



CITY OF  
LOS ANGELES  
CALIFORNIA



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## WEST HILLS NEIGHBORHOOD COUNCIL

### **JOINT BOARD AND BEAUTIFICATION COMMITTEE MEETING AGENDA**

**Tuesday, May 20, 2025 @ 6:30 PM**

**Chaminade College Preparatory -- Condon Center, 2<sup>nd</sup> Floor  
23241 West Cohasset Street, West Hills, CA 91304**

**Enter Chaminade through the Cohasset Street Entrance between Woodlake and Platt Avenues. Enter through the parking lot, bear left and continue over the hill until you see the Condon Family Technology Center on the left. Park in the nearest lot.**

In conformity with the October 6, 2023 enactment of California Senate Bill 411 (Portantino) and La City Council Approval on November 1, 2023, the West Hills Neighborhood Council Beautification Committee meeting will be conducted in person.

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.

1. Call to Order and Establish Quorum
2. Approval of Minutes of the April 2025 Meeting
3. Comments and Announcements from the Chairs
4. Public Comment
5. Discussion and Possible Action on Future Cleanup Events for May 2025, June 2025, and July 2025
6. Mae Boyar Park Update – if available
7. Discussion and Possible Action on Budget Proposal for Fiscal Year 2025-2026
  - **Current budget \$400**
8. Discussion and Possible Action on Replacement of Sand at Sean Brown Park due to Safety Concerns about Broken Glass.
9. Discussion and Possible Action on Replacement of Faded West Hills Signs
10. Discussion and Possible Action on other Spending Requests
11. Discussion and Possible Action on Right-Of-Way (ROW) Letters
12. Strike Team Reports
13. Suggestions for the June Agenda
14. Adjournment

***The next meeting of this committee will be held on Tuesday, June 17, 2025 at 6:30 PM.***

**SB 411 Updates:** If a Neighborhood Council has a quorum of board members in a physical location, board members who wish to join the meeting via teleconferencing must adhere to AB 2449 rules and regulations. If a Neighborhood Council does not have a quorum of board members in a physical location, they must adhere to SB 411 rules and regulations. In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1. The eligible legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time. Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.(i) An eligible legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph, provide public comment until that timed public comment period has elapsed.(ii) An eligible legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.(iii) An eligible legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.

**Public Input:** 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, an issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the committee.

**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, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

**Public Posting of Agendas** - WHNC agendas are posted for public review at Platt Village, on the Southside of Pavilions, closest to Nothing Bundt Cakes at 6534 Platt Avenue, 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 [L.A. City's Early Notification System \(ENS\)](#)

**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 Section 48.01 et seq. More information is available at [ethics@lacity.org/lobbying](mailto:ethics@lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**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 our website: [www.westhillsnc.org](http://www.westhillsnc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the WHNC's executive director via email at [michelle.ritchie@westhillsnc.org](mailto:michelle.ritchie@westhillsnc.org)

**Reconsideration and Grievance Process** - For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website [www.westhillsnc.org](http://www.westhillsnc.org)

**Servicios De Traduccion:** Si requiereservicios de traducción, favor de avisar al ConcejoVecinal 3 días de trabajo (72 horas) antes delevento. Por favor contacte [Michelle.Ritchie@westhillsnc.org](mailto:Michelle.Ritchie@westhillsnc.org)



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## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BEAUTIFICATION COMMITTEE/BOARD ONLINE AND TELEPHONIC MEETING MINUTES

Tuesday, April 15, 2025 @ 6:30 PM

revised April 16, 2025

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

Attendance: Faye Barta, Glenn Jennings, Kim Koerber, Vinura Kotuwelle, Heidi Manning, and Brad Vanderhoof

Other Board members present: Brenda Citrom

Co-chair Brad Vanderhoof called the meeting to order at 6:41 PM. A quorum was established.

The March meeting minutes were approved.

Comments and Announcements from the Co-Chair(s): None

Public Comment: None

*Numbers refer to agenda items.*

5. Future Cleanup Events for April 2025, May 2025, and June 2025:

The April Event is unchanged. April 26, 8-11 AM, Sherman Way by the Post Office.

May suggestions; Heidi – Platt curve median, Glenn – March Ave. by Orcutt Ranch, Dan (by proxy) Fallbrook from Lull to Ingomar, Heidi – Medical Center Drive

By consensus, the May event will be May 17 from 8 - 11 AM on March Ave. near Orcutt Ranch.

The June activity will be planned at the May meeting.

6. Mae Boyar Park Update – none available

7. Replacement of Sand at Sean Brown Park due to Safety Concerns about Broken Glass: After discussion it was decided we probably do not have the tools for a strike team effort. Heidi said she thinks Rec. and Parks is slowly replacing the sand at all parks. Brad will inform CD12 of the stakeholder concern.

8. Replacement of Faded West Hills Signs: Postponed as we do not yet have cost estimate. Brenda will check on signs.

9. Spending Request in the Amount of \$500 for Supplies for Fire Hydrant Painting:

Faye Barta – Yes, Glenn Jennings – Yes, Kim Koerber – Yes, Vinura Kotuwelle – Yes,  
Heidi Manning – Yes, Chris Pine – Absent, Brad Vanderhoof – Yes, Zhelbert Zohrabian – Absent  
Yes – 6, No – 0, Abstain – 0, Absent – 2, Recusal – 0  
Brad will prepare a spending request for the Budget Committee

10. Spending Requests: Glenn moved to request \$50 for water and snacks for the April Cleanup. Faye seconded.

Faye Barta – Yes, Glenn Jennings – Yes, Kim Koerber – Yes, Vinura Kotuwelle – Yes,  
Heidi Manning – Yes, Chris Pine – Absent, Brad Vanderhoof – Yes, Zhelbert Zohrabian – Absent

Yes – 6, No – 0, Abstain – 0, Absent – 2, Recusal – 0

Brad will prepare a spending request for the Budget Committee

11. Right-of-Way (ROW) Letters: None

12. Strike Team Reports: Glenn reported he Sherman Way effort was very successful.

13. April Agenda Suggestions: None

Brenda Citrom joined the committee.

Co-chair Brad adjourned the meeting at 7:28 PM.

The next scheduled meeting of this committee is May 20, 2025, 6:30 PM, Chaminade Condon Center.