

# CITY OF LOS ANGELES

CALIFORNIA



## SHERMAN OAKS NEIGHBORHOOD COUNCIL

P O Box 5721  
Sherman Oaks, CA 91413  
(818) 503-2399

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

### Committee Members:

Candy Williams – Chair

Jeffery Hartsough

Howard Katchen

Lisa Petrus

Cheryl Shapiro

### Sherman Oaks Neighborhood Council

#### Finance Committee Meeting Agenda

Wednesday, December 18, 2019, 6:30 PM

14930 Ventura Blvd. #210

Sherman Oaks 91403

The public is requested to fill out a "Speaker Card" to address the Board on any item of the agenda prior to the Board taking 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 is within the Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board. The chair reserves the right to change the amount of time given to speakers depending on circumstances. 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. Requests must be made within a reasonable time to the telephone number above or to the "contact us" at the website above. Reports and other committee reference materials may be seen on our website under each committee's meeting agenda. Agendas are posted publicly in the window of the Sherman Oaks Martin Pollard Branch Library 14245 Moorpark Street, Sherman Oaks 91423. Printed copies of board and committee agendas can be obtained by sending a written public records request after the document has been published to PO Box 5721, Sherman Oaks 91413. A check for \$1 plus 10 cents per page plus 49 cents postage made out to the City of Los Angeles must be included with the request. If additional payment is required, you will be notified. For information on the process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the Sherman Oaks Neighborhood Council Bylaws. The Bylaws are available at our Board meetings and our website [www.shermanoaksnc.org](http://www.shermanoaksnc.org)

### AGENDA

1. Call to Order by Candy Williams, Chair
2. Roll Call
3. Review and approval of minutes
4. Introduction of elected officials and staff
  - Questions and answers.
5. Public forum: comments by the public on non-agenda items within the Committee's jurisdiction
6. Chair's Report

#### **7A) New Business. Discussion and possible motion.**

A motion to approve the monthly expense report for the period ending November 30, 2019;

#### **7B) New Business. Discussion and possible motion.**

A motion for funding of up to \$3,200 for graffiti prove paint to keep the Sherman Oaks utility boxes free of graffiti. To help with the monitoring and removal of graffiti on painted utility box in the Sherman Oaks area;

- i) Presentation by applicant
- ii) Public comment and discussion

iii) Committee discussion and possible motion and vote

8) Committee Business

9). Announcements from the Committee on subject matters within SONC's jurisdiction

10) Adjourn

**Committee Members:**

Candy Williams – Chair  
Jeffrey Hartsough  
Howard Katchen  
Lisa Petrus  
Cheryl Shapiro

**CITY OF LOS ANGELES**  
California



**SHERMAN OAKS**  
**NEIGHBORHOOD**  
**COUNCIL**

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**Sherman Oaks Neighborhood Council**  
**Finance Committee Meeting Minutes**  
**Wednesday, November 20, 2019 6:30 PM**  
**14930 Ventura Blvd., #210**  
**Sherman Oaks 91403**

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Minutes of the Finance Committee

1. Meeting called to order by Chair, Candy Williams at 6:40 PM
2. Present – C. Williams, J. Hartsough, H. Katchen, C. Shapiro
3. Minutes for October were submitted for approval. Motion to accept minutes as amended by H. Katchen, seconded by J. Hartsough. Vote was unanimous.
4. No public officials were present.
5. No public comments.
6. Monthly expense report for November was not available.
7. **THE FOLLOWING ACTIONS WERE TAKEN:**

The budget was reviewed. A determination was made that \$10,000 could be carried over.

The funds that have been allocated but have "not been paid out" were the \$2,500 to Teen and \$1,000 to Crosstown LA. A reallocation of the rollover funds was discussed. The new allocation will be \$3,500 to NPG and \$4,000 to CIP.

The motion for funds to be distributed by February 1, 2020 were approved by H. Katchen and seconded by C. Shapiro. Motion approved unanimously.

Upgrade of SONC website was discussed.

Business cards for SONC are to be ordered from LA City Publishing Department for an approximate rate of \$50 for 200 cards. Jeffrey Hartsough will follow up with the city.

There were no other business items or announcements from the Committee on subject matters within SONC's jurisdiction.

Meeting was adjourned at 8:24 PM.

**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: Sherman Oaks

**SECTION I - APPLICANT INFORMATION**

1a) Sherman Oaks Chamber Foundation 46-3144630 CA  
 Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) 14827 Ventura Blvd #207 Sherman Oaks CA 91403  
 Organization Mailing Address City State Zip Code

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

**1d) PRIMARY CONTACT INFORMATION:**

Vicki Nussbaum 3109858284 VickiCarrNussbaum@gmail.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.**

We will use the funding to help us graffiti coat the utility box paintings and monitor/remove graffiti. The art on the utility boxes brands and unifies and distinguishes Sherman Oaks.

**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)**

This grant will help & keep Sherman Oaks clear from graffiti on the painted utility boxes.



**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
Graffiti proofing boxes (30 @ \$50 each)	\$ 750	\$ 1500
Monthly checks & cleaning (12 @ \$200 each)	\$ 1200	\$ 2400
	\$	\$

  

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
Graffiti proof paint \$135/gallon x 10 gallons	\$ 700	\$ 1350
Paint brushes, cleansers, etc.	\$ 200	\$ 200
	\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No  Yes If Yes, please list names of NCs: \_\_\_\_\_

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

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

9) What is the TOTAL amount of the grant funding requested with this application: \$ 3200

10a) Start date: 01/01/20 10b) Date Funds Required: 02/01/20 10c) Expected Completion Date: 12/31/20  
 (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
<u>Fran Kerzner</u>	<u>friend / board member</u>

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\*

FRAN KERZNER President Fran Kerzner 11-15-19  
 PRINT Name Title Signature Date

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

Vicki Nussbaum secretary Vicki Nussbaum 11-11-19  
 PRINT Name Title Signature Date

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



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

DEPARTMENT OF THE TREASURY

Date: **MAY 28 2015**

SHERMAN OAKS CHAMBER FOUNDATION  
14827 VENTURA BLVD SUITE 207  
SHERMAN OAKS, CA 91403-0000

Employer Identification Number:  
46-3144630  
DLN:  
26053546003905  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
509(a)(2)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
June 17, 2013  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

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

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

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

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-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.

Letter 5436

SHERMAN OAKS CHAMBER FOUNDATION

Sincerely,

*Tamera Ripperda*

Director, Exempt Organizations