



CITY OF
LOS ANGELES
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308
WWW.WESTHILLSNC.ORG
MAIL@WESTHILLSNC.ORG

WEST HILLS NEIGHBORHOOD COUNCIL

FINAL BOARD MEETING MINUTES

May 4, 2017

de Toledo High School, 22622 Vanowen St., West Hills

ATTENDANCE:

Present: Aida Abkarians, Simone Best, Thomas Booth, Dan Brin, Anthony Brosamle, Bob Brostoff, Margery Brown, Carolyn Greenwood, Bonnie Klea, Olivia Naturman, Steve Randall, Reeyan Raynes, Bill Rose, Charlene Rothstein, Myrl Schreiber, Ron Sobel, Michael Teitelbaum, Bobbi Trantafello, Joan Trent, Alec Uzemeck, Brad Vanderhoof, Ed Young and Joanne Yvanek-Garb

Absent: Sandi Bell and Barry Seybert

OPENING BUSINESS:

President and Co-Chair Dan Brin called the meeting to order at 7:10 p.m. Secretary Carolyn Greenwood called roll and established quorum.

Meeting Minutes of March 2, 2017, April 6, 2017 & Special Meeting Minutes of April 18, 2017 were approved as presented.

17-0036 – Discussion and possible action regarding approval of the WHNC’s March 2017 Monthly Expenditure Report (“MER”)

March 2017 MER approved with a vote of 23 ayes and 2 absent.

ANNOUNCEMENTS:

Mr. Ron Rubine, district director for Council District 12, provided an update on events in the district. City Councilmember Mitchell Englander is having a town hall Wednesday, May 17, with the Department of Public Works and the culmination of the Youth Short Film Festival will be on May 24 at Cal State Northridge. More information on these events can be found on the WHNC website. Mr. Rubine advised that plans are moving forward for fencing for Lazy J Park but must wait until July for the Department of Recreation and Parks to have the budgeted funds.

Senior Lead Officer (SLO) Sean Brown reminded those present that the Neighborhood Watch meeting for West Hills is on the second Monday of the month at the Topanga Station. Officer Brown advised that there will be a SLO Summit on May 31 here at de Toledo High School and welcomed all to attend. Lastly, Officer Brown went

over some of the crime statistics for the area. While burglaries are down, thefts from and of cars showed the highest increase. He said most thefts were the result of unlocked vehicles and/or vehicles with keys or key fobs left inside.

Officer James Hutchins of the Valley Traffic Division, based in Panorama City, went over some of the traffic accident statistics.

Kathleen Quinn, West Hills' Neighborhood Empowerment Representative, spoke about funding request forms and encouraged all to look at the mayor's budget. This month the department is certifying the 97th Neighborhood Council. Ms. Quinn also announced plans for live ethics trainings.

CERTIFICATES:

Five West Hills elementary schools — Capistrano, Nevada, Justice, Pomelo and Welby Way — were presented certificates by Councilmember Englander's office for their participation in gathering food and clothing for the homeless. In addition, WHNC and Councilmember Englander's office recognized Welby Way Elementary School's team of fourth graders who participated in Odyssey of the Mind, a competition in applying skills in the arts, critical thinking, science and technology. The team is going to the world finals in East Lansing, Mich.

PRESENTATION:

Ms. Alycia Witzling, planning assistant with the Department of City Planning, said the city is starting the process of updating the Community Plans for neighborhoods. The department will start with the Canoga Park-Winnetka-West Hills Community Plan and will hold workshops to gather input from the communities. She presented two documents to start the conversation: the existing Community Plan map and a questionnaire. More information is at swvalleyplans.org.

PUBLIC COMMENT:

Ms. Chris Rowe spoke about health in West Hills. She said there are other factors to consider aside from contaminants from the Santa Susana Field Lab site when accounting for cancer in the community.

OLD BUSINESS:

17-0021 Discussion and possible action regarding resolutions on a proposed traffic plan for the future development of property at 23834 Highlander Road, West Hills.

Stakeholder Jeff Sacher stated that we should just say no to the proposed high school because providing additional recommendations just allows "wiggle room" for school district officials to move forward on the project. Stakeholder Chris Rowe spoke in favor of resolution as written.

Resolutions were approved with 11 ayes, 6 noes, 6 abstentions and 2 absent.

After much discussion of how abstentions should be counted and confirmation that abstentions do not count according to WHNC's bylaws, a motion was made to reconsider this item.

Motion to reconsider passed with 16 ayes, 7 noes and 2 absent.

On reconsideration the resolutions passed with 12 ayes, 11 noes and 2 absent.

NEW BUSINESS:

17-0037 – Discussion and possible action regarding a proposed development at 23133 W. Sherman Place, West Hills, Case #CPC-2017-781-VZC-HD-BL-SPR.

After discussion of exactly what current zoning applies to this property, item was sent back to committee for clarification.

17-0038 – Discussion and possible action on endorsing a request for funds for the Department of Neighborhood Empowerment (DONE) and the Los Angeles Emergency Management Department (EMD).

After explanation by Mr. Bob Brostoff, recommendation passed with 18 ayes, 1 no, 4 abstentions and 2 absent.

17-0039 – Discussion and possible action regarding the appointment of two WHNC board members as Budget Advocates.

After discussion of the necessity for two budget representatives, it was decided that we would appoint only one at this time. Board Member Joanne Yvanek-Garb volunteered and was appointed unanimously.

17-0040 – Discussion and possible action on funding for WHNC participation in the Memorial Day Parade.

Mr. Brostoff explained the resolution would allocate unspent funds from the WHNC's 2016-2017 budget to pay the Canoga Park/West Hills Chamber of Commerce for the WHNC's participation in the 2017 Canoga Park Memorial Day Parade on May 29. He amended the recommendation to include the statement "up to \$1,000." Recommendation passed with 21 ayes, 1 no, 1 abstention and 2 absent.

17-0042 – Discussion and possible action regarding funding in an amount up to and including \$350.00 for Parkway Maintenance Brochures.

Expenditure approved with 23 ayes and 2 absent.

17-0043 – Discussion and possible action on paying annual rental fee of \$5.00 to de Toledo High School.

Expenditure approved with 23 ayes and 2 absent.

17-0044 – Discussion and possible action on paying \$100 to EmpowerLA Awards.

Recommendation approved with 23 ayes and 2 absent.

17-0045 – Discussion and possible action on approving expenditure of up to and including \$2,345.00 for purchase of a cargo container.

Mr. Bob Brostoff requested that this be referred back to committee.

ANNOUNCEMENTS:

Education – There is a Peace and Kindness Festival on Saturday, May 20, and Pomelo Elementary is having a Film Festival on May 18 at 6 p.m.

Beautification – Next community cleanup will be on Saturday, May 13, 8-11 a.m. at Valley Circle and Victory.

Homelessness — The committee will present an interfaith forum on the issue of homelessness on May 20, 4:30-6:30 p.m. at West Hills Church.

Zoning and Planning – Next meeting will be Tuesday, May 9.

Bylaws – Bylaws meeting will be on May 11 following Zoning and Planning.

The annual tour of the historic Craig Hacienda at Peppergate Ranch in West Hills takes place May 20, 11 a.m.-1 p.m.

Meeting adjourned at 10:15 p.m.



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WEST HILLS NEIGHBORHOOD COUNCIL

Highlander Road Site Proposals
from Streets and Transportation Committee
(and Youth and Education Committee)
(Revised April 25, 2017)

Background

The property located at 23834 Highlander Road, West Hills, previously occupied by Highlander Road Elementary School has sat largely vacant since that school closed in 1986.

In recent years, the Highlander Road site has been the subject of various development proposals, including the current LAUSD proposal to establish a high school-level extension of Hale Charter Academy's VAPA (Visual and Performing Arts) program on the site.

Citing legitimate neighborhood concerns about traffic, parking, and safety, the West Hills Neighborhood Council **opposes** the development of the Highlander Road site as a high school-level campus.

Recognizing the LAUSD may eventually develop the Highlander Road site for some educational or community purpose in the future, the West Hills Neighborhood Council recommends the following:

Resolution I: Traffic Patterns and Parking at the Highlander Road Site

Student drop-off and pick-up: Any school at this site shall have sufficient passenger loading and unloading zones on the campus, and student drop-off and pick-up shall be prohibited on neighborhood streets.

Parking: School parking shall be prohibited on neighborhood streets. All parking for faculty members and students must be provided on site.

Staggered school hours: Any school shall have three staggered beginning and end times in order to minimize congestion along Highlander Road in the morning and afternoon.

Recommendations:

The West Hills Neighborhood Council recommends several options to meet these requirements:

Option A: Entrance to the campus shall be a driveway from Darnoch Way, currently a three-way stop. Space at the east end of the site shall be dedicated for faculty parking. The driveway shall extend to a one-way traffic lane that traverses the southern edge of the site parallel to the fence between the school and the Bell Creek channel. This lane shall exit onto Deveron Ridge Road. There shall be turnouts for student drop-off and pick-up at appropriate locations along its length.

Option B: Entrance to the campus shall be from Darnoch Way and exit onto Deveron Ridge Road. There shall be sufficient curbside space on the interior of the campus to allow safe student drop-off and pick-up.

Option C: In order to limit traffic on Highlander Road, students shall be bused in.

Also,

Resolution 2: Trees at the Highlander Road Site

There are 106 mature trees on the Highlander Road site. LAUSD staff publicly stated at a CEQA meeting that no trees would need to be removed in any development of the site. Nevertheless, an EIS submitted by LAUSD states that all trees would be removed from the site, contradicting statements by LAUSD staff.

Recommendation:

The West Hills Neighborhood Council recommends that at least 65% of the trees currently on the Highlander Road site remain at any new campus site.

Office of the City Clerk			
Reporting Month:	MARCH	MONTHLY EXPENDITURE REPORT	
NC Name:	WEST HILLS	Submitted:	5/2/2017 15:24:33
Budget Fiscal Year:	2016-2017		



FILL IN ALL THE UNSHADED (WHITE) FIELDS (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy)

EXPENDITURES BY LINE ITEM (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)								
A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	KRISTAL GRAPHICS	72875102		3/6 COPIES FOR BOARD MEETING 3/2	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$62.46
2	THE WEB CORNER	70656133		3/2 WEBSITE MAINTENANCE	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$150.00
3	RALPHS MARKET	70183787		3/1 REFRESHMENTS BOARD MEETING	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$29.33
4	KRISTAL GRAPHICS	72483582		3/15 CANOPY FOR EVENTS	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$1,033.13
5	APPLE ONE EMPLOYMENT	54918240		3/20 STAFF SERVICES FOR NOV & DEC 2016	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$1,960.20
6	APPLE ONE EMPLOYMENT	54918234		3/20 STAFF SERVICES FOR FEBRUARY	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$980.10
7						<input type="checkbox"/>	<input type="checkbox"/>	
8						<input type="checkbox"/>	<input type="checkbox"/>	
9						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$4,215.22
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)								\$17,200.15
C OUTSTANDING COMMITMENTS (OBLIGATIONS)								
1	ED YOUNG			FALL FEST EXPENSE	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$300.00
2	DAN BRIN			FALL FEST EXPENSE	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$150.00
3						<input type="checkbox"/>	<input type="checkbox"/>	
4						<input type="checkbox"/>	<input type="checkbox"/>	
5						<input type="checkbox"/>	<input type="checkbox"/>	
6						<input type="checkbox"/>	<input type="checkbox"/>	
7						<input type="checkbox"/>	<input type="checkbox"/>	
8						<input type="checkbox"/>	<input type="checkbox"/>	
9						<input type="checkbox"/>	<input type="checkbox"/>	
10						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Outstanding Commitments (Includes total on page 3)								\$450.00
D Total Expenditures & Commitments								\$21,865.37
E Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)								\$0.00
F Approved Budget 2016-2017								\$37,000.00
G Balance of Budget 2016-2017								\$15,134.63

Revision Date 10/14/16

Reporting Month:	MARCH
NC Name:	WEST HILLS

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$15,462.42		\$15,462.42	\$4,215.22	\$11,247.20

MONTHLY CASH FLOW ANALYSIS						
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2015-16 Expenses Cleared in FY 2016-17 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B - D
100	Operations	\$16,555.37	\$2,940.30	\$0.00	\$9,540.30	\$4,074.77
200	Outreach	\$8,310.27	\$1,274.92	\$0.00	\$4,999.05	\$2,036.30
300	Community Improvement	\$750.00	\$0.00	\$0.00	\$160.80	\$589.20
400	NPG	\$11,384.36	\$0.00	\$0.00	\$2,500.00	\$8,884.36
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$37,000.00	\$4,215.22	\$0.00	\$17,200.15	\$15,584.63

NEIGHBORHOOD COUNCIL DECLARATION			
We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Office of the City Clerk, Neighborhood Council Funding Section upon request.			
Treasurer Signature		Signer's Signature	
Print Name	BOBBI TRANTAFELLO	Print Name	DAN BRIN
Date	5/4/2017	Date	5/4/2017
NC Additional Comments	\$15.89 BAL FWD FROM 6/30/2016.		

Revision Date 10/14/16

WHNC Controller's Audited Expense Report
Apri, 2017

	Class	Committee	Item	Budget	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	Total Spent	Pending	Total Spent & Pending	Balance
Operations	100																	
			Meeting Rent	5.00												5.00	0.00	5.00
			P.O. Box Rental	300.00								284.00			284.00		284.00	16.00
			Temp Staff	15,794.46			2,286.90	1,306.80	1,633.50	2,613.60		1,633.50	2,940.30		12,414.60	4,573.80	16,988.40	-1,193.94
			Board Refreshments	255.91	28.33	26.34	9.92	26.34	54.68		17.96	28.29	29.33	26.34	247.53		247.53	8.38
			WHNC Badges	50.00						32.70	45.78	10.90			89.38		89.38	-39.38
			WHNC Business Cards	150.00											0.00		0.00	150.00
			Bank Fees	0.00	66.00										66.00		66.00	-66.00
			Storage Container	2,345.00							0.00				0.00	2,345.00	2,345.00	0.00
Sub Total			Sub Total	18,900.37	94.33	26.34	2,296.82	1,333.14	1,688.18	2,646.30	63.74	1,956.69	2,969.63	26.34	13,101.51	6,923.80	20,020.31	-1,119.94
Outreach	200																	
			Board Mtg Expenses	500.92	87.03	112.89	38.84	159.99	86.02	46.35	148.88	52.50	62.46	37.71	832.67		832.67	-331.75
		Comm	iContact	530.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	533.35	533.35	-3.35
		Comm	Proton/Rack Space Email	288.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	275.00	275.00	13.00
		Comm	Web Site 2015-16	530.00	525.00										525.00		525.00	5.00
		Comm	Web Site Maintenance	1,800.00				600.00		300.00	150.00	150.00	150.00		1,350.00	450.00	1,800.00	0.00
		Comm	Memorial Day Parade	500.00											0.00		0.00	500.00
		Comm	Citrus Sunday	111.06											0.00		0.00	111.06
		Comm	Copy charges for committees	500.00					33.80						33.80		33.80	466.20
		Comm	Budget Advocates	100.00											0.00	100.00	100.00	0.00
		Comm	Fall Fest	2,551.00				1,153.64	631.50					450.00	2,235.14		2,235.14	315.86
		Comm	WHNC Brochures	305.21											0.00	305.21	305.21	0.00
		Comm	Hot Spot	100.00											0.00	100.00	100.00	0.00
		Comm	Pop-up Tent	1,035.00									1,033.13		1,033.13		1,033.13	1.87
		Comm	EMPLA Awards												0.00	300.00	300.00	-300.00
		Comm	CP/WH Chamber Chili Cookoff	200.00											0.00		0.00	200.00
		Comm	CP/WH Family Picnic	200.00											0.00		0.00	200.00
		Comm	Bus Bench Ads	400.00											0.00	250.00	250.00	150.00
			Homelessness Printing	150.00														150.00
		Gov't	VANC	200.00								200.00			200.00		200.00	0.00
		Gov't	EMPLA Congress	300.00											0.00	300.00	300.00	0.00
		Gov't	Gov't Relations Printing	150.00											0.00		0.00	150.00
		Unallocated	Additional EMPLA FUNDS	1,398.44		7.19		141.59			108.59				257.37		257.37	1,141.07
Sub Total			Sub Total	11,849.63	612.03	120.08	38.84	1,455.22	1,351.32	46.35	557.47	402.50	1,245.59	637.71	6,467.11	2,613.56	9,080.67	2,768.96
CIP	300																	
		Beautificatio	Cooling Unit for Orcutt	500.00											0.00	500.00	500.00	0.00
		Beautificatio	Supplies for Committee	250.00			4.80	6.00						217.11	227.91		227.91	22.09
Sub Total			Sub Total	750.00	0.00	0.00	4.80	6.00						217.11	227.91	500.00	727.91	22.09
NPG	400																	
		Education	Education NPG's	7,000.00											6,052.80	500.00	6,552.80	447.20
			Best Foot Forward													500.00	500.00	-500.00
		Homeless	West Valley Food Pantry	1,000.00										1,000.00	1,000.00			0.00
		Homeless	Homeless Lutheran SS	2,500.00							2,500.00				2,500.00		2,500.00	0.00
Sub Total			Sub Total	10,500.00	0.00	0.00	0.00	0.00			2,500.00	0.00		1,000.00	9,552.80	1,000.00	9,552.80	-52.80
Grand Total			Grand Total	42,000.00	706.36	146.42	2,340.46	2,794.36	3,039.50	2,692.65	3,121.21	2,359.19	4,215.22	1,881.16	29,349.33	11,037.36	39,381.69	1,618.31

WEST HILLS NEIGHBORHOOD COUNCIL
ZONING & PLANNING COMMITTEE RESOLUTION

RE: 23133 W SHERMAN PLACE
CASE # CPC-2017-VZC-HD-BL-SPR
BY UNANIMOUS VOTE/APRIL 11, 2017

DEVELOPERS' PROPOSAL:
CONSTRUCTION OF A MIXED USE PROJECT CONSISTING OF
127 APRTMENT UNITS AND 9,069 SQ FT OF MEDICAL OFFICE SPACE
ON 1.6 ACRE
2 BUILDINGS/SWIMMING POOL/270 PARKING SPACES
GARAGE PLUS 4 STORIES/56 FEET MAX HEIGHT

WHEREAS the requested changes to 23133 w Sherman Place are not in conformance with the purpose or provisions of the West Hills Community Plan and would be detrimental to public safety and the quality of life;

WHEREAS over the past several years there have been numerous entitlements granted near the subject site, including but not limited to, a small lot subdivision at Sherman Way and Woodlake Blvd., 94 homes on no. Fallbrook Ave., 135 homes at Valley Circle and Roscoe Blvd., a small lot subdivision at Fallbrook and Vanowen, 39 condominiums that have already been built directly across from the subject site, a medical imaging building currently being built directly next door to the subject site and a Metro bus layover between the ingress and egress to both of these sites, all causing significant increased traffic, congestion and safety issues;

WHEREAS the intersections of w Sherman Place and Medical Center Drive have existing traffic and safety issues, on which the WHNC has deemed necessary to request the assistance of LADOT;

BE IT RESOLVED THAT NO ZONE CHANGE BE GRANTED AND THE SUBJECT SITE BE USED AS INTENDED, COMMERCIAL ZONE, MAXIMUM HEIGHT THREE STORIES.

DONE/EMD Budget proposal – NCEPA Motion passed on January 28, 2017

The city of Los Angeles has been making great progress in disaster preparedness at the level of city departments and agencies. It is now time to begin the process of training large numbers of city residents and, in addition creating liaisons between the city government and city residents so as to have a city which will be able to deal with any disaster that may befall us.

Therefore, the Neighborhood Council Emergency Preparedness Alliance supports the inclusion of \$192,000 as a multi-departmental budget item in the 2017-18 city budget to cover the cost of 4 staff and related expenses. Two staff members for the Department of Neighborhood Empowerment and two for the Emergency Management Department, who will work on preparing a disaster preparedness plan which will lead to pre-placement of supplies for first responders and training of individuals at the neighborhood level.

Motion for neighborhood councils

The city of Los Angeles has been making great progress in disaster preparedness at the level of city departments and agencies. It is now time to begin the process of training large numbers of city residents and, in addition creating liaisons between the city government and city residents so as to have a city which will be able to deal with any disaster that may befall us.

Therefore, the _____ Neighborhood Council supports the inclusion of \$192,000 as a multi-departmental budget item in the 2017-18 city budget to cover the cost 4 staff and related expenses. Two staff members for the Department of Neighborhood Empowerment and two for the Emergency Management Department, who will work on preparing a disaster preparedness plan which will lead to pre-placement of supplies for first responders and training of individuals at the neighborhood level.



Office of the City Clerk Administrative Services Division

Neighborhood Council Funding Section

Funding Request Form

NC NAME: West Hills

Requestor: Communications Committee

Budget Fiscal Year: 2016-2017

Vendor: Rack Space

Meeting Date: _____

Address: _____

Agenda Item: _____

City: _____ **State:** _____

- Operations
 Outreach
 NC Sponsored Event
 Neighborhood Purpose Grant
 Contract / Lease
 Board Member Reimbursement
 Community Improvement Project
 Out of State
 1099 Expense
 One Time Expense
 Monthly
 Multiple

Zip Code: _____ **Phone:** _____

Amount:\$ _____ **275.00**

of payments _____

If a bank card exemption of the daily \$2,500 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit Description

This email system will provide email necessary services to the board of the WHNC. This allows board members and stakeholders to communicate with each other in a timely manner, thus improving outreach efforts.

Vote Count (Continued on page 2 if more than 20 Board Members)

***Recused-Boardmember must leave the room prior to any discussion and may not return to the room until after the vote is completed.**

Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
Abkarians, Aida	Member						
Bell, Sandi	Member						
Best, Simone	Member						
Booth, Thomas	Member						
Brin, Dan	President						
Brosamle, Anthony	Member						
Brostoff, Bob	Controller						
Brown, Margery	Member						
Greenwood, Carolyn	Secretary						
Klea, Bonnie	Member						
Naturman, Olivia	Member						
Randall, Steve	Member						
Raynes, Reeyan	Member						
Rose, Bill	Member						
Rothstein, Charlene	Vice-President						
Schreibman, Myrl	Member						
Seybert, Barry	Member						
Sobel, Ron	Member						
Teitelbaum, Michael	Member						
Trantafello, Bobbi	Treasurer						
NC Quorum:	Grand Total (including page 2):						

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically, i.e. no additional Cash Request Form is required.

Treasurer's Signature: _____	Signer's Signature: _____
Print/Type name: _____	Print/Type name: _____
Date (mm/dd/yy): _____	Date (mm/dd/yy): _____

Department Use Only	<input type="checkbox"/> Contract <input type="checkbox"/> CIP <input type="checkbox"/> Advanced Payment <input type="checkbox"/> Approved <input type="checkbox"/> >\$2,500 <input type="checkbox"/> NPG <input type="checkbox"/> Sponsored Event <input type="checkbox"/> Denied	1st Level _____	2nd Level _____	<div style="border: 1px solid black; padding: 2px;"> Authorization Code </div>
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WEST HILLS NEIGHBORHOOD COUNCIL

Budget Request

Please print legibly or type

Date of Submission: 25-Apr-17 Committee Name: Beautification

Chairperson/Stakeholder: Reeyan Raynes & Tony Brosamle

Phone: (818) 896-2326 Reeyan Email Address: reeyan.raynes@westhillsnc.org
(213) 595-3482 Tony anthony.brosamle@westhillsnc.org

Event/Activity: Funding for Information Brochures

Amount Requested: \$350.00

Justification for request. This must include a statement about how the event/activity will benefit the stakeholders of West Hills: _____

Funding request is for information brochures educating the community about maintaining the public right-of-way surrounding their home or business. The brochures would be used at all WHNC events and be given out to the public as a means of informing them of how to beautify our community. The brochures would be printed on 10pt card stock by Krystal Graphics, with the total amount of brochures printed adding up to 2500.

(Attach additional pages if necessary)

List other organizaions that may be contributing to the proposal: N/A



Office of the City Clerk Administrative Services Division Neighborhood Council Funding Section Funding Request Form

NC NAME: West Hills

Budget Fiscal Year: 2016-2017

Meeting Date: _____

Agenda Item: _____

- Operations
 Outreach
 NC Sponsored Event
 Neighborhood Purpose Grant
 Contract / Lease
 Board Member Reimbursement
 Community Improvement Project
 Out of State
 1099 Expense
 One Time Expense
 Monthly
 Multiple

Requestor: WHNC Beautification Committee

Vendor: Krystal Graphics

Address: 22001 Sherman Way

City: Canoga Park **State:** CA

Zip Code: 91303 **Phone:** (818) 342-7822

Amount:\$ \$326.25

of payments

If a bank card exemption of the daily \$2,500 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit Description

Funding request is for information brochures educating the community about maintaining the public right-of-way surrounding their home or business. The brochures would be used at all WHNC events and be given out to the public as a means of informing them of how to beautify our community. The brochures would be printed on 10pt card stock by Krystal Graphics, with the total amount of brochures printed adding up to 2500.

Vote Count (Continued on page 2 if more than 20 Board Members)

***Recused-Boardmember must leave the room prior to any discussion and may not return to the room until after the vote is completed.**

Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
Abkarians, Aida	Board Member At Large						
Bell, Sandi	Board Member At Large						
Best, Simone	Board Member At Large						
Booth, Thomas	Board Member At Large						
Brin, Dan	Board Member At Large						
Brosamle, Anthony	Board Member At Large						
Brostoff, Robert	Board Member At Large						
Brown, Margery	Board Member At Large						
Greenwood, Carolyn	Board Member At Large						
Klea, Bonnie	Board Member At Large						
Naturman, Olivia	Board Member At Large						
Randall, Steve	Board Member At Large						
Raynes, Reeyan	Board Member At Large						
Rose, Bill	Board Member At Large						
Rothstein, Charlene	Board Member At Large						
Seybert, Barry	Board Member At Large						
Schreibman, Myrl	Board Member At Large						
Sobel, Ron	Board Member At Large						
Teitelbaum, Michael	Board Member At Large						
Trantafello, Bobbi	Board Member At Large						
NC Quorum: <u> </u>	Grand Total (including page 2):						

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically, i.e. no additional Cash Request Form is required.

Treasurer's Signature: _____	Signer's Signature: _____
Print/Type name: _____	Print/Type name: _____
Date (mm/dd/yy): _____	Date (mm/dd/yy): _____
Department Use Only <input type="checkbox"/> Contract <input type="checkbox"/> CIP <input type="checkbox"/> Advanced Payment <input type="checkbox"/> Approved <input type="checkbox"/> >\$2,500 <input type="checkbox"/> NPG <input type="checkbox"/> Sponsored Event <input type="checkbox"/> Denied	1st Level _____ 2nd Level _____ Authorization Code _____

How can I further beautify my street?

You can further beautify your street by planting and maintaining plants or trees. Residents are eligible to receive free trees to plant in their parkways. For more information, visit cityplants.org. For information about requirements for planting in your parkway, visit the Bureau of Street Services website at bss.lacity.org.

I am tired of seeing unmaintained parkways or sidewalks around the community, what can I do about it?

The West Hills Neighborhood Council's Beautification Committee organizes monthly community cleanups and other improvement projects throughout West Hills. We encourage stakeholders to participate. For information about the Beautification Committee, visit westhillsnc.org.



For more information about maintenance regulations and enforcement, contact the Bureau of Street Services by calling 311 or visiting bss.lacity.org.



For any city related service request such as bulky item/illegal dumping pickups, graffiti removal, etc., call 311 or visit myla311.lacity.org.



The West Hills Neighborhood Council is the voice of West Hills in Los Angeles city government. We foster pride and participation while addressing the needs of the community.

WestHillsNC.org



[WestHillsNC](https://www.facebook.com/WestHillsNC)



[@WestHillsNC](https://twitter.com/WestHillsNC)

P.O. Box 4670

West Hills, CA 91308-4670

mail@westhillsnc.org

Help us make West Hills even more beautiful.

Keep your walls and walkways free of weeds and debris!



What is a parkway?

A parkway is a strip of grass, trees, dirt or weeds between the edge of the road bed and the sidewalk.

Who is responsible for maintenance of a parkway?

Under Los Angeles Municipal Code (LAMC) section 56.08, residents are responsible for mowing and maintaining their parkways. If a home backs onto another roadway, residents are required to mow or trim that area as well, even if it's on the street side of a wall or fence. The parkway must be kept free of weeds, vines, brush or other growth and debris that are unsightly or might hinder someone's ability to walk on the sidewalk.

Don't let this happen to your street!



Examples of properly maintained sidewalks, parkways and walls

