Board Members

President
Vacant

Vice-President
Vacant

Brian Allen
Graham Czach
Sid Gold
Thomas Hartfield
Rahim Kazi
Daniel Sternbaum
Ralph Kroy
Jason Lester
Alexandra Lester
Robert More
Michael Stewart

CITY OF LOS ANGELES
California

GRANADA HILLS NORTH NEIGHBORHOOD COUNCIL

Mailing Address:
16911 SF Mission Blvd
PMB 137
Granada Hills, CA 91344-4250

Join our mailing list for all communications:
www.ghnnc.org

GHNNC In-Person General Board Meeting

St. Euphrasia Parish Hall
11799 Shoshone Avenue
Granada Hills, CA 91344
Tuesday Sept. 3, 2024
6:30pm

Comments from the public on 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. Time of Public Comment is set by the presiding officer based on time available and number of individuals wanting to make comments. Minimum time is one minute and normal time is two minutes, per speaker, unless further adjusted by the presiding officer of the Board.

All Agenda Items Are Subject to Discussion and Possible GHNNC Board Action

A. Call to Order, Roll Call, Pledge of Allegiance.

B. Are any participants in this meeting considered Lobbyists? Please identify yourselves.

C. Reports from DONE, Elected Officials and Local Representatives (3 Minutes) (Questions 2 Minutes)

D. Presiding Offices's Comments

E. General Public Comment on Non-agenda issues and concerns (comment time of 2 minutes per person)

F. Agenda Items for Board Action-(Public Comments on Agenda Items 2 Minutes Per Person)

1. Board Actions to consider Appointment of new members. Copies of Applications are available at documents table and at https://GHNNC.org Individuals to consider:
   a. Erick Fefferman - Applying for District Three position
   b. Elizabeth Mitev - Applying for District Three position
   c. Pat Mills - Applying for District Three position
   d. Andrew Petersen - Applying for Small Business Rep.
   e. .David Mena - Applying for District Three Position

2. Election of New Officers:
   a. President
   b. Vice President
   c. Treasurer
   d. Secretary

3. Discussion and possible action to agree to have a board retreat. If a retreat is to be approved the motion would need to set a date and time.

4. Discussion and motion to adopt proposed FY 2024 – 2025 GHNNC Budget and approve GHNNC FY 2024-2025 Administrative Packet. Documents are available at the documents table and online at GHNNC.org website.

G. Treasurer's Activity:

1. Discussion and motion to approve GHNNC May 2024 MER Documents available on Document Table and on GHNNC Website at GHNNC.org .
2. Discussion and motion to approve GHNNC June 2024 MER. Documents available on Document Table and on GHNNC Website at GHNNC.org .

H. Other new Business:

1. Discussion and possible motion to address community Beautification issues within the GHNNC boundaries as requested by resident David Mena. David's email is available at the Documents Table and on GHNNC Website at GHNNC.org .

2. Discussion and possible motion to establish both local community town-halls and joint town-halls with other Neighborhood Councils.

3. Discussion and possible motion to appoint a second signer for the Council.

I. Discussion on establishing committees:
   1. Citywide Issues Committee
   2. Outreach and Publicity Committee
   3. Parks and Beautification Committee
   4. Policy and Rules Committee
   5. Public Safety Committee

J. Discussion on appointing Liaisons
   Small Business
   Faith Based
   Student
   Sustainability
   Budget Reps

K. Other Items:
   a. Final Public Comment on Non-Agenda issues and concerns
   b. Board Member Comments or Announcements
   c. Adjournment

NEXT SCHEDULED GHNNC BOARD MEETING IS TUESDAY, OCTOBER 1, 2024

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the Chairperson.

The agendas for the GHNNC meetings are posted for public review at Bee Canyon Park, 17200 Van Gogh St, Granada Hills, CA (Mary Ellen Crosby Playground), as well as on the GHNNC's official website at www.GHNNC.org. Stakeholders may also subscribe to the City of Los Angeles Early Notification System (ENS), through the City's website at www.lacity.org, to receive notices for GHNNC meetings. For more information, you may also contact GHNNC by email at info@ghnnc.org.

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 viewed at our scheduled meeting or at our website www.ghnnc.org. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Council at info@ghnnc,org

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, assisted 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.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all members of the Board in advance of a meeting, may be viewed at the Neighborhood Council meeting or on the Neighborhood Council website at www.GHNNC.org. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Council, by email at info@ghnnc.org.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR AL CONCEJO VECINAL 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR CONTACTE A GHNNC, at info@ghnnc.org

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) 978-960 or ethics.commission@lacity.org

For information on the Process for Reconsideration, stakeholder grievance policy, or any other procedural matter related to this Council, please consult the GHNNC Bylaws by visiting www.GHNNC.org any other procedural matter related to this Council, please consult the GHNNC Bylaws by visiting www.GHNNC.org.

Information necessary to apply for membership to the

Granada Hills North Neighborhood Council

Listed below is an outline of information the board will need to consider before any appointments may be voted on. Additionally, any applicant should know that the term of membership will be for the remainder of the current term that ends June 30th, 2025.

Once an applicant is approved for membership by the Board each new member will need to take 5 trainings. While the trainings are not overwhelming, they will need to be accomplished within the first forty-five days. Voting on Financial items will be only available after financial training is completed.

Information the board will need to review:

Name ERICK FEFFERMAN

Address 17148 LISETTE ST., GRANADA HILLS 91344

Position Applying for

Open Positions: District Two – One Seat, (District Three – Five Seats,)

Neighborhood Organization – One Seat, Small Business Rep. – One Seat

Community Interest Rep. – One Seat

Please review Bylaws for Positions' Qualifications

Reason you would like to be a member of Granada Hills North Neighborhood Council

TO PLAY MY PART IN HELPING TO IMPROVE THE CONDITIONS OF OUR COMMUNITY

A Little about Who you are

FATHER TO TWO YOUNG BOYS (AGES 2+6), HUSBAND, PROUD HOMEOWNER, MOTION PICTURE EDITOR IN THE ENTERTAINMENT INDUSTRY

Information necessary to apply for membership to the

Granada Hills North Neighborhood Council

Listed below is an outline of information the board will need to consider before any appointments may be voted on. Additionally, any applicant should know that the term of membership will be for the remainder of the current term that ends June 30th, 2025.

Once an applicant is approved for membership by the Board each new member will need to take 5 trainings. While the trainings are not overwhelming, they will need to be accomplished within the first forty-five days. Voting on Financial items will be only available after financial training is completed.

Information the board will need to review:

Name__Elizabeth Mitev

Address____17133 Nanette St. Granada Hills CA 91344

Position Applying for____District Three_____

Open Positions: District Two – One Seat, District Three – Five Seats,

Neighborhood Organization – One Seat, Small Business Rep. – One Seat

Community Interest Rep. – One Seat

Please review Bylaws for Positions' Qualifications

Reason you would like to be a member of Granada Hills North Neighborhood Council

___I have lived in Balboa Highlands with my family since 2017 and love our community. Being a Realtor, I drive a lot through the different neighborhoods. I can't help but notice that little issues are starting to pile up in our beautiful neighborhood that are not only affecting the look but also are a safety concern. I am hopeful that by joining the board, I will be able to help remediate the impacts of the nearby landfill on our neighborhood and schools. make Balboa Boulevard cleaner and the traffic safer, and help to ensure everyone can enjoy clean and safe parks.

A Little about Who you are __My family and I relocated from Europe 30 years ago. Although we have lived throughout Los Angeles, when we moved to Balboa Highlands in Granada Hills in 2017 it was the first time we felt a strong sense of community. I am a full-time Realtor with Rodeo Realty, a wife, and a mother of two. One can see me walking our dog in the park, hiking, volunteering, and networking, always on the move. I enjoy the beautiful neighborhood we live in and would love to be able to contribute to preserving it for our children for years to come. Being in daily contact with many people, I am aware of concerns, challenges, and issues and try to help. Having attended a couple of GHNCN meetings, I think being part of it would be a more effective way of helping the community.

Information necessary to apply for membership to the

Granada Hills North Neighborhood Council

Listed below is an outline of information the board will need to consider before any appointments may be voted on. Additionally, any applicant should know that the term of membership will be for the remainder of the current term that ends June 30th, 2025.

Once an applicant is approved for membership by the Board each new member will need to take 5 trainings. While the trainings are not overwhelming, they will need to be accomplished within the first forty-five days. Voting on Financial items will be only available after financial training is completed.

Information the board will need to review:

Name: PATRICK MILLS

Address_12824 WOODLEY AVENUE, GRANADA HILLS, CA 91344

Position Applying for: ONE POSITION DISTRICT THREE SEAT.

Open Positions: District Two – One Seat, District Three – Five Seats,

Neighborhood Organization – One Seat, Small Business Rep. – One Seat

Community Interest Rep. – One Seat

Please review Bylaws for Positions' Qualifications

Reason you would like to be a member of Granada Hills North Neighborhood Council,

GENERAL AREA AND NEIGHBORHOOD CONCERNS, AND INVOLVEMENT.

A Little about Who you are, HOME OWNER - (GRANADA HILLS), AEROSPACE CONSULTANT, & FAMILY MAN.

Information necessary to apply for membership to the Granada Hills North Neighborhood Council

Listed below is an outline of information the board will need to consider before any appointments may be voted on.
Additionally, any applicant should know that the term of membership will be for the remainder of the current term that ends June 30th, 2025.
Once an applicant is approved for membership by the Board each new member will need to take 5 trainings. While the trainings are not overwhelming, they will need to be accomplished within the first forty-five days. Voting on Financial items will be only available after financial training is completed.
Information the board will need to review:

Name Andrew Petersen

Address 12521 Jolette Ave Granada Hills CA 91344

Position Applying for Small Business Rep or Community Interest Rep

Open Positions: District Two – One Seat, District Three – Five Seats,
Neighborhood Organization – One Seat, Small Business Rep. – One Seat
Community Interest Rep. – One Seat
Please review Bylaws for Positions' Qualifications

Reason you would like to be a member of Granada Hills North Neighborhood Council

Living in GH I want to see that our community voice is heard

and action is taken to better the residents lives.

A Little about Who you are

I am a business man working in film production. Father of 2 and husband. I am passionate about making a difference in our community.

Information necessary to apply for membership to the

Granada Hills North Neighborhood Council

Listed below is an outline of information the board will need to consider before any appointments may be voted on. Additionally, any applicant should know that the term of membership will be for the remainder of the current term that ends June 30th, 2025.

Once an applicant is approved for membership by the Board each new member will need to take 5 trainings. While the trainings are not overwhelming, they will need to be accomplished within the first forty-five days. Voting on Financial items will be only available after financial training is completed.

Information the board will need to review:

Name David Mena

Address 10953 Danube ave, 91344

Position Applying for District 3

Open Positions: District Two – One Seat, District Three – Five Seats,

Neighborhood Organization – One Seat, Small Business Rep. – One Seat

Community Interest Rep. – One Seat

Please review Bylaws for Positions' Qualifications

Reason you would like to be a member of Granada Hills North Neighborhood Council

To have the opportunity to help preserve and protect a neighborhood that has been home to me for over seven years.

A Little about Who you are

I'm a Los Angeles native and moved to the Valley in 2004. I work as a gardener and landscaper, and I enjoy reaching out to neighbors who need help. As a single father, creating great memories with my daughter is my primary goal

NC Fiscal Year
Admin Packet

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

Neighborhood Council: Granada Hills North

Fiscal Year: 2024 - 2025

NEIGHBORHOOD COUNCIL FUNDING PROGRAM
FISCAL YEAR ADMINISTRATIVE PACKET

Summary

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

Goal(s)

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

The Packet contains the following items:

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

Procedure

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

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

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

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

NEIGHBORHOOD COUNCIL FUNDING PROGRAM

FINANCIAL OFFICERS LETTER OF ACKNOWLEDGEMENT & AGREEMENT

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

(1) we are authorized to request City funding to support NC general operations,

(2) all items or services described or included in any related funding requests are exclusively intended to further the goals and objectives of the Neighborhood Council, and

(3) all reasonable precautions shall be exercised by the undersigned to fully safeguard, control and account for all use of funds. Proper accountability of all City funds is critical to the success of the NC Funding Program.

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

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

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

Neighborhood Council Financial Officers - Names and Signatures:

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

SIGNATURE OF THE TREASURER	DATE
PRINT NAME OF THE TREASURER	EMAIL
BOARD POSITION	PHONE NUMBER

CONTINUES OTHER SIDE

2nd Signer ☐ **Please check here if a new 2nd Signer is being appointed**

SIGNATURE OF THE 2nd SIGNER DATE

PRINT NAME OF THE 2ND SIGNER EMAIL

BOARD POSITION PHONE NUMBER

Alternate Signer ☐ **Please check here if a new Alt. Signer is being appointed**
(If not applicable, please indicate "N/A")

SIGNATURE OF THE ALTERNATE SIGNER DATE

PRINT NAME OF THE ALTERNATE SIGNER EMAIL

BOARD POSITION PHONE NUMBER

1st Bank Cardholder ☐ **Please check here if a new Cardholder is being appointed**

SIGNATURE OF THE 1st BANK CARD HOLDER DATE

Brian Allen

PRINT NAME OF THE 1st BANK CARD HOLDER

ballen@ghnnc.org

EMAIL

818-802-3084

BOARD POSITION PHONE NUMBER

2nd Bank Cardholder ☐ **Please check here if a new Cardholder is being appointed**

SIGNATURE OF THE 2nd BANK CARD HOLDER DATE

PRINT NAME OF THE 2nd BANK CARD HOLDER EMAIL

BOARD POSITION PHONE NUMBER

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

NEIGHBORHOOD COUNCIL FUNDING PROGRAM

BANK CARDHOLDER ACKNOWLEDGEMENT & AGREEMENT OF RESPONSIBILITIES

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

1. I understand that the City of Los Angeles Neighborhood Council Card is intended to facilitate the purchase and payment of materials or services required for the conduct of official Neighborhood Council business only.

2. I agree to make only those purchases consistent with the type of purchases authorized by the Office of the City Clerk and approved by the NC Governing Board.

3. I understand that under no circumstances will I use the Card to make personal purchases either for myself or for others. The Card is issued in the name of the Neighborhood Council and I serve as the Card custodian. I agree that should I willfully violate the terms of this Agreement and use of the Card for personal use or gain that I will reimburse the City of Los Angeles for all incurred charges and any fees related to the collection of those charges.

4. Uses of the Card not authorized by the Office of the City Clerk can be considered misappropriation of City funds. This could result in (a) immediate and irrevocable forfeiture of the Card, and /or (b) potential de-certification action. I understand that the Card must be surrendered upon termination of any official position with the Neighborhood Council to which the card is issued. I agree to maintain the Card with appropriate security whenever and wherever I or any other authorized person may use the Card. If the Card is stolen or lost, I agree to immediately notify the Office of the City Clerk.

5. I understand that since the Card is the property of the Bank and authorized for issue by the City of Los Angeles, I am required to comply with internal control procedures designed to protect City assets. This may include being asked to produce the Card, receipts, and/or statements to validate its existence and to audit its use.

6. I understand that I will have access to the Funding Program System portal via the Internet where all card transactions will be posted by the Bank when the card is used. I understand that I am required to obtain itemized receipts for all card transactions and upload the itemized receipts to the Funding Program System portal to verify the posted card transaction. Uploading the required itemized receipt is necessary for my NC Monthly Expenditure Report (MER) to be generated by the Funding Program System portal. The MER must be reviewed and approved by the NC Governing Board before being submitted to the Office of the City Clerk as a complete Report.

7. I understand that all transactions on the Card will reduce the funds available to the NC. I understand that the Bank will not accept any limit increases from me.

8. I understand that the Card is solely provided to the designated NC cardholder and that assignment of the Card is based on the understanding that I need to purchase materials required for the conduct of Neighborhood Council business. I understand that custodial possession of the Card is not an entitlement nor reflective of title or position.

9. As a Neighborhood Council Financial Officer, I have signed and received a copy of both the NC Funding Program Bank Cardholder Agreement of Responsibilities and Financial Officers Letter of Acknowledgement, have attended and completed the required NC Funding Program training, and understand the requirements and limitations regarding the NC Bank Card's use.

PLEASE SIGN NEXT PAGE

1st Bank Cardholder

SIGNATURE OF THE 1st BANK CARD HOLDER

DATE

Brian Allen

PRINT NAME OF THE 1st BANK CARD HOLDER

2nd Bank Cardholder

SIGNATURE OF THE 2nd BANK CARD HOLDER

DATE

PRINT NAME OF THE 2nd BANK CARD HOLDER

NEIGHBORHOOD COUNCIL FUNDING PROGRAM

ANNUAL BUDGET TEMPLATE

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

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

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

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

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

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

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

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

Sample Itemized Budget Allocations for Office/Operational Expenditures

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

Granada Hills North **Neighborhood Council**

Annual Budget for Fiscal Year: 2024 - 2025

Annual Budget Funds	$ 32,000.00
Rollover Funds*	$ 13,056.49
Total Annual Budget Funds	**$ 45,056.49**

Office/Operational Expenditures Category	
Plum Committee Copying Costs	$ 250.00
Facility Rent	$ 3,060.00
P.O. Box Rental	$ 200.00
Phone and Internet Systems	$ 100.00
Office Supplies	$ 1,500.00
Annual Retreat	$ 296.49
Website Service Expense	$ 2,650.00
Meeting's Refreshments	$ 1,000.00
Total Office/Operational Expenditures	**$ 9,056.49**

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

Outreach Expenditures Category	
General Neighborhood Outreach Activity	$ 2,000.00
Emerg. Prep. Promo Items	$ 500.00
Other Outreach Events	$ 4,500.00
Support for VANC, Congress, and Budget Advocates	$ 1,500.00
Granada Hills Community Events	$ 2,000.00
Banners, Brochures / Other Items	$ 1,000.00
Other Outreach	$ 1,000.00
Total Outreach Expenditures	**$ 12,500.00**

Election Expenditures Category	
General Election Costs	$ 10,000.00
Total Election Expenditures	**$ 10,000.00**

Neighborhood Purposes Grants (NPG) Expenditures Category	
Neighborhood Purpose Grants	$ 11,000.00
Total NPG Expenditures	**$ 11,000.00**

Community Improvement Projects (CIP) Expenditures Category	
Community Improvement Projects	$ 2,500.00
Total CIP Expenditures	**$ 2,500.00**

TOTAL ANNUAL BUDGET ALLOCATIONS	
Office/Operational Expenditures	$ 9,056.49
Outreach Expenditures	$ 12,500.00
Election Expenditures	$ 10,000.00
General and Operational Expenditures	**$ 31,556.49**
Neighborhood Purposes Grants (NPG) Expenditures	**$ 11,000.00**
Community Improvement Projects (CIP) Expenditures	**$ 2,500.00**
TOTAL EXPENDITURES FOR THE FISCAL YEAR	**$ 45,056.49**

NEIGHBORHOOD COUNCIL FUNDING PROGRAM
LEASES & AGREEMENTS

Please complete the following information, as applicable, for any leases or service agreements your NC currently has or plans on securing in the Fiscal Year involving office space, meeting space, storage facilities, P.O. Boxes, and/or website services. If sections below do not apply to your NC, please select NA on the sections that do not apply. If you have more than one Meeting Location, then please provide the same information on an additional page. The information provided on this form is to confirm services that an NC may currently have or that it would like to secure in the Fiscal Year which may require a City agreement. If an agreement needs to be drafted from the information provided, the NC board will be notified and advised to agendize and approve the drafted agreement at a future board meeting; The approval the Administrative Packet/annual budget does not replace the vote the board will need to take to approve any agreements needed.

Office Location:

☐ Existing(may need to renew agreement) ☐ New(new agreement may be needed) ☐ Donated ☑ NA	
Property Name:	
Property Address:	
Property Owner Name:	
Property Owner Phone Number:	
Property Owner Email:	

Meeting Location:

☑ Existing(may need to renew agreement) ☐ New(new agreement may be needed) ☐ Donated ☐ NA	
Property Name:	St. Euphraisia Church
Property Address:	11766 Shoshone, Granada Hills, Ca. 91344
Property Owner Name:	St. Euphraisia Church
Property Owner Phone Number:	818-360-4611
Property Owner Email:	

Storage Facility:

☑ Existing(may need to renew agreement) ☐ New(new agreement may be needed) ☐ Donated ☐ NA	
Facility Name/Owner	Mission Hills Storage
Facility Address:	15241 Rinaldi St., Mission Hills, Ca. 9345
Facility Owner Phone Number:	818-462-5723
Facility Owner Email:	missionhillsselfstorage@gmail.com
Name on Facility Account:	Granada Hills NOrth NC / Brian Allen

P.O. Box:

☑ Existing(may need to renew agreement) ☐ New(new agreement may be needed) ☐ Donated ☐ NA	
Property Name/Owner:	US Post Office
NC P.O. Box Address	16911 San Fernando Mission Rd. Box 137
Property Owner Address:	2121 Victory Blvd, Suite 2
Property Owner Phone Number:	818-704-4200
Property Owner Email:	trevr@gmail.com
Name on P.O. Box Account:	Granada Hills North NC

Website Services:

☑ Existing(may need to renew agreement) ☐ New(new agreement may be needed) ☐ Donated ☐ NA	
Name of Website Services Provider:	Concept to Web
Service Provider Address:	5005 Stone Fence Dr.
Service Provider Phone Number:	818-612-8261
Service Provider Email:	aarondevandry@gmail.com
Type of Services Provided:	Web Maintenance and Service / Support

When the Board completes and approves the Admin Packet, the NC Treasurer may submit the Packet and BAC Form online in the NC Funding System portal, Budget Allocation section. The NC Funding System portal website is https://cityclerk.lacity.org/NCFundPortal/#/login

Please contact our Office for any questions you may have. We are here to help.
Clerk.NCFunding@lacity.org
(213)978-1058

GHNNC

2024 -2025 Budget Analysis at --24

Current Year Budget	$ 45,056.49
Expenses Paid In and for Current Year.	-
Total available Funds before commitments at	45,056.49
Commitments (Not Paid Yet):	
Total Commitments	-
Total Available Budget	45,056.49

Total Uncommitted Available Budget from Portal	45,056.49
Total Commitments (Above)	-
Total Adj'd Current Budget including prior year carry forward	45,056.49

Total Adj. Current Budget Available	45,056.49
Total Current Year spending to	-
Total Commitments	-
Total current year Budget	45,056.49

GHNNC Proposed Budget for 2024-2025 Fiscal Year

2024-25 Budget vs Expenses (Approved 00/00/0000)			Budget 2024 - 2025				
			FY '24-25 Budget Proposed	2024-2025 Incr. (Dec)	Year End Reallocation	Board Appv'd Move of Budget	Adjusted FY '24-25 Budget
(100) Operations			53%				
1	BOK	Departmental Books/Magazines					$0.00
2	COP	PLUM Copying Expense	$250.00				$250.00
3	EDU	PLUM Training/Conferences					$0.00
4	FAC	Facility Rent	$3,060.00				$3,060.00
5	FAC	P.O. Box Rental	$200.00				$200.00
6	FAC	Phone and Internet Systems	$100.00				$100.00
7	MIS	Misc. General Operations					$0.00
8	OFF	Office Supplies	$1,500.00				$1,500.00
9	RET	Annual Retreat	$296.49				$296.49
10	WEB	Website Expenses	$2,650.00				$2,650.00
15	MEE	Meeting Refreshments	$1000.00				$1000.00
		SUBTOTAL	$9,056.49	$0.00	$0.00	$0.00	$9,056.49
(200) Outreach			31%				
11	ADV	Advertising / Permit Fees					$0.00
12	ADV	General Neighborhood Outreach	$2,000.00				$2,000.00
13	MEE	Small Business Forum					$0.00
14	MEE	Meeting Space Rental					$0.00
16	EMR	Emerg. Prep. Promo Items	$500.00				$500.00
17	MEE	Committee Refreshments					$0.00
18	NEW	Newsletters					$0.00
19	OTH	Events	$4,500.00				$4500.00
20	OTH	VANC & Budget Advocates & Congress	$1500.00				$1,500.00
21	OTH	Chamber (Parade, Street Faire)	$2,000.00				$2,000.00
22	OTH	Banners / Brochures / Other Items	$1,000.00				$1,000.00
	OTH	Misc. Outreach	$1,000.00				$1,000.00
		SUBTOTAL	$12,500.00	$0.00	$0.00	$0.00	$12,500.00
(300) Community Improvements			7%				
23							$0.00
24	EMR	VEPT Disaster Prep. Fair					$0.00
25	EMR	CERT Kits					$0.00
26	GRA	West Valley Alliance (Graffiti Removal)					$0.00
27	OTH	NW Signs & Hardware					$0.00
28	OTH	Community Improvement Projects	$2,500.00				$2,500.00
		SUBTOTAL	$2,500.00	$0.00	$0.00	$0.00	$2,500.00
(400) Neighborhood Purpose Grants			11%				
29	GRT	Neighborhood Purpose Grants	$11,000.00				$11,000.00
		SUBTOTAL	$11,000.00	$0.00	$0.00	$0.00	$11,000.00
(500) Elections			6%				
30	ELE	Election Outreach Expense	$10,000.00				$10,000.00
		SUBTOTAL	$10,000.00	$0.00	$0.00	$0.00	$10,000.00
Totals							
		BUDGET TOTAL	$45,056.49	$0.00	$0.00	$0.00	$45,056.49

GHNNC Proposed Budget for 2024-2025 Fiscal Year

FY 2021-2022 General NC Funding	$32,000.00
Rollover from FY 2020-2021	$13,056.49
Encumbrances from FY 2020-2021	
Total projected Funding for FY 2020-2021	$45,056.49

Office of the City Clerk
Administrative Services Division
Neighborhood Council Funding Program

Date: August 7, 2024

To: Granada Hills North Neighborhood Council

Subject: Fiscal Year 2023 - 2024 Final Expenditure Analysis

Dear Granada Hills North NC:

This Office has conducted a reconciliation of your funding account for Fiscal Year 2023 - 2024:

Annual Budget	$	32,000.00		
Add: Adjustments including rollover	$	10,000.00	$	42,000.00
Less: Total Expenditures for FY 23 - 24	$	28,946.51		
Outstanding Checks	$	-		
Accruals	$	-	$	(28,946.51)
Net Cash			$	13,053.49
BALANCE AVAILABLE FOR ROLLOVER			**$**	**13,053.49**

Should you have any questions or need more information, please contact us at 213-978-1058.

Monthly Expenditure Report

Reporting Month: May 2024 **Budget Fiscal Year: 2023-2024**

NC Name: Granada Hills North Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	**Total Spent**	**Remaining Balance**	**Outstanding**	**Commitments**	**Net Available**
$15480.40	$395.91	$15084.49	$1000.00	$0.00	$14084.49

Monthly Cash Flow Analysis					
Budget Category	**Adopted Budget**	**Total Spent this Month**	**Unspent Budget Balance**	**Outstanding**	**Net Available**
Office	$27925.00	$395.91	$19977.13	$0.00	$19977.13
Outreach		$0.00		$0.00	
Elections		$0.00		$0.00	
Community Improvement Project	$4075.00	$0.00	$4075.00	$0.00	$4075.00
Neighborhood Purpose Grants	$10000.00	$0.00	$-8967.64	$1000.00	$-9967.64
Funding Requests Under Review: $0.00		Encumbrances: $0.00		Previous Expenditures: $26519.60	

Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
1	OFFICE DEPOT #889	05/06/2024	Copy costs for Agendas and March MERs for GHNNC May 2024 General Board Meeting members and stakeholders	General Operations Expenditure	Office	$75.36
2	OFFICE DEPOT #889	05/07/2024	Receipt for copying of GHNNC April 2024 MER for May 2024 board meeting members and stakeholders	General Operations Expenditure	Office	$98.55
3	PY MISSION HILLS SELF	05/07/2024	Receipt for GHNNC May 2024 Storage at Mission Hills Storage	General Operations Expenditure	Office	$222.00
	Subtotal:					**$395.91**

Outstanding Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
1	GRANADA HILLS ROTARY FOUNDATION	04/12/2024	Grant for Scholarships for local High Schools to the Granada Hills Rotary Club in the amount of $1,000.00	Neighborhood Purpose Grants		$1000.00
	Subtotal: Outstanding					**$1000.00**

Office DEPOT
OfficeMax

NORTHRIDGE - (818) 727-7090
05/06/2024 11:38 AM

V2VT9Y3PAMQ64CE8E

SALE 889-5-6203-440772-24.1.1

167060 BW SS Letter

304 @ 0.21	63.84	
Bulk @0.17	-12.16	
Coupon - 95412957	-9.12	
You Pay		**42.56**SS

167060 BW SS Letter

202 @ 0.21	42.42	
Bulk @0.17	-8.08	
Coupon - 95412957	-8.08	
You Pay		**26.26**SS

Coupon Number - 95412957

Subtotal:		68.82
Sales and Use Tax	6.54	
Total:		75.36
MasterCard 4981:		75.36

AUTH CODE 099379
TDS Chip Read
AID A0000000041010 MASTERCARD
TVR 0000008000
CVS No Signature Required

Total Savings:
$37.44

****

WE WANT TO HEAR FROM YOU!
Visit survey.officedepot.com
and enter the survey code below
16VD XOT6 1YBF
or scan the below QR code

****

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification Form

NC Name: Granada Hills North	**Meeting Date:** 10-03-23
Budget Fiscal Year: 2023-2024	**Agenda Item No:** F - 6
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve the GHNNC Budget for FY 2023 - 2024

Vote Count

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

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Vacant	Residents Assoc/ Rep. / Financial Officer						
Brian Allen	Small Business Rep. / Treasurer	X					
Keren Waters	District 3 /President	X					
Sid Gold	District 3	X					
Vacant	District 3 / President						
Rahim Kazi	District 3				X		
Vacant	District 3						
Ralph Kroy	Faith Based Rep.	X					
Darin Hanna	District 3	X					
Jason Lester	District 3	X					
Thomas Hartfield	District 3	X					
Vacant	District 1						
Alvin Waters	Vice-President	X					
Vacant	District 3						
Graham Czach	District 3	X					
Vacant	District 3						
Katelyn Chong	Secretary					X	
Will Wright	District 3	X					
Vacant	District 3						
Michael Stewart	District 2	X					
Vacant	Neighborhood Organizer						
Totals		11	0	0	1	1	

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

Treasurer's Signature: Brian D. Allen (Digitally signed by Brian D. Allen, DN: cn=Brian D. Allen, o=Granada Hills North, ou=GHNNC, email=ballen@ghnnc.org, c=US, Date: 2017.07.03 14:36:17 -07'00')	Second Signer's Signature: DocuSigned by: 1DB8ED6C9FC0408...
Print/Type Name: Brian Allen	Print/Type Name: Keren Waters
Date: 10-03-23	Date: 10-03-23

Office DEPOT
OfficeMax

NORTHRIDGE - (818) 727-7090
05/07/2024 11:42 AM

V2VT9Y3PXMQ64C88E

SALE 889-5-6263-107226-24.1.1

167060 BW SS Letter

750 @ 0.21	157.50
Bulk @0.15	-45.00
Coupon - 95412957	-22.50
You Pay	**90.00SS**

Coupon Number - 95412957

Subtotal:	90.00
Sales and Use Tax 8.55	
Total:	98.55
MasterCard 4981:	98.55

AUTH CODE 020452
TDS Chip Read
AID A0000000041010 MASTERCARD
TVR 0000008000
CVS No Signature Required

Total Savings:
$67.50

****

WE WANT TO HEAR FROM YOU!
Visit survey.officedepot.com
and enter the survey code below
C6VE 6ATX V07H
or scan the below QR code

****

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification Form

NC Name: Granada Hills North	**Meeting Date:** 10-03-23
Budget Fiscal Year: 2023-2024	**Agenda Item No:** F - 6
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve the GHNNC Budget for FY 2023 - 2024

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Vacant	Residents Assoc/ Rep. / Financial Officer						
Brian Allen	Small Business Rep. / Treasurer	X					
Keren Waters	District 3 /President	X					
Sid Gold	District 3	X					
Vacant	District 3 / President						
Rahim Kazi	District 3				X		
Vacant	District 3						
Ralph Kroy	Faith Based Rep.	X					
Darin Hanna	District 3	X					
Jason Lester	District 3	X					
Thomas Hartfield	District 3	X					
Vacant	District 1						
Alvin Waters	Vice-President	X					
Vacant	District 3						
Graham Czach	District 3	X					
Vacant	District 3						
Katelyn Chong	Secretary					X	
Will Wright	District 3	X					
Vacant	District 3						
Michael Stewart	District 2	X					
Vacant	Neighborhood Organizer						
Totals		11	0	0	1	1	

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Print/Type Name: Brian Allen	Print/Type Name: Keren Waters
Date: 10-03-23	Date: 10-03-23

Mission Hills Self Storage
15241 Rinaldi St
Mission Hills, CA 91345

(818) 462-5723

Payment Receipt

		Date Printed	May 7, 2024	
Tenant	BRIAN DONEL ALLEN	**Payment Date**	May 7, 2024 12:58 PM	
Company	GRANADA HILLS NORTH NEIGHBORHOOD COUNCIL	**Unit**	F136	
Address	6911 SAN FERNANDON MISSION P.O. BOX 137	**Available Credit**	0.00	
City, State, Zip	GRANADA HILLS CA 91344	**Current Balance**	0.00	
		Paid Thru	May 31, 2024	
		Receipt Number	**88459**	**By** NL

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
05/01/24	F136	Rent 5/1-5/31	210.00	0.00	0.00	210.00	210.00	Master Card
05/01/24	F136	Insurance/Protec 5/1-5/31	12.00	0.00	0.00	12.00	12.00	Master Card

Taxes	0.00
Payment (less tax)	222.00
Payment Subtotal	222.00
Credits Applied	0.00
Refunds Applied	0.00
Total Applied to Account	222.00

Current Account Balance	0.00
Paid By	Master Card *****4981
Paid Thru Date	May 31, 2024

Transaction Type Sale

Authorization 013419
Reference p1_txn_663a87f510b07dd33c96837

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

x _____

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification Form

NC Name: Granada Hills North	**Meeting Date:** 10-03-23
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Keren Waters	District 3 /President	X					
Sid Gold	District 3	X					
Vacant	District 3 / President						
Rahim Kazi	District 3				X		
Vacant	District 3						
Ralph Kroy	Faith Based Rep.	X					
Darin Hanna	District 3	X					
Jason Lester	District 3	X					
Thomas Hartfield	District 3	X					
Vacant	District 1						
Alvin Waters	Vice-President	X					
Vacant	District 3						
Graham Czach	District 3	X					
Vacant	District 3						
Katelyn Chong	Secretary					X	
Will Wright	District 3	X					
Vacant	District 3						
Michael Stewart	District 2	X					
Vacant	Neighborhood Organizer						
Totals		11	0	0	1	1	

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Print/Type Name: Brian Allen	Print/Type Name: Keren Waters
Date: 10-03-23	Date: 10-03-23

Monthly Expenditure Report

Reporting Month: June 2024 **Budget Fiscal Year: 2023-2024**

NC Name: Granada Hills North Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	**Total Spent**	**Remaining Balance**	**Outstanding**	**Commitments**	**Net Available**
$15084.49	$2031.00	$13053.49	$0.00	$0.00	$13053.49

Monthly Cash Flow Analysis					
Budget Category	**Adopted Budget**	**Total Spent this Month**	**Unspent Budget Balance**	**Outstanding**	**Net Available**
Office	$27925.00	$1031.00	$18946.13	$0.00	$18946.13
Outreach		$0.00		$0.00	
Elections		$0.00		$0.00	
Community Improvement Project	$4075.00	$0.00	$4075.00	$0.00	$4075.00
Neighborhood Purpose Grants	$10000.00	$1000.00	$-9967.64	$0.00	$-9967.64
Funding Requests Under Review: $0.00		Encumbrances: $0.00		Previous Expenditures: $26915.51	

Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
1	PY MISSION HILLS SELF	06/07/2024	HNNC Payment receipt for Mission Hills Storage for the month of June 2024	General Operations Expenditure	Office	$231.00
2	AARON DEVANDRY - CON	06/21/2024	GHNNC Receipt from Concept to Web for June 2024 Web Service	General Operations Expenditure	Office	$200.00
3	AARON DEVANDRY - CON	06/21/2024	Concept to Web Payment Receipt for GHNNC Web Services for May 2024	General Operations Expenditure	Office	$200.00
4	AARON DEVANDRY - CON	06/21/2024	GHNNC Receipt for April 2024 Web Service from Concept to Web	General Operations Expenditure	Office	$200.00
5	AARON DEVANDRY - CON	06/21/2024	GHNNC Web Service Receipt for March 2024	General Operations Expenditure	Office	$200.00
6	GRANADA HILLS ROTARY FOUNDATION	04/12/2024	Grant for Scholarships for local High Schools to the Granada Hills Rotary Club in the amount of $1,000.00	Neighborhood Purpose Grants		$1000.00
	Subtotal:					**$2031.00**

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

Mission Hills Self Storage
15241 Rinaldi St
Mission Hills, CA 91345

(818) 462-5723

Payment Receipt

Tenant	BRIAN DONEL ALLEN	**Date Printed**	June 7, 2024
Company	GRANADA HILLS NORTH NEIGHBORHOOD COUNCIL	**Payment Date**	June 7, 2024 2:25 PM
Address	6911 SAN FERNANDON MISSION P.O. BOX 137	**Unit**	F136
City, State, Zip	GRANADA HILLS CA 91344	**Available Credit**	0.00
		Current Balance	0.00
		Paid Thru	June 30, 2024
		Receipt Number	**89181**

By CM

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
06/01/24	F136	Rent 6/1-6/30	231.00	0.00	0.00	231.00	231.00	Master Card

Taxes	0.00
Payment (less tax)	231.00
Payment Subtotal	231.00
Credits Applied	0.00
Refunds Applied	0.00
Total Applied to Account	231.00

Current Account Balance	0.00
Paid By	Master Card *****4981
Paid Thru Date	June 30, 2024

Transaction Type Sale

Authorization 006825
Reference pl_txn_66637ac24e6ca49f83d9a17

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

x _____

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification Form

NC Name: Granada Hills North	**Meeting Date:** 10-03-23
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Vote Count

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Sid Gold	District 3	X					
Vacant	District 3 / President						
Rahim Kazi	District 3				X		
Vacant	District 3						
Ralph Kroy	Faith Based Rep.	X					
Darin Hanna	District 3	X					
Jason Lester	District 3	X					
Thomas Hartfield	District 3	X					
Vacant	District 1						
Alvin Waters	Vice-President	X					
Vacant	District 3						
Graham Czach	District 3	X					
Vacant	District 3						
Katelyn Chong	Secretary					X	
Will Wright	District 3	X					
Vacant	District 3						
Michael Stewart	District 2	X					
Vacant	Neighborhood Organizer						
Totals		11	0	0	1	1	

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Treasurer's Signature: Brian D. Allen (Digitally signed by Brian D. Allen, DN: cn=Brian D. Allen, o=Granada Hills North, ou=GHNNC, email=ballen@ghnnc.org, c=US, Date: 2017.07.03 14:36:17 -07'00')	Second Signer's Signature: DocuSigned by: 1DB8ED6C9FC0408...
Print/Type Name: Brian Allen	Print/Type Name: Keren Waters
Date: 10-03-23	Date: 10-03-23

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

Billed To
Brian Allen
Granada Hills North Neighborhood Council
11139 Woodley Avenue
Granada Hills, CA 91344

Date of Issue
05/30/2024

Due Date
06/29/2024

Invoice Number
GHNNC138

Amount Due (USD)
$0.00

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management June 2024	$200.00	1	$200.00

Subtotal	200.00
Tax	0.00
Total	200.00
Amount Paid	200.00
Amount Due (USD)	$0.00

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

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

-Aaron

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

Billed To
Brian Allen
Granada Hills North Neighborhood Council
11139 Woodley Avenue
Granada Hills, CA 91344

Date of Issue
05/30/2024

Due Date
06/29/2024

Invoice Number
GHNNC138

Amount Due (USD)
$0.00

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management June 2024	$200.00	1	$200.00

Subtotal	200.00
Tax	0.00
Total	200.00
Amount Paid	200.00
Amount Due (USD)	$0.00

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

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

-Aaron

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification Form

NC Name: Granada Hills North	**Meeting Date:** 10-03-23
Budget Fiscal Year: 2023-2024	**Agenda Item No:** F - 6
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve the GHNNC Budget for FY 2023 - 2024

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Brian Allen	Small Business Rep. / Treasurer	X					
Keren Waters	District 3 /President	X					
Sid Gold	District 3	X					
Vacant	District 3 / President						
Rahim Kazi	District 3				X		
Vacant	District 3						
Ralph Kroy	Faith Based Rep.	X					
Darin Hanna	District 3	X					
Jason Lester	District 3	X					
Thomas Hartfield	District 3	X					
Vacant	District 1						
Alvin Waters	Vice-President	X					
Vacant	District 3						
Graham Czach	District 3	X					
Vacant	District 3						
Katelyn Chong	Secretary					X	
Will Wright	District 3	X					
Vacant	District 3						
Michael Stewart	District 2	X					
Vacant	Neighborhood Organizer						
Totals		11	0	0	1	1	

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

Treasurer's Signature: Brian D. Allen (Digitally signed by Brian D. Allen, DN: cn=Brian D. Allen, o=Granada Hills North, ou=GHNNC, email=ballen@ghnnc.org, c=US, Date: 2017.07.03 14:36:17 -07'00')	Second Signer's Signature: DocuSigned by: 1DB8ED6C9FC0408...
Print/Type Name: Brian Allen	Print/Type Name: Keren Waters
Date: 10-03-23	Date: 10-03-23

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

Billed To
Brian Allen
Granada Hills North Neighborhood Council
11139 Woodley Avenue
Granada Hills, CA 91344

Date of Issue
05/06/2024

Due Date
06/05/2024

Invoice Number
GHNNC137

Amount Due (USD)
$0.00

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management May 2024	$200.00	1	$200.00

Subtotal	200.00
Tax	0.00
Total	200.00
Amount Paid	200.00
Amount Due (USD)	$0.00

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

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

-Aaron

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification Form

NC Name: Granada Hills North	**Meeting Date:** 10-03-23
Budget Fiscal Year: 2023-2024	**Agenda Item No:** F - 6
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve the GHNNC Budget for FY 2023 - 2024

Vote Count

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

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Vacant	Residents Assoc/ Rep. / Financial Officer						
Brian Allen	Small Business Rep. / Treasurer	X					
Keren Waters	District 3 /President	X					
Sid Gold	District 3	X					
Vacant	District 3 / President						
Rahim Kazi	District 3				X		
Vacant	District 3						
Ralph Kroy	Faith Based Rep.	X					
Darin Hanna	District 3	X					
Jason Lester	District 3	X					
Thomas Hartfield	District 3	X					
Vacant	District 1						
Alvin Waters	Vice-President	X					
Vacant	District 3						
Graham Czach	District 3	X					
Vacant	District 3						
Katelyn Chong	Secretary					X	
Will Wright	District 3	X					
Vacant	District 3						
Michael Stewart	District 2	X					
Vacant	Neighborhood Organizer						
Totals		11	0	0	1	1	

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Print/Type Name: Brian Allen	Print/Type Name: Keren Waters
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818-613-8261
18403 W Vogel Ave
Waddell, AZ 85355

Billed To
Brian Allen
Granada Hills North Neighborhood Council
11139 Woodley Avenue
Granada Hills, CA 91344

Date of Issue
04/07/2024

Due Date
05/07/2024

Invoice Number
GHNNC136

Amount Due (USD)
$200.00

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management April 2024	$200.00	1	$200.00

Subtotal	200.00
Tax	0.00
Total	200.00
Amount Paid	0.00
Amount Due (USD)	$200.00

Notes
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Granada Hills North Neighborhood Council
11139 Woodley Avenue
Granada Hills, CA 91344

Date of Issue
04/07/2024

Due Date
05/07/2024

Invoice Number
GHNNC136

Amount Due (USD)
$0.00

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management April 2024	$200.00	1	$200.00

Subtotal	200.00
Tax	0.00
Total	200.00
Amount Paid	200.00
Amount Due (USD)	$0.00

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Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification Form

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Vacant	District 3 / President						
Rahim Kazi	District 3				X		
Vacant	District 3						
Ralph Kroy	Faith Based Rep.	X					
Darin Hanna	District 3	X					
Jason Lester	District 3	X					
Thomas Hartfield	District 3	X					
Vacant	District 1						
Alvin Waters	Vice-President	X					
Vacant	District 3						
Graham Czach	District 3	X					
Vacant	District 3						
Katelyn Chong	Secretary					X	
Will Wright	District 3	X					
Vacant	District 3						
Michael Stewart	District 2	X					
Vacant	Neighborhood Organizer						
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818-613-8261
18403 W Vogel Ave
Waddell, AZ 85355

Billed To
Brian Allen
Granada Hills North Neighborhood Council
11139 Woodley Avenue
Granada Hills, CA 91344

Date of Issue
03/17/2024

Due Date
04/16/2024

Invoice Number
GHNNC135

Amount Due (USD)
$0.00

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management March 2024	$200.00	1	$200.00

Subtotal	200.00
Tax	0.00
Total	200.00
Amount Paid	200.00
Amount Due (USD)	$0.00

Notes

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Brian Allen
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11139 Woodley Avenue
Granada Hills, CA 91344

Date of Issue
03/17/2024

Due Date
04/16/2024

Invoice Number
GHNNC135

Amount Due (USD)
$200.00

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management March 2024	$200.00	1	$200.00

Subtotal	200.00
Tax	0.00
Total	200.00
Amount Paid	0.00
Amount Due (USD)	$200.00

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Board Action Certification Form

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Vacant	District 3 / President						
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Vacant	District 3						
Ralph Kroy	Faith Based Rep.	X					
Darin Hanna	District 3	X					
Jason Lester	District 3	X					
Thomas Hartfield	District 3	X					
Vacant	District 1						
Alvin Waters	Vice-President	X					
Vacant	District 3						
Graham Czach	District 3	X					
Vacant	District 3						
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Treasurer's Signature: Brian D. Allen (Digitally signed by Brian D. Allen, DN: cn=Brian D. Allen, o=Granada Hills North, ou=GHNNC, email=ballen@ghnnc.org, c=US, Date: 2017.07.03 14:36:17 -07'00')	Second Signer's Signature: DocuSigned by: 1DB8ED6C9FC0408...
Print/Type Name: Brian Allen	Print/Type Name: Keren Waters
Date: 10-03-23	Date: 10-03-23

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 North Neighborhood Council

SECTION I- APPLICANT INFORMATION

1a) Granada Hills Rotary Foundation | 26-1319928 | CA | May 8, 2008

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

1b) PO Box 3365 | Granada Hills | CA | 91394

Organization Mailing Address | *City* | *State* | *Zip Code*

1c) _____

Business Address (If different) | *City* | *State* | *Zip Code*

1d) ***PRIMARY CONTACT INFORMATION:***

Thuy Trifunovic | 818-535-1907 | thuy@trifunovic.com

Name | *Phone* | *Email*

2) **Type of Organization- Please select one:**

☐ Public School *(not to include private schools)* **Attach Signed letter on School Letterhead**

or

☑ 501(c)(3) Non-Profit *(other than religious institutions)* **Attach IRS Determination Letter**

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

SECTION II - PROJECT DESCRIPTION

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

The Granada Hills Rotary Foundation is the only Rotary Foundation in the northern SFV, and it includes Chatsworth, Northridge, Porter Ranch, Granada Hills. The purpose of this grant is to assist the Foundation with providing our scholorship awards luncheon to support college bound High School Senior students.

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)**

Education is very important to our Rotary and the Community. Each year, the Foundation awards 8-10 $1,000 for college grants to senior high school students at our annural luncheon.The NCs and other sponsors will have their names published in our event book, and their names announced during the event. The NPG will be used to underwrite and support the High School Scholarship Awards Luncheon where the students and their families, dignitaries and community members attend.

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
Students and parents Lunches	$1000	$1260
Rotarians Lunches	$	$875
Dignitaries lunches	$	$245

6b)

Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
Printing	$	$200
Certificates	$	$100
Table decorations	$	$100

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 Neighborhood Council

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
Donations from Individuals	$3000	$
Seratti Trust	$5000	$
Businesses	$2000	$

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

10a) Start date: 03 /08 /24 **10b) Date Funds Required:** 04 /18 /24 **10c) Expected Completion Date:** 05 /16 /24
(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
Joanne Scillitoe	President	[signature]	3/14/24

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

PRINT Name	Title	Signature	Date
LAURA ANDREWS Clemens	Secretary	[signature]	3-13-24

*** 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**

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

DEPARTMENT OF THE TREASURY

Date: MAY 0 9 2008

GRANADA HILLS ROTARY FOUNDATION
17468 CANDIA ST
GRANADA HILLS, CA 91344

Employer Identification Number:
26-1319928
DLN:
17053348016017
Contact Person:
DONNA ELLIOT-MOORE ID# 50304
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
October 3, 2005
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
June 30, 2010
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.

GRANADA HILLS ROTARY FOUNDATION

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

Sincerely,

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC
Statute Extension

STATE OF CALIFORNIA
FRANCHISE TAX BOARD
PO BOX 1286
RANCHO CORDOVA CA 95741-1286

In reply refer to
755:AFF:CAM

June 23, 2008

GRANADA HILLS ROTARY FOUNDATION
17468 CANDIA ST
GRANADA HILLS CA 91344-1307

Purpose	:	CHARITABLE
Code Section	:	23701d
Form of Organization	:	Corporation
Accounting Period Ending	:	June 30
Organization Number	:	2803719

EXEMPT ACKNOWLEDGEMENT LETTER

This letter acknowledges that the Franchise Tax Board (FTB) has received your federal determination letter that shows exemption under Internal Revenue Code (IRC) Section 501(c)(3). Under California law, Revenue and Taxation Code (R&TC) Section 23701d(c)(1) provides that an organization is exempt from taxes imposed under Part 11 upon submission of the federal determination letter approving the organization's tax-exempt status pursuant to Section 501(c)(3) of the IRC.

R&TC Section 23701d(c)(1) further provides that the effective date of an organization's California tax-exempt status is the same date as the federal tax-exempt status under IRC Section 501(c)(3). The effective date of your organization's California tax-exempt status is 10/03/2005.

Under R&TC Section 23701d(c), any change to your organization's operation, character, or purpose that has occurred since the federal exemption was originally granted must be reported immediately to this office. Additionally, organizations are required to be organized and operating for nonprofit purposes to retain California tax-exempt status.

For filing requirements, see FTB Pub. 1068, Exempt Organizations - Requirements for Filing Returns and Paying Filing Fees. Go to our website at ftb.ca.gov and search for 1068.

Note: This exemption is for state franchise or income tax purposes only. For information regarding sales tax exemption, contact the State Board of Equalization at (800) 400-7115, or go to their website at www.boe.ca.gov.

C MARTIN
EXEMPT ORGANIZATIONS
BUSINESS ENTITIES SECTION
TELEPHONE (916) 845-5145
FAX NUMBER (916) 843-0202

RTF:

Office of the City Clerk
Administrative Services Division
Neighborhood Council (NC) Funding Program
Board Action Certification Form

NC Name: Granada Hills North	**Meeting Date:** 4-02-24
Budget Fiscal Year: 2023-2024	**Agenda Item No:** F - 3
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to approve up to $1000.00 for NPG from Granada Hills Rotary Foundation Scholarships for J. F. Kennedy High School and Granada HIlls Charter Schools.

Vote Count

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

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Sid Gold	District 3	X					
Vacant	Small Business workers Representative						
Rahim Kazi	District 3				X		
Vacant	District 3						
Ralph Kroy	Faith Based Rep.	X					
Darin Hanna	District 3	X					
Jason Lester	District 3	X					
Thomas Hartfield	District 3	X					
Vacant	District 1						
Alvin Waters	Community Interest Rep./ Vice President	X					
Robert Moore	District 3				X		
Graham Czach	District 3				X		
Daniel Sternbaum	District 3	X					
Katelyn Chong	District 3 / Secretary				X		
Will Wright	District 3				X		
Alexandra Lester	Youth Seat					X	
Michael Stewart	District 2	X					
Vacant	Neighborhood Organizer						
Totals		10	0	0	5	1	0

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Print/Type Name: Brian Allen	Print/Type Name: Keren Waters
Date: 4-02-24	Date: 4-02-24

Overgrown Dead Grass and weeds.

From: David Mena (dmena4813@yahoo.com)

To: board@ghnnc.org

Date: Monday, August 26, 2024 at 03:42 PM PDT

Hello to everyone on the board. My name is David Mena and I'm a Granada Hills resident. I send this email with details regarding many public parkways along Balboa that are suppressed with tall, overgrown, dead grass and weeds. It's not only a fire hazard, but hazard to pets, and walking through is bothersome. I would like to extend my experience as a previous landscaper and gardener to help eliminate and maintain these parkways and any other hazards that surround our community. I'm currently servicing my community with yard work by myself as a solo gardener. I have the tools and skill in both safety practices and physical labor. Please help us come to a mutual solution.

Attentively,

David H. Mena