



CITY OF
LOS ANGELES
CALIFORNIA



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

ONLINE AND TELEPHONIC BOARD MEETING AGENDA Thursday, December 2, 2021 at 7:00 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 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/98920654217>
- **To call in by phone**, dial (669) 900-6833, then punch in this Webinar code when prompted: **989 2065 4217**, then press #.

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.

<p><u>Opening Business</u></p> <p>Call to Order</p> <p>Roll Call – Establish Quorum Pledge of Allegiance</p> <p>Approve Special Meeting Minutes of September 13, 2021 and Regular Meeting Minutes of October 7, 2021 and November 4, 2021</p> <p>Senior Lead Officer Report</p> <p>Treasurer’s Report</p> <p>Comments From the Chair</p> <p>Board Vacancy Announcement</p>		<p>Co-Chairs: Ms. Charlene Rothstein Dr. Faye Barta</p> <p>Secretary: Mr. Brad Vanderhoof</p> <p>Co-Chair: Dr. Faye Barta</p> <p>Secretary: Mr. Brad Vanderhoof</p> <p>SLO McNamee; Acting SLO Alvarez</p> <p>Treasurer: Mrs. Carolyn Greenwood</p> <p>Co-Chair: Mrs. Charlene Rothstein</p> <p>Co-Chair: Mrs. Charlene Rothstein</p>
<p><u>Announcements</u></p> <p>Council District 12</p> <p>Department of Neighborhood Empowerment</p> <p>Los Angeles County Supervisor District 3</p> <p>LAUSD District 3</p> <p>Budget Advocates</p>		<p>Mr. Colin Crews, District Director</p> <p>Ms. Atziri Camarena</p> <p>Ms. Tessa Charnofsky, District Director</p> <p>Ms. Tara Vahdani, School Engagement & Data Specialist</p> <p>TBD</p>

<p><u>Public Comment</u></p> <p>Comments & statements from stakeholders or interested parties on subjects <u>NOT</u> on this meeting's agenda. <i>(Requires Speaker Card)</i> (10 Minutes Max)</p> <p>*The Council affords an opportunity to members of the public to address the Council on items of interest that are within the Council's jurisdiction. The Council is not permitted to take action on items that are not identified on the agenda. The Council reserves the right to limit speakers' time if necessary to provide an adequate opportunity for all to be heard.*</p>		<p>Dr. Faye Barta, Co-Chair</p>
<p><u>Council Announcements</u></p> <p>Committee & Liaison Reports</p>		<p>West Hills Neighborhood Council</p>
<p><u>Old Business</u></p> <p>21-0108 - Discussion and possible action on designating an individual to receive the 2021 Election records on behalf of the West Hills Neighborhood Council (5 Minutes Max)</p> <p>21-0109 - First reading of a Bylaws amendment to make the WHNC Bylaws Ad Hoc Committee a Standing Committee (2 Minutes Max)</p> <p>21-0110 - Discussion and possible action to amend the WHNC Standing Rules Article 5, Section 5 (5 Minutes Max)</p> <p>21-0111 - Discussion and possible action regarding a letter from the West Hills Neighborhood Council to all City Council Members, in opposition of extending the date for mandatory vaccination of the city employees, i.e. LAFD and LAPD (10 Minutes Max)</p> <p>21-0112 - Discussion and Possible Action on the revision of wording of the language for the Code of Conduct (5 Minutes Max)</p> <p>21-0113 - Discussion and possible action on submitting a CIS on Council File 21-0760, to amend City Charter to include "City of Los Angeles" to the definition of "local" in Section 371a. of the City Charter (5 Minutes Max)</p>		<p>Mrs. Charlene Rothstein, Co-Chair</p> <p>Mr. Brad Vanderhoof, Co-Chair Bylaws Ad Hoc Committee</p> <p>Mr. Bob Brostoff, Co-Chair Bylaws Ad Hoc Committee</p> <p>Mr. Brad Vanderhoof, Co-Chair Bylaws Ad Hoc Committee</p> <p>Mr. Bob Brostoff, Co-Chair Bylaws Ad Hoc Committee</p> <p>Mrs. Sandi Bell, Chair Public Health Committee</p> <p>Mrs. Joanne Yvanek-Garb, Co-Chair Government Relations Committee</p> <p>Mr. Saif Mogri, Co-Chair Government Relations Committee</p> <p>Mrs. Joanne Yvanek-Garb, Co-Chair Government Relations Committee</p> <p>Mr. Saif Mogri, Co-Chair Government Relations Committee</p>
<p><u>New Business</u></p> <p>21-0114 - Discussion and possible action regarding approval of the WHNC's October Monthly Expenditure Report (MER) (3 Minutes Max)</p>		<p>Mrs. Carolyn Greenwood, Co-Chair Budget Committee</p> <p>Mr. Saif Mogri, Co-Chair Budget Committee</p>

21-0115 - Discussion and possible action of facts pertaining to Jason Romanello's absences, leading to a possible announcement of a vacancy **(5 Minutes Max)**

21-0116 - Discussion and possible action on Beautification Clean-Up Event at Orcutt Ranch Park, December 11, 2021**(3 Minutes Max)**

21-0117 - Discussion and possible action to approve Beautification Committee budget in the amount of \$50 for clean-up event January 22, 2022 along Fallbrook Avenue and Saticoy Street. **(3 Minutes Max)**

21-0118 - Discussion and possible action to approve Homelessness Committee request for \$250 for refreshments for the participants in the Homeless count 2022. **(3 Minutes Max)**

21-0119 - Discussion and possible action to approve an NPG in the amount of \$500 to Pomelo Elementary for a garden program. **(5 Minutes Max)**

21-0120 - Discussion and possible action to approve an NPG in the amount of \$500 to Justice Street School for an iPad for student progress monitoring. **(5 Minutes Max)**

21-0121 - Discussion and possible action to approve an NPG in the amount of \$500 to Enadia Way to replace hand puppets for the library theatre. **(5 Minutes Max)**

21-0122 - Discussion and possible action to approve an NPG in the amount of \$500 to Hamlin Elementary for a variety of sensory items to help students adjust to in-person teaching. **(5 Minutes Max)**

21-0123 - Discussion and possible action to approve an NPG in the amount of \$500 to Nevada Elementary for a literacy mural to encourage students to read. **(5 Minutes Max)**

21-0124 - Discussion and possible action to approve an NPG in the amount of \$500 to Welby Way for their A-Z literacy garden. **(5 Minutes Max)**

21-0125 - Discussion and possible action to approve printing of official Los Angeles City business cards for Board Members. **(5 Minutes Max)**

Mr. Steve Randall, Co-Chair
Vacancy Ad Hoc Committee
Mr. Saif Mogri, Co-Chair
Vacancy Ad Hoc Committee

Dr. Faye Barta, Co-Chair
Beautification Committee
Mr. Brad Vanderhoof, Co-Chair
Beautification Committee

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Mr. Brad Vanderhoof, Co-Chair
Beautification Committee

Mrs. Carolyn Greenwood, Co-Chair
Budget Committee
Mr. Saif Mogri, Co-Chair
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Budget Committee

<p>21-0126 - Discussion and possible action on submitting a CIS on Council File 21-0002-S13 - closure of Whiteman Airport (5 Minutes Max)</p> <p>21-0127 - Discussion and possible action on submitting a CIS on Council File 21-1342 - Tax Assessment on EV charging system companies (5 Minutes Max)</p>		<p>Mrs. Joanne Yvanek-Garb, Co-Chair Government Relations Committee Mr. Saif Mogri, Co-Chair Government Relations Committee</p> <p>Mrs. Joanne Yvanek-Garb, Co-Chair Government Relations Committee Mr. Saif Mogri, Co-Chair Government Relations Committee</p>
<p><u>Adjournment</u></p>		

Public Input At Neighborhood Council Meetings: Members of the public who call in by telephone are requested to dial *9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board 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 Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

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 §§ 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

BOARD ONLINE AND TELEPHONIC SPECIAL MEETING MINUTES

Monday, September 13, 2021

Revised November 23, 2021

PRESENT: Aida Abkarians, Faye Barta, Sandi Bell, Dan Brin, Bob Brostoff, Esperanza Butler, Clarice Chavira, Tariq El-Atrache, Glenn Jennings, Vinura Kotuwelle, Kent Mariconda, Saif Mogri, Mark Neudorff, Steve Randall, Char Rothstein, Anthony Searce, Myrl Schreibman, Joan Trent, Alec Uzemeck, Brad Vanderhoof, and Joanne Yvanek-Garb

ABSENT: Carolyn Greenwood, Bonnie Klea, Jason Romanello, and Bill Rose

President Charlene Rothstein called the meeting to order at 7:04 PM.

Secretary Brad Vanderhoof called roll and established quorum.

Vice President Faye Barta led the Pledge of Allegiance.

Public Comment:

Chris Rowe spoke on redistricting.

Rosi spoke on inaccurate statements made by the public.

The Board shall take official action by a simple majority of yes and no votes cast by the Directors present at a duly noticed regular or special Board meeting, not to include abstentions. There shall be no proxy voting.

Approval of Meeting Minutes

- March 4, 2021 Meeting Minutes
- March 29, 2021 Special Meeting Minutes
- March 30, 2021 Special Meeting Minutes
- April 1, 2021 Meeting Minutes
- May 6, 2021 Meeting Minutes
- May 17, 2021 Special Meeting Minutes
- June 3, 2021 Meeting Minutes
- August 5, 2021 Meeting Minutes

Approval of minutes as amended;

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Esperanza Butler	Yes
Clarice Chavira	Absent
Tariq El-Atrache	Absent
Carolyn Greenwood	Absent
Glenn Jennings	Yes

Bonnie Klea	Absent
Vinura Kotiwelle	Yes
Kent Mariconda	Abstain
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Absent
Charlene Rothstein	Yes
Anthony Scarce	Yes
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 17, No – 0, Abstain – 1, Absent – 7, Ineligible – 0, Recused – 0
The minutes from March 4, March 29, March 30, May 6, May 13, June 3,
and August 5; 2021 are approved as amended.

Old Business

21-0087 - Change the Age Requirements for the WHNC Youth Seat to 14-17 Years of Age:

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	No
Bob Brostoff	Yes
Esperanza Butler	Absent
Clarice Chavira	Absent
Tariq El-Atrache	Absent
Carolyn Greenwood	Absent
Glenn Jennings	Yes
Bonnie Klea	Absent
Vinura Kotiwelle	Yes
Kent Mariconda	Abstain
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Absent
Charlene Rothstein	Yes
Anthony Scarce	Yes
Myrl Schreibman	Abstain
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 14, No – 1, Abstain – 2, Absent – 8, Ineligible – 0, Recused – 0

The age requirements for the WHNC Youth Advisory Seat have changed.

21-0088 - Appointment of WHNC Board Member Aida Abkarians to Submit Community Impact Statements:

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Esperanza Butler	Absent
Clarice Chavira	Absent
Tariq El-Atrache	Absent
Carolyn Greenwood	Absent
Glenn Jennings	Yes
Bonnie Klea	Absent
Vinura Kotiwelle	Yes
Kent Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Absent
Charlene Rothstein	Yes
Anthony Scarce	Yes
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 17, No – 0, Abstain – 0, Absent – 8, Ineligible – 0, Recused – 0

Aida Akkarians is authorized to submit Community Impact Statements on behalf of the WHNC. DONE needs to be notified.

21-0091 - Airplane Noise and request LAX Noise Roundtable inclusion letter to John Lee: The letter names Brad Vanderhoof as primary and Brian Begun as alternate WHNC representatives.

Dan Brin moved to replace Brian Begun with Myrl Schreibman as alternate. Steve Randall seconded.

Roll Call Vote on Dan Brin's amendment:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Esperanza Butler	Abstain
Clarice Chavira	Absent
Tariq El-Atrache	Absent
Carolyn Greenwood	Absent
Glenn Jennings	Yes
Bonnie Klea	Absent
Vinura Kotiwelle	Yes

Kent Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Absent
Charlene Rothstein	Yes
Anthony Scarce	Yes
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 17, No – 0, Abstain – 1, Absent – 7, Ineligible – 0, Recused – 0
The amendment passes.

Roll Call Vote on the amended letter:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Esperanza Butler	Yes
Clarice Chavira	Absent
Tariq El-Atrache	Absent
Carolyn Greenwood	Absent
Glenn Jennings	Yes
Bonnie Klea	Absent
Vinura Kotiwelle	Yes
Kent Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Absent
Charlene Rothstein	Yes
Anthony Scarce	Yes
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 18, No – 0, Abstain – 0, Absent – 7, Ineligible – 0, Recused – 0
Brad Vanderhoof and Myrl Schreibman will be the proposed primary and alternate WHNC representatives on the LAX noise roundtable.

21-0092 - The West Hills Neighborhood Council supporting Los Angeles school board resolution addressing anti-Semitism in the district schools. LAUSD Resolution Res-001-21/22, Version: 1: Item tabled to October.

21-0093 - West Hills Neighborhood Council Supporting the Community's Request for Services Provided by the District's School Police:

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	No
Dan Brin	Yes
Bob Brostoff	Yes
Esperanza Butler	Absent
Clarice Chavira	Absent
Tariq El-Atrache	Absent
Carolyn Greenwood	Absent
Glenn Jennings	Yes
Bonnie Klea	Absent
Vinura Kotiwelle	Yes
Kent Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Absent
Charlene Rothstein	Yes
Anthony Scarce	Abstain
Myrl Schreibman	Abstain
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 14, No – 1, Abstain – 2, Absent – 8, Ineligible – 0, Recused – 0
Support for the resolution passes.

President Charlene Rothstein adjourned the meeting at 9:50 PM.



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WEST HILLS NEIGHBORHOOD COUNCIL

BOARD ONLINE AND TELEPHONIC MEETING MINUTES

Thursday, October 7, 2021

Revised October 23, 2021

PRESENT: Aida Abkarians, Faye Barta, Sandi Bell, Dan Brin, Bob Brostoff, Tariq El-Atrache, Carolyn Greenwood, Glenn Jennings, Bonnie Klea, Vinura Kotuwelle, Kent Mariconda, Saif Mogri, Mark Neudorff, Steve Randall, Bill Rose, Char Rothstein, Anthony Scarce, Myrl Schreibman, Joan Trent, Alec Uzemeck, and Brad Vanderhoof
ABSENT: Esperanza Butler, Clarice Chavira, Jason Romanello, and Joanne Yvanek-Garb

President Charlene Rothstein called the meeting to order at 7:01 PM.

Secretary Brad Vanderhoof called roll and established quorum.
Vice President Faye Barta led the Pledge of Allegiance.

Senior Lead Officer Report: SLO McNamee said there were eight property crimes in southern West Hills the previous week. Locker room thefts at gyms and catalytic converter thefts from vehicles are becoming trends. In northern West Hills there were nine crimes (one violent and eight property thefts). There were three attempted commercial burglaries near Sherman Way and Shoup. Extra patrol officers are working crime suppression detail. SLO McNamee can be reached at 36818@lapdonline.

Treasurer's Report: Treasurer Carolyn presented the July Monthly Expenditure Report (MER). There were no expenditures in July other than the usual recurring items.

The Board shall take official action by a simple majority of yes and no votes cast by the Directors present at a duly noticed regular or special Board meeting, not to include abstentions. There shall be no proxy voting.

21-0081 - Approval of the WHNC's July Monthly Expenditure Report (MER):

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Esperanza Butler	Yes
Clarice Chavira	Absent
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Yes
Vinura Kotiwelle	Yes
Kent Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Yes
Steve Randall	Yes

Jason Romanello	Absent
Bill Rose	Yes
Charlene Rothstein	Yes
Anthony Scarce	Yes
Myrl Schreiber	Yes
Joan Trent	Absent
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 22, No – 0, Abstain – 0, Absent – 3, Ineligible – 0, Recused – 0
The MER is approved.

Controller’s Report: Controller Saif Mogri presented the Controller’s report. The report has a new simpler format. There were only office expenditures in August.

Comments from the Chair: President Char Rothstein announced a Special Board Meeting on Monday September 13, 2021 at 7:00 PM. This meeting is mandatory for WHNC Board members.

Announcements

Bob Brostoff said Christina has left Shadow Ranch Park after 14 years. The WHNC will present her with a Certificate of Appreciation.

Council District 12, Mr. Eric Moody, District Director: The CD12 Angel Fund and Dinner on Us programs continue. There is a new street racing ordinance making promotion of gatherings on social media a misdemeanor.

Department of Neighborhood Empowerment Ms. Atziri Camarena, Neighborhood Empowerment Advocate: CivicU starts soon. All Board members need to update their Cornerstone training password. Bylaws amendments are due April 1, 2022. EVG backgrounds need to be devoid of commercial and political content. Los Angeles County Supervisor District 3,

Mr. Blake Clayton, District Director, LA County Supervisor’s Office: There are two tele-briefings on September 9, 2021. County discretionary funds are available and anyone interested should fill out a grant application.

LAUSD District 3, Ms. Tara Vahdani, School Engagement & Data Specialist: There are 27 active Covid cases in West Hills schools.

Public Comment: Dan Brookard, I_Phone_Jamie, Rob Wilcox, ZachVolet, and Chris Rowe spoke during public comment.

Old Business

21-0088 - Discussion and possible action regarding the appointment of WHNC board member Aida Abkarians to submit Community Impact Statements

21-0092 - Discussion and possible action of The West Hills Neighborhood Council supporting Los Angeles school board resolution addressing anti-Semitism in the district schools. LAUSD Resolution Res-001-21/22, Version: 1

21-0071 - Letter to Mayor Eric Garcetti regarding signing the National Wildlife Federation's Mayors' Pledge on Dec. 1, 2021:

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Esperanza Butler	Yes
Clarice Chavira	Absent
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Yes
Vinura Kotiwelle	Yes
Kent Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Absent
Charlene Rothstein	Yes
Anthony Scearce	Yes
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 21, No – 0, Abstain – 0, Absent – 4, Ineligible – 0, Recused – 0
The letter is approved.

21-0072 - Resolution regarding passive infrared sensor-controlled traffic signals: Anthony Scearce moved to send a letter. Bob Brostoff seconded.

Roll Call Vote:

Aida Abkarians	No
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Esperanza Butler	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Abstain
Vinura Kotiwelle	Yes
Kent Mariconda	No

Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Yes
Charlene Rothstein	No
Anthony Scearce	Yes
Myrl Schreiber	No
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 18, No – 4, Abstain – 1, Absent – 2, Ineligible – 0, Recused – 0
The letter is approved.

New Business

21-0094 - Discussion and possible action regarding approval of the WHNC’s August Monthly Expenditure Report (MER)

21-0095 - Discussion and possible action on the Beautification Committee's cleanup event at Orcutt Ranch Horticultural Center, at the corner of March and Roscoe, October 30, 2021, from 8 AM to 11 AM

21-0096 - Discussion and possible action on the Beautification Committee's holding a tabling event at the Environmental Awareness Day at the Chatsworth Train Station on November 20, 2021, from 10 AM to 4 PM

21-0097 - Discussion and possible action on placing two privately donated dog waste bag stations, privately donated to WHNC and the Beautification Committee, at two local parks, Taxco and Lazy J, by Parks and Recreation

21-0098 - Discussion and possible action to approve the purchase of new gloves for WHNC Beautification Committee Cleanups not to exceed \$100.00 (3 Minutes Max)

21-0099 - Discussion and possible action to appoint board member, Tariq El-Atrache, as the liaison/representative to the LGBTQ+ Alliance of Los Angeles Neighborhood Councils

21-0100 - Discussion and possible action regarding a proposed change to WHNC Standing Rule, Article 5, Section

21-0101- Discussion and possible action on filling the West Hills Neighborhood Council Youth Seat (10 Minutes Max) 21-0102 - Discussion and possible action on submitting a CIS on CF 21-0975 (John Lee), Illegal Street Racing / Reckless Driving Exhibition/Spectator Gathering / Promotion / Facilitation

21-0103 - Discussion and possible action on request to Councilman John Lee CD12, to draft a motion in the City Council in support of AB 43

President Rothstein adjourned the meeting at 10:52 PM



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WEST HILLS NEIGHBORHOOD COUNCIL

BOARD ONLINE AND TELEPHONIC MEETING MINUTES

Thursday, November 4, 2021

Revised November 22, 2021

PRESENT: Aida Abkarians, Faye Barta, Dan Brin, Bob Brostoff, Clarice Chavira, Tariq El-Atrache, Carolyn Greenwood, Glenn Jennings, Bonnie Klea, Vinura Kotuwelle, Kent Mariconda, Saif Mogri, Mark Neudorff, Steve Randall, Bill Rose, Char Rothstein, Anthony Scarce, Myrl Schreiberman, Joan Trent, Brad Vanderhoof, and Joanne Yvanek-Garb

ABSENT: Sandi Bell, Jason Romanello, and Alec Uzemeck

President Charlene Rothstein called the meeting to order at 6:35 PM.

Secretary Brad Vanderhoof called roll and established quorum.
Vice President Faye Barta led the Pledge of Allegiance.

Approval of Special Meeting Minutes of September 13, 2021 and Regular Meeting Minutes of October 7, 2021: Minutes not available.

Certificates of Appreciation

“Halloween Houses on Display” Awards: Mr. John Lee, Council Member, District 12 congratulated all the winners. Mr. Lee then announced the winners in each category and presented the awards.

Senior Lead Officer Alvarez (acting) said property crimes are up so make yourself a hard target. There were six domestic violence assaults and nineteen victims of violence including the Shake Shack shooting. Deliveries can be made at safe locations instead of a front porch. CD12 will be paying for additional security at the Fallbrook Mall. There was a drug overdose at Shadow Ranch Park.

Treasurer’s Report: Treasurer Carolyn Greenwood presented the report. She said the only non-recurring expenses were for new member badges and Halloween event printing. Controller Saif Mogri said everything on the MER matches the Controller’s report.

The Board shall take official action by a simple majority of yes and no votes cast by the Directors present at a duly noticed regular or special Board meeting, not to include abstentions. There shall be no proxy voting.

21-0104 - Approval of the WHNC’s September Monthly Expenditure Report (MER):

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Absent
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes

Glenn Jennings	Yes
Bonnie Klea	Yes
Vinura Kotiwelle	Yes
Kent Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Yes
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Yes
Charlene Rothstein	Yes
Anthony Searce	Yes
Myrl Schreiber	Yes
Joan Trent	Absent
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 21, No – 0, Abstain – 0, Absent – 3, Ineligible – 0, Recused – 0
The MER is approved.

Comments from the Chair: Board Vacancy Announcement: President Charlene Rothstein announced the resignation of Board member Esperanza Butler. The vacancy application will be placed on the WHNC website. Saif Mogri and Steve Randall will co-chair the Ad Hoc Vacancy Committee.

Announcements

Mr. Colin Crews, District Director, Council District 12: He is replacing Eric Moody as the WHNC CD12 contact. West Valley Alliance, a non-profit, can do graffiti abatement. The drive-in-movie is Saturday, November 6, 2021. Several CD12 parks have been declared sensitive areas and overnight camping will no longer be allowed. Outreach will come before individuals are removed.

Ms. Atziri Camarena, Neighborhood Empowerment Advocate, Department of Neighborhood Empowerment: CORE Module 3 is Thursday November 30. The Bylaws amendment deadline is coming up and there is a new template from the department. There is an event workshop November 19.

Mr. Blake Clayton, Field Deputy, Los County Supervisor District 3: Headwaters of the LA River meeting is November 16. On November 4th a County mandate went into effect requiring proof of covid vaccine to enter nightclubs and other establishments. Children 5-11 can now get the vaccine. The mask requirement can be lifted when 80% of the population is vaccinated and the hospitalization rate drops. Schools and Airports will still have a mask requirement.

Ms. Sarah Martin, Field Representative, CA 45th Assembly District: Ms. Martin represents Assembly Member Jesse Gabriel and introduced herself.

Ms. Tara Vahdani, School Engagement & Data Specialist, LAUSD: Haynes Street Charter has a candy donation for troops and drop off is tomorrow at the school.

Presentation “Land Acknowledgment”
Dan Brin read a statement:

Virtual Land Acknowledgment

We acknowledge that this meeting is taking place in the traditional lands of the Chumash people. As we begin this meeting, we acknowledge and honor the original inhabitants of our region. A land acknowledgement is a critical step toward working with native communities to secure meaningful partnership and inclusion in the stewardship

and protection of their cultural resources and homelands. We respect these ancestral grounds where we are collectively gathered and support the resilience and strength that Indigenous people have shown worldwide.

Public Comment:

Glenn Bailey gave a Budget Advocates report: Budget Day was August 21. A recording is available on the Budget Advocates website. Region 3, Southwest Valley, has an opening. Budget Day 2022 will be on Saturday June 18.

Sriya Datla gave a report from the Youth Committee.

Old Business

21-0092 - The West Hills Neighborhood Council is supporting Los Angeles school board resolution addressing anti-Semitism in the district schools. LAUSD Resolution Res-001-21/22, Version: 1: Joann Yvanek-Garb presented a letter of support.

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Absent
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Abstain
Vinura Kotiwelle	Yes
Kent Mariconda	No
Saif Mogri	Abstain
Mark Neudorff	Yes
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Abstain
Charlene Rothstein	Yes
Anthony Scarce	Yes
Myrl Schreiber	Yes
Joan Trent	Yes
Alec Uzemeck	Absent
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 17, No – 1, Abstain – 3, Absent – 3, Ineligible – 0, Recused – 0
The letter is approved.

21-0100 - Proposed Change to WHNC Standing Rule, Article 5, Section 6:

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Absent
Dan Brin	No
Bob Brostoff	No
Clarice Chavira	Yes
Tariq El-Atrache	No
Carolyn Greenwood	No
Glenn Jennings	Yes

Bonnie Klea	Yes
Vinura Kotiwelle	No
Kent Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Yes
Charlene Rothstein	Yes
Anthony Searce	No
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Absent
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 14, No – 6, Abstain – 0, Absent – 4, Ineligible – 0, Recused – 0
The Standing Rule amendment is approved.

21-0102 - CIS on CF 21-0975 (John Lee), Illegal Street Racing / Reckless Driving Exhibition/Spectator Gathering / Promotion / Facilitation:

CIS in support;

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Absent
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Yes
Vinura Kotiwelle	Yes
Kent Mariconda	Abstain
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Yes
Charlene Rothstein	Yes
Anthony Searce	Yes
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Absent
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 19, No – 0, Abstain – 1, Absent – 4, Ineligible – 0, Recused – 0
The CIS is approved.

21-0103 -- Request to Councilman John Lee CD12, to draft a motion in the City Council in support of AB 43:
Myrl Schreibman moved to turn this into a letter. Saif Mogri seconded.

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes

Sandi Bell	Absent
Dan Brin	Abstain
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Abstain
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Yes
Vinura Kotiwelle	Absent
Kent Mariconda	Absent
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Yes
Charlene Rothstein	Yes
Anthony Scarce	Abstain
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Absent
Brad Vanderhoof	Abstain
Joanne Yvanek-Garb	Yes

Yes – 14, No – 0, Abstain – 4, Absent – 6, Ineligible – 0, Recused – 0

Vote on the letter;

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Absent
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Absent
Vinura Kotiwelle	Absent
Kent Mariconda	Absent
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Yes
Charlene Rothstein	Yes
Anthony Scarce	Yes
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Absent
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 17, No – 0, Abstain – 0, Absent – 7, Ineligible – 0, Recused – 0

The letter to Councilman Lee is approved.

New Business

21-0106 - Approving the WHNC's participation in the 2022 Homeless Count to be held on January 25, 2022 from 8:00 p.m. – 11:00 p.m.:

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Absent
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Absent
Vinura Kotiwelle	Absent
Kent Mariconda	Absent
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Absent
Charlene Rothstein	Yes
Anthony Scarce	Yes
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzameck	Absent
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 16, No – 0, Abstain – 0, Absent – 8, Ineligible – 0, Recused – 0
WHNC participation in the 2022 Homeless Count is approved.

21-0107 – Appointment of Azarine Rushenas to the West Hills Neighborhood Council Youth Advisory Committee:

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Absent
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Absent
Vinura Kotiwelle	Absent
Kent Mariconda	Absent
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Absent
Charlene Rothstein	Yes
Anthony Scarce	Yes
Myrl Schreibman	Yes
Joan Trent	Absent

Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 16, No – 0, Abstain – 0, Absent – 8, Ineligible – 0, Recused – 0
The appointment of Ms.Rushenas is approved.

21-0105 - Approving \$46.44 to reimburse Bob Brostoff for snacks and refreshments for the Beautification Clean-Up held on August 28, 2021:

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Absent
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Absent
Vinura Kotiwelle	Absent
Kent Mariconda	Absent
Saif Mogri	Yes
Mark Neudorff	Absent
Steve Randall	Yes
Jason Romanello	Absent
Bill Rose	Absent
Charlene Rothstein	Yes
Anthony Searce	Yes
Myrl Schreiber	Absent
Joan Trent	Absent
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 15, No – 0, Abstain – 0, Absent – 9, Ineligible – 0, Recused – 0
The reimbursement to Mr. Brostoff is approved.

President Rothstein adjourned the meeting at 10:19 PM



Agenda Item 21-0108 - Discussion and possible action on designating an individual to receive the 2021 Election records on behalf of the West Hills Neighborhood Council

Char Rothstein <charwhnc@gmail.com>

2021 Neighborhood Council Election Records

Nathan Singh <nathan.singh@lacity.org>
Bcc: WHNC@empowerla.org

Tue, Oct 12, 2021 at 1:21 PM

Good afternoon,

This email is to inform you that the Neighborhood Council (NC) election records from the 2021 NC Elections are now available for release. Due to the elections being held solely by mail where all candidate and voter filing was through an online portal, all records, with the exception of the ballots, are digital. The digital election records will include voter and candidate stakeholder status and contact information.

If your NC would like to receive the digital election records, the newly-elected board must designate an individual to receive the election records on behalf of the NC. Once designated, the authorized representative must contact the NC's [Election Administrator](#) to provide their email address in order to receive the digital records. Digital records will be sent to the authorized representative and the NC Board President and Vice President.

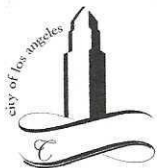
If your NC would like to pick up ballots they will be available for pick up in our office **by appointment only**. The NC Election Administrator will inform the authorized representative of the dates and times ballots will be made available for pick up as our office is still closed due to the Mayor's COVID-19 Safer at Home mandate. An official government-issued identification is required when picking up NC ballots.

Election records that are not picked up from our office by **December 31, 2021** will be disposed of in accordance with the City's records retention guidelines.

Please note that all documents retained by a NC are subject to the California Public Records Act for the length of time the documents are retained by the NC and should only be used for outreach purposes.

If you have any questions about this process, please contact me at (213) 978-0444 or email me at **your email address**.

Thank you.



Nathan Singh | Project Coordinator
City of Los Angeles | Office of the City Clerk | Election Division
Piper Technical Center
555 Ramirez Street | Ste. 300
Los Angeles | CA 90012
Tel: 213.978.0444 | Fax: 213.978.0376

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Please consider the environment before printing this email.

Connect with the Clerk:



Agenda 21-0109 - First reading of a Bylaws amendment to make the WHNC Bylaws Ad Hoc Committee a Standing Committee

ARTICLE VII COMMITTEES AND THEIR DUTIES All standing committees shall meet at a minimum of nine (9) times per calendar year and shall invite the participation of stakeholders.

Section 1: Standing Committees

The Standing Committees of the WHNC are:

Existing committees A-M are unchanged.

ADD --

N. BYLAWS COMMITTEE, which shall consider and make recommendations to the WHNC Board concerning amendments to the Bylaws and Standing Rules of the WHNC.

Agenda Item 21-0110 - Discussion and possible action to amend the WHNC Standing Rules Article 5, Section 5

Standing Rule for Article 5, Section 5 All committees shall have self-written ~~standing~~ *operating* rules that shall include:

- A. Criteria for membership and voting in the committee
- B. Definition of what “serving actively on at least one committee” means for the committee
- C. Other rules of operation, if any.

Agenda Item 21-0111 - Discussion and possible action regarding a letter from the West Hills Neighborhood Council to all City Council Members, in opposition of extending the date for mandatory vaccination of the city employees, i.e. LAFD and LAPD

Address to all City Council Members on West Hills Stationary

Dear Councilman

The West Hills Neighborhood Council opposes extending the date for mandatory vaccinations of city employees to December 18th. Catering to a small percentage of vocal anti-vaxxers violates the rights of the public who are dependent on first responders who will further endanger them with a deadly virus. Protection of the public is a condition of their employment. The solution is to send the unvaccinated home without pay and terminate them if do not comply in a timely manner.

Bowing to union pressure to extend the deadline as we enter the holiday season and have more indoor gatherings due to colder weather, the risk of spreading Covid-19 increases.

It is galling that many spreaders of bogus claims reside out of state and spend their salaries benefitting those states. City employees should be required to reside here and thus be available for emergency and urgent calls. This needs to be legislated as a requirement for employment.

Our hospitals are filling with unvaccinated people. Fire and Police departments have been devastated by the ravages of Covid-19. Do your duty to your constituents and protect them so we can finally see an end to this pandemic.

To the members of the Code of Conduct Committee:

The Board of the West Hills Neighborhood Council (WHNC) met on Thursday, November 4, 2021 to discuss the revision of the Code of Conduct. The revision was the subject of the Government Relations committee meeting prior to presenting their findings to the WHNC Board. There was much discussion and we came to the agreement that there were several areas that seemed to be in conflict with the procedures already established in the handling of allegations of misconduct and resolution as set forth in our bylaws. The areas of conflict are as follows:

*6. If a Board Member or Committee Member is ~~alleged~~ **found through due process** to have violated either the City's Workplace Equity Policy or the Commission's Code of Conduct, the Department, with written approval from the General Manager, may immediately suspend the Board Member or Committee Member for a period of up to ~~90~~ **30** days. Said Board Member or Committee Member shall not be eligible to act on any matter that comes before their Neighborhood Council Board or Committee and shall not be counted for the purpose of establishing a quorum of the Neighborhood Council Board or Committee.*

*b. The Department shall be the sole decision-maker with respect to a suspension. The Board Member or Committee Member may ~~not~~ appeal the suspension decision **through the Board of Neighborhood Commissioners**.*

A motion was made to approve our changes and passed with a vote of:

We would appreciate you seriously considering our comments and concerns with the new Code of Conduct.

Sincerely,

Char Rothstein
President WHNC

Faye Barta
Vice President WHNC

CITY OF LOS ANGELES
CALIFORNIA

BOARD OF NEIGHBORHOOD
COMMISSIONERS

ELI LIPMEN
President

RAY REGALADO
Vice President

LEONARD SHAFFER
JOY ATKINSON
MAGGIE DARETT-QUIROZ
DEBBIE WEHBE
QUYEN VO-RAMIREZ

TELEPHONE: (213) 978-1551



ERIC GARCETTI
MAYOR

NEIGHBORHOOD COUNCILS
EMPOWER LA
Department of
NEIGHBORHOOD EMPOWERMENT

20TH FLOOR, CITY HALL
200 NORTH SPRING STREET
LOS ANGELES, CA 90012

TELEPHONE: (213) 978-1551
TOLL-FREE: 3-1-1
FAX: (213) 978-1751
E-MAIL: EmpowerLA@lacity.org

RAQUEL BELTRÁN
GENERAL MANAGER

www.EmpowerLA.org

July 19, 2021

TO: President Eli Lipmen, Members of the Board of Neighborhood Commissioners

FROM: Raquel Beltrán, General Manager

SUBJECT: Proposed Amendments to the Code of Conduct Policy

BACKGROUND:

Over the years, the Board of Neighborhood Commissioners became aware of a rise in relationship and board dynamic challenges involving Neighborhood Council board members and stakeholders. Particularly alarming were challenges reaching acute levels of concern. Increasingly, board member and stakeholder public testimony at Commission meetings, requested action be taken to provide Neighborhood Councils with policies and implementing rules that would make it possible resolve these challenges. In 2018-2019, the Board of Neighborhood Commissioners initiated a process to review policies related to board conduct, engagement, and leadership development. The policies selected were adopted or revised between 2016 – 2019. They included the Leadership Orientation (2020-01), Censure (2020-03), Removal (2020-04), and the Code of Conduct (2014-2(2)) policies.

Through a town hall engagement review process, the Commission started with the Censure and Removal policies. These two policies were revised in March and April 2020 respectively. A new Leadership Orientation Policy was adopted in February 2020.

On March 3, 2020, the Board of Neighborhood Commissioners adopted a motion calling for amendments to the Commission's Code of Conduct Policy. The action was deemed necessary to provide additional language and updates to the Commission's Code of Conduct Policy. Two members of the Commission were appointed to an Ad Hoc Committee to work with the Department to prepare draft amendments to the Policy. They include Commissioners Len Shaffer and Quyen Vo-Ramirez.

SUMMARY:

In partnership with the Commission's Ad Hoc Committee, the Department led a Neighborhood Council Code of Conduct Work Group of City Department leaders with neighborhood council experience. They set out to review current policy, implementing procedures and processes, and current and anticipated City policies. The Work Group members included representatives of the Personnel Department's Division, the City Attorney's Labor Relations and Neighborhood Council

Advice Divisions, and EmpowerLA's Leadership Team. Additionally, the Work Group included representatives of the City of Los Angeles Civil, Human Rights, and Equity Department (LA Civil Rights). EmpowerLA is grateful to these seasoned professionals for their dedication to this project.

The Work Group began meeting in October 2020 on an accelerated schedule. They met twice a month to review the Code of Conduct Policy's history, the [City of Los Angeles Draft Workplace Equity Policy](#), and the numerous authorities representing the regulatory framework of the Neighborhood Council System. The Work Group presents these proposed amendments as reasonable considerations necessary to address the escalating incidents of acts that do not comport with the City of Los Angeles's expectations for representatives of City employees, advisory bodies, commissions, and volunteers. The draft amendments advance the mission, desired characteristics, and foundational mandates of the Neighborhood Council System.

FISCAL IMPACT: Staff time required to oversee and manage the administration of the Code of Conduct and related proceedings.

REQUESTED ACTION:

The Ad Hoc Committee and Department of Neighborhood Empowerment respectfully request the Commission:

1. Approve the attached DRAFT amendments to the Code of Conduct Policy adopted in 2018 solely to circulate to the Neighborhood Council System for education, discussion, and comment.
2. Approve the Department's Neighborhood Council and City Department review schedule:
 - a. Include the DRAFT Code of Conduct Policy Amendments on the Commission's agenda once per month until the conclusion of the review schedule.
 - b. Maintain a report on comments and community impact statements filed on the DRAFT Code of Conduct Policy Amendments on the Commission's webpage.
 - c. Administer a minimum of four workshops (two weekday evenings and two weekends) to introduce the DRAFT Code of Conduct Policy Amendments and to respond to questions. Weekday workshops will be held on a Monday - Thursday evening when Neighborhood Councils are not having regular board meetings.
 - d. After the review period, the Department will summarize the most commonly asked questions and comments.
 - e. At the conclusion of the review period, the Department will prepare a summary of the most commonly asked questions and comments.
3. At the end of the review period, the Department's report will include recommended amendments to regulatory authorities that guide administration of the Neighborhood Council System, including but not limited to the Los Angeles Administrative Code (which incorporates portions of the Plan for a Citywide System of Neighborhood Councils) and Commission Policy(ies).
4. As a courtesy, once revisions to the Code of Conduct Policy have been approved, the Department will return to the Commission and present the procedure the Department will follow to implement the new Code of Conduct Policy. The presentation shall include how the Department proposes to:
 - a. Support Neighborhood Councils with the application of the policy to Committee Members,
 - b. Assist Neighborhood Councils with roster management, including that of Committee Members in compliance with the policy,

- c. Clarify the steps Neighborhood Council will be expected to take to address Code of Conduct issues,
 - d. Provide resources to assist Neighborhood Councils in their efforts to manage board dynamic challenges to avoid the necessity to suspend or remove Board and or Committee Members,
 - e. Manage Neighborhood Council rosters and compliance notification.
5. Once revisions to the Code of Conduct have been approved and the implementing procedures developed, the Department will hold workshops for Neighborhood Council Board and stakeholder Committee members to review expectations.

PUBLIC COMMENT: Community Impact Statements and letters filed are available on the Commission's EmpowerLA webpage.

CONCLUSION:

The proposed amendments to the Board of Neighborhood Commissioners Code of Conduct Policy are consistent with the envisioned desired characteristics of the Neighborhood Council System and values expressed in current Mayoral Executive Directives. These amendments provide clear guidelines of expected behavior in the Neighborhood Council System.

The recommendations include a well-defined process to involve Neighborhood Councils and their stakeholders in a notice of proposed rule-making comment period. By advancing a transparent and inclusive process, the Ad Hoc Committee and Department believes Neighborhood Councils will be more likely to integrate the final version of the Code of Conduct Policy into the Neighborhood Council System's meeting and decision-making culture.

Respectfully,



Raquel Beltran, General Manager
Department of Neighborhood Empowerment

**NEIGHBORHOOD COUNCIL BOARD MEMBER
CODE OF CONDUCT POLICY
2021-1**

WHEREAS, on June 19, 2020, Mayor Eric Garcetti issued Executive Directive No. 27 calling for efforts to ensure fairness, diversity, equal opportunity, and transparency in City government;

WHEREAS, the Board of Neighborhood Commissioners (the Commission) adopted a Code of Conduct Policy in 2016 and an amended Code of Conduct Policy in 2018, to govern the conduct of Neighborhood Council members;

WHEREAS, the Workplace Equity Policy protects volunteers, including Neighborhood Council board members from harassment, sexual harassment, hazing, bullying, and inequitable conduct, as defined in the Workplace Equity Policy, thus superseding and/or expanding the type of conduct encompassed by the Commission's current Code of Conduct policy;

WHEREAS, the Commission has long recognized that a Neighborhood Council System that is physically and emotionally safe and secure for all Board Members promotes good social responsibility, increases Stakeholder attendance and supports community engagement;

WHEREAS, the Commission recognizes that improper conduct may occur within the Neighborhood Council System, the Commission expects Board Members and Committee Members (including stakeholders serving on committees) to conduct themselves in a manner in keeping with the Commission's Code of Conduct and with a proper regard for the rights and welfare of other Board Members, Stakeholders, Committee Members, and volunteers;

WHEREAS, Section 902 (b) of Article IX of the City Charter provides that the Commission "shall be responsible for policy setting and policy oversight and the promulgation of rules and regulations but not be responsible for day to-day management;

NOW, THEREFORE, BE IT RESOLVED that the Commission amends the Code of Conduct policy to implement and administer the [City of Los Angeles Draft Workplace Equity Policy](#).

NOW, THEREFORE, IT IS FURTHER RESOLVED that the Commission amends the Code of Conduct POLICY NUMBER: 2014 2(2) to say:

POLICY NUMBER: 2021-(1)

1. Neighborhood Council Board Members and Committee Members are required to affirm acceptance of this policy (Exhibit "A") in the manner established by the Department. Neighborhood Council Board Members and Committee Members shall reaffirm acceptance of this policy every two years. This policy and the City's Workplace Equity Policy apply regardless of whether or not a Board Member or Committee Member has affirmed acceptance.
2. The Neighborhood Council shall have the responsibility for informing stakeholder and board Committee Members of their obligation to affirm and accept this policy as a condition of committee service. Maintaining a record of their completion shall be the responsibility of the Neighborhood Council.

AN EQUAL EMPLOYMENT OPPORTUNITY – AFFIRMATIVE ACTION EMPLOYER

3. Newly elected, selected, appointed or re-elected Neighborhood Council Board Members and Committee Members shall have a grace period of 30 days from the date the board member begins assuming their duties and responsibilities to comply with this policy as indicated in Item #1. Neighborhood Council Boards shall be responsible for informing appointed board and committee members of their responsibility to sign the Code of Conduct affirmation. Board Members and Committee Members should consult the applicable funding guidelines to determine their eligibility to vote on funding matters.
4. In such circumstances where a Neighborhood Council Board Member or Committee Member fails or refuses to comply with item #1, the Department shall proceed to suspend the Board Member or Committee Member from their Neighborhood Council. Said Board Member or Committee Member shall not be eligible to act on any matter that comes before their Neighborhood Council and shall not be counted for the purpose of establishing a quorum of the Neighborhood Council or Committee.
 - a. The Department shall notify the Board Member (or Committee Member) of their suspension by sending a letter to their last known email address and/or physical mailing address.
 - b. The Department shall also notify the remainder of the Board Members by email and/or U.S. mail of the suspension of the Board Member (or Committee Member).
5. If within 30 days of being suspended the Neighborhood Council Board Member or Committee Member does not comply with the provisions of item #1 above, they shall be removed as a Neighborhood Council Board Member or Committee Member by the following procedures:
 - a. The Department will notify the individual of their removal by sending a letter to their last known email address and/or mailing address.
 - b. The Department will also notify the Board by email and/or First-Class U.S. mail regarding the removal of the Board Member or Committee Member and that the Board Member or Committee Member's seat or position shall be considered vacant.
 - c. Any Board Member [or Committee Member removed pursuant to this policy shall have the right to present to the Department evidence that he or she has in fact complied with this policy. The Department shall be the sole and final decision maker.
6. If a Board Member or Committee Member is alleged to have violated either the City's Workplace Equity Policy or the Commission's Code of Conduct, the Department, with written approval from the General Manager, may immediately suspend the Board Member or Committee Member for a period of up to 90 days. Said Board Member or Committee Member shall not be eligible to act on any matter that comes before their Neighborhood Council Board or Committee and shall not be counted for the purpose of establishing a quorum of the Neighborhood Council Board or Committee.

The Department will notify the Board Member or Committee Member of their suspension by sending a letter to their last known email address and/or mailing

- a. The Department will also notify the Board by email and/or First Class U.S. mail regarding the suspension of the Board Member and that the Board Member's position shall not be deemed vacant during the suspension period.

- b. The Department shall be the sole decision-maker with respect to a suspension. The Board Member or Committee Member may not appeal the suspension decision.
 - c. The Neighborhood Council shall retain its authority to remove Committee Members for failure to affirm this policy or for failure to adhere to its provisions.
7. The Department may petition the Commission to remove the Board Member for a violation of the Workplace Equity Policy or this Policy pursuant to the process for Declaring a Board Vacancy in Los Angeles Administrative Code 22.810.1(e)(3).

ATTACHMENT A

1. Neighborhood Council Board Members and Committee Members shall conduct themselves in a professional and civil manner.
2. This Policy and the City’s Workplace Equity Policy apply at all times and locations referenced within Section 2.2 of the City’s Workplace Equity Policy, including at all Neighborhood Council meetings, events, activities, online and at social events when interacting with City employees, contractors, and Neighborhood Council Board Members, Committee Members and volunteers.
3. Neighborhood Council Board Members and Committee Members shall promote and, if necessary, enforce a safe and equitable environment. If other Board Members or Committee Members become disruptive or violate the Code of Conduct or the City’s Workplace Equity Policy, Neighborhood Council Board and Committee Members have agreed to abide by, Board Members and Committee Members should demand that the offending Board Member or Committee Member conduct themselves in a respectful and orderly manner. In the absence of the board taking action to do so, employees of the Department may intercede to do so.
4. By signing this document, I affirm that I have received, read, and understand the Code of Conduct. I acknowledge that I have been informed of the expectation to abide by the Code of Conduct at the time of my appointment or election to the Board. I understand that if I fail to provide the Department of Neighborhood Empowerment with a signed and dated copy of this Neighborhood Council Board Member Code of Conduct, I may be subjected to suspension and/or removal from my Neighborhood Council Board.

I also understand that if I am found to have violated the signed Code of Conduct, I may be subject to censure and/or removal by my Neighborhood Council board and suspension and/or removal by action of the Department.

SIGNED

DATE

File # :	21-0760
Title :	Amend City Charter to include "City of Los Angeles" to the definition of "local" in Section 371a. of the City Charter:
Type :	Motion
City/State :	City of Los Angeles

Summary :	<p>The Charter provides for a bid preference for bidders which are "local," with the term "local" defined to include only businesses located in the County of Los Angeles or the State of California, pursuant to Charter Section 3 71 a. The City currently is not permitted to provide an additional bid preference on contracts for bidders which are located within the City boundaries, without amending the City Charter to do so.</p> <p>If the Charter is amended to add "City of Los Angeles" to the definition of "local," the City would then be permitted to have an additional preference for businesses located within the geographic boundaries of the City of Los Angeles. According to the National Institute for Public Procurement, models of local bid preferences across the county have assisted municipalities in setting and achieving social policy goals to assist residents, and improve and protect the local economy. "As local tax dollars are spent in a local economy, more jobs are maintained or created and income is generated for residents." And while procurement expenditures may rise in response to a local preference program, any potential added costs would be outweighed by the benefit of keeping tax dollars spent on contracts in the area, and thereby supporting the development, enrichment, growth, expansion and retention of the local business community and the City's workforce.</p>
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Motion :	It is recommended that the "City Attorney, in consultation with the Bureau of Contract Administration and the City Administrative Officer, be requested to prepare and present the documents necessary to place before the voters on the next available ballot in 2022, a measure to add "City of Los Angeles" to the definition of "local" in Section 371a. of the City Charter, so that the City could be permitted to have an additional contracting bid preference for businesses that are located in the City of Los Angeles, consistent with other laws and constitutional limits on how far bid preferences can be implemented in the State of California."
----------	--

GR Position :	In support of the motion to amend the City Charter and put it on the ballot in 2022 for the voters of City of Los Angeles
Vote :	8-0 Aida Abkarians – Absent, Faye Barta – Yes, Clarice Chavira – Yes, Saif Mogri – Yes, Mark Neudorff – Yes, Steve Randall – Yes, Myrl Schreiberman – Absent, Joan Trent – Yes, Brad vanderhoof – Yes, Joanne Yvanek-Garb – Yes

"YES" Vote:	In support of the motion to amend City Charter and put it on the ballot in 2022 for the voters of City of Los Angeles
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"NO" Vote:	Does not support the motion to put it on the ballot in 2022.
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MOTION

The Charter provides for a bid preference for bidders which are "local," with the term "local" defined to include only businesses located in the County of Los Angeles or the State of California, pursuant to Charter Section 371a. The City currently is not permitted to provide an additional bid preference on contracts for bidders which are located within the City boundaries, without amending the City Charter to do so.

If the Charter is amended to add "City of Los Angeles" to the definition of "local," the City would then be permitted to have an additional preference for businesses located within the geographic boundaries of the City of Los Angeles.

According to the National Institute for Public Procurement, models of local bid preferences across the country have assisted municipalities in setting and achieving social policy goals to assist residents, and improve and protect the local economy. "As local tax dollars are spent in a local economy, more jobs are maintained or created and income is generated for residents." And while procurement expenditures may rise in response to a local preference program, any potential added costs would be outweighed by the benefit of keeping tax dollars spent on contracts in the area, and thereby supporting the development, enrichment, growth, expansion and retention of the local business community and the City's workforce.

Additionally, expenses related to labor costs, rent / lease costs, utilities, insurance, sales taxes and business taxes, are often higher than the expenses incurred by businesses operating outside the City limits, and can place businesses located in the City of Los Angeles at a competitive disadvantage. In fact, Los Angeles is one of the ten most expensive places in the country to do business, creating a climate in which businesses must compete against firms with lower labor and business costs from neighboring cities, counties and states. As such, the City should be given the ability to provide a bid preference for bidders located in the City of Los Angeles, ultimately benefiting to our labor force, our residents and the local economy.

I THEREFORE MOVE that the City Attorney, in consultation with the Bureau of Contract Administration and the City Administrative Officer, be requested to prepare and present the documents necessary to place before the voters on the next available ballot in 2022, a measure to add "City of Los Angeles" to the definition of "local" in Section 371a. of the City Charter, so that the City could be permitted to have an additional contracting bid preference for businesses that are located in the City of Los Angeles, consistent with other laws and constitutional limits on how far bid preferences can be implemented in the State of California.

PRESENTED BY: Paul Kretz
PAUL KORETZ
Councilmember, 5th District

Bob Blumenfeld
BOB BLUMENFIELD
Councilmember, 3rd District

Marqueece Harris-Dawson
MARQUEECE HARRIS-DAWSON
Councilmember, 8th District

SECONDED BY: [Signature]
ak
[Signature]

[Signature]
Monica Rodriguez

ORIGINAL

JUN 29 2021

Monthly Expenditure Report



Reporting Month: October 2021

Budget Fiscal Year: 2021-2022

NC Name: West Hills Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$33271.37	\$2254.85	\$31016.52	\$1403.04	\$0.00	\$29613.48

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$34725.78	\$1910.55	\$25147.68	\$1356.60	\$23791.08
Outreach		\$344.30		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$1400.00	\$0.00	\$1368.84	\$46.44	\$1322.40
Neighborhood Purpose Grants	\$4500.00	\$0.00	\$4500.00	\$0.00	\$4500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$7354.41	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	AFFORDABLE SIGNS AND J	10/01/2021	Lawn Signs for Halloween Display Event WHNC-2122-003	General Operations Expenditure	Outreach	\$144.54
2	THE WEB CORNER, INC	10/01/2021	Email Service	General Operations Expenditure	Office	\$150.00
3	ALL PRINTING SERVICES	10/19/2021	Purchase of additional flyers for the Halloween Event WHNC-2122-003	General Operations Expenditure	Outreach	\$150.56
4	HARBOR FREIGHT TOOLS 2	10/21/2021	Gloves purchased for Beautification clean-ups	General Operations Expenditure	Outreach	\$49.20
5	RACKSPACE EMAIL & APPS	10/22/2021	Email service	General Operations Expenditure	Office	\$64.80
6	APPLEONE EMPLOYMENT SERVICES	10/08/2021	Executive Director	General Operations Expenditure	Office	\$1695.75
Subtotal:						\$2254.85

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total

1	APPLEONE EMPLOYMENT SERVICES	11/10/2021	Services of Executive Assistant	General Operations Expenditure	Office	\$1356.60
2	Bob Brostoff	11/17/2021	Reimburse Bob Brostoff for refreshments for approved Beautification Committee Clean-up - WHNC-2122-002. Note: the date on the motion is incorrect - the correct date is September 18, 2021	Community Improvement Project		\$46.44
Subtotal: Outstanding						\$1403.04

Agenda Item 21-0115 - Discussion and possible action of facts pertaining to Jason Romanello's absences, leading to a possible announcement of a vacancy



BOARD ATTENDANCE

Board Member	*March 2021	*March 2021	April 2021	May 2021	*May 2021	June 2021	July 2021	Aug 2021	Sept 2021	*Sept 2021	Oct 2021	Nov 2021	Total Absences
Abkarians, Aida	P	P	P	P	P	P	P	P	P	P	P	P	0
Barta, Faye	P	P	P	P	P	P	P	P	P	P	P	P	0
Bell, Sandi	P	P	P	A	P	P	P	P	P	P	P	A	2
Brin, Dan	P	P	P	P	P	P	P	P	P	P	P	P	0
Brostoff, Robert	P	P	P	P	P	P	P	P	P	P	P	P	0
Chavira, Clarice	-----	-----	-----	-----	-----	P	P	P	P	P	A	P	1
El-Atrache, Tariq	A	P	P	P	A	P	P	P	P	P	P	P	2
Greenwood, Carolyn	P	P	P	P	P	P	P	P	P	A	P	P	1
Jennings, Glenn	-----	-----	-----	-----	-----	P	P	P	P	P	P	P	0
Kotuwelle, Vinura	-----	-----	-----	-----	-----	P	P	P	P	P	P	P	0
Klea, Bonnie	P	P	P	P	P	P	P	P	P	A	P	P	1
Mariconda, Kent	-----	-----	-----	-----	-----	P	A	P	P	P	P	P	1
Mogri, Saif	P	P	A	P	P	P	P	P	P	P	P	P	1
Neudorff, Marc	-----	-----	-----	-----	-----	P	P	P	P	P	P	P	0
Randall, Steve	P	P	P	P	P	P	P	P	P	P	P	P	0
Romanello, Jason	-----	-----	-----	-----	-----	A	P	A	A	A	A	A	6
Rose, Bill	P	P	P	P	P	A	P	P	P	A	P	P	2
Rothstein, Charlene	P	P	P	P	P	P	P	P	P	P	P	P	0
Scarce, Anthony	P	P	P	P	P	P	P	P	P	P	P	P	0
Schreibman, Myrl	P	P	P	P	P	P	P	P	P	P	P	P	0
Trent, Joan	P	P	P	P	P	P	P	P	P	P	P	P	0
Uzemeck, Alec	P	P	P	P	P	P	P	P	P	P	P	A	1
Vanderhoof, Brad	A	A	P	P	P	P	P	P	P	P	P	P	2
Yvanek-Garb, Joanne	P	P	P	P	P	P	A	A	P	P	A	P	3

* Special Meeting

Agenda Item 21-0117 - Discussion and possible action to approve Beautification Committee budget in the amount of \$50 for clean-up event January 22, 2022 along Fallbrook Avenue and Saticoy Street.



**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: Brad Vanderhoof and Faye Barta

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: To complete the Clean-Up of Curbsides and Street Curbs along Fallbrook Avenue from Saticoy north to Roscoe. 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.

Date: 01/22/2022 Time Frame: 8:30 AM to 11:30 AM Est. number of attendees: 25 Event Budget: \$ 50.00

Venue Name: WHNC Beautification Committee January, 2022 Clean-Up

Venue Address: Fallbrook Ave north from Saticoy to Roscoe

Contact Person: Faye Barta

Phone: 818 887-7811 Email: Brad.Vanderhoof@westhillsnc.org; Faye.Barta@westhillsnc.org

Please note: If the venue for the event is at a City or public facility, e.g. park, school, the venue approval may be easier and at little or no cost. If the venue for the event is not a City facility, a separate contract may be needed and can take up to 60 days to complete.

Please scan the following documents and email to Clerk.NCFunding@lacity.org for approval PRIOR to event:

- Neighborhood Council Event Approval Form – Signed by Treasurer, 2nd Signer or Event Chair
- Board Action Request (BAC) Form – Completed and signed by Treasurer and 2nd Signer, or Alternate Signer
- Itemized Detailed Event Budget – Total budget with funding categories (food, entertainment, flyers, permits, etc.) and with specific vendors if available.

If a bank card credit limit increase will be necessary to pay for expenditures for this event, please contact your Funding Program Representative to submit a request to increase applicable limits.

The City of Los Angeles provides Neighborhood Councils with event liability coverage in the amount of \$5 million. Depending on the type of event, there may be additional permits and liability issues that must be addressed prior to the event, or the Neighborhood Council will be liable for any penalties or injuries incurred at the event. There may be fees attached to obtaining permits and additional liability so please budget accordingly. It may be easier to partner with the City family or a community based organization or even hire an event planner (will require a contract prepared by the Department) so that they can obtain/handle the necessary permits and liability issues instead. The following must be obtained and submitted **PRIOR TO THE EVENT** if they are applicable to your event:

If FOOD is being purchased/provided/distributed/served at your event, you may be required to obtain the following PERMITS:

- LA County Public Health Department Permits – Community Event Organizer and Temporary Food Facility permits may be required. Permit fees may be waived by the County if requested.
- LA Fire Department – Permit may be necessary for temporary structures setup to prep/cook/serve food.

CERTIFICATES OF INSURANCE, SERVICE AGREEMENTS, and/or FACILITY USE PERMITS from Vendors providing the following types of services. Insurance Certificates need to list the “City of Los Angeles” as Additional Insured.

- Jumpers/Bouncers (Inflatables) – City Risk Management may need to review
- Games (e.g. dunk tank, other carnival style games, video game bus)
- Food (purchased, provided, distributed and/or served)
- Entertainers (e.g. DJs, musicians, face painting, balloon artists, etc.)
- Equipment Rentals (e.g. performing stage, mechanical rides, canopies)
- Event Venues (e.g. school auditoriums, private theaters and halls, parks, street block, etc.)

If RENTING a vehicle or truck to transport event materials:

- Renting and driving of vehicle/truck must be by a board member
- Additional Insurance offered by the rental company must be purchased in full

ADDITIONAL PERMITS may be required if the event has:

- Over 500 attendees, which may require LAPD presence - LAPD Special Events
- Street closures for block parties - Bureau of Street Services or LADOT for larger street closures, such as a parade
- Tents/canopies larger than 450 square feet or stages/platforms more than 30 inches above grade - Building and Safety

CONTACT INFORMATION for possible permits:

- Street Maintenance - (213) 847-2999
- Building and Safety - (213) 482-0387
- LADOT (Traffic Officers) - (323) 913-4652
- LADOT (Signs) - (213) 485-2298
- LADOT (Special Operations) - (323) 224-2124
- Risk Management - (213) 978-7475
- LAPD - (213) 486-0410
- LAFD - (213)-978-3640
- Sanitation - (213) 485-3612
- Street Services - <http://bsspermits.lacity.org/spevents/>
- LA County Public Health Dept. - <http://publichealth.lacounty.gov>

Documents to be submitted to NC Funding Program and filed for you records:

- Neighborhood Council Event Approval Form – Signed by Treasurer, 2nd Signer, Event Chair.
- Board Action Certification (BAC) Form – Completed and signed by Treasurer and 2nd Signer, or Alternate Signer
- Itemized Detailed Event Budget – Final total budget with funding categories and specific vendors.
- Vendor Invoices and Service/Facility Use Agreements
- Copies of Insurance Certificates
- Copies of Permits
- Proof of Sponsorships (e.g. event flyers, webpage copy, etc.)
- W-9 (for 1099 Individual Services (if applicable))

I have read and understand the requirements set forth in this document and agree to comply with the required paperwork necessary for Neighborhood Council events.

Signature: Faye Barta Date: 11/20/2021
 Print Name: Faye Barta and Brad Vanderhoof Title: Co-Chairs, Beautification Committee
 Email: Faye.Barta@westhillsnc.org Phone: 818-887=7811

For Staff Use Only: Approved Denied Code: _____

Reviewers Signatures: 1st Level _____ 2nd Level _____

Reviewers Names: 1st Level _____ 2nd Level _____

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 Number:

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
bakery sweets/ nut snacks/ granola bars	<input type="text" value="\$35"/>
water	<input type="text" value="\$15"/>
	<input type="text" value="\$"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
TOTAL	<input type="text" value="\$50"/>

For Budget Committee/Controller Use Only:

Date of receipt from committee

Date of Budget Committee approval

Date sent to Board

Agenda Item 21-0118 - Discussion and possible action to approve Homelessness Committee request for \$250 for refreshments for the participants in the Homeless count 2022

At the Homelessness Committee we approved \$250.00 for the Homeless Count for January 22, 2022 from 8 to 11pm

Agenda Item 21-0119 - Discussion and possible action to approve an NPG in the amount of \$500 to Pomelo Elementary for a garden program.

Pomelo Community Charter and Pomelo Arts and Sciences Magnet Center

Principal: Andrea Ferber, \$500.00

We have started a magnificent garden visible along the sidewalk in our neighborhood. We need to purchase seeds, soil, garden implements and continue our garden program with Enrich LA in our district that teaches the children not only the joy of gardening but the importance of nature and biology and science. All students participate in the garden program and learn the cycle of life in nature.

Agenda Item 21-0120 - Discussion and possible action to approve an NPG in the amount of \$500 to Justice Street School for an iPad for student progress monitoring.

Justice Street Academy Charter School

Principal: Cynthia Hernandez Morrison, \$500.00

Justice school would like to continue purchasing more iPads for progress monitoring of our students. Progress monitoring of our students provides the school with timely data that drives the instructional programs. All students in all grades starting from kindergarten will benefit from being monitored and by doing so we will be able to find all the areas the students need more help and improve their education.

Agenda Item 21-0121 - Discussion and possible action to approve an NPG in the amount of \$500 to Enadia Way to replace hand puppets for the library theater

Enadia Way Technology Charter

Principal: Heather Jeanne

We have a large variety of hand puppets that our students use in our library to tell the stories about the books they read to other students. Our puppet collection is 12 year old and in a very bad shape. All of our students visiting the library are able to perform the story they read on the puppet stage at the library. We need to purchase new puppets for our library so our librarian could continue this innovative way of encouraging the students to read and comprehend what they read and tell the story to others.

Agenda Item 21-0122 - Discussion and possible action to approve an NPG in the amount of \$500 to Hamlin Elementary for a variety of sensory items to help students adjust to in-person teaching

Hamlin Charter Academy

Principal: Laura Singer, \$500.00

This school year started with a lot of our students having problems socializing and concentrating in classrooms due to extraordinary events of last year. This lack of concentration and fear of being at school and Covid-19 has caused them to wiggle and feel insecure. We would like to purchase a variety of sensory items that helps them to focus on their lessons and keep their bodies calm in addition to the sensory items we provide workshops for both our teachers and our parent community on how to help the students to re-adjust and feel safe at school. All this will help our students to focus on their lessons and keep their bodies and minds calm.

Agenda Item 21-0123 - Discussion and possible action to approve an NPG in the amount of \$500 to Nevada Elementary for a literacy mural to encourage students to read.

Nevada Ave. Elementary

Principal: Tanya Nott, \$500.00

Nevada Ave. School would like to enhance the school environment by adding a literacy mural to encourage the students to read. The Mural will be located outside the library and will be a discussion point between the teachers and the students and the images will encourage the students to talk about colleges and careers they would like to have one day. The images will be a reflection of what they can achieve in the future.

Agenda Item 21-0124 - Discussion and possible action to approve an NPG in the amount of \$500 to Welby Way for their A-Z literacy garden

Welby Way Charter and Gifted High Ability Magnet Center Elementary School

Principal: Helen Kim, \$500.00

We would like to continue our garden program, A to Z. Literacy Garden along with beautification of school entry garden. We would like to use the grant money in purchasing seeds and different specimens of plants, renew our soil for 20 raised beds and start teaching science lessons on the life cycle of plants.

Agenda Item 21-0125 - Discussion and possible action to approve printing of official Los Angeles City business cards for Board Members

Samples of Styles of WHNC Business Cards



(818) 340-4700

STEVE RANDALL
ELECTED COUNCILMEMBER
BOARD OF DIRECTORS

WEST HILLS NEIGHBORHOOD COUNCIL
P.O. BOX 4670
WEST HILLS, CA 91308-4670
www.westhillsnc.org

STEVE RANDALL
P.O. BOX 567
CANOGA PARK, CA 91305-0567
Email: steve.randall@westhillsnc.org



West Hills
Neighborhood Council



Steve Randall
Member, Board of Directors

(818) 340-4700
steve.randall@westhillsnc.org



RULES, ELECTIONS, AND
INTERGOVERNMENTAL RELATIONS

RESOLUTION

WHEREAS, any official position of the City of Los Angeles with respect to legislation, rules, regulations or policies proposed to or pending before a local, state or federal governmental body or agency must have first been adopted in the form of a Resolution by the City Council with the concurrence of the Mayor; and

WHEREAS, on November 12, 2020, a single-engine plane was approaching the Whiteman Airport in Pacoima when the pilot radioed the control tower to signal that the plane was malfunctioning before tragically crashing on a residential street just a few hundred feet short of the airport's runway; and

WHEREAS, this accident is a reminder of the public safety threat that the Whiteman Airport poses to the Pacoima community; and

WHEREAS, the Whiteman Airport, owned and operated by the County of Los Angeles, is also a significant source of air pollution to the region, increasing the surrounding communities' exposure to hazardous pollutants; and

WHEREAS, a 2007 report by Pacoima Beautiful, a community-based non-profit pursuing environmental justice initiatives for the region, funded by an Environmental Protection Agency grant identified the Whiteman Airport as the largest toxic source emitter in Pacoima; and

WHEREAS, closure and redevelopment of the Whiteman Airport would present an economic opportunity to create housing and jobs for the surrounding community, which has long-endured the environmental harm caused by this airport; and

WHEREAS, there is a clear need to address and mitigate the environmental and public safety risks this airport presents to the Pacoima community;

NOW, THEREFORE, BE IT RESOLVED, with the concurrence of the Mayor, that by the adoption of this Resolution, the City of Los Angeles hereby includes in its 2021-2022 State and Federal Legislative Programs SUPPORT for any legislation or administrative action that would shut down the Whiteman Airport and mitigate the public safety and health risks the Whiteman Airport poses to the surrounding City residents, including the performance of a full environmental analysis of airport activity.

PRESENTED BY: _____
MONICA RODRIGUEZ (verbal)
Councilmember, 7th District

SECONDED BY: _____
NURY MARTINEZ (verbal)
Councilmember, 6th District

MOTION

In 2019, the City of Los Angeles committed to increasing the percentage of zero-emission vehicles on city roads to 25 percent by 2025, 80 percent by 2035, and 100 percent by 2050. However, incentives, infrastructure, consumer awareness, and fleet electrification are all needed to meet LA's electric vehicle goal. Key among these will be continuing to expand LADWP's electric vehicle rebate program, residential and commercial charger incentives, streetlight and curbside charger programs, electric car sharing, and consumer outreach. To hit these targets, according to the International Council on Clean Transportation, by 2030 direct current fast chargers in Los Angeles will need to grow by a factor of 33 to about 3,900 chargers, while public Level 2 chargers will need to increase by a factor of 8 to about 21,500 chargers. The rollout of EV infrastructure through various City interventions and incentives will be critical to meeting our long-term emissions goals. Gasoline stations in the City of Los Angeles are currently taxed the retail sales rate of \$1.27 per \$1,000 in gross receipts for the sale of fuel.

However electric vehicle (EV) charging companies have been assessed varying tax rates depending on how they sell the electricity for EV usage and how any related subsidies for those payments are arranged between the charging company and EV manufacturers. These discrepancies in how the tax is administered for EV charging stations has resulted in some companies receiving tax assessments at the business tax rate of \$4.25 per \$1,000 in gross receipts which is much higher than the rates currently assessed for other methods of EV charging sales as well as the sale of gasoline.


To eliminate any ambiguity around the rate which EV charging companies have paid gross receipts tax, the City should clarify that the sale of electricity by commercial EV charging companies to a consumer or by prepayments of such electricity in the form of subscription or certain plans with electric vehicle manufacturers fits squarely in the retail sales category of the code, and that penalties and interest for companies that have paid more than \$1.27 per \$1,000 in gross receipts since locating in Los Angeles should be waived.

I THEREFORE MOVE that Council instruct/request the Office of Finance, with the assistance of the City Administrative Officer, Chief Legislative Analyst and City Attorney as needed, to:

1. Report on the feasibility of implementing an ordinance that would codify the sale of electricity by commercial EV charging companies directly to a consumer or by prepayments of such electricity in the form of subscription or certain plans with electric vehicle manufacturers as a business, activity that falls within retail sales category of the City Municipal Code, as well as the feasibility of waiving any penalties and interest for companies that have paid on a tax basis other than retail sales since beginning operations in Los Angeles; and
2. Given the City's stated commitment to expanding the use of zero-emissions vehicles and the need to expeditiously permit EV charging infrastructure, report on the feasibility of creating an environmental/energy sustainability sub-category in the code that would provide for additional incentives, such as reduced business tax rates for EV charging companies operating in the City.

PRESENTED BY: 
PAUL KORETZ
Councilmember, 5th District

SECONDED BY: 


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