



CITY OF  
LOS ANGELES  
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308  
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## WEST HILLS NEIGHBORHOOD COUNCIL

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

**Tuesday, December 19, 2023 @ 6:30 PM**  
**Chaminade College Preparatory -- Condon Center, 2<sup>nd</sup> Floor**  
**23241 West Cohasset Street, West Hills, CA 91304**

**Enter Chaminade through the Cohasset Street Entrance between Woodlake and Platt Avenues. Enter through the parking lot, bear left and continue over the hill until you see the Condon Family Technology Center on the left. Park in the nearest lot.**

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 November 2023 Meeting
3. Comments and Announcements from the Chairs
4. Public Comment
5. Discussion and Possible Action on Future Cleanup Events for January 2024, and February 2024  
Cancelled: Dec. 9 from 8:30 to 11:30 AM at Valley Circle north of Victory  
The January cleanup is scheduled for Jan. 20 from 8:30 to 11:30 AM at Orcutt Ranch Horticulture Center on Justice  
The February cleanup is scheduled for Feb. 17 from 8:30 to 11:30 AM at Woodlake and Saticoy.  
Glenn moved to add \$50 to the event request for January for water and snacks.
6. Discussion and Possible Action on Spending Requests
7. Discussion and Possible Action on a Tree Giveaway Event for Residential Shade Trees
8. Discussion and Possible Action on Street Tree Planting
9. Discussion and Possible Action on Right-Of-Way (ROW) letters
10. Strike Team Reports
11. Suggestions for the January Agenda
12. Adjournment

***The next meeting of this committee will be held on Tuesday, January 16, 2023 at 6:00 PM.***

**Public Input:** 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, an issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the committee.

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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](mailto:NCsupport@lacity.org)

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**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 our website: [www.westhillsnc.org](http://www.westhillsnc.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 the WHNC's executive director via email at [michelle.ritchie@westhillsnc.org](mailto:michelle.ritchie@westhillsnc.org)

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

**Servicios De Traducccion:** Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte [Michelle.Ritchie@westhillsnc.org](mailto:Michelle.Ritchie@westhillsnc.org)



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## WEST HILLS NEIGHBORHOOD COUNCIL

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

Tuesday, November 27, 2023 @ 6:30 PM

Revised November 29, 2023

The Committee shall take official action by a simple majority of yes and no votes cast by the committee members present at a duly noticed regular or special Beautification Committee meeting, not to include abstentions. There shall be no proxy voting.

Attendance: Glenn Jennings, Vinura Kotuwelle, Heidi Manning, and Brad Vanderhoof

Guest: Carolyn Poppert

Co-chair Brad Vanderhoof called the meeting to order at 6:44 PM. A quorum was established.

The October meeting minutes were approved.

Comments and Announcements from the Co-Chair(s): Dan Brin and Steve Randall are no longer members of this committee.

Public Comment: None

Numbers refer to agenda items.

5. Future Cleanup Events for December 2023, January 2024, and February 2024:

There is no change to the December cleanup; Dec. 9 at 8:30 to 11:30 AM, Valley Circle north of Victory.

The November cleanup around Orcutt Ranch Horticulture Center on Justice will be moved to January; Jan 20, 8:30 to 11:30 AM.

February: suggestions were; Valley Circle from Roscoe to Dorie, Woodlake Saticoy corner, Fallbrook from Saticoy to Ingomar, and Medical center Drive. The committee voted unanimously to choose the Woodlake/Saticoy site. The February cleanup is scheduled for Feb. 17 from 8:30 to 11:30 AM.

Glenn moved to add \$50 to the event request for January for water and snacks. Heidi seconded.

Faye Barta – Absent, Glenn Jennings – Yes, Vinura Kotuwelle – Yes, Heidi Manning – Yes,

June Moriarty – Absent, Joan Trent – Absent, Brad Vanderhoof – Yes

Yes – 4, No – 0, Abstain – 0, Absent – 3, Recusal – 0

The spending request is approved.

6. Spending Requests: No action taken.

7. Right-Of-Way (ROW) letters: No action taken.

8. Strike Team Reports: Heidi filled twelve large bags with leaves after the strong winds.

9. Suggestions for December's Agenda: Heidi asked if the City was still offering street trees and if this information should be sent to stakeholders. Heidi and Brad will investigate. Heidi said that maybe other attractions like paper shredding or electronic waste disposal could draw more attention to the cleanups.

Co-chair Brad Vanderhoof adjourned the meeting at 7:33 PM.

The next scheduled meeting of this committee is December 19, 2023, 6:30 PM, Chaminade Condon Center.