

CITY OF LOS ANGELES

California

SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Andres Rubalcava

VICE PRESIDENTS:

Administration: Brielle Acevedo

Communications: Donald Zelaya

SECRETARY: Kathy Bloom

TREASURER: George Ortega



Office: 13521 Hubbard Street

Sylmar, CA 91342

Mailing: P.O. Box 921023

Sylmar, CA 91392-1023

Telephone: (818) 833-8737

E-mail: Board@SylmarNC.org

Sylmar Neighborhood Council General Board Meeting –Agenda Thursday, August 25, 2022 – 6:30 PM

Zoom Meeting Online: <https://us02web.zoom.us/j/89371968816>

Join by Telephone: Dial (669) 900-6833 to Join the Meeting

Then Enter This Webinar ID: 893 7196 8816 and Press #

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 board@sylmarnc.org o por teléfono 818-833-8737 para avisar al Concejo Vecinal.

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE SYLMAR NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Board must dial (669) 900-6833, and enter 893 7196 8816 and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the Raise Hand option, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS The public is requested dial *9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. 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.

AB 361 Updates:

Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required.

If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned.

If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

- 1. Call to Order**
- 2. Welcome and Housekeeping**
- 3. Public Comment** on items not appearing on the agenda.
- 4. Announcements from Public Officials.**
- 5. Discussion and possible action** to approve June General Board meeting minutes and July General Board meeting notes.
- 6. Discussion and possible action** to approve Monthly Expenditure Reports MERs.
- 7. Discussion and possible action** to form committees and appoint committee chairs.
- 8. Discussion and possible action** to approve \$1,500 for a minutes taker for SNC general board meetings for the remainder of the term.
- 9. Discussion and possible action** to approve \$1,500 for Granada Hills Community Foundation Street Faire. NPG is Attachment A.
- 10. Presidential Appointment** of Board members from applications received.
- 11. Announcement** of Sylmar Neighborhood Council vacancies and application process.
Application is Attachment B.
- 12. Board Member Updates and Announcements**

13. Future Agenda Items: Write to Executive Board by email at ExecutiveBoard@SylmarNC.org or mail Executive Board c/o Sylmar Neighborhood Council, P.O. Box 921023, Sylmar, CA 91392-10

14. President’s Closing Remarks, Acknowledgement, and Adjournment

15. Adjournment

THE AMERICAN WITH DISABILITIES ACT 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

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 the neighborhood council office, at our website sylmarnc.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 Sylmar Executive Board Members: executiveboard@sylmarnc.org

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows: • Our office located at 13521 Hubbard St. Sylmar, CA 91342 • Sylmarnc.org • You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the NC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website.



Granada Hills Chamber of Commerce

17723 Chatsworth Street
Granada Hills, California 91344

818 368-3235

www.grnadachamber.com email@granadachamber.com

August 1, 2022

Sylmar Neighborhood Council

The Granada Hills Community Foundation is hosting the 2022 Granada Hills Street Faire.

The Granada Hills Chamber 17th Annual Street Faire will take place on Oct. 22, 2022 on Chatsworth St. Your donation will help promote awareness of your Neighborhood Council and may recruit additional stakeholders to participate in your Council.

As a thank you for your generosity, we offer and will highlight your Neighborhood Council as follows:

1. Neighborhood Council Logo
 - a. Displayed on the Chamber website and email signature for one month before and one month after event
 - b. Displayed on Stage #1 Banner
 - c. Displayed in sitting area
 - d. Displayed on all 5,000 printed flyers
 - e. Displayed on store front posters
 - f. Displayed on 12 street pole banners
2. The Chamber will create Social Media Avatar Target Boost to 20,000 people
 - a. Boost promotion with five (5) key words
3. Space in the Street Faire (one 10' X 10" booth)
4. Every day visibility

Your donation will help to enrich community unity and mutual understanding by continuing a fun and family-oriented event. This event supports the arts, music, ethnic foods and local businesses as well as appreciating the Rotary Club Annual Octoberfest and the well-received Classic Car Show.

Thank you in advance for your contribution in this mutually beneficial event.

Best Regards,

Madlena Minasian
President – Granada Hills Community Foundation

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: Sylmar Neighborhood Council

SECTION I - APPLICANT INFORMATION

- 1a) Granada Hills Community Foundation 46-3612720 California 7-25-2014
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*
- 1b) 17723 Chatsworth St. Granada Hills Ca 91344
Organization Mailing Address *City* *State* *Zip Code*
- 1c) Same
Business Address (If different) *City* *State* *Zip Code*
- 1d) **PRIMARY CONTACT INFORMATION:**
Madlena Minasian (818)645-7799 mminasian.nhwnc@gmail.com
Name *Phone* *Email*
- 2) **Type of Organization- Please select one:**
 Public School (*not to include private schools*) **or** 501(c)(3) Non-Profit (*other than religious institutions*)
Attach Signed letter on School Letterhead **Attach IRS Determination Letter**
- 3) Granada Hills Community Foundation Granada Hills Ca 91344
Name / Address of Affiliated Organization (if applicable) *City* *State* *Zip Code*

SECTION II - PROJECT DESCRIPTION

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

Granada Hills Community Foundation was set up to better the community of Granada Hills. The Street Faire scheduled for 10-22-22 is one of the ways we enhance community cohesion and mutual understanding by creating a fun and family - oriented event that includes and is representative of all aspects of Granada Hills and the surrounding areas. This event is open and free to the community. The purpose: General support for the 17th Annual Street Faire, expenses 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)

The Street Faire is non-discriminatory and it is estimated to draw a spectator crowd of 10,000. The Street Faire supports the arts, bands, music for all ages, a Children's Fun Zone, Car Show as well as food vendors from different ethnic groups.

SECTION III - PROJECT BUDGET OUTLINE

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

6a)

Personnel Related Expenses	Requested of NC	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

6b)

Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
SNC	\$ 1,500	\$ 35,000
Material Management material and Supplies, PortaPotties and Washbasins, permits, insurance, paramedics, trophies	\$	\$
	\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: NSNC, NENC, PRNC, MHNC, NHWNC, GHSNC, GHNC

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
SNC	\$ 1,500	\$
sPONSORHIPS, NEIGHBORHOOD COUNCILS, CAR SHOW ENTRIES, VENDOR FEES	\$ 33,500	\$
	\$	\$ 35,000

9) What is the TOTAL amount of the grant funding requested with this application: \$ 1,500

10a) Start date: 07 / 28 / 22 10b) Date Funds Required: 09 / 01 / 22 10c) Expected Completion Date: 09 / 01 / 22
 (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:

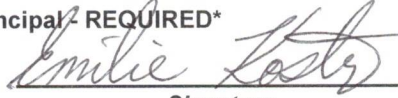
Name of NC Board Member	Relationship to Applicant

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*
Madlena Minasian President  8/1/22
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
Emilie Koster Secretary  8-1-22
 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

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

DEPARTMENT OF THE TREASURY

Date: **JUL 25 2014**

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

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

Dear Applicant:

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

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

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

Sincerely,



Director, Exempt Organizations

CITY OF LOS ANGELES

California



SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Andres Rubalcava

VICE PRESIDENTS:

Administration: Brielle Acevedo

Communications: Donald Zelaya

SECRETARY: vacant

TREASURER: George Ortega

Office: 13521 Hubbard Street
Sylmar, CA 91342

Mailing: P.O. Box 921023

Sylmar, CA 91392-1023

Telephone: (818) 833-8737

E-mail: Board@SylmarNC.org

**Sylmar Neighborhood Council
Application for Consideration of Appointment**

Name:

Occupation:

Home Address:

City, State, Zip Code:

Home Phone:

Work Address:

City, State, Zip Code:

Work Phone Number:

Mobile Phone Number:

Preferred Email address:

Vacant Board Seat you are applying for:

Stakeholder Qualification – Please provide a brief statement as to how you qualify as a community stakeholder for this Board seat:

(Please also provide documentation that substantiates your status as a Sylmar stakeholder. “Stakeholders” shall be defined as those who live, work or own property in the neighborhood and to those who declare a stake in the neighborhood as a community interest stakeholder, defined as a person who affirms a substantial and ongoing participation within the Neighborhood Council’s boundaries and who may be in a community organization such as, but not limited to, educational, nonprofit and/or religious organizations (Ordinance No. 182830 effective January 26, 2014).)

Please answer the following questions:

1. Why do you wish to participate on the SNC Board?

2. What are your goals for the community?

3. What areas of community service particularly interest you?

4. Do you have any special interests that might conflict with Neighborhood Council responsibilities?

5. Please return this form by email to: Andres.Rubalcava@SylmarNC.org and ExecutiveBoard@SylmarNC.org

If you have any questions, please do not hesitate to call us at (818) 833-8737. Thank you for your interest in the Sylmar Neighborhood Council! Sylmar Neighborhood Council Board Member Application Revised 6-21-21