



CITY OF  
LOS ANGELES  
CALIFORNIA



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## WEST HILLS NEIGHBORHOOD COUNCIL

### **ONLINE AND TELEPHONIC BOARD MEETING AGENDA** **Thursday, February 3, 2022 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><b><u>Opening Business</u></b></p> <p>Call to Order</p> <p>Roll Call – Establish Quorum</p> <p>Pledge of Allegiance</p> <p>Approve Meeting Minutes of January 6, 2022</p> <p>Senior Lead Officer Report</p> <p>Treasurer’s Report</p> <p>Controller’s Report</p> <p>Comments From the Chair</p>		<p><b>Co-Chairs:</b> Mrs. Charlene Rothstein Dr. Faye Barta</p> <p><b>Secretary:</b> Mr. Brad Vanderhoof</p> <p><b>Co-Chair:</b> Dr. Faye Barta</p> <p><b>Secretary:</b> Mr. Brad Vanderhoof SLO McNamee; Acting SLO Alvarez</p> <p><b>Treasurer:</b> Mrs. Carolyn Greenwood</p> <p><b>Controller:</b> Mr. Saif Mogri</p> <p><b>Co-Chair:</b> Mrs. Charlene Rothstein</p>
<p><b><u>Induction new board members into the WHNC Board of Directors</u></b></p>		<p><b>Co-Chairs:</b> Mrs. Charlene Rothstein Dr. Faye Barta</p>
<p><b><u>Announcements</u></b></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 &amp; Data Specialist</p> <p>TBD</p>

<p><b><u>Presentation</u></b></p> <p>“Land Acknowledgment”</p>		<p>Mr. Dan Brin, Board Member</p>
<p><b><u>Public Comment</u></b></p> <p>Comments &amp; statements from stakeholders or interested parties on subjects <b><u>NOT</u></b> on this meeting’s agenda. <i>(Requires Speaker Card) (10 Minutes Max)</i>  <b>*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.*</b></p>		<p>Dr. Faye Barta, Co-Chair</p>
<p><b><u>Council Announcements</u></b></p> <p>Committee &amp; Liaison Reports</p>		<p>West Hills Neighborhood Council</p>
<p><b><u>Old Business</u></b></p> <p><b>21-0109</b> – Discussion and possible action regarding a Bylaws amendment to make the WHNC Bylaws Ad Hoc Committee a Standing Committee <b>(2 Minutes Max)</b></p> <p><b>21-0113</b> - 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 <b>(5 Minutes Max)</b></p> <p><b>21-0126</b> - Discussion and possible action on submitting a CIS on Council File 21-0002-S13 - closure of Whiteman Airport <b>(5 Minutes Max)</b></p> <p><b>21-0127</b> - Discussion and possible action on submitting a CIS on Council File 21-1342 - Tax Assessment on EV charging system companies <b>(5 Minutes Max)</b></p>		<p>Mr. Brad Vanderhoof, Co-Chair Bylaws Ad Hoc Committee Mr. Bob Brostoff, Co-Chair Bylaws Ad Hoc Committee</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>Mrs. Joanne Yvanek-Garb, Co-Chair Government Relations Committee Mr. Saif Mogri, Co-Chair Government Relations Committee</p>
<p><b><u>New Business</u></b></p> <p><b>22-0005</b> - Discussion and possible action regarding approval of the WHNC’s December Monthly Expenditure Report (MER) <b>(3 Minutes Max)</b></p> <p><b>22-0006</b> - Discussion and possible action regarding a proposed Restrictive Covenant and Agreement with Platt Village <b>(15 Minutes Max)</b></p>		<p>Mrs. Carolyn Greenwood, Co-Chair Budget Committee Mr. Saif Mogri, Co-Chair Budget Committee</p> <p>Mr. Bill Rose, Co-Chair Zoning &amp; Planning Committee Mrs. Charlene Rothstein, Co-Chair Zoning &amp; Planning Committee Dr. Faye Barta, Member Zoning &amp; Planning Committee Ms. Clarice Chavira, Member Zoning &amp; Planning Committee Ms. Nicole Kuklok-Waldman Collaborate</p>

<p><b>22-0007</b> - Discussion and possible action to approve the Event Approval Form and Budget in the amount of \$50 for the Beautification Clean-Up Event on Platt Avenue south of Ingomar Street on March 26, 2022 <b>(5 Minutes Max)</b></p> <p><b>22-0008</b> - Discussion and possible action to approve the Event Approval Form for the Beautification Clean-Up Event at Capistrano Elementary School, located at 8118 Capistrano Avenue, West Hills on April 23, 2022 <b>(5 Minutes Max)</b></p> <p><b>22-0009</b> - First reading of a WHNC Bylaws amendment to Bylaws Article 5 Governing Board, Section 2 Quorum <b>(1 Minute Max)</b></p> <p><b>22-0010</b> - First reading of a Bylaws Amendment to Article V Governing Board, Section 1 Composition <b>(1 Minute Max)</b></p> <p><b>22-0011</b> - First reading of a Bylaws Amendment to Article VII Committees and Their Duties, Section 2 Ad Hoc <b>(1 Minute Max)</b></p> <p><b>22-0012</b> - First Reading of a Bylaws amendment to Article X Elections, Section 4 Method of Verifying Stakeholder Status <b>(1 Minute Max)</b></p> <p><b>22-0013</b> - First Reading of a Bylaws amendment to Article X Elections, Section 5: Restrictions on Candidates Running for Multiple Seats <b>(1 Minute Max)</b></p> <p><b>22-0014</b> - First Reading of a Bylaws amendment to Article XII Parliamentary Authority <b>(1 Minute Max)</b></p> <p><b>22-0015</b> - First Reading of a Bylaws amendment to Article XIV Compliance, Section 3 Self-Assessment <b>(1 Minute Max)</b></p>		<p>Dr. Faye Barta, Co-Chair Beautification Committee Mr. Brad Vanderhoof, Co-Chair Beautification Committee</p> <p>Dr. Faye Barta, Co-Chair Beautification Committee Mr. Brad Vanderhoof, Co-Chair Beautification Committee</p> <p>Mr. Brad Vanderhoof, Co-Chair Bylaws Ad Hoc Committee Mr. Bob Brostoff, Co-Chair Bylaws Ad Hoc Committee</p> <p>Mr. Brad Vanderhoof, Co-Chair Bylaws Ad Hoc Committee Mr. Bob Brostoff, Co-Chair Bylaws Ad Hoc Committee</p> <p>Mr. Brad Vanderhoof, Co-Chair Bylaws Ad Hoc Committee Mr. Bob Brostoff, Co-Chair Bylaws Ad Hoc Committee</p> <p>Mr. Brad Vanderhoof, Co-Chair Bylaws Ad Hoc Committee Mr. Bob Brostoff, Co-Chair Bylaws Ad Hoc Committee</p> <p>Mr. Brad Vanderhoof, Co-Chair Bylaws Ad Hoc Committee Mr. Bob Brostoff, Co-Chair Bylaws Ad Hoc</p> <p>Mr. Brad Vanderhoof, Co-Chair Bylaws Ad Hoc Committee Mr. Bob Brostoff, Co-Chair Bylaws Ad Hoc Committee</p>
<p><b><u>Adjournment</u></b></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.

The amount of time for public comment on each agenda item is to be determined by the Chair at each meeting. Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. If multiple requests for public comment are submitted on one agenda item, preference will be granted to members of the public who have not spoken previously during the meeting, either during general public comment or on another agenda item. A member of the public wishing to speak on more than one agenda item at a single meeting shall limit his or her remarks to a total of five (5) minutes per meeting.

**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](mailto:ethics@lacity.org) or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto: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](http://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](http://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](mailto: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](mailto: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](http://www.WestHillsNC.org).

**Servicios De Traduccion:** 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](mailto:Michelle.Ritchie@westhillsnc.org)



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## WEST HILLS NEIGHBORHOOD COUNCIL

### BOARD ONLINE AND TELEPHONIC MEETING MINUTES

Thursday, January 6, 2022

Revised January 16, 2022

**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, Brad Vanderhoof, and Joanne Yvanek-Garb

**ABSENT:** Clarice Chavira, Sriya Datla

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.

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

Secretary Brad Vanderhoof called roll and established quorum.

Approve Meeting Minutes of October 7, 2021 and December 2, 2021:

The October minutes were approved as amended.

The December minutes were approved as amended.

Senior Lead Officer Report: SLO Alvarez said on Sandalwood there was another theft, but it's listed as a burglary or theft for motor vehicle because it was just a front plate, so no one actually made entry into the vehicle, they just removed the plate. The reason they do that is because a lot of times they will steal a car that's very similar to the plate of the car they took from and now use that plate. We did have a burglary over on the 2300 block of Burton. Apparently there was no forced entry. We weren't able to determine how the person got in, but they did go and remove some property and then they fled. There was another burglary on Siano the 7600 block. Again they entered through a window in the bedroom, ransacked and removed property and they left through the rear door. We did have a couple of stolen cars recovered in the area on Fox Hill, as well as on the 2200 block. And then over on Shoup and Napa there was a robbery. Apparently the victim was hanging out with friends and someone decided to come up and take his property. He was punched and kicked and they made off with his property. What's interesting about this one is it happened during daytime. The two suspects or the suspects, I'm not sure if it was two or more, they threw out some gang names, so this is going to be a gang related crime that occurred. I believe it's in or around the area of Chase Park. You want to make sure that you have some sort of sticker that says, you have an alarm system, even if you do not have an alarm system. If you can, get the solar powered motion lights to put on the sides of your homes because those side yards are going to be the dark ones right so most people are going to come into your home there. I'm going to move on to Officer McNamee's area. Same thing there, we had a couple of vehicles broken into. One was a locked vehicle and they removed some property. A catalytic converter was stolen from the 20200 block of Victory. And then there was a car that was broken into and they smashed the rear window to get into the vehicle and remove property. That was over on the 22300 block of Moray Way. And now, what people are doing is they know that we're leaving right. The holidays have just come to an end so we kind of

relax and we are dropping our guard a little bit, but we always want to make sure it comes back to that lock it, hide it, keep it. If people can't see it they're not gonna want it so let's make sure we do that. There was a burglary over on the 23000 block of Haynes. They broke the rear door to the house, went in, and removed the property. All the extra security and patrols that are/were being provided at the malls have now started to dwindle down a little bit. Fallbrook Mall does not have a patrol car stationed there anymore. Topanga still has a few but we are not sure how long that's going to last so when you guys are at the mall make sure that you guys look around, and make sure you're aware of your surroundings, especially when you go shopping. Try not to go back to your car and put items in there and then return to shop. Do all your shopping at once. No one will be tempted to try and pick a lock or pop the trunk to your car while you guys are still shopping.

The Board observed a moment of silence for those who have died from the Covid19 pandemic.

Treasurer's Report: Treasurer Carolyn Greenwood presented the treasurer's report. The NPG was approved for one of the schools. Everything, basically, is exactly what we normally have for our office expenses; The Web Corner, Rackspace, Apple One and we did reimburse Bob Brostoff finally for his expense toward the Beautification event. The WHNC no longer has a representative in finance because Paola's last day was the 30<sup>th</sup> of December. So anything we need to do budget wise, we need to make sure that we are early.

#### 22-0001 - Approval of the WHNC's November Monthly Expenditure Report (MER)

##### Roll Call Vote:

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

Yes – 22, No – 0, Abstain – 0, Absent – 1, Ineligible – 0, Recused – 0

The MER is approved.

Controller's Report: Controller Saif Mogri gave the report up to December 31. The expenses match up with what's on the city's website, and the totals match up too. The inventory list was included. If anybody has any items, send Saif an email to update the list. If anybody takes items let Saif know.

Comments from the Chair Co-Chairs: President Rothstein said Tessa Charnofsky sent a flyer regarding a testing site that's going to open at Pierce College next Tuesday, January 11. They're going to be running

Tuesday through Saturday 10 AM to 4 PM. The Board of Neighborhood Commissioners (BONC) did not vote on the code of conduct, so there will be time for additional comments. They're looking to discuss those comments in February and probably be voting in March or April.

**Announcements**

Budget Advocates: Glenn Bailey said they are still looking for a region 3 rep. There are two from West hills so amongst the neighbor Councils, hopefully we'll find in another person. As far as reports the Budget Advocates are still wrapping up a few of the departments that we have not been able to meet with and then you will get a copy of the compilation (the so called white paper). But given we're already in the first week of January truly don't expect it till the end of January at the earliest and might spill into February. A planned NC budget meeting will be virtual via zoom so please watch for an invitation for it on the website, which is www.budgetadvocates.org. So this you know the supplemental budget, as you probably saw on your report is a significant increase and what and how they're going to spend the money and how it will benefit Neighborhood Councils will be of interest to many of the Neighborhood Council board members.

Los Angeles County Supervisor District 3: Blake Clayton said over the break or even a little bit before then County Covid19 cases skyrocketed up to 30,000 cases. Quarantining; a new health officer order came out and it is available online on public health websites. Blake will send a kind of summarize guide that is a little bit easier to read, instead of having to go through the whole health officer order. That goes into detail about isolation quarantine on individuals that have received their shots recently and aren't eligible for a booster yet. Please be careful.

Council District 12: Colin Crews said they try to hold Conversations with Councils every quarter. There are meetings with certain departments like Street Services, Urban Forestry, and DWP. You can expect an invitation in the next couple of weeks and we're probably looking at some time in February, and I hope you all can attend. We're very proud and pleased to announce that the renaming of Chase Park in honor of Senior Lead Officer Sean Brown was approved and finalized. We are now working on getting the appropriate signage up demarcating it is so, and thank you to everybody that supported that effort. Obviously, the loss of Senior Lead Officer Brown was devastating to everybody and we're honored to be able to pay tribute to him.

**Public Comment**

- Chris Rowe spoke on legal case documents
- Glenn Bailey spoke on the Valley Alliance of Neighborhood Councils
- Call-In User\_3 spoke on time limit posting in agendas
- Christina Walsh spoke about the WHNC

**Old Business**

21-0109 - First reading of a Bylaws amendment to make the WHNC Bylaws Ad Hoc Committee a Standing Committee: The first reading was in December. The Board will vote on this item in February.

21-0112 - Revision of Wording of the Language for the Code of Conduct:

Myrl moved to end debate.

Roll Call Vote:

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

Glenn Jennings	Yes
Bonnie Klea	Yes
Vinura Kotuwelle	No
Kent Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Yes
Steve Randall	Yes
Bill Rose	Yes
Charlene Rothstein	Yes
Anthony Scarce	No
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Abstain
Joanne Yvanek-Garb	Yes

Yes – 15, No – 6, Abstain – 1, Absent – 1, Ineligible – 0, Recused – 0  
The motion to end discussion was passed.

Approval of the letter:

Roll Call Vote:

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

Yes – 16, No – 6, Abstain – 0, Absent – 1, Ineligible – 0, Recused – 0  
The letter is approved.

**New Business**

22-0004 - Approval of Beautification Clean-Up Event on February 22, 2022:

Roll Call Vote:



Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Absent
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Yes
Vinura Kotuwelle	Yes
Kent Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Yes
Steve Randall	Yes
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 – 21, No – 0, Abstain – 0, Absent – 2, Ineligible – 0, Recused – 0  
The event is approved.

22-0002 - Filling the Vacant Seat on the West Hills Neighborhood Council Board Vacated by Jason Romanello:

Anthony Scarce moved to postpone the filling of both vacant seats to allow 30 days posting on social media. Dan Brin seconded.

Roll Call Vote:

Aida Abkarians	No
Faye Barta	No
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Absent
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	No
Bonnie Klea	Yes
Vinura Kotuwelle	Yes
Kent Mariconda	No
Saif Mogri	No
Mark Neudorff	No
Steve Randall	No
Bill Rose	No
Charlene Rothstein	No
Anthony Scarce	Yes

Myrl Schreibman	No
Joan Trent	No
Alec Uzemeck	Absent
Brad Vanderhoof	Abstain
Joanne Yvanek-Garb	No

Yes – 8, No – 12, Abstain – 1, Absent – 2, Ineligible – 0, Recused – 0  
The motion to postpone fails.

Vote to fill the vacant seat.

The three candidates are Rosi Mariconda, Bryan Newman, and Peyman Raoofi.

Roll Call Vote:

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

Newman – 11, Raoofi – 9, Rosi – 3, Abstain – 1, Absent – 2, Ineligible – 0, Recused – 0  
Brian Newman is elected to the Board of Directors for a seat ending in 2025.

22-0003 - Filling the Vacant Seat on the West Hills Neighborhood Council Board Vacated by Esperanza Butler:

The only candidate is Rosi Mariconda. A Yes vote approves the candidate.

Roll Call Vote:

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

Glenn Jennings	Yes
Bonnie Klea	Yes
Vinura Kotuwelle	Yes
Kent Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Yes
Steve Randall	Yes
Bill Rose	Yes
Charlene Rothstein	Yes
Anthony Scarce	No
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Absent
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 15, No -- 5, Abstain – 0, Absent – 3, Ineligible – 0, Recused – 0  
Rosi Mariconda is elected to the Board of Directors for a seat ending in 2023.

21-0113 - CIS on Council File 21-0760 - Amend City Charter to Include "City of Los Angeles" to the Definition of "local" in Section 371a. of the City Charter: Item tabled to February.

21-0126 - CIS on Council File 21-0002-S13 - Closure of Whiteman Airport: Item tabled to February.

21-0127 - CIS on Council File 21-1342 - Tax Assessment on EV Charging System Companies: Item tabled to February.

President Rothstein adjourned the meeting at 10:50 PM.



## **Neighborhood Council Oath**

I **<NAME>** pledge to represent my Neighborhood Council and Stakeholders with dignity, integrity, and pride.

I will encourage other points of view,  
even when they differ from my own.

I will respect, value, and consider everyone's opinion.

I will adhere to all local, state and federal laws as well as hold other board  
members accountable to do the same.

I will find the good in my neighborhood,  
praise it ,and promote it.

I will work to honor diversity, build community,  
forge bonds with neighboring communities,  
and promote participation in city governance  
and the decision-making processes,  
to improve the quality of life for all Stakeholders.

To the neighborhood council system, to my neighbors,  
and to neighborhoods throughout the City of Los Angeles,

I pledge to do this to the best of my ability.

**Agenda 21-0109 - Discussion and possible action regarding a Bylaws amendment to make the WHNC Bylaws Ad Hoc Committee a Standing Committee**

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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.

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, 5<sup>th</sup> District

Bob Blumenfeld  
BOB BLUMENFIELD  
Councilmember, 3<sup>rd</sup> District

Marqueece Harris-Dawson  
MARQUEECE HARRIS-DAWSON  
Councilmember, 8<sup>th</sup> District

SECONDED BY: [Signature]  
ak  
[Signature]

[Signature]  
Monica Rodriguez

ORIGINAL

JUN 29 2021

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."
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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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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, 7<sup>th</sup> District

SECONDED BY: \_\_\_\_\_  
NURY MARTINEZ (verbal)  
Councilmember, 6<sup>th</sup> 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  
PAUL KORETZ  
Councilmember, 5th District

SECONDED BY: [Signature]

[Signature]  
NOV 12 2021

ORIGINAL

# Monthly Expenditure Report



Reporting Month: December 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
\$29398.68	\$1791.61	\$27607.07	\$2695.75	\$0.00	\$24911.32

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$34725.78	\$1569.00	\$22007.28	\$1695.75	\$20311.53
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$1400.00	\$222.61	\$1099.79	\$0.00	\$1099.79
Neighborhood Purpose Grants	\$4500.00	\$0.00	\$4500.00	\$1000.00	\$3500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$11227.10	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	RACKSPACE EMAIL & APPS	12/22/2021	WHNC email service	General Operations Expenditure	Office	\$62.40
2	THE HOME DEPOT #1070	12/16/2021	Painting of a utility box	Community Improvement Project		\$222.61
3	THE WEB CORNER, INC	12/01/2021	Email Service	General Operations Expenditure	Office	\$150.00
4	APPLEONE EMPLOYMENT SERVICES	12/03/2021	Services of Executive Assistant	General Operations Expenditure	Office	\$1356.60
<b>Subtotal:</b>						<b>\$1791.61</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	HAMLIN CHARTER	12/10/2021	An NPG to Hamlin Charter Elementary for a variety of sensory items to help students adjust to in person teaching	Neighborhood Purpose Grants		\$500.00
2	ENADIA WAY TECH CHARTER	12/30/2021	NPG to Enadia Way School	Neighborhood Purpose Grants		\$500.00

3	APPLEONE EMPLOYMENT SERVICES	01/10/2022	Services of Executive Assistant	General Operations Expenditure	Office	\$1695.75
	<b>Subtotal: Outstanding</b>					<b>\$2695.75</b>



**WEST HILLS NEIGHBORHOOD COUNCIL  
CONTROLLER'S REPORT JANUARY 2022**

	<b>Item</b>	<b>Committee</b>	<b>Purpose</b>	<b>Final Approved Budget</b>	<b>Balance</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Total Spent</b>
	<b>Neighborhood Purpose Grants (NPG's)</b>												
<b>23</b>		Youth and Education	NPG's	\$4,500.00							\$1,000.00		<b>\$1,000.00</b>
<b>18A</b>		Homelessness	NPG's										
	<b>Community Improvement Projects (CIP's)</b>			\$0.00									
<b>20A</b>		Streets & Transportation	CIP's	\$900.00									
<b>24</b>		Beautification	Cleanups	\$500.00	\$450.80					\$49.20			<b>\$49.20</b>
<b>25</b>		Beautification	Special Events										
	<b>GRAND TOTAL</b>			<b>\$40,625.78</b>	<b>\$24,648.24</b>	<b>\$3,606.30</b>	<b>\$1,571.40</b>	<b>\$2,145.55</b>	<b>\$2,236.81</b>	<b>\$1,667.04</b>	<b>\$2,791.61</b>	<b>\$1,958.83</b>	<b>\$15,977.54</b>
													<b>\$15,977.54</b>
<b>26</b>	<b>Clean Street Grant</b>			<b>\$1,324.83</b>		<b>\$40,625.78</b>							

**Agenda Item 22-0006 - Discussion and possible action regarding a proposed Restrictive Covenant and Agreement with Platt Village**

Recorded at the request of and mail to:

Platt Partners, L.P.  
2222 East Seventeenth Street  
Santa Ana, California 92705

-----SPACE ABOVE THIS LINE FOR RECORDER'S USE-----

**RESTRICTIVE COVENANT AND AGREEMENT**

The undersigned hereby certify that we are the owner(s) of the hereinafter legally described real property located in the City of Los Angeles, State of California:

**LEGAL DESCRIPTION:** Lots 1 to 8 inclusive, in the City of Los Angeles, County of Los Angeles, State of California, as shown on Los Angeles County assessor's Map No. 89, as per map recorded in Book 1, Page 71 of Assessor's Maps, in the Office of the County Recorder of said County.

**STREET ADDRESS:** 6400-6534 Platt Avenue, West Hills, California 91307-3216.

**APN:** 2036-024-001, 2036-024-002, 2036-024-003, 2036-024-004, 2036-024-005, 2036-024-006, 2036-024-007 and 2036-024-008.

In consideration of approval by the City of Los Angeles of that certain Department of City Planning application for a zone change from (Q)C1-1VL and (Q)C4-1VL to C4-1VL, we do hereby covenant and agree, both for ourselves, our tenants and occupants, and for our successors in interest, and assigns, that **residential** or housing (permanent or temporary) uses and the following uses otherwise permitted in the zones listed below are **prohibited**:

**"CR" Limited Commercial Zone**

A.1.(c) Club or lodge.

A.1.(d) Hotels (including motels), Apartment hotels or hostels.

- A.1.(h) Counseling and referral facilities.
- A.2. Church, including rescue mission or temporary revival.
- A.4.5. Any single-family dwelling, two-family dwelling or apartment house.
- A.5. School, elementary or high, or education institution.

**“C1” Limited Commercial Zone**

- A.1.5 Hotels (including motels), Apartment hotels or hostels.
- A.2.(a)(6) Clubs or lodges, bridge clubs, fraternal or religious associations.
- A.2.(a)(28) Facilities for the development of software (including the reproduction of software and data) and other computer and media-related products and services, including hardware.
- A.2.(a)(29) Skilled Nursing Care Housing.
- A.2.(a)(30) Alzheimer’s Dementia Care Housing.
- A.2.(a)(31) Eldercare Facility.

**C1.5 Limited Commercial Zone**

- A.2.(a)(5) Auditoriums.
- A.2.(a)(7) Baths, Turkish and the like.
- A.2.(a)(28) Outdoor swimming pools, commercial.
- A.3. Golf course or club.
- A.5. Parking buildings and all buildings containing automobile parking as a primary or accessory use.
- A.11. Hotels, including motels, apartment hotels or hostels.

**“C2” Commercial Zone**

- A.1.(a)(4) Carpenter, plumbing or sheet metal shop.
- A.1.(a)(9) Tire shop.
- A.1. Advertising signs or structures and billboards, other than existing as may be updated from time to time to reflect occupants under written leases.
- A.3. Uses set forth in subsection 3. of section A. are prohibited by C4.
- A.5. Auditoriums.
- A.6. Automotive station which includes tire and tube repairing, battery servicing, automotive lubrication, mechanical adjustments and/or other vehicle maintenance activities. Automotive fueling station unless a conditional use permit is obtained with the consent and approval of the West Hills Neighborhood Council, or its successor, as authorized by the Los Angeles City Charter.
- A.7. Used automobile and trailer sales area.

- A.9. Automotive laundry or wash rack.
- A.10. Church
- A.12. Film and tape editing and motion picture reconstruction, projecting and screening rooms.
- A.15. Ferris wheels, carousels, merry-go-rounds **and the like**.
- A.16. Film exchange.
- A.24. Parking buildings and all buildings containing automobile parking.
- A.25. Pony riding rings, without or without stables.
- A.27. Automotive repair.
- A.32. Studios, motion picture, ~~adult entertainment and sexually oriented, other than dance instruction or photography or fitness studios.~~
- A.33. Schools (elementary or high), educational institution, or private school.
- A.34. Indoor swap meets.
- A.36. Rescue mission or temporary revival church.
- A.37. ~~Massage parlors,~~ A athletic club, health club, school, gymnasium. Massage parlors are also prohibited unless consent and approval is given by the West Hills Neighborhood Council, or its successor, as authorized by the Los Angeles City Charter.
- A.39. Miniature or pitch and putt golf courses, golf driving tees or ranges and similar commercial golf uses.
- A.44. Shelter for the homeless.
- A.45. Motion picture, television, video and other media production.

In addition, the height of any building shall not be increased above 35-feet excluding architectural features, nor shall any building be more than single-story (storage mezzanines exempt).

Notwithstanding the foregoing, no use permitted shall be for adult entertainment, or sexually-oriented or adults-only uses or advertising for adult entertainment, or sexually-oriented or adults-only uses.

The undersigned hereby represents and warrants that he has the right, power, legal capacity and authority to enter into and perform under this Restrictive Covenant and Agreement, that no approval or consent of any other persons or entities are necessary and that this Restrictive Covenant and Agreement constitutes a valid and binding obligation of Platt Partners, L.P., and is enforceable against it.

This Restrictive Covenant and Agreement shall run with the land and shall be binding upon ourselves, tenants, occupants and future owners, encumbrances, their successors, heirs, or assignees.



Platt Partners, L.P., a California limited partnership

By: PVSC Corp., its General Partner

By: \_\_\_\_\_

Name: Dan Wojkowski

Its: Secretary and Chief Financial

Officer

**ACKNOWLEDGMENT**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of \_\_\_\_\_ )

On \_\_\_\_\_, 2021 before me, \_\_\_\_\_  
(insert name and title of the officer)

personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

**Agenda Item 22-0007 - Discussion and possible action to approve the Event Approval Form and Budget in the amount of \$50 for the Beautification Clean-Up Event on Platt Avenue south of Ingomar Street on March 26, 2022**



**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](mailto:Clerk.NCFunding@LACity.org) • [www.Clerk.LACity.org](http://www.Clerk.LACity.org)

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

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

Neighborhood Council: West Hills Neighborhood Council

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

Main sponsor: West Hills Neighborhood Council

Contact Person: Faye Barta and Brad Vanderhoof

Phone: 818-887-7811 Email: [Brad.Vanderhoof@westhillsnc.org](mailto:Brad.Vanderhoof@westhillsnc.org);  
[Faye.Barta@westhillsnc.org](mailto:Faye.Barta@westhillsnc.org)

Co-Sponsor (if applicable): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Event Information**

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

Date: March 26, 2022 Time Frame: 8:30 AM to 11:30 AM Est. number of attendees: 25 Event Budget: \$ 50.00

Venue Name: WHNC Beautification Committee March 26, 2022 Clean-Up

Venue Address: Platt Avenue south of Ingomar

Contact Person: Faye Barta and Brad Vanderhoof

Phone: 818 887-7811 Email: [Brad.Vanderhoof@westhillsnc.org](mailto:Brad.Vanderhoof@westhillsnc.org); [Faye.Barta@westhillsnc.org](mailto: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](mailto: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 aboardmember
- 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, 2<sup>nd</sup> Signer, Event Chair.
- Board Action Certification (BAC) Form – Completed and signed by Treasurer and 2<sup>nd</sup> 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: \_\_\_\_\_ Date: January 20, 2022

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: 1<sup>st</sup> Level \_\_\_\_\_ 2<sup>nd</sup> Level \_\_\_\_\_

Reviewers Names: 1<sup>st</sup> Level \_\_\_\_\_ 2<sup>nd</sup> Level \_\_\_\_\_

**Agenda Item 22-0008 - Discussion and possible action to approve the Event Approval Form for the Beautification Clean-Up Event at Capistrano Elementary School, located at 8118 Capistrano Avenue, West Hills on April 23, 2022**



**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](mailto:Clerk.NCFunding@LACity.org) • [www.Clerk.LACity.org](http://www.Clerk.LACity.org)

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

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

Neighborhood Council: West Hills Neighborhood Council

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

Main sponsor: West Hills Neighborhood Council

Contact Person: Faye Barta and Brad Vanderhoof

Phone: 818-887-7811 Email: [Brad.Vanderhoof@westhillsnc.org](mailto:Brad.Vanderhoof@westhillsnc.org);  
[Faye.Barta@westhillsnc.org](mailto:Faye.Barta@westhillsnc.org)

Co-Sponsor (if applicable): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Event Information**

Event Title and Description: This event will be held at Capistrano Avenue Elementary School, at 8118 Capistrano Avenue, West Hills, to clean up weeds, debris and overgrown trees outside of the fencing around the school, on the sidewalks and gutters. This event will be conducted with all participants wearing masks and gloves and practicing social distancing and adhering to all City health directives during the pandemic. This cleanup location does not qualify as “a venue or event” under Note 3 of Venues or Events: “Venues or Events includes entertainment and recreation venues such as shopping centers, movie theatres, family entertainment centers, live performance venues including performing arts, theatres, music and concert venues, sports arenas, convention centers, museums and exhibition halls.” This event will be held to clean up an area along a street in our community that has suffered from overgrowth of plants, trees, trash and littering. Next, the ENTIRE event is held outdoors. The event is limited to 25 attendees. Everyone who attends this cleanup event MUST wear a mask and remain masked at all times during the event. Everyone MUST maintain a distance of at least six (6) feet from everyone else AT ALL TIMES. Everyone must also wear gloves. If anyone fails to comply, we require that they leave the event completely. A hand sanitizer will be available. The co-chairs Brad and Faye will check that all participants are aware of and follow all the protocols. At all of our prior cleanups, all participants have rigorously followed these guidelines completely. The co-chairs Brad and Faye will continue to monitor that all protocols are being followed.

Date: April 23, 2022 Time Frame: 8:30 AM to 11:30 AM Est. number of attendees: 25 Event Budget: \$ -0-

Venue Name: WHNC Beautification Committee April 23, 2022 Clean-Up

Venue Address: Capistrano Elementary School, 8118 Capistrano Avenue, West Hills, CA

Contact Person: Faye Barta and Brad Vanderhoof

Phone: 818 887-7811 Email: [Brad.Vanderhoof@westhillsnc.org](mailto:Brad.Vanderhoof@westhillsnc.org); [Faye.Barta@westhillsnc.org](mailto: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](mailto: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 aboardmember
- 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, 2<sup>nd</sup> Signer, Event Chair.
- Board Action Certification (BAC) Form – Completed and signed by Treasurer and 2<sup>nd</sup> 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: \_\_\_\_\_ Date: January 20, 2022

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: 1<sup>st</sup> Level \_\_\_\_\_ 2<sup>nd</sup> Level \_\_\_\_\_

Reviewers Names: 1<sup>st</sup> Level \_\_\_\_\_ 2<sup>nd</sup> Level \_\_\_\_\_



**Agenda Item 22-0009 - First reading of a WHNC Bylaws amendment. Bylaws Article 5 Governing Board, Section 2 Quorum**

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Section 2: Quorum

***Existing WHNC Bylaws***

*The quorum shall be thirteen (13) Directors of the Board. No floating quorums are allowed.*

***Proposed amendment***

The quorum shall be eighteen (18) members of the Board. Board and Committees shall have a fixed quorum number. Floating quorum is not allowed.

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**Agenda Item 22-0010 - First reading of a Bylaws Amendment to Article V Governing Board, Section 1 Composition**

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The WHNC Board shall consist of twenty-five (25) Directors (or Board Members) elected by the stakeholders on an “at-large” basis. The Board shall ~~not include no~~ no more than ~~four (4)~~ three (3) Community Interest Stakeholder Directors who do not live, work, or own property in West Hills.

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**Agenda Item 22-0011 - First reading of a Bylaws Amendment to Article VII Committees and Their Duties, Section 2 Ad Hoc**

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See Section 3

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**Agenda Item 22-0012 - First Reading of a Bylaws amendment to Article X Elections, Section 4 Method of Verifying Stakeholder Status**

~~Procedure for verifying Stakeholder status is self affirmation.~~

Voters will verify their stakeholder status by providing acceptable documentation.

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**Agenda Item 22-0013 - First Reading of a Bylaws amendment to Article X Elections, Section 5: Restrictions on Candidates Running for Multiple Seats**

~~A candidate may not declare candidacy for more than one (1) position on the Council Board during a single election cycle.~~

Not Applicable

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**Agenda Item 22-0014 - First Reading of a Bylaws amendment to Article XII Parliamentary Authority**

The parliamentary process is to be governed by “Rosenberg’s Rules of Order: Simple Parliamentary Procedures for the 21st Century.”

These bylaws supersede the parliamentary rules mentioned above.

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**Agenda Item 22-0015 - First Reading of a Bylaws amendment to Article XIV Compliance, Section 3 Self-Assessment**

~~Every year, the Council shall conduct a self-assessment within ninety (90) days after the end of the fiscal year pursuant to the Plan for the Citywide System of Neighborhood Councils.~~

The Council may conduct a regular self-assessment to determine whether it has achieved its goals and objectives.