



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 BUDGET COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA

Tuesday, January 26, 2021 at 6:30 p.m.

This meeting of the West Hills Neighborhood Council Budget 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/95791095643>

To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **9579 109 5643**.

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
2. Establish Quorum
3. Approve Meeting Minutes of September 15, 2020
4. Approve Meeting Minutes of November 24, 2020.
5. Comments from the Co-Chair(s)
6. Public Comment on Non-Agenda items

Old Business:

7. Discussion and possible action on revising the Controllers Report format.

New Business:

8. Discussion and possible action on approving Budget Request in the amount of \$250 for payment to Iris Perez for painting 2 utility boxes. Streets & Transportation Committee Budget Line item 20.
9. Discussion and possible action on approving Budget Request in the amount of \$100.00 for 33 certificate frames. Line item 1.
10. Discussion and possible action on approving revised Budget Request in the amount of \$7,175.65 for 2021 Board Elections. Line items 10 and 39.
11. Meeting adjournment.

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. For assistance, please contact the Ethics Commission at (213) 978-1960 or 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. 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.

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 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. 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.



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 BUDGET COMMITTEE ONLINE AND TELEPHONIC MEETING MINUTES

Tuesday, Sept. 15, 2020 at 6:30 p.m.

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

1. Call to Order – **6:25 p.m.**
2. Establish Quorum – Members present: Aida Abkarians, Dan Brin, Faye Barta, Bob Brostoff, Carolyn Greenwood, Bonnie Klea, Saif Mogri, Steve Randall, Tony Scearce, Myrl Schreibman, Joan Trent, Alec Uzemeck. Members Absent: Charlene Rothstein, Brad Vanderhoof.
3. Approve Meeting Minutes of July 21, 2020 – **Minutes approved.**
4. Approve Meeting Minutes of Aug. 18, 2020 – **Minutes approved as amended.**
5. Comments from the Co-Chair(s) - **None**
6. Public Comment on Non-Agenda items- **None**

New Business:

7. Discussion and possible action on approving an NPG request from the Southern California Preparedness Foundation in the amount of \$850.00 towards the 13th Annual Valley Preparedness Fair to be held on Saturday, Oct. 10, 2020. **Discussion was held with all committee members opposed to this request. Unanimous vote of “NO”.**
8. Meeting adjournment. **7:00 p.m.**



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 BUDGET COMMITTEE ONLINE AND TELEPHONIC MEETING MINUTES

Tuesday, Nov. 24, 2020 at 6:30 p.m.

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

1. Call to Order – 6:40 p.m.
2. Establish Quorum - Members present: Aida Abkarians, Dan Brin, Faye Barta, Bob Brostoff, Carolyn Greenwood, Bonnie Klea, Saif Mogri, Steve Randall, Tony Scarce, Myrl Schreiberman, Joan Trent, Members Absent: Alec Uzemeck, Brad Vanderhoof.
3. Approve Meeting Minutes of Sept. 15, 2020 – Motion tabled to next meeting.
4. Comments from the Co-Chair(s) – None
5. Public Comment on Non-Agenda items - None

New Business:

6. Discussion and possible action on approving payment from budgeted items of an invoice from the LAPD in the amount of \$225.78 for services on September 13, 2017. Motion passed unanimously.
7. Discussion and possible action on allocating \$250 for the 2021 Homeless Count. Motion passed with one abstention (Joan Trent).
8. Discussion and possible action on allocating \$350 to decorate a utility box at the corner of Valley Circle and Roscoe. – Motion passed unanimously with amendment to indicate that funds are for paint only.
9. Discussion and possible action on approving a budget request from Public Safety and Emergency Preparedness in the amount of \$122.24 for 6 Motorola walkie talkies for use in an emergency. Motion passed unanimously.
10. Discussion and possible action on revising the Controllers Report format. Motion tabled to next meeting.
11. Meeting adjournment. – 7:30 p.m.

WEST HILLS NEIGHBORHOOD COUNCIL

Spending Request Form

Please print legibly or type

Date of submission: Committee Name:

Chairperson/Stakeholder: Date Approved by Committee:

Phone: Email:

Event/Activity

Total Amount Requested: Budget Line Item:

Justification for request. This must include a statement about how the event/activity benefits the stakeholders of West Hills.

(Attach additional pages if necessary)

List all expense items, quantities, and amounts:

Item & Quantity	Amount
<input type="text" value="Payment to Artist Iris Peretz"/>	<input type="text" value="\$250.00"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

For Budget Committee/Controller Use Only:

Committee Approved Budget Approved Board Approved

		Subtotal	250
		Sales Tax	
		Total	250

Make all checks payable to Iris Peretz

Thank you for your business!

WEST HILLS NEIGHBORHOOD COUNCIL

Spending Request Form

Please print legibly or type

Date Of Submission: 01/12/2021

Committee Name: _____

Chairperson/Stakeholder: Michelle Ritchie

Date Approved By Committee: _____

Phone: _____

Email: michelle.ritchie@westhillsnc.org

Event/Activity: _____

Total Amount Request: \$100.00

Budget Line Item: 1. _____

Justification for request. This must include a statement about how the event/activity benefits the stakeholders.

To be used for presentation of WHNC Certificates of Appreciation to various West Hills recipients. _____

(Attach additional pages if necessary)

List all expense items, quantities and amounts:

Items & Quantity:

Amount:

Certificate Frame Holders

\$3.00 each

For Budget Committee/Controller Use Only:

Committee Approved

Budget Approved

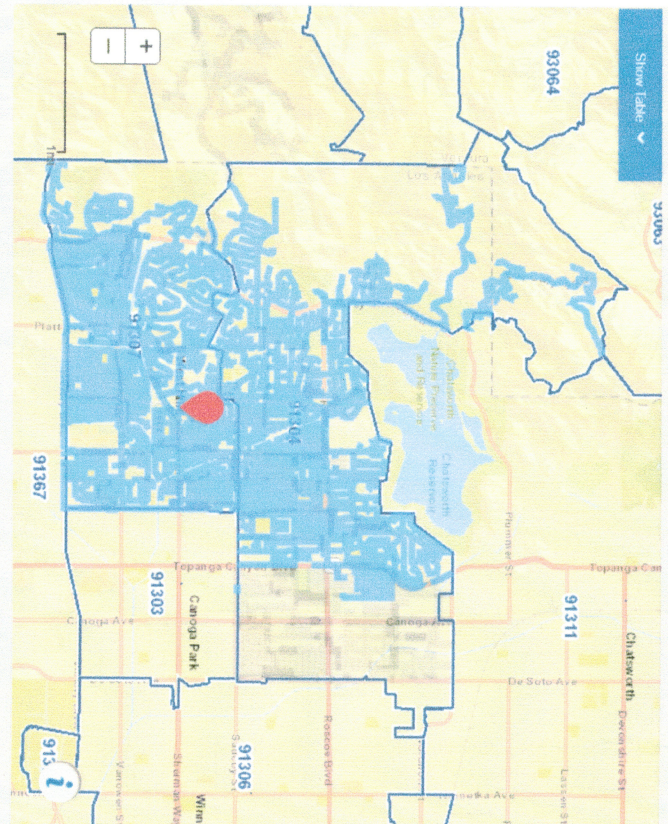
Board Approved

Item	Cost	Current Budget
Elections Committee Budget		\$5,000.00
USPS EDDM Mailing	\$3,269.92	Must be a check
Sub Total	\$3,269.92	
Communications Budget		\$2,517.33
Printing & Folding of 17,500	\$2,555.73	
EDDM Bundling & Delivery	\$500.00	
Warner Center News	\$400.00	
Bus Bench Ads (4 benches)	\$200.00	
Lawn Signs	\$250.00	
Sub Total	\$3,905.73	
Grand Total	\$7,175.65	

Need to move 1,388.40 from Elections to Communications

WEST HILLS, CA

ROUTE	RESIDENTIAL	BUSINESS	TOTAL	AGE 25-44	SIZE	INCOME	COST
-------	-------------	----------	-------	-----------	------	--------	------



Order Summary

Individual Routes Selected
36

Post Office™ Drop-Offs
2

Total Delivery Addresses
17120

Approximate Cost
\$3269.92

Your Every Door Direct Mail order cannot exceed 5000 pieces. Please reduce your order amount to continue.

[Continue](#)
[Save](#)

Feedback