



CITY OF
LOS ANGELES
CALIFORNIA



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

JOINT BOARD AND BUDGET COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA

TUESDAY, JUNE 28, 2022 @ 6:30 p.m.

In conformity with the September 16, 2021 enactment of California Assembly Bill 361 (Rivas) and due to concerns over Covid-19, the West Hills Neighborhood Council meeting will be conducted entirely with a call-in option or internet based service option. All are invited to attend and participate.

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, 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: **957 9109 5643** and then press #.

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.

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.

1. Call to Order
2. Establish Quorum
3. Approve Meeting Minutes of March 22, 2022 and April 26, 2022
4. Comments from Co-Chair(s)
5. Public Comment on Non-Agenda items

New Business:

6. Discussion and possible action on approving budget for the 2022-2023 fiscal year.
7. Discussion on 2022-23 Budget Request Submitted by the Special Events Committee.
8. 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 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 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

Servicios De Traducción: 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



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND BUDGET COMMITTEE MEETING MINUTES

March 22, 2022

Online and Telephonic

Revised June 20, 2022

Committee members in attendance: Aida Abkarians, Faye Bart, Dan Brin, Bob Brostoff, Carolyn Greenwood, Steve Randall, Char Rothstein, Anthony Scarce, Myrl Schreiberman, Joan Trent, and Brad Vanderhoof

Other Board members in attendance: Glenn Jennings

Co-chair Carolyn Greenwood called the meeting to order at 6:31 PM. A quorum was established.

Numbers refer to agenda items.

3. Approve Meeting Minutes January 22, 2022: The minutes were approved as amended.

4. Comments from Co-Chair(s): The net available balance is \$21,204.97

5. Public Comment on Non-Agenda items: None

New Business:

6. Balance of 2021-2022 funds: No action taken.

Carolyn Greenwood adjourned the meeting at 7:36 PM.

The next meeting of this committee will be held April 26, 2022 at 6:00 PM.



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND BUDGET COMMITTEE MEETING MINUTES

April 26, 2022

Online and Telephonic

Revised June 20, 2022

Committee members in attendance: Aida Abkarians, Faye Bart, Dan Brin, Bob Brostoff, Carolyn Greenwood, Bonnie Klea, Saif Mogri, Steve Randall, Char Rothstein, Myrl Schreiberman, Joan Trent, and Brad Vanderhoof
Other Board members in attendance: Glenn Jennings

Co-chair Carolyn Greenwood called the meeting to order at 6:30 est. PM. A quorum was established.

Numbers refer to agenda items.

3. Comments from Co-Chair(s): Saif said there will be a \$16K balance as of the end of April. Carolyn said the \$10K rollover is not confirmed but every indication is it will happen.

4. Public Comment on Non-Agenda items: None

New Business:

5. Approval of an NPG to New Friends Homeless Center (operated by Miracle minded Ministries (Pastor April) in the amount of \$450:

Aida Abkarians – Yes, Faye Barta – Yes, Dan Brin – Yes, Bob Brostoff – Yes, Carolyn Greenwood – Yes, Bonnie Klea – Yes, Saif Mogri – Yes, Steve Randall – Yes, Char Rothstein – Yes, Myrl Schreiberman – Yes, Joan Trent – Yes, Brad Vanderhoof – Yes

Yes – 12, No – 0, Absent – 3, Abstain – 0, Recusal – 0

The NPG is approved and will be sent to the Board.

6. Approval of a request for tabling by the ONEgeneration 13th Annual Senior Symposium on May 14th, 2022 in the amount of \$1000: It was asked if the WHNC could get an invoice in the amount of \$500. Niambi from ONEgeneration will forward a new invoice to Carolyn.

Char moved to approve the item in the amount of \$500. Aida seconded.

Aida Abkarians – Yes, Faye Barta – Yes, Dan Brin – Yes, Bob Brostoff – Yes, Carolyn Greenwood – Yes, Bonnie Klea – Yes, Saif Mogri – Yes, Steve Randall – Yes, Char Rothstein – Yes, Myrl Schreiberman – Yes, Joan Trent – Yes, Brad Vanderhoof – Yes

Yes – 12, No – 0, Absent – 3, Abstain – 0, Recusal – 0

Payment of the invoice is approved and will be sent to the Board.

Carolyn Greenwood adjourned the meeting at 6:41 PM.

The next meeting of this committee will be held May 18, 2022 at 6:00 PM.

DRAFT 2022-2023 PROPOSED BUDGET

		Amount Requested	In Budget		Total
Category/Committee	Purpose				
Office/Operational:					
Office	Mtg. Expenses	\$ 519.00	\$ 519.00		\$ 519.00
Office	Rent	\$ 5.00	\$ 5.00		\$ 5.00
Office	Committee Printing	\$ 369.00	\$ 369.00		\$ 369.00
Office	PO Box	\$ 404.00	\$ 404.00		\$ 404.00
Office	AppleONE	\$ 17,974.95	\$ 17,974.95		\$ 17,974.95
Office	Go Daddy	\$ 21.17	\$ 21.17		\$ 21.17
Board	Web Corner	\$ 1,800.00	\$ 1,800.00		\$ 1,800.00
Board	Rack Space	\$ 830.54	\$ 830.54		\$ 830.54
Board	iContact	\$ 602.40	\$ 602.40		\$ 602.40
Sub Total					\$ 22,526.06
Outreach:					
					\$ 4,000.00
Communications	Outreach				
Special Events	Outreach				
Environment	Outreach				
Gov't Relations	VANC				
Gov't Relations	Budget Advocates				
Gov't Relations	Congress				
Gov't Relations	Emp LA Awards				
Homelessness	Homelessness				
Public Safety					
Streets & Transportation					
Public Health					
Beautification	Refreshments & Supplies				
Elections:					
Elections:					\$ 5,000.00
Neighborhood Purpose Grants (NPGs):					
Youth & Education					\$ 473.94
Community Improvement Projects (CIPs):					
Beautification	Cleanups				
Beautification	Special Events				
				Total:	\$ 32,000.00

EVENT	PROPOSED BUDGET	Estimated Participants
4th Annual Halloween House on Display		1200
FAMILY EVENT	Print/Posters \$750.00	
	Certificates \$200.00	
	Merchandising/Promotion \$500.00	
	Total: \$1,450.00	
2nd Annual Valentine Senior Dinner Dance		250
	Food \$1,800.00	
	DJ \$400.00	
SENIOR EVENT	Venue \$350.00	
	Insurance \$300.00	
	Decorations \$300.00	
	Tableware \$325.00	
	Centerpieces \$400.00	
	Total \$3,875.00	
2nd Annual Kid's Day Event		600
KIDS AND FAMILY EVENT	Eggs and baskets for hunt \$750.00	
	PROMOTION \$250.00	
	INSURANCE \$250.00	
	Characters \$1,500.00	
	Decorations \$350.00	
	PA system \$200.00	
	restrooms \$550.00	
	Tables and Chairs \$400.00	
<i>Chamber and CD12</i>	Pop Up Tents \$0.00	
	\$4,250.00	
	Total \$9,575.00	2050

**Proposed Date of
event**

October 23 2022 Sunday

February 11 2023 Saturday

April 1 2023 Saturday
or April 15, 2023 Saturday

*Note- Easter Sunday is April 9
Note- Passover is April 5 - April 13
Ramadan begins March 22, 2023*