



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, April 7, 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> Call to Order</p> <p>Roll Call – Establish Quorum Pledge of Allegiance Approve Regular Meeting Minutes of February 6, 2022, and Regular Meeting Minutes of March 3, 2022 Senior Lead Officer Report</p> <p>Treasurer’s Report Controller’s Report Comments From the Co –Chair(s)</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</p> <p>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 Dr. Faye Barta</p>
<p><b><u>Announcements</u></b> Council District 12 Department of Neighborhood Empowerment Los Angeles County Supervisor District 3</p> <p>LAUSD District 3</p> <p>Budget Advocates Assemblymember Jesse Gabriel’s Office</p>		<p>Mr. Colin Crews, District Director Mr. John Darnell Mr. Blake Clayton, West Valley/Mt. Communities Field Deputy &amp; Caseworker Ms. Tara Vahdani, School Engagement &amp; Data Specialist Mr. Glenn Bailey Ms. Sarah Martin Field Representative</p>

<p><b><u>Public Comment</u></b></p> <p>Comments &amp; statements from stakeholders or interested parties on subjects <b>NOT</b> on this meeting's agenda. <i>(Requires Speaker Card)</i> <b>(10 Minutes Max)</b></p> <p><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>New Business</u></b></p> <p><b>22-0023</b> - Discussion and possible action regarding approval of the WHNC's February 2022 Monthly Expenditure Report (MER) <b>(3 Minutes Max)</b></p> <p><b>22-0024</b> - Discussion and possible action on a proposal for construction of approximately 96,614 sq. ft. comprised of three separate buildings including warehouse, light industrial manufacturing and office space <b>(10 Minutes Max)</b></p> <p><b>22-0025</b> - Discussion and possible action regarding a letter to Councilmember John Lee and the Board of Engineering in opposition to a proposal for restrooms and shade structures within Lazy J and Castle Peak Parks <b>(10 Minutes Max)</b></p> <p><b>22-0026</b> - Discussion and possible action for the purchase of tools for the Beautification Committee clean-ups in the amount of \$1,000.00 <b>(5 Minutes Max)</b></p> <p><b>22-0027</b> - Discussion and possible action to move \$50.00 that was appropriated to the March clean up and not used, to the April clean up at Capistrano School. <b>(5 Minutes Max)</b></p> <p><b>22-0028</b> - Discussion and Possible Action on approving the Beautification Cleanup Event on Medical Center Drive between West Hills Hospital and Woodlake Avenue on June 25, 2022 <b>(5 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 Ms. Heather Waldstein Rosenheim &amp; Associates</p> <p>Mr. Bill Rose, Co-Chair Zoning &amp; Planning Committee Mrs. Charlene Rothstein, Co-Chair Zoning &amp; Planning Committee</p> <p>Mrs. Carolyn Greenwood, Co-Chair Budget Committee Mr. Saif Mogri, Co-Chair Budget Committee</p> <p>Mrs. Carolyn Greenwood, Co-Chair Budget Committee Mr. Saif Mogri, Co-Chair Budget Committee</p> <p>Dr. Faye Barta, Co-Chair Beautification Committee Mr. Brad Vanderhoof, Co-Chair Beautification Committee</p>

<p><b>22-0029</b> - Discussion and Possible Action on approving the Beautification Cleanup Event on Ingomar Street between Lazy J Ranch Park and March Street on July 23, 2022 <b>(5 Minutes Max)</b></p> <p><b>22-0030</b> - Discussion and Possible Action on approving the Beautification Cleanup Event on Valley Circle Blvd. between Victory Blvd. and Kittridge St. on August 27, 2022 <b>(5 Minutes Max)</b></p> <p><b>22-0031</b> - Discussion and possible action on WHNC participation in the Chatsworth Nature Preserve Open House on April 23, 2022 <b>(5 Minutes Max)</b></p> <p><b>22-0032</b> - Discussion and possible action on requesting that John Lee, CD12 allocate at least \$100,000 from his office's discretionary funds to pay police overtime to support specialized enforcement against street racing and speeding in West Hills and his district <b>(10 Minutes Max)</b></p> <p><b>22-0033</b> – Discussion and possible action regarding the appointment of Steve Randall as the alternate representative to LANC <b>(5 Minutes Max)</b></p> <p><b>22-0034</b> - Discussion and possible action on amending WHNC Standing Rules Article XIV Compliance, Section 3: Self- Assessment. <b>(5 Minutes Max)</b></p> <p><b>22-0035</b> - Discussion and possible action on installing three Speed Tables for speed mitigation at Welby Way Charter Elementary School. <b>(10 Minutes 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, Chair Communications Committee</p> <p>Mr. Anthony Scarce, Co-Chair Streets &amp; Transportation Committee Mr. Bob Brostoff, Co-Chair Streets &amp; Transportation Committee</p> <p>Mrs. Charlene Rothstein, Co-Chair Dr. Faye Barta, Co-Chair</p> <p>Mr. Brad Vanderhoof, Chair Bylaws Committee</p> <p>Mr. Anthony Scarce, Co-Chair Streets &amp; Transportation Committee Mr. Bob Brostoff, Co-Chair Streets &amp; Transportation 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). 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 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](mailto:Michelle.Ritchie@westhillsnc.org)



## WEST HILLS NEIGHBORHOOD COUNCIL

### BOARD ONLINE AND TELEPHONIC MEETING MINUTES

Thursday, February 3, 2022

Revised March 31, 2022

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.

**PRESENT:** Aida Abkarians, Faye Barta, Sandi Bell, Dan Brin, Bob Brostoff, Clarice Chavira, Carolyn Greenwood, Glenn Jennings, Bonnie Klea, Vinura Kotuwelle, Kent Mariconda, Rosi Mariconda, Saif Mogri, Mark Neudorff, Bryan Newman, Steve Randall, Bill Rose, Azarine Rushenas (Youth advisor), Char Rothstein, Anthony Scearce, Myrl Schreiberman, Joan Trent, Alec Uzameck, Brad Vanderhoof, and Joanne Yvanek-Garb

**ABSENT:** Sriya Datla, and Tariq El-Atrache

President Charlene Rothstein called the meeting to order at 7:03 PM.

Secretary Brad Vanderhoof called roll and established quorum.

Vice President Faye Barta led the Pledge of Allegiance.

**Approve Meeting Minutes of January 6, 2022:** The minutes were approved.

**Senior Lead Officer Report:** SLOs McNamee and Alvarez – Reported on crime statistics in West Hills.

**Comments from the Co-chairs:** President Rothstein - If you haven't responded yet to the Conversations with Councils, which is Monday the seventh, please remember to do that. Vice President Barta - Jesse Gabriel's office contacted us to let us know that on April 3<sup>rd</sup> they are going to have their first annual day of service at Pierce College from 9 AM to 12 PM.

#### **Induction New Board Members into the WHNC Board of Directors:**

Bryan Newman and Rosi Mariconda took the Neighborhood Council Oath of Office.

**Treasurer's Report:** Treasurer Carolyn Greenwood - The expenditures are normal expenditures for the month of December.

#### 22-0005 - Approval of the WHNC's December Monthly Expenditure Report (MER)

##### Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Absent
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 Scearce	Yes
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 24, No – 0, Abstain – 0, Absent – 1, Ineligible – 0, Recused – 0  
The MER is approved.

**Controller’s Report:** Controller Saif Mogri - The expenses as of January; the total expenses \$5977.54 matches the expenses shown in the city's website.

**Announcements:**

Council District 12: District Director Colin Crews - Conversations with Councils is this coming Monday, February the Seventh. Please RSVP to the CD12 office. The Council Member introduced a resolution supporting AB 1603 which would roll back a certain element of prop 47.

Department of Neighborhood Empowerment: Neighborhood Empowerment Advocate Atziri Camerena – The deadline for Bylaws amendments is April 1.

Los Angeles County Supervisor District 3: Field Deputy Blake Clayton – Covid cases have decreased from 30K last week to 11K. Discretionary funds are open so if you know a nonprofit or even a for profit or a group that’s looking for funds have them contact me.

LAUSD District 3: School Engagement & Data Specialist Tara Vahdani – Hamlin Elementary recently selected for a parent center grant and they are one of 46 schools across the districts that are going to be receiving new furniture and technology for their parents center. Pomelo Elementary was one of the last recipients of a parent center grant. I have some exciting news as some of you might know we have several dual language programs in the San Fernando Valley. The District is introducing new dual language learning programs.

**Presentation “Land Acknowledgment”** – Postponed until March

**Public Comment:** Christina Walsh spoke on the oath taken by Board members. Glenn Bailey said because of the Superbowl, LAPD Chief Moore has been rescheduled to speak at the March 10<sup>th</sup> meeting of the Valley Alliance of Neighborhood Councils. Chris Rowe spoke about the homeless count. Call-In User\_1 spoke on a Board member request for public records. Goat Puppet spoke about a Board member testifying on a grievance.

Budget Advocates: Glenn Bailey – The Budget Advocates Town Hall recording is available at [www.budgetadvocates.org](http://www.budgetadvocates.org).

Call-In User\_1 and iphone1 spoke on election spending. Goat Puppet spoke on the City Controllers race.

**Announcements Committee & Liaison Reports:** Board Member Bob Brostoff announced Springfest has been cancelled.

**Old Business:**

21-0109 – Bylaws amendment to make the WHNC Bylaws Ad Hoc Committee a Standing Committee

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes

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

Yes – 24, No – 0, Abstain – 0, Absent – 1, Ineligible – 0, Recused – 0  
The Bylaws amendment is approved.

21-0113 - 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

Approval of a CIS is support

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Absent
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 Scearce	Yes
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 24, No – 0, Abstain – 0, Absent – 1, Ineligible – 0, Recused – 0  
The CIS is approved.

21-0126 - CIS on Council File 21-0002-S13 - closure of Whiteman Airport  
Item sent back to committee.

22-0006 - Proposed Restrictive Covenant and Agreement with Platt Village

Approval of proposed agreement

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Absent
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 Scearce	Yes
Myrl Schreibman	Yes
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 24, No – 0, Abstain – 0, Absent – 1, Ineligible – 0, Recused – 0  
The agreement is approved.

**New Business:**

22-0007 - Approval of an 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

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Absent
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 – 24, No – 0, Abstain – 0, Absent – 1, Ineligible – 0, Recused – 0  
The Event Approval Form is approved.

22-0008 – Approval of an Event Approval Form for the Beautification Clean-Up Event at Capistrano Elementary School, located at 8118 Capistrano Avenue, West Hills on April 23, 2022

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Absent
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 – 24, No – 0, Abstain – 0, Absent – 1, Ineligible – 0, Recused – 0  
The Event Approval Form is approved.

22-0009 - First reading of a WHNC Bylaws amendment to Bylaws Article 5 Governing Board, Section 2  
Quorum: Bob Brostoff read the amendment.

22-0010 - First reading of a Bylaws Amendment to Article V Governing Board, Section 1 Composition: Bob Brostoff read the amendment.

22-0011 - First reading of a Bylaws Amendment to Article VII Committees and Their Duties, Section 2 Ad Hoc: Bob Brostoff read the amendment.

22-0012 - First Reading of a Bylaws amendment to Article X Elections, Section 4 Method of Verifying Stakeholder Status: Bob Brostoff read the amendment.

22-0013 - First Reading of a Bylaws amendment to Article X Elections, Section 5: Restrictions on Candidates Running for Multiple Seats: Bob Brostoff read the amendment.

22-0014 - First Reading of a Bylaws amendment to Article XII Parliamentary Authority: Brad Vanderhoof read the amendment.

22-0015 - First Reading of a Bylaws amendment to Article XIV Compliance, Section 3 Self-Assessment: Brad Vanderhoof read the amendment.

21-0127 - CIS on Council File 21-1342 - Tax Assessment on EV charging system Relations Committee

Item sent back to committee.

President Rothstein adjourned the meeting at 9:38 PM.



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## WEST HILLS NEIGHBORHOOD COUNCIL

### BOARD ONLINE AND TELEPHONIC MEETING MINUTES

Thursday, March 3, 2022

Revised April 1, 2022

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.

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

**ABSENT:** Sriya Datla, and Azarine Rushenas

President Charlene Rothstein called the meeting to order at 7:02 PM.

Secretary Brad Vanderhoof called roll and established quorum.

Vice President Faye Barta led the Pledge of Allegiance.

**Approve Meeting Minutes of February 3, and February 17, 2022:** The minutes approval postponed until April.

**Comments from the Co-chairs:** President Char Rothstein – John Darnell will act as the Neighborhood Empowerment Advocate for the WHNC while Atziri Camerena is on leave.

**Treasurer's Report:** Treasurer Carolyn Greenwood gave the report. Expenditures are normal.

John Darnell from EmpowerLA introduced himself.

**Controller's Report:** Controller Saif Mogri – The P.O. box is marked in red on the report because the cost went up. The current balance is \$22561. The expenses match the expenses shown in the city's website.

22-0018 - Approval of the WHNC's January 2022 Monthly Expenditure Report (MER)

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Abstain
Vinura Kotuwelle	Yes
Kent Mariconda	Yes
Rosi Mariconda	Yes
Saif Mogri	Yes

Mark Neudorff	Yes
Bryan Newman	Yes
Steve Randall	Yes
Bill Rose	Yes
Charlene Rothstein	Yes
Anthony Searce	Yes
Myrl Schreibman	Abstain
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 23, No – 0, Abstain – 2, Absent – 0, Ineligible – 0, Recused – 0

The MER is approved.

**Comments from the Co-chairs:** Vice President Faye Barta – Sean Brown Park will be getting a new sign and a dedication is forthcoming. April 3 is Assembly Member Jesse Gabriel’s first day of service at Pierce College. President Char Rothstein called for a moment of silence for peace in and the people of Ukraine.

**Announcements:**

Council District 12, Mr. Colin Crews, District Director – The City Council is going back to meeting at City Hall. The City is in the process of acquiring a hotel in Northridge for permanent supportive housing.

Los Angeles County Supervisor District 3, Blake Clayton, Field Deputy – The indoor masking requirement has changed from mandatory to strongly recommended.

Budget Advocates, Glenn Bailey – A virtual Town Hall is scheduled for Controller candidates on Sunday, April 10 at 3:00 PM.

Presentation “Land Acknowledgment” -- Mr. Dan Brin read the Land Acknowledgement.

**Public Comment:** Goat Puppet spoke about criminal activity. Stephanie Clements is running for City Controller. Chris Rowe spoke about the Homeless Count and a CPRA. Johnny Ras, Phylis, John Rasmussen, and Robert spoke about the Olive and Fig restaurant.

**Old Business:**

21-0126 - CIS on Council File 21-0002-S13 - closure of Whiteman Airport

Roll Call Vote:

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

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 – 1, Abstain – 3, Absent – 0, Ineligible – 0, Recused – 0  
The CIS is approved.

21-0127 - CIS on Council File 21-1342 - Tax Assessment on EV charging system companies

Roll Call Vote:

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

Yes – 23, No – 1, Abstain – 1, Absent – 0, Ineligible – 0, Recused – 0  
The CIS is approved.

**New Business:**

22-0019 – Approval of the Beautification Clean-Up Event on Woodlake Avenue between Saticoy Street and Ingomar Street on May 21, 2022

Roll Call Vote:

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

Glenn Jennings	Yes
Bonnie Klea	Yes
Vinura Kotuwelle	Yes
Kent Mariconda	Yes
Rosi Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Yes
Bryan Newman	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 – 25, No – 0, Abstain – 0, Absent – 0, Ineligible – 0, Recused – 0  
The event is approved.

22-0020 – Approval of the West Hills Neighborhood Council 2022 Bylaws Amendment Package for submission to the department of Neighborhood Empowerment

Roll Call Vote:

Aida Abkarians	Yes
Faye Barta	Yes
Sandi Bell	Yes
Dan Brin	Yes
Bob Brostoff	Yes
Clarice Chavira	Yes
Tariq El-Atrache	Yes
Carolyn Greenwood	Yes
Glenn Jennings	Yes
Bonnie Klea	Yes
Vinura Kotuwelle	Yes
Kent Mariconda	Yes
Rosi Mariconda	Yes
Saif Mogri	Yes
Mark Neudorff	Yes
Bryan Newman	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 – 25, No – 0, Abstain – , Absent – 0, Ineligible – 0, Recused – 0  
The Bylaws package is approved.

22-0021 - Amend the West Hills Neighborhood Council Standing Rules to add the vote count to Board Agenda items coming from committees

Roll Call Vote:

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

Yes – 7, No –11, Abstain – 7, Absent – 0, Ineligible – 0, Recused – 0  
The Standing Rules amendment fails.

22-0022 – Letter to the Board of Neighborhood Commissioners (BONC) concerning proposed amendments made to the Code of Conduct Policy 2021-1 dated February 2, 2022

Roll Call Vote:

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

Charlene Rothstein	Yes
Anthony Searce	No
Myrl Schreibman	Abstain
Joan Trent	Yes
Alec Uzemeck	Yes
Brad Vanderhoof	Yes
Joanne Yvanek-Garb	Yes

Yes – 19, No – 2, Abstain – 2, Absent – 2, Ineligible – 0, Recused – 0  
The letter is approved.

President Rothstein adjourned the meeting at 9:58 PM.



# Monthly Expenditure Report



Reporting Month: February 2022

Budget Fiscal Year: 2021-2022

NC Name: West Hills Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$25648.24	\$2586.67	\$23061.57	\$1856.60	\$0.00	\$21204.97

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$34725.78	\$1977.80	\$18006.70	\$1356.60	\$16650.10
Outreach		\$108.87		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$1400.00	\$0.00	\$1054.87	\$0.00	\$1054.87
Neighborhood Purpose Grants	\$4500.00	\$500.00	\$4000.00	\$500.00	\$3500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$14977.54	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	02/01/2022	Web services	General Operations Expenditure	Office	\$150.00
2	USPS PO 0512440133	02/15/2022	Post Office Box Rental	General Operations Expenditure	Office	\$404.00
3	PAVILIONS #2225	02/21/2022	Purchase at Pavilions for refreshments by the Homelessness Committee for the 2022 Homeless Count	General Operations Expenditure	Outreach	\$108.87
4	RACKSPACE EMAIL & APPS	02/22/2022	WHNC email service	General Operations Expenditure	Office	\$67.20
5	APPLEONE EMPLOYMENT SERVICES	02/08/2022	Executive Assistant	General Operations Expenditure	Office	\$1356.60
6	ENADIA WAY TECH CHARTER	12/30/2021	NPG to Enadia Way School	Neighborhood Purpose Grants		\$500.00
<b>Subtotal:</b>						<b>\$2586.67</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	APPLEONE EMPLOYMENT SERVICES	03/08/2022	Services of Executive Assistant	General Operations Expenditure	Office	\$1356.60
<b>Subtotal: Outstanding</b>						<b>\$1856.60</b>



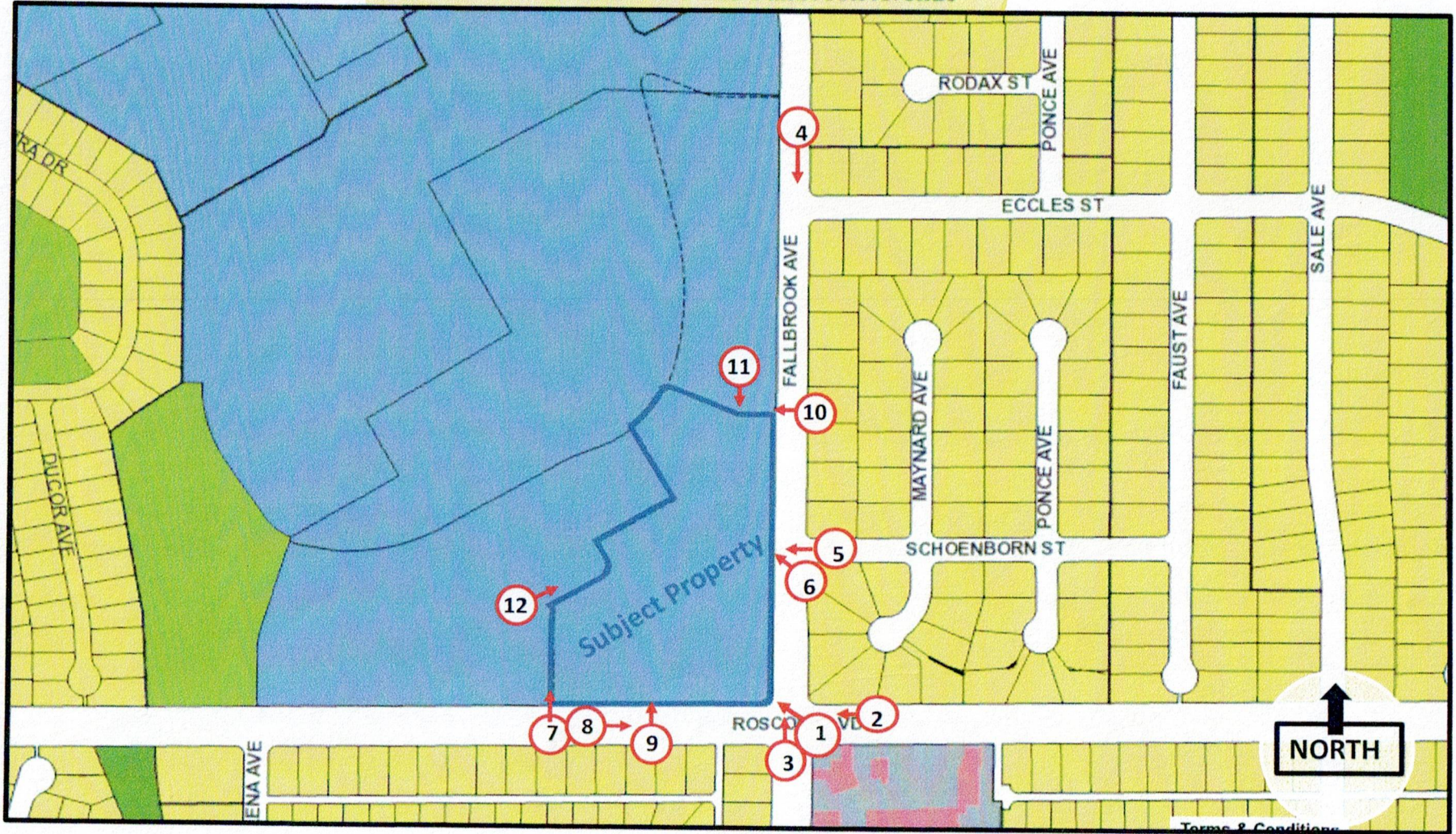


**Agenda Item 22-0024 - Discussion and possible action on a proposal for construction of approximately 96,614 sq. ft. comprised of three separate buildings including warehouse, light industrial manufacturing and office space**

ZONING & PLANNING COMMITTEE MEETING/MARCH 8, 2022  
VOTED IN FAVOR OF THE PROJECT  
10 yes, 2 no, 2 absent  
REQUEST FOR PARKLIKE SETTING AS IN EXHIBIT 2/#10  
(LANDSCAPING) AS CONDITIONED

(HOURS OF OPERATION)  
(FURTHER DISCUSSION WITH  
WITH DOT ON MEDIANS)

**PHOTO EXHIBIT – FALLBROOK POINT  
NWC of Roscoe Boulevard and Fallbrook Avenue**



DIR- 2021-10327

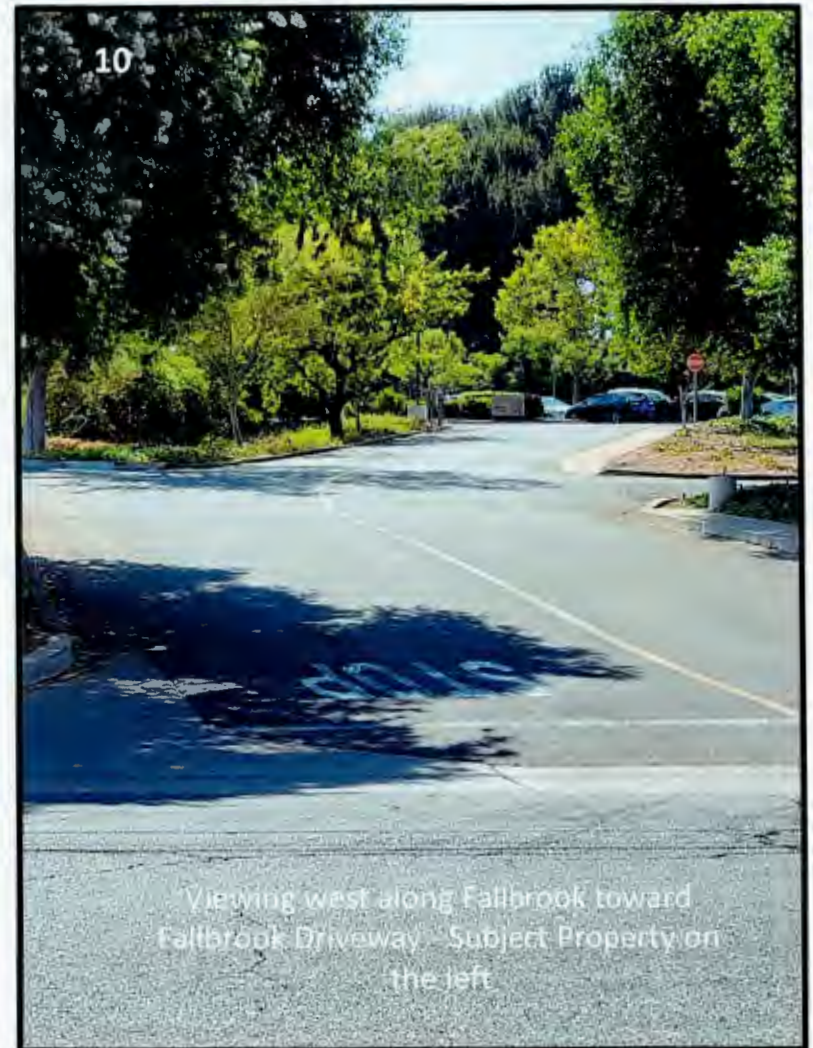
ENV- 2021-10328



EXHIBIT #2



Viewing north toward Subject Property



Viewing west along Fallbrook toward  
Fallbrook Driveway - Subject Property on  
the left

Before



Current  
view -  
(De Vry)  
Thermo  
Fisher





**Agenda Item 22-0025 - Discussion and possible action regarding a letter to Councilmember John Lee and the Board of Engineering in opposition to a proposal for restrooms and shade structures within Lazy J and Castle Peak Parks**

At the request of CD12, the WHNC Zoning & Planning committee has been working with CD12 since October 2021 to get the opinion of West Hills constituents regarding a proposal to install restroom facilities to both Lazy J and Castle Peak Parks.

At the October 12, 2021, Zoning committee meeting, opposition to the proposal was presented to the committee by a vast majority of those in attendance. The committee voted to oppose with 9 yes, 0 no, 3 abstentions and 2 absent. The results of this meeting were given to CD12.

Currently, a panel consisting of WHNC board members, Tony Scarce, Clarice Chavira, Dr. Faye Barta, Aida Abkarians and Char Rothstein have been appointed to the Local Voluntary Neighborhood Oversight Committee (LVNOC) to advise the city on the Lazy J and castle Peak Parks improvements. A first meeting was held on February 24, 2022, with two future meetings to follow. Those in attendance spoke mainly against the proposals and the committee voted 5 in opposition, 1 in favor and 1 absent.

The WHNC has received numerous emails, phone calls and petitions are currently in circulation in opposition to the proposals. A letter has been requested by CD12 for a status update.

# WEST HILLS NEIGHBORHOOD COUNCIL

## Spending Request Form

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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
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

For Budget Committee/Controller Use Only:

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Date of receipt from committee  Date of Budget Committee approval  Date sent to Board

# 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
Litter scoops (3)	\$ 60.00
Weights for Canopy (4 in one set)	140.00
First aid kit (1)	35.00
TAX	84.00
TOTAL	\$ 1,000.00

For Budget Committee/Controller Use Only:

Date of receipt from committee

Date of Budget Committee approval

Date sent to Board



## 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: \$50.00

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 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, 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: March 30, 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 \_\_\_\_\_

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



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**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 Medical Center Drive from West Hills Hospital to Woodlake Avenue, to clean up weeds, debris and overgrowth of 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 long 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: June 22, 2022 Time Frame: 8:30 AM to 11:30 AM Est. number of attendees: 25 Event Budget: \$ 0.00

Venue Name: WHNC Beautification Committee June 25, 2022 Clean-Up

Venue Address: Medical Center Drive between West Hills Hospital and Woodlake Avenue

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)



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- LADOT (Signs) - (213) 485-2298
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- Risk Management - (213) 978-7475
- LAPD - (213) 486-0410
- LAFD - (213) 978-3640
- Sanitation - (213) 485-3612
- Street Services - <http://bsspermits.lacity.org/spevents/>
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- 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: March 18, 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 22-0029 - Discussion and Possible Action on approving the Beautification Cleanup Event on Ingomar Street between Lazy J Ranch Park and March Street on July 23, 2022.**



**NEIGHBORHOOD COUNCIL  
EVENT APPROVAL REQUEST FORM**

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

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**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 Ingomar Avenue between Lazy J Park and March Avenue to clean up overgrowth of plants and trees, trash and litter. 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: July 23, 2022 Time Frame: 8:30 AM to 11:30 AM Est. number of attendees: 25 Event Budget: \$ 0.00

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

Venue Address: Ingomar Avenue between Lazy J Park and March Avenue

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:**

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- 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: March 18, 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 \_\_\_\_\_



## 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 Valley Circle Blvd. between Victory and Kittridge, 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: August 27, 2022 Time Frame: 8:30 AM to 11:30 AM Est. number of attendees: 25 Event Budget: \$ 0.00

Venue Name: WHNC Beautification Committee August 27, 2022 Clean-Up

Venue Address: Valley Circle Blvd. between Victory and Kittridge

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)

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- LADOT (Special Operations) - (323) 224-2124
- Risk Management - (213) 978-7475
- LAPD - (213) 486-0410
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- 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: March 18, 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 22-0032 - Discussion and possible action on requesting that John Lee, CD12 allocate at least \$100,000 from his office's discretionary funds to pay police overtime to support specialized enforcement against street racing and speeding in West Hills and his district**

Dear Councilmember Lee:

One of the primary goals of the West Hills Neighborhood Council (WHNC) is to protect its stakeholders from crime, danger and other problems common to modern cities and towns.

For some time now, West Hills has been plagued by street racing and speeding day and night. Stakeholders have lost loved ones to cars travelling three times the speed limit and screeching in turns and wheelies in usually quiet neighborhoods, both day and night. Because people are dying and quality of life has been and continues to be greatly affected, continuation of these reckless acts is totally unacceptable.

At this time greater enforcement of existing traffic laws is absolutely necessary. In order to accomplish greater enforcement, the people who are causing these traffic issues need to be held accountable and arrested for speeding and street racing.

A major hindrance to enforcing our current traffic laws is the lack of specialized enforcement by the LAPD. To correct that lack, it is necessary to allocate funds to support overtime costs for specialized enforcement by the LAPD to target areas of organized racing and speeding.

The WHNC therefore requests that at least \$100,000 from your office's discretionary funds be earmarked and immediately used to pay for police overtime to support specialized enforcement against street racing and speeding in West Hills. In addition some of the tools developed to deter speeding and street racing could also be added to further assist LAPD in removing these street racers from our neighborhood streets.

There are major streets in West Hills that are misused for street racing and speeding ...Valley Circle Blvd., Roscoe Blvd., Fallbrook Ave., Shoup Ave., Victory Blvd., Vanowen Blvd., to name just a few.

Please expedite the funding we have requested forthwith so that future deaths and destruction are avoided.

Thank you in advance for your anticipated PROMPT action to activate this necessary crusade against speeding and street racing.

**Agenda Item 22-0034 - Discussion and possible action on amending WHNC Standing Rules Article XIV Compliance, Section 3: Self- Assessment.**

*There shall be two assessments of the Board, one by stakeholders and one by board members, which shall take place within 30 days of the end of each fiscal year.*

Recommendation: Remove the Standing Rule to comply with WHNC Bylaws.

**Agenda Item 22-0035 - Discussion and possible action on installing three Speed Tables for speed mitigation at Welby Way Charter Elementary School**

DRAFT OF LETTER TO CD 12 AND CITY REPRESENTATIVES

Dear \_\_\_\_\_:

One of the mandates of the Board of Directors of the West Hills Neighborhood Council (WHNC) is to promote the interests and concerns of its stakeholders and to assist stakeholders by safeguarding their well-being and safety.

Our children are our most vulnerable stakeholders of our community. Annually more children die from traumatic injury than all other causes/diseases combined. Many of these preventable injuries are from car crashes and pedestrian injuries. Children rely on us to help keep them safe.

Local concerned parents, residents and stakeholders have alerted us to the ongoing problems with speeding and reckless driving at Welby Way Charter Elementary School. Specifically, along Lederer Ave and at the intersection of Lederer Ave and Kittridge St. These issues are most severe during pickup and drop off, but all times of the day and night speeding is an issue along Lederer Ave. It is only a matter of time, before one of our children, our most vulnerable stakeholders, become a statistic.

The West Hills Neighborhood Council requests the City install three “Speed Tables” on Lederer Ave. to mitigate these ongoing problems of excessive speed and reckless driving.

WHNC understands that the present demands upon our City budget have increased many-fold, but we implore you to immediately address this pressing issue before one of our children is seriously injured or dies. The safety and well-being of our children should be our highest priority.

West Hills Neighborhood Council respectfully requests these “Speed Tables” be addressed and hopefully resolved immediately. We also support the forthcoming petition from parents and residents along Lederer Ave. Thank you for your anticipated prompt response to this serious safety issue concerning our children. (See attached proposed locations of “speed tables”.

