



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, September 27, 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 June 28, 2022
4. Comments from Co-Chair(s)
5. Public Comment on Non-Agenda items

New Business:

6. Discussion and possible action on approving Communications Committee budget request in the amount of \$450.00 for lockable bulletin for WHNC agenda and notice posting..

7. Discussion and possible action on approving the Beautification Committee budget request in the amount of \$100 for String trimmer spools..
8. Discussion and possible action on approving \$100 for the purchase of certificate frames.
9. Discussion and possible action on approving the Beautification Committee budget request in the amount of \$50 for the cleanup event on November 12, 2022.
- 10.. 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



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 MEETING MINUTES

June 28, 2022

Online and Telephonic

Revised July 30, 2022

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

Co-chair Carolyn Greenwood called the meeting to order at 6:35 PM. A quorum was established.

Numbers refer to agenda items.

3. Approve Meeting Minutes of March 22, 2022 and April 26, 2022: Minutes from both March and April approved as amended.
4. Comments from Co-Chair(s): None
5. Public Comment on Non-Agenda Items: None

New Business:

6. Approval of Budget for the 2022-2023 Fiscal Year: Carolyn presented a proposed budget that does not include the possible rollover funds (maximum \$9401.38. Miran had questions on NPGs and if WHNC will be giving education NPGs.

Roll Call Vote to Approve Proposed Budget

Aida Abkarians – Yes, Faye Barta – Yes, Dan Brin – Yes, Bob Brostoff – Yes, Tariq El-Atrache – Absent, Carolyn Greenwood – Yes, Bonnie Klea – Yes, Saif Mogri – Yes, Steve Randall – Yes, Char Rothstein – Yes, Anthony Scarce – Yes, Myrl Schreiberman – Yes, Joan Trent – Yes, A,ec Uzemeck – Absent, Brad Vanderhoof – Yes

Yes – 13, No – 0, Absent – 2, Abstain – 0, Recusal – 0

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

7. Discussion on 2022-23 Budget Request Submitted by the Special Events Committee: No action taken.

General Comments from the Chair: Carolyn said the WHNC credit card was compromised and a new card has been issued. There is an ongoing investigation.

Carolyn Greenwood adjourned the meeting at 7:26 PM.

The next meeting of this committee will be held July 26, 2022 at 6:30 PM.

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"/>	<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"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

For Budget Committee/Controller Use Only:

Committee Approved

Budget Approved

Board Approved

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"/>	<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"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

For Budget Committee/Controller Use Only:

Committee Approved

Budget Approved

Board Approved



NEIGHBORHOOD COUNCIL EVENT APPROVAL REQUEST FORM



Office of the City Clerk – Neighborhood Council Funding Program
200 N. Spring Street, Rm 224, Los Angeles, CA 90012 • (213) 978-1058 or Toll-Free 3-1-1

E-mail: Clerk.NCFunding@LACity.org • www.Clerk.LACity.org

Events are great opportunities for Neighborhood Councils to interact with their stakeholders. There are, however, liability and permitting issues that must be handled prior to the event. The Office of the City Clerk, Administrative Services Division, NC Funding Program Section must approve all Neighborhood Council sponsored events before any payments can be processed.

Please complete, sign, and submit this form at least 30 days prior to your event. Missing or incomplete required information or documents will delay review.

Neighborhood Council: West Hills Neighborhood Council

The Neighborhood Council is the Main Sponsor or Co-Sponsor for the event.

Main sponsor: West Hills Neighborhood Council

Contact Person: Faye Barta and Brad Vanderhoof

Phone: 818-887-7811

Email: Brad.Vanderhoof@westhillsnc.org;

Faye.Barta@westhillsnc.org

Co-Sponsor (if applicable): _____

Contact Person: _____

Phone: _____

Email: _____

Event Information

Event Title and Description: This event will be held on Valley Circle Blvd. between Ingomar and Roscoe, to clean up weeds, debris and overgrown trees. This event will be conducted with all participants wearing masks and gloves and practicing social distancing and adhering to all City health directives during the pandemic. This cleanup location does not qualify as “a venue or event” under Note 3 of Venues or Events: “Venues or Events includes entertainment and recreation venues such as shopping centers, movie theatres, family entertainment centers, live performance venues including performing arts, theatres, music and concert venues, sports arenas, convention centers, museums and exhibition halls.” This event will be held to clean up an area along a street in our community that has suffered from overgrowth of plants, trees, trash and littering. Next, the ENTIRE event is held outdoors. The event is limited to 25 attendees. Everyone who attends this cleanup event MUST wear a mask and remain masked at all times during the event. Everyone MUST maintain a distance of at least six (6) feet from everyone else AT ALL TIMES. Everyone must also wear gloves. If anyone fails to comply, we require that they leave the event completely. A hand sanitizer will be available. The co-chairs Brad and Faye will check that all participants are aware of and follow all the protocols. At all of our prior cleanups, all participants have rigorously followed these guidelines completely. The co-chairs Brad and Faye will continue to monitor that all protocols are being followed.

Date: November 12, 2022

Time Frame: 8:30 AM to 11:30 AM Est. number of attendees: 25

Event Budget: \$ 50.00

Venue Name: WHNC Beautification Committee November, 2022

Clean-Up

Venue Address: Valley Circle Blvd. between Ingomar and Roscoe

Contact Person: Faye Barta and Brad Vanderhoof

Phone: 818 887-7811

Email: Brad.Vanderhoof@westhillsnc.org; Faye.Barta@westhillsnc.org