		Box 767
		Granada Hills, CA 91344
		United States
		jobenstein@ghsnc.org

Item	Description	Unit Cost	Quantity	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	September 2025	\$150.00	1	\$150.00

Invoice Terms:

Core terms, Net 30

Payment due: Net 30 from the invoice date.
Methods accepted: ACH, credit card, or check.
Remit to: Concept To Web. Include the invoice number on all payments.
Disputes: Tell me within 7 days of receipt if you see an error.
Contact: info@concepttoweb.com for questions.

Net	\$150.00
Subtotal	\$150.00
Total	\$150.00
Paid to Date	\$150.00
Balance Due	\$0.00

Thanks for the partnership. I am grateful to support your projects and keep things running smoothly. If you have any questions, reach me at info@concepttoweb.com

**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

**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)	<u>LA Parks Foundation</u> <i>Organization Name</i>	<u>26-2358338</u> <i>Federal I.D. # (EIN#)</i>	<u>CA</u> <i>State of Incorporation</i>	<u>02/26/2008</u> <i>Date of 501(c)(3) Status (if applicable)</i>
1b)	<u>2650 N. Commonwealth Ave.</u> <i>Organization Mailing Address</i>	<u>Los Angeles</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>90027</u> <i>Zip Code</i>
1c)	<u></u> <i>Business Address (if different)</i>	<u></u> <i>City</i>	<u></u> <i>State</i>	<u></u> <i>Zip Code</i>
1d)	PRIMARY CONTACT INFORMATION:			
	<u>Michelle Gross De La Hoya</u> <i>Name</i>	<u>818-363-3556</u> <i>Phone</i>	<u>michelle.gross@lacity.org</u> <i>Email</i>	
2)	Type of Organization- Please select one:			
	<input type="checkbox"/> Public School <i>(not to include private schools)</i> Attach Signed letter on School Letterhead	or	<input checked="" type="checkbox"/> 501(c)(3) Non-Profit <i>(other than religious institutions)</i> Attach IRS Determination Letter	
3)	<u></u> <i>Name / Address of Affiliated Organization (if applicable)</i>	<u></u> <i>City</i>	<u></u> <i>State</i>	<u></u> <i>Zip Code</i>

SECTION II - PROJECT DESCRIPTION

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

The Granada Hills Rec. Center Halloween Event on October 25, 2025 provides a free event for families in the community. The event will include jumpers, arts and crafts, contest, games, candy, 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 the surrounding communities. This included our Free Family friendly special events, such as our Halloween event. This gives an opportunity for anyone to participate in a fun, safe experience with the community.

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

DEPARTMENT OF THE TREASURY

Date: **AUG 12 2008**

LOS ANGELES PARKS FOUNDATION
C/O ERIC CHO
LATHAM & WATKINS LLP
633 W 5TH ST STE 4000
LOS ANGELES, CA 90071

Employer Identification Number:
26-2358338
DLN:
17053155039018
Contact Person:
WINNIE W LEE ID# 31208
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:
February 26, 2008
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
December 31, 2012
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. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

LOS ANGELES PARKS FOUNDATION

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in cursive script that reads "Robert Choi". The signature is written in dark ink and is positioned above the typed name and title.

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC
Statute Extension

Part X Public Charity Status (Continued)

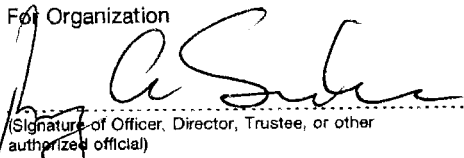
- e 509(a)(4)—an organization organized and operated exclusively for testing for public safety.
- f 509(a)(1) and 170(b)(1)(A)(iv)—an organization operated for the benefit of a college or university that is owned or operated by a governmental unit.
- g 509(a)(1) and 170(b)(1)(A)(vi)—an organization that receives a substantial part of its financial support in the form of contributions from publicly supported organizations, from a governmental unit, or from the general public.
- h 509(a)(2)—an organization that normally receives not more than one-third of its financial support from gross investment income and receives more than one-third of its financial support from contributions, membership fees, and gross receipts from activities related to its exempt functions (subject to certain exceptions).
- i A publicly supported organization, but unsure if it is described in 5g or 5h. The organization would like the IRS to decide the correct status.

6 If you checked box g, h, or i in question 5 above, you must request either an advance or a definitive ruling by selecting one of the boxes below. Refer to the instructions to determine which type of ruling you are eligible to receive.

- a **Request for Advance Ruling:** By checking this box and signing the consent, pursuant to section 6501(c)(4) of the Code you request an advance ruling and agree to extend the statute of limitations on the assessment of excise tax under section 4940 of the Code. The tax will apply only if you do not establish public support status at the end of the 5-year advance ruling period. The assessment period will be extended for the 5 advance ruling years to 8 years, 4 months, and 15 days beyond the end of the first year. You have the right to refuse or limit the extension to a mutually agreed-upon period of time or issue(s). Publication 1035, *Extending the Tax Assessment Period*, provides a more detailed explanation of your rights and the consequences of the choices you make. You may obtain Publication 1035 free of charge from the IRS web site at www.irs.gov or by calling toll-free 1-800-829-3676. Signing this consent will not deprive you of any appeal rights to which you would otherwise be entitled. If you decide not to extend the statute of limitations, you are not eligible for an advance ruling.

Consent Fixing Period of Limitations Upon Assessment of Tax Under Section 4940 of the Internal Revenue Code

For Organization



(Signature of Officer, Director, Trustee, or other authorized official)

Barry A. Sanders

(Type or print name of signer)

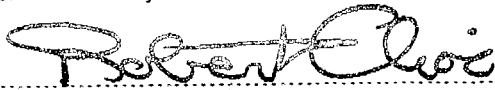
Chairman, President, Director

(Type or print title or authority of signer)

MAY 23 2008

(Date)

For IRS Use Only



IRS Director, Exempt Organizations

AUG 12 2008

(Date)

- b **Request for Definitive Ruling:** Check this box if you have completed one tax year of at least 8 full months and you are requesting a definitive ruling. To confirm your public support status, answer line 6b(i) if you checked box g in line 5 above. Answer line 6b(ii) if you checked box h in line 5 above. If you checked box i in line 5 above, answer both lines 6b(i) and (ii).

- (i) (a) Enter 2% of line 8, column (e) on Part IX-A. Statement of Revenues and Expenses. _____
- (b) Attach a list showing the name and amount contributed by each person, company, or organization whose gifts totaled more than the 2% amount. If the answer is "None," check this box.
- (ii) (a) For each year amounts are included on lines 1, 2, and 9 of Part IX-A. Statement of Revenues and Expenses, attach a list showing the name of and amount received from each disqualified person. If the answer is "None," check this box.
- (b) For each year amounts are included on line 9 of Part IX-A. Statement of Revenues and Expenses, attach a list showing the name of and amount received from each payer, other than a disqualified person, whose payments were more than the larger of (1) 1% of line 10, Part IX-A. Statement of Revenues and Expenses, or (2) \$5,000. If the answer is "None," check this box.

- 7 Did you receive any unusual grants during any of the years shown on Part IX-A. Statement of Revenues and Expenses? If "Yes," attach a list including the name of the contributor, the date and amount of the grant, a brief description of the grant, and explain why it is unusual. Yes No







9.11.25 GHSNC NPG Application - Halloween 2025

Final Audit Report

2025-09-11

Created:	2025-09-11
By:	Corazon Rios (corazon@laparksfoundation.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA6Jab69jek4U6CQA6uaZs8co7gzjkVTfy

"9.11.25 GHSNC NPG Application - Halloween 2025" History

-  Document created by Corazon Rios (corazon@laparksfoundation.org)
2025-09-11 - 10:24:04 PM GMT- IP address: 173.196.155.122
-  Document e-signed by Corazon Rios (corazon@laparksfoundation.org)
Signature Date: 2025-09-11 - 10:25:08 PM GMT - Time Source: server- IP address: 173.196.155.122
-  Document emailed to Lindsey Kozberg (lindsey@laparksfoundation.org) for signature
2025-09-11 - 10:25:13 PM GMT
-  Email viewed by Lindsey Kozberg (lindsey@laparksfoundation.org)
2025-09-11 - 10:31:25 PM GMT- IP address: 70.93.144.233
-  Document e-signed by Lindsey Kozberg (lindsey@laparksfoundation.org)
Signature Date: 2025-09-11 - 10:31:58 PM GMT - Time Source: server- IP address: 70.93.144.233
-  Agreement completed.
2025-09-11 - 10:31:58 PM GMT

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)	<u>Granada Hills Community Foundation</u> <i>Organization Name</i>	<u>46-3612720</u> <i>Federal I.D. # (EIN#)</i>	<u>CA</u> <i>State of Incorporation</i>	<u>July, 25 2014</u> <i>Date of 501(c)(3) Status (if applicable)</i>
1b)	<u>P.O. Box 33844</u> <i>Organization Mailing Address</i>	<u>Granada Hills</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>91394</u> <i>Zip Code</i>
1c)	<u>Same</u> <i>Business Address (If different)</i>	<u></u> <i>City</i>	<u></u> <i>State</i>	<u></u> <i>Zip Code</i>

1d) **PRIMARY CONTACT INFORMATION:**

<u>Emilie Koster</u> <i>Name</i>	<u>(818) 425-6323</u> <i>Phone</i>	<u>eekucla@gmail.com</u> <i>Email</i>
-------------------------------------	---------------------------------------	------------------------------------------

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 or **Attach IRS Determination Letter**

3)	<u>Granada Hills Community Foundation</u> <i>Name / Address of Affiliated Organization (if applicable)</i>	<u>Granada Hills</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>91394</u> <i>Zip Code</i>
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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 2025 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 Saturday, October 18th, 2025 from 10 AM - 5 PM.
 Purpose: General Support of the 21st 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 21st Annual Granada Hills Street Faire and Car Show expense for banners, restrooms, printing and advertising.

SECTION III - PROJECT BUDGET OUTLINE

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

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
	None	\$None	\$None
		\$	\$
		\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Total Expenses for Street Faire	\$up to 5,000.00	\$45,000.00 - 50,000.00
		\$	\$
		\$	\$

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, Northridge South, Northridge East, Northridge West, Porter Ranch

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	\$5,000.00	\$
	\$	\$

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

10a) Start date: 10/18/25 10b) Date Funds Required: 09/12/25 10c) Expected Completion Date: 10/18/25
 (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
Mark Morris	Granada Hills Community Foudnation 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 Treasurer Agnes Lewis 8/19/25
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
Emilie Koster Secretary Emilie Koster 8-19-25
 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 for instructions on completing this form

INVOICE

Santa Bright / RJ Ryan-Seutter
31560 Agoura Road Unit 1,
Westlake Village CA 91361
rjryanseutter@gmail.com
Cell: 805-395-1212



DESCRIPTION

Granada Hills South Neighborhood Council
Grenada Hills Treelighting on Friday, December 5, 2025 from 7:00-8:30 PM
Veterans Memorial Park, Chatsworth / Zelzah, Granada Hills, CA 91344

TOTAL

\$ 200.00

Special Notes

Payable upon receipt. Checks must be payable to "RJ Ryan-Seutter"

Make Checks Payable To: RJ Ryan-Seutter

Thank you for your business!



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/17/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kaercher Insurance an Alera Group Agency 9555 Hillwood Drive Suite 140 Las Vegas, NV 89134	CONTACT NAME: Jacqueline Gibson		
	PHONE (A/C, No, Ext):	FAX (A/C, No):	
E-MAIL ADDRESS: jacque.gibson@aleragroup.com			
INSURED Nationwide Santas 8020 S Rainbow Blvd #100-462 Las Vegas NV 89139	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: HIDI Specialty SE		
	INSURER B: Lloyds Underwriters		
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD / WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Abuse/Molestation GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Per Member	X	18LB7971	8/1/2025	8/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 ITNOA \$ Included COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		18EX4483	8/1/2025	8/1/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Worldwide Endorsement included		18LB7971	8/1/2025	8/1/2026	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re. Santa portrayal by NS member Robert Ryan-Seutter effective 10/17/2025. Certificate Holder is included as an Additional Insured with regards to the General Liability Coverage includes "Abuse & Molestation" with limits of 300,000 per occurrence/ 500,000 aggregate for this member. This coverage only applies with acceptable background check verified by or on file with NS.

CERTIFICATE HOLDER

Robert Ryan-Seutter
 31560 Agoura Road
 Unit 1
 WESTLAKE VILLAGE CA 91361

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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