



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 THURSDAY, MARCH 23, 2023 @ 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 February 23, 2023 Meeting Minutes
4. Comments from Co-Chair(s)
5. Public Comment on Non-Agenda items

New Business:

6. Discussion and possible action on Budget Request in the amount of \$750 for truck rental and participation in the Memorial Day Parade on May 20, 2023.
7. Discussion and possible action on Streets & Transportation Spending Request in the amount of \$500 for paint/supplies and artist payment.

8. Discussion and possible action on approving \$200 for yearly Zoom payment.
9. Discussion and possible action on approving Special Events Committee Spending Request in the amount of \$4,250 for Kids Day Event.
10. Discussion and possible action on approving Election Committee's Spending Request in the amount of \$6,500.00 for the upcoming election.
11. Discussion and possible action on approving a Neighborhood Purpose Grant ("NPG") to Pomelo Elementary School in the amount of \$750.
12. Discussion and possible action on approving a Neighborhood Purpose Grant to Welby Way Elementary School in the amount of \$750.
13. Discussion and possible action on approving transfer of funds and amending the 2022-2023 budget.
14. 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

February 23, 2023

Online and Telephonic

Revised February 23, 2023

Committee members in attendance: Aida Abkarians, Faye Barta, Bob Brostoff, Carolyn Greenwood, Bonnie Klea, Saif Mogri, Steve Randall, Char Rothstein, Myrl Schreiberman, Anthony Scarce, Joan Trent, and Brad Vanderhoof
Co-chair Carolyn Greenwood called the meeting to order at 6:33 PM. A quorum was established.

Numbers refer to agenda items.

3. Approve November 22, 2022 Meeting Minutes: Minutes approved as amended to correct the spelling of a name.
4. Comments from Co-Chair(s): Carolyn discussed the budget and remaining funds. Saif asked to remove Tariq El-Atrache from the committee. There were no objections. Carolyn spoke about invoice payment and WHNC credit card usage in June.
5. Public Comment on Non-Agenda items: None
6. Streets & Transportation Budget Request in the amount of \$2,550:
 - Anthony presented a case for the Streets and Transportation Committee to receive funding. There was no consensus on where the funds would come from.
 - Myrl moved to have Streets and Transportation resubmit a budget request on a project-by-project basis. Aida seconded. No vote was taken.
 - Bob moved to amend the submitted Budget Request to \$750 for signal box painting. Saif seconded.
 - Roll Call Vote to Approve Proposed Budget request;
 - Aida Abkarians – Yes, Faye Barta – Yes, Dan Brin – Absent, 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
 - Brad Vanderhoof – Yes
 - Yes – 12, No – 0, Absent – 2, Abstain – 0, Recusal – 0
 - The motion to amend is approved.
 - Roll Call Vote to Approve Proposed Budget request for \$750;
 - Aida Abkarians – No, Faye Barta – Yes, Dan Brin – Absent, Bob Brostoff – Yes, Tariq El-Atrache – Absent, Carolyn Greenwood – No, Bonnie Klea – Yes, Saif Mogri – Abstain, Steve Randall – No,
 - Char Rothstein – Yes, Anthony Scarce – Yes, Myrl Schreiberman – No, Joan Trent – Abstain
 - Brad Vanderhoof – Abstain
 - Yes – 5, No – 4, Absent – 2, Abstain – 3, Recusal – 0
 - The Budget Request is approved and will be sent to the Board. The Budget Committee needs to find the funds.

7. Special Events Request in the amount of \$3,875 for the Senior Spring Fling Dance:

Roll Call Vote to Approve Proposed Expenditure

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

Yes – 11, No – 0, Absent – 3, Abstain – 0, Recusal – 0

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

Carolyn Greenwood adjourned the meeting at 7:42 PM.

The next meeting of this committee will be held March 28, 2023 at 6:30 PM, unless rescheduled.

31st Annual Canoga Park Memorial Day Parade

APPLICATION

May 29, 2023

PLEASE PRINT or TYPE CLEARLY

Entry Name _____

Parade Category (check only one for each application):

CATEGORY	ENTRY FEE	EXTENSION
<input type="checkbox"/> Cars/Motorcycles/Vehicles	\$125.00 (up to 10 cars)	\$ _____
Additional cars \$10.00 each	QTY _____ x \$10.00	\$ _____
<input type="checkbox"/> Equestrian Units	\$125.00 (up to 15 horses)	\$ _____
Additional horses \$5.00 each	QTY _____ x \$10.00	\$ _____
<input type="checkbox"/> Floats	\$100.00	\$ _____
<input type="checkbox"/> Bands or Choral Group	\$100.00	\$ _____
<input type="checkbox"/> Marching Organizations	\$100.00 (up to 30 participants)	\$ _____
Additional participants \$5.00 each	QTY _____ x \$5.00	\$ _____

Total Due: \$ _____

**COMMITTEE
USE ONLY**

ENTRY

UNIT

YES

How Many?

If you are entering a convertible car, may a dignitary ride with you? _____

Will music be part of your parade entry? _____

Does your organization intend to perform at Post-Parade Celebration? _____

How many minutes do you need for your performance? (Please specify _____)

(Please describe your performance) _____

Brief Group Description for Parade Announcements (may be altered by the Parade Committee)

Check box if you want to use the same announcement from 2019

Name of Organization/Individual _____

Contact Person _____ Best Phone Number _____

Address _____ City _____ Zip _____

Email _____ Fax Number _____

I have read and understand the application and the Rules and Regulations. I am an authorized to be the parade entry representative of _____ (organization) and agree to all of the contents within this application. I declare under the laws of the State of California that the foregoing is true and correct and this declaration I executed on _____ at _____, CA.

Signature _____ Title _____

Printed Name _____

Billing information: Same as above. Send Invoice Check* Credit Card

Name On Card _____

Address _____ City _____ Zip _____

Phone _____ Email _____

Credit Card # _____ Exp _____ VCode _____

Signature _____ Date _____

Print Name and Title _____



*Make checks payable to: Canoga Park Community Center

Mail your completed form with payment to: Canoga Park Community Center, 7248 Owensmouth Ave, Canoga Park, CA 91303
or you may e-mail your completed form with payment information to: joellenammann@gmail.com

Rental Details

Confirmation Number: 1646833937



PICK-UP	RETURN
Panorama City Truck Rental Saturday, May 27, 2023 9:00 AM	Panorama City Truck Rental Tuesday, May 30, 2023 9:00 AM

A confirmation email has been sent to the email address provided.

[Print](#) [Share](#) [Add to Calendar](#)

[Modify Unavailable](#)

Rental Details

Renter Details

Driver Name: **DANIEL BRIN**
 Email Address: **d*****n@westhillsnc.org**
 Phone Number: ******9259**
 Age: **25+**

Vehicle

Vehicle Class: **Utility-Service Truck**

- Ford F550 or similar
- Automatic

Time & Distance 3.0 Day(s) @\$ 140.00 / day \$ 420.00*
 Vehicle Mileage: **600 Miles** Included
Over 600 Miles @ \$ 0.29 / Mile

Extras

Damage Waiver: \$ 116.97*

Miscellaneous

ENTERPRISE PLUS (5.0%) \$ -21.00*

Taxes & Fees

[Learn more about taxes & fees](#)

SALES TAX (9.5%) \$ 37.91*
 VEH LIC RECOVERY \$ 11.31*

Estimated Total

Estimated Total due at the counter **\$ 565.19***

*Rates, taxes and fees do not reflect rates, taxes and fees applicable to non-included optional coverages or extras added later.

[Start Another Reservation](#)

Rental Checklist

- Familiarize yourself with your Pick-Up and Return location(s).
- Bring a valid driving license for each driver.
- Provide an acceptable method of payment in the renter's name. See your pick-up location's policies for details.
- For additional policy or deposit information, please refer to the Rental Policies section below, or within your email confirmation.

Rental Policies

- [Rental Contract Additional Terms and Conditions](#)
- [Renter Requirements](#)
- [Driver's License Information](#)
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- [Disclosure](#)
- [Important Branch Information](#)
- [Additional Driver](#)
- [Age Requirements](#)
- [Cross Border Policy](#)
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- [Roadside Protection](#)
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- [Toll Pass Policy](#)

Pick-up

Return

Saturday, May 27, 2023 @ 9:00 AM

Panorama City Truck Rental
 +1 818-727-7100
 8230 Sepulveda Blvd
 Panorama City, CA 91402
[Get Directions](#)

Hours for Pick-Up Date
 09:00 - 12:00



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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="Paint supplies and artist fee"/>	<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

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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="PROMOTION: FLYERS & POSTERS"/>	<input type="text" value="350.00"/>
<input type="text" value="SUPPLIES, DECORATIONS & PULL STRING PINATAS"/>	<input type="text" value="950.00"/>
<input type="text" value="PA SYSTEM"/>	<input type="text" value="250.00"/>
<input type="text" value="INSURANCE"/>	<input type="text" value="300.00"/>
<input type="text" value="TABLES & CHAIRS"/>	<input type="text" value="400.00"/>
<input type="text" value="COSTUMED CHARACTERS"/>	<input type="text" value="1600.00"/>
<input type="text" value="REFRESHMENTS:WATER"/>	<input type="text" value="400.00"/>

For Budget Committee/Controller Use Only:

Committee Approved

Budget Approved

Board Approved