

IT'S OUR NEIGHBORHOOD. LET'S BUILD A COMMUNITY.



## West Hills Neighborhood Council

P.O. Box 4670, West Hills, CA 91308-4670  
818-254-WEST



**FINAL**  
**SPECIAL BOARD MEETING MINUTES**  
**Wednesday, May 29, 2019**  
**Chaminade Condon Center**  
**23260 Saticoy Street, West Hills, CA 91304**

**Board Members in Attendance:** Aida Abkarians, Dan Brin, Anthony Brosamle, Bob Brostoff, Margery Brown, Carolyn Greenwood, Bonnie Klea, Saif Mogri, Olivia Naturman, Steve Randall, Charlene Rothstein, Myrl Schreiber, Ron Sobel, Bobbi Trantafello, Joan Trent, Alec Uzameck, Brad Vanderhoof, Zach Volet and Joanne Yvanek-Garb.

**Absent:** Faye Barta, Thomas Booth, Nathan Freed, Steve Kallen and Bill Rose

Co-chair Dan Brin called the meeting to order at 6:37 p.m. A quorum was established.

**Public Comment:** None

**New Business:**

**19-0052** – Discussion and possible action on request for reimbursement of \$175.17 to Faye Barta for money spent on previously approved expenditure for weed whackers for the Beautification Committee.

After establishing all necessary documentation has been completed, **reimbursement approved with 19 yes votes and six (6) absent.**

Board member Sandi Bell arrived at 6:42 p.m.

**19-0053** – Discussion and possible action on request for reimbursement of \$310.81 to Charlene Rothstein for money spent on previously approved expenditure for food and supplies for the 2019 Active Shooter Presentation.

Dan Brin stated that it is his understanding that Charlene Rothstein doesn't have to recuse herself in this situation. **Reimbursement approved with 20 yes votes and five (5) absent.**

**19-0054** – Discussion and possible action on request for reimbursement of \$214.65 to Charlene Rothstein for money spent on previously approved expenditure for food and supplies for the 2019 Neighborhood Council Election.

Charlene Rothstein decided to recuse herself. **Reimbursement approved with 19 yes votes, five (5) absent and one (1) recusal.**

**19-0055** – Discussion and possible action on Neighborhood Council Bank Card Missing Receipt Affidavit in the amount of \$32.34 for a purchase at Ralphs for a WHNC Board Meeting.

After discussion on why an affidavit is necessary (receipt was lost), **affidavit approved with 18 yes votes, two (2) abstentions and five (5) absent.**

**19-0056** – Discussion and possible action on payment of \$1,000 as entry fee in the Canoga Park Memorial Day Parade.

**Expenditure approved with 20 yes votes and five (5) absent.**

**19-0057** – Discussion and possible action on payment for Empower LA NC Congress in amount of \$300.00.

**Expenditure approved with 20 yes votes and five (5) absent.**

**19-0058** Discussion and possible action on approving \$300 to Warner Center News for elections ad.

Dan Brin stated that the WHNC ad ran several times. **Expenditure approved with 20 yes votes and five (5) absent.**

**19-0059** – Discussion and possible action on approving \$179.25 for insurance on a vehicle being used in the Memorial Day Parade.

After some discussion on how the City Clerk wants the Board Action Certifications (BACs) completed, **expenditure approved with 18 yes votes, two (2) abstentions and five (5) absent.**

**Meeting adjourned 7:17 p.m.**



More saving.  
More doing.™

22855 VICTORY BLVD. WEST HILLS, CA 91307  
JUAN MUTAZ STR. MGR (818)887-7083 #100

1070 00061 30256 05/04/19 11:42 AM  
SELF CHECK OUT

046396014917 RYOBI18V TRM <A> 119.00  
RYOBI 18V LITHIUM+ TRIMMER  
RSN: 5 AMT OFF MKDN -50.00  
MAX REFUND VALUE \$69.00

SUBTOTAL 69.00  
SALES TAX 6.56  
TOTAL \$75.56

XXXXXXXXXXXX8540 HOME DEPOT 75.56  
AUTH CODE 004952/9614348 TA



1070 61 30256 05/04/2019 9997

RETURN POLICY DEFINITIONS  
POLICY ID DAYS POLICY EXPIRES ON  
A 11 365 05/03/2020

\*\*\*\*\*  
DID WE NAIL IT?

Take a short survey for a chance TO WIN  
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

[www.homedepot.com/survey](http://www.homedepot.com/survey)

User ID: H8B 61871 60862  
PASSWORD: 19254 60801

Entries must be completed within 14 days  
of purchase. Entrants must be 18 or  
older to enter. See complete rules on  
website. No purchase necessary.

*Rita*



More saving.  
More doing.™

22855 VICTORY BLVD. WEST HILLS, CA 91307  
JUAN MUTAZ STR. MGR (818)887-7083 #100

1070 00061 30249 05/04/19 11:40 AM  
SELF CHECK OUT

046396014917 RYOBI18V TRM <A> 119.00  
RYOBI 18V LITHIUM+ TRIMMER  
RSN: 5 AMT OFF MKDN -25.00  
MAX REFUND VALUE \$73.74

046396008084 RY 3PK.080 <A> 21.97  
RYOBI TWISTED .080 AUTO FEED SPL. 3 P  
MAX REFUND VALUE \$17.23

-----\$25 or \$100 off New Accounts-----  
115.97 \$25 off \$25-\$999 -25.00  
MUST RETURN ALL ITEMS FOR A FULL REFUND

SUBTOTAL 90.97  
SALES TAX 8.64  
TOTAL \$99.61

XXXXXXXXXXXX8540 HOME DEPOT 99.61  
AUTH CODE 004231/9614347 TA



1070 61 30249 05/04/2019 9997

RETURN POLICY DEFINITIONS  
POLICY ID DAYS POLICY EXPIRES ON  
A 11 365 05/03/2020

\*\*\*\*\*  
DID WE NAIL IT?

Take a short survey for a chance TO WIN  
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

[www.homedepot.com/survey](http://www.homedepot.com/survey)

User ID: H8B 61857 60848  
PASSWORD: 19254 60787

Entries must be completed within 14 days  
of purchase. Entrants must be 18 or  
older to enter. See complete rules on  
website. No purchase necessary.

# 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="REFRESHMENTS (350.00)"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

<input type="text" value="\$310.81"/>
<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

CHARLENE ROTHSTEIN -



ACTIVE SHOOTER FORUM

Woodland Hills #1205  
21800 Victory Blvd  
Woodland Hills, CA 91367  
(818) 884-9099

D5 Member 111820442700

E	541334	COFFEEMATE	5.99
E	12928	ROLLERPLATR	32.99
E	878663	MILTONS CRKR	7.89
E	278019	CRACKER CHZ	10.89
E	278019	CRACKER CHZ	10.89
E	12928	ROLLERPLATR	32.99
E	1505017	OREO CHOC BR	4.89
E	1505017	OREO CHOC BR	4.89
	1111166	8 1/2 IN PLATE	18.49 A
	783829	8 OZ HOT CUP	11.99 A
	127509	WHITE FORKS	10.79 A
*****Bottom of Basket*****			
E	1174811	SUNNY D	12.49
E	6300000000	CA REDEMP VA	1.50
E	1174811	SUNNY D	12.49
E	6300000000	CA REDEMP VA	1.50
E	43475	COOKIES 6OCT	15.99
E	43475	COOKIES 6OCT	15.99
*****BOB Count 4 *****			
	128163	DIXIE 6 7/8"	13.59 A
E	1106447	ORG VEG TRAY	11.99
E	1106447	ORG VEG TRAY	11.99
E	1152802	KIND MINI	18.99
	785094	VF LUNCH NAP	9.99 A
	0000205806 / 785094		2.30-A
E	50683	FRUIT TRAY	9.99
E	50683	FRUIT TRAY	9.99
E	24311	VAR. MUFFIN	7.99
	SUBTOTAL		304.87
	TAX		5.94
***	TOTAL		310.81

XXXXXXXXXXXX4875 CHIP Read  
 AID: A0000000031010  
 Seq# 6513 App#: 08390D  
 Visa Resp: APPROVED  
 Tran ID#: 908600006513....  
 Merchant ID: 991205

APPROVED - Purchase  
 AMOUNT: \$310.81  
 03/27/2019 15:59 1205 6 269 634

Visa	310.81
CHANGE	0.00
A 9.5% Tax	5.94
TOTAL TAX	5.94
TOTAL NUMBER OF ITEMS SOLD =	23
INSTANT SAVINGS	\$ 2.30

# 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="Food - NAPKINS"/>	<input type="text" value="\$ 214.65"/>
<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

2019 ELECTIONS



CHARLENE ROTHSTEIN

Woodland Hills #1205  
21800 Victoria Blvd  
Woodland Hills, CA 91367  
(818) 884-9099

M7 Member 111820442700	
E 1331727 BUTR/SUGR CK	9.99
E 34423 COOKIES 24CT	7.99
E 34423 COOKIES 24CT	7.99
E 910362 FRITOLAY 54C	13.99
E 910362 FRITOLAY 54C	13.99
E 1174811 SUNNY D	12.49
E 6300000000 CA REDEMP VA	1.50
E 906165 KSWTR 80/8**	7.99
E 6300000000 CA REDEMP VA	4.00
E 906165 KSWTR 80/8**	7.99
E 6300000000 CA REDEMP VA	4.00
E 1011666 ARWHEAD40***	5.59
E 6900000000 CA REDEMP VA	2.00
E 1152802 KIND MINI	18.99
E 1152802 KIND MINI	18.99
E 919157 WELCH SNACKS	11.39
785094 VF LUNCH NAP	9.99 A
128163 DIXIE 6 7/8"	13.59 A
E 38521 APPLE STRUDL	7.99
E 24311 VAR. MUFFIN	7.99
E 24311 VAR. MUFFIN	7.99
E 34423 COOKIES 24CT	7.99
E 38521 APPLE STRUDL	7.99
SUBTOTAL	212.41
TAX	2.24
**** TOTAL	<b>214.65</b>

XXXXXXXXXXXX4875 CHIP Read  
 AID: A0000000031010  
 Seq# 10893 APP#: 09966D  
 Visa Resp: APPROVED  
 Tran ID#: 913500010893....  
 Merchant ID: 991205

APPROVED - Purchase  
 AMOUNT: \$214.65  
 05/15/2019 14:55 1205 10 142 815

Visa	214.65
CHANGE	0.00

A 9.5% Tax	2.24
TOTAL TAX	2.24
TOTAL NUMBER OF ITEMS SOLD -	19
<del>05/15/2019</del> 14:55 1205 10 142 815	

OP#: 815 Name: JOSE G

Thank You!

Please Come Again

Whse:1205 Trn:10 Trn:142 OP:815

# Invoice

**Bill To**

West Hills Neighborhood Council  
Dan Brin  
P.O. Box 4670  
West Hills, CA 91308

**Date** 3/29/2019

**Invoice #** 22385

**Terms** Due on receipt

**Due Date** 3/29/2019

Description	Amount
Parade Entry	1,000.00

---

---

7248 Owensmouth Ave.  
Canoga Park, CA. 91303

Phone # 818-884-4222

E-mail [info@cpwhchamber.org](mailto:info@cpwhchamber.org)

Fax # 818-884-4604

Web Site [www.cpwhchamber.org](http://www.cpwhchamber.org)

**Total** \$1,000.00

**Payments/Credits** \$0.00

---

**Balance Due** \$1,000.00

---



de Toledo High School  
 22622 Vanowen Street  
 West Hills, CA 91307

# Invoice

Date	Invoice #
4/5/2019	04052019

Bill To
West Hills Neighborhood Council Attn: Robert Brostoff bob.brostoff@westhillsnc.org

Due Date	Student Name
4/5/2019	

Description	Amount
Use of Facilities	5.00

Check payable to "de Toledo High School"

<b>Payments/Credits</b>	\$0.00
<b>Total</b>	\$5.00
<b>Balance Due</b>	\$5.00

# VALLEY NEWS GROUP

Warner Center News • Las Virgenes Enterprise • Valley Vantage • ENCINO ENTERPRISE

## ADVERTISING INVOICE

West Hills Neighborhood Council  
Attn: Dan Brin

Invoice Ref: \_\_\_\_\_

22025 Ventura Blvd., #303, Woodland Hills CA 91364  
Tel (818) 313-9545 Fax (818) 302-1417

Date	Invoice	Size	Description	Charge	Due
5-2-19	5-2	1/4	Display ad non profit rate Elections	300	\$300.00

Please Make Checks Payable To: VALLEY NEWS GROUP  
, 22025 Ventura Blvd. #303, Woodland Hills CA 91364  
Phone: 818-313-9545 email: valleynewsgroup@gmail.com  
Easy! Pay Your Bill by Visa, MasterCard or American Express



Rent a Car  
Rent a Truck

RA/INVOICE # 00358900

<b>BRIN, DANIEL</b> 7841 SALE AVE WEST HILLS CA 91304 818-807-9259 DL: A094XXXX Exp: 04-28-2024	<b>LOCAL CONTACT</b> SARA HORVET P.O. #	<b>RENTAL DATE</b> 25-MAY-2019	<b>RENTAL LOCATION</b> NORTH HILLS 8353 SEPULVEDA BL. NORTH HILLS, CA 91343 818-891-1751	<b>RETURN DATE</b> 28-MAY-2019
		<b>RENTAL TIME</b> 09:02 AM	<b>RETURN TIME</b> 08:52 AM	

**VEHICLE INFORMATION**

**VEHICLE NO.** 176120  
**MAKE** FORD  
**MODEL** 16'STAKE  
**COLOR** WHITE  
**LICENSE NO.** 68594G2  
**VIN NO.** 1FDUF5HT3HEC98890  
**FUEL TYPE** DIESEL  
**ODOM OUT** 11615  
**ODOM IN** 11652  
**MILES DRIVEN** 37  
**GAS TANK OUT** 5  
**GAS TANK IN** 7

**DESCRIPTION OF CHARGES**

CHARGE DESCRIPTION	RATE	QTY	CHARGE
<b>ELAPSED TIME OF RENTAL</b>			
2 DAYS 23 HRS. 50 MINS.			
<b>RENTAL RATES</b>			
HOURS	\$20.00		
DAYS	\$75.00	3	\$225.00
WEEKS	\$425.00		
MONTHS	\$1700.00		
FREE MILES PER DAY: 100	PER WEEK: 700		
MILE	\$0.35	0	\$0.00
<b>INSURANCE/WAIVER CHARGES</b>			
CDW1 / DAY	\$25.00	3	\$75.00
PAI / DAY	\$3.12	3	\$9.36
RLP / DAY	\$12.95	3	\$38.85
SLI / DAY	\$18.68	3	\$56.04
<b>FUEL CHARGES</b>			

<b>SUBTOTAL RENTAL CHARGES</b>	<b>\$404.25</b>
--------------------------------	-----------------

**SERVICE CHARGES/TAXES**

TAX @ 9.5% \$21.38

<b>TOTAL CHARGES</b>	<b>\$425.63</b>
----------------------	-----------------

**DEPOSITS** \$0.00  
**REFUNDS** \$0.00  
**PAYMENTS** -\$179.25

<b>BALANCE DUE</b>	<b>\$246.38</b>
--------------------	-----------------

**AUTHORIZATIONS AND PAYMENTS:**  
 MC XXXXXXXXXXXX25817 AUTH: 000282 25-MAY-2019 \$700  
 MC XXXXXXXXXXXX25817 PAYMENT: 000282 28-MAY-2019 \$179.25

USDOT#:

CA#:

**DIRECT BILL-TO:**

INT  
INTERNAL

**RENTER'S ID:**

**OTHER ID #:**

BRIN, DANIEL  
 7841 SALE AVE  
 WEST HILLS CA 91304

CUSTOMER SIGNATURE

24 HOUR ROADSIDE SERVICE  
 1-800-392-3673

VEHICLES CANNOT LEAVE STATE OF  
 CALIFORNIA WITHOUT WRITTEN CONSENT

Checked Out By  
 FRIAS, VALERIEE

Checked In By  
 GALLARDO, JOSE A

RA/INVOICE # 00358900

GALPINSTUDIORENTALS.COM