



CITY OF  
LOS ANGELES  
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308  
WWW.WESTHILLSNC.ORG  
MAIL@WESTHILLSNC.ORG

## WEST HILLS NEIGHBORHOOD COUNCIL

### **JOINT BOARD AND BEAUTIFICATION COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA**

**Tuesday, July 20, 2021 @ 6:00 p.m.**

This meeting of the West Hills Neighborhood Council Beautification Committee will be conducted online via Zoom Webinar and telephonically. All are invited to attend and participate.

**To attend online** via Zoom Webinar, click or paste the following link into your browser:  
<https://zoom.us/j/99272551544>

**To call in by phone**, dial toll-free **833-548-0276**, then punch in this Webinar code when prompted: **992 7255 1544#**.

This meeting is open to the public. Comments on matters not on the agenda will be heard during the Public Comment period. Those who wish to speak on an agenda item will be heard when the item is considered.

1. Call to Order and Establish Quorum
2. Approval of Minutes of the June 2021 meeting
3. Comments and Announcements from the Chairs
4. Public Comment
5. Approval of Committee Operating Rules
6. Guest Speaker John Luker – History of and Present Concerns and Actions for Oak Trees
7. Discussion and Review of Board Event Approvals for August and September, 2021 cleanups
8. Discussion and Possible Action on Board Event Approvals for October, November and December, 2021 cleanups
9. Discussion and Possible Action on Providing Pre-packaged Snacks at Beautification Events
10. Discussion and Possible Action on Final Revisions to Beautification Committee Funding Requirements for Fiscal Year 2021/2022
11. Discussion and Possible Action on an Event with City Street Services Department (in person or by ZOOM) to be held jointly by the Beautification, Government Relations, and Streets and Transportation Committees
12. LA City Park Maintenance Updates -- including reports from members regarding conditions of our local parks
13. Discussion and Possible Action on Murals
14. Discussion and Possible Action on other Beautification Projects and prior suggested projects:
  - a. Attracting nurseries/garden shops to beautify an area and then get “free publicity” for the cleanup
  - b. Post office update
  - c. Spring Plantings – locations and sponsors –
  - d. Suggestions for dog poop left by careless neighbors and report on same from Myrl
  - e. Any new ideas???
15. Discussion and Possible Action on ROW Letters
16. Suggestions for the August Agenda
17. Adjournment - ***The next meeting of this committee will be held on Tuesday, August 17, 2021 at 6:00 PM.***

**Public input at Neighborhood Council meetings:** When prompted by the presiding officer, members of the public may address the committee on any agenda item before the committee takes an action on the item by punching in \*9 (if calling in by phone) or by clicking on the “raise hand” button (if participating online through Zoom) and waiting to be recognized. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on matters not appearing on the agenda that are within the committee’s jurisdiction will be heard during the General Public Comment period. Please note that under the Ralph M. Brown Act, the committee 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 committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of said committee.

**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 §§ 48.01 et seq. More information is available at [ethics@lacity.org/lobbying](mailto:ethics@lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).

**Public Posting of Agendas:** WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., West Hills, CA 91307 or at our website, [www.westhillsnc.org](http://www.westhillsnc.org). You can also receive our agendas via email by subscribing to the City of Los Angeles Early Notification System at [www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index](http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index).

**The Americans 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, assistive listening devices and other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting via email [NCsupport@lacity.org](mailto:NCsupport@lacity.org) or calling (213) 978-1551. If you are hearing impaired please call 711.

**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 meeting where such writing was considered or by contacting the WHNC’s executive director via email at [Michelle.Ritchie@westhillsnc.org](mailto:Michelle.Ritchie@westhillsnc.org). Requests can be made for a copy of a record related to an item on the agenda.

**Reconsideration and Grievance Process:** For information on the WHNC’s process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at our website, [www.WestHillsNC.org](http://www.WestHillsNC.org).



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## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BEAUTIFICATION COMMITTEE/BOARD ONLINE AND TELEPHONIC MEETING MINUTES

Monday, June 14, 2021 @ 6:00 PM

DRAFT revised July 9, 2021

Numbers refer to agenda items:

1. Committee Co-Chair Brad Vanderhoof called the meeting to order at 6:04 PM. Those in attendance: Faye Barta, Dan Brin, Jessica Fuentes, Glenn Jennings, Heidi Manning, Steve Randall, Tony Scearce, Myrl Schreiberman, Joan Trent, and Brad Vanderhoof. Absent was Kian Gholibiek. Council member Tariq El-Atrache also attended. Stakeholder Reeyan Raynes also was present. A quorum was established.
2. The May 18, 2021 minutes were approved as amended.
3. Comments from the Chairs: Co Chair Brad advised that new Board member Glenn Jennings had been added to the committee. There were no objections to Glenn's addition. Brad asked Board member Tariq El-Atrache if he wanted to become a member of the committee. Tariq said yes. The committee agreed to add Tariq as a member.
4. Public Comment: None
5. Discussion and Possible Action on Board Event Approvals for July, August, and September cleanups:  
There was a brief discussion by committee members regarding the committee's cleanup efforts. There were several suggestions that events other than cleanups, such as planting of plants and trees and milkweed for the butterflies, should be held. Also discussed was the need to inspire more public engagement and rotate kinds of projects that the committee can do, along with requirements for different projects and working with other groups.  
The committee then undertook choosing three different areas for cleanups and activities for the months of July, August and September. For July suggestions were the medians on Valley Circle, Valley Circle continuing to Chatsworth Lake Manor, cleaning and replenishing sand at parks' sandboxes, Valley Circle south of Woolsey Canyon, the east side of Fallbrook between Lull and Ingomar. A majority of the committee voted to clean the east side of Fallbrook between Lull and Ingomar on July 31, 2021, between 8:30 AM and 11:30 AM.  
For August suggestions were Valley Circle to Woolsey Canyon, cleaning up Shadow Ranch Park, painting fire hydrants (with Brad reporting that although we do have some yellow paint left, we would need to purchase more), and Valley Circle to Roscoe and Las Rojas. A majority of the committee voted to paint fire hydrants on August 28, 2021, from 8:30 AM to 11:30 AM, and for a budget of \$100 for paint and supplies.  
For September, Anthony suggested assisting with the milkweed planting at Orcutt Ranch Park (with reference to item #10 on the agenda). The entire committee voted in favor of that project, for which the date and time will be announced in the future.
6. Discussion and Possible Action on Resuming Providing Pre-packaged Snacks at Beautification Events:  
After a brief discussion it was agreed that in addition to water, the committee should supply pre-packaged snacks at our events, at a cost of up to \$25 per event. With one abstention, the motion passed.
7. Discussion and possible action on Beautification Committee's Funding Requirements to Fiscal Year 2021-2022:  
After brief discussion of the need for new tools and other items and food for cleanups, it was determined that the budget should be \$2500. Then an amendment was suggested, to add \$1000 for a mural. The vote to add \$1000 to the approved budget of \$2500 was passed by majority vote. Therefore the request to the Budget Committee for the 2021-2022 Beautification budget will be for \$3,500.
8. Event with City Street Services Department (in person or by ZOM) to be held jointly with Beautification, Government Relations and Streets and Transportation Committees: Item tabled to July.

9. LA City Park Maintenance Updates – including reports from members regarding conditions of our local parks: Item tabled to July.
10. Orcutt Ranch Monarch Butterfly Project:
  - a. Mayor's Pledge
  - b. Letter to Councilmember Lee

Anthony opened the extensive discussion concerning the dire situation of the monarch butterflies and the actions needed to be promoted and undertaken to help protect them. The two basic methods to make Beautification's position to protect the monarchs clear are: (1) to approve sending a letter to Councilmember John Lee, requesting to designate Orcutt Ranch Park as a monarch butterfly habitat; and (2) to approve sending a letter to Mayor Garcetti requesting the Mayor to support The Natural Wildlife Foundations' support for a monarch butterfly program. After positive discussion, motions were made to approve the production and sending of both letters from the WHNC Council to John Lee and Eric Garcetti. Both motions passed with overwhelming (but not unanimous) support.

Agenda Items 11 and 12 and misnumbered 11 (should have been 13) and 12 (should have been 14) were tabled to July.

Brad announced that at next month's meeting we will address the operating rules.

Brad adjourned the meeting at 8:19 P.M.

The next meeting of this committee will be held Tuesday, July 20, 2021, at 6:00 PM, Online and Telephonically.



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**WEST HILLS NEIGHBORHOOD COUNCIL**  
**BEAUTIFICATION COMMITTEE OPERATING RULES**  
**Revised June 16, 2021**

*"The mission of this committee is, in cooperation with stakeholders, to advocate, promote, . " facilitate and engage in activities to improve and maintain the appearance of West Hills' streets, sidewalks, parks and other features by encouraging greater participation and responsibility of West Hills stakeholders*

The Chair(s) of the Beautification Committee are:

Co-Chair Faye Barta, Co-Chair Brad Vanderhoof

This committee has no fixed number of seats.

Members of this committee shall be appointed or removed by (agreement of) the Chair(s).

This committee currently consists of 12 members who are:

Faye Barta	Dan Brin	Tariq El-Atrache	Jessica Fuentes	Kian Gholibeik	Glenn Jennings
Heidi Manning	Steve Randall	Anthony Scearce	Joan Trent	Myrl Schreibman	Brad Vanderhoof

A quorum of this committee is currently 7 members.

Additional officer(s) appointed by the Chair(s).

Secretary none

All meetings, discussions, and communications pertaining to the business of this committee shall be conducted in compliance with the Brown Act.

This committee shall abide by the WHNC Code of Civility. This code shall apply to all committee members, whether they are members of the WHNC Board or not.

The committee will meet on the 3rd Tuesday of the month at 6:00 PM unless rescheduled.

The following rules may be amended at any regular meeting of the Committee by a majority vote of the members present provided possible action on the committee operating rules is announced in the agenda.

1. WHNC Board members and WHNC stakeholders are eligible to serve on this committee.
2. Voting rights shall be accorded to committee members only.
3. For this committee "serving actively" is defined as:
  - A. attending regular committee meetings
  - B. participation in and contribution to discussions
  - C. accepting tasks or assignments to support committee objectives
4. The writing and posting of agendas shall be the responsibility of the Co-Chairs.
5. The taking and posting of minutes shall be the responsibility of the Co-Chairs.
6. Committee members must not miss more than four (4) meetings in a 12-month period. Excessive absences may be grounds for dismissal from the committee.
7. Committee members including officers shall not claim to be, or give the impression of, speaking or communicating by any means on behalf of the WHNC without approval from the Board.
8. Committee members including officers shall not make any representations to or requests of the Board or any other agency, on behalf of the Committee, without approval from the Committee.
9. The parliamentary process is to be governed by "Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century."