



CITY OF
LOS ANGELES
CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND BUDGET COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA

Tuesday, August 18, 2020 at 6:30 p.m.

This meeting of the West Hills Neighborhood Council Budget Committee will be conducted online via Zoom Webinar and telephonically. All are invited to attend and participate.

To attend online via Zoom Webinar, click or paste the following link into your browser:

<https://zoom.us/j/95791095643>

To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **957 9109 5643** followed by the #.

This meeting is open to the public. 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
2. Establish Quorum
3. Approve Meeting Minutes of July 21, 2020
4. Comments from the Co-Chair(s)
5. Public Comment on Non-Agenda items

New Business:

6. Discussion and possible action on approving a detailed Budget Request from the Special Events Committee in the amount of \$750.
7. Meeting adjournment.

Public input at Neighborhood Council meetings: When prompted by the presiding officer, members of the public may address the committee on any agenda item before the committee takes an action on the item by punching in *9 (if calling in by phone) or by clicking on the “raise hand” button (if participating online through Zoom) and waiting to be recognized. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on matters not appearing on the agenda that are within the committee’s jurisdiction will be heard during the General Public Comment period. Please note that under the Ralph M. Brown Act, the committee 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 committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of said committee.

Notice to Paid Representatives - If you are compensated to monitor, attend, or speak at this meeting, city law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Public Posting of Agendas: WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., West Hills, CA 91307 or at our website, www.westhillsnc.org. You can also receive our agendas via email by subscribing to the City of Los Angeles Early Notification System at www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.

The Americans With Disabilities Act: As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting the WHNC's executive director via email at Michelle.Ritchie@westhillsnc.org If you are hearing impaired please call 711.

Public Access of Records: In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at the meeting where such writing was considered or by contacting the WHNC's executive director via email at Michelle.Ritchie@westhillsnc.org Requests can be made for a copy of a record related to an item on the agenda.

Reconsideration and Grievance Process: For information on the WHNC's process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at our website, www.WestHillsNC.org.



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND BUDGET COMMITTEE MEETING MINUTES

July 21, 2020

Online and Telephonic

Revised July 29, 2020

Committee members in attendance: No roll call.

Co-chair Bob Brostoff called the meeting to order at 6:35 PM. A quorum was established.

The May 29, 2020 minutes were approved as amended.

The June 16, 2020 minutes were approved.

Numbers refer to agenda items.

6. Discussion and possible action on approving amendments to the Budget Committee Operating Rules:

The Operating Rules were approved unanimously.

4. Comments from the Co-Chairs: Carolyn said as of the June MER there are \$9700 available for rollover. Budget requests were received from every committee except Government Relations (missed deadline). With all requests the WHNC is 21.96% over-budget.

5. Public Comment on Non-Agenda items: None

New Business:

14. Discussion and possible action on approving a request for the Ad Hoc Election Committee for fiscal year 2020-2021 in the amount of \$5,000.00: Steve said the Walking Man charge is \$549.23 not \$1500. Election Committee needs \$5000 – flyer \$2500, mailing \$2000, Warner Center News ad \$200, lawn signs \$250.

7. Discussion and possible action on approving a request for the Beautification Committee for fiscal year 2020-2021 in the amount of \$1,500.00: Faye and Brad, co-chairs, agreed to lower the request on line 20 to \$750. Beautification still has \$1324.83 in the Clean Streets grant account.

8. Discussion and possible action on approving a request for the Education Committee for fiscal year 2020-2021 in the amount of \$7,000.00: Aida, chair, agreed to lower the request to \$4050. Nine schools at \$450 each.

9. Discussion and possible action on approving a request for the Special Events Committee for fiscal year 2020-2021 in the amount of \$7,500.00: Myrl and Steve, co-chairs, agreed to reduce the request to \$5000.

7. Discussion and possible action on approving a request for the Beautification Committee for fiscal year 2020-2021 in the amount of \$1,500.00: Faye and Brad, co-chairs, agreed to reduce the request to \$200.

12. Discussion and possible action on approving a request for the Public Safety and Emergency Preparedness Committee in the amount not to exceed \$150.00: Bob and Saif, co-chairs, agreed to lower the request to \$38. This was then negotiated up to \$140.05.

10. Discussion and possible action on approving a request for the Streets and Transportation Committee for fiscal year 2020-2021 in the amount of \$1,800.00: no discussion

11. Discussion and possible action on approving a request for the Homelessness Committee for fiscal year 2020-2021 in the amount of \$2,250.00: no discussion

13. Discussion and possible action on approving a request for Communications and Outreach Committee in the amount of \$3,700.00: no discussion

15. Discussion and possible action on amending the previously approved 2020-2021 Annual Budget:

New line item totals:

20	\$200	reduction
21	\$5000	reduction
39	\$5000	increase
42	\$4050	reduction
32	\$140.05	increase

This line item will be adjusted to balance budget.

Budget, as amended above, approved unanimously.

Co-chair Bob Brostoff adjourned the meeting at 7:47 PM

The next meeting of this committee will be held TBD. Meeting date and time subject to change.

WEST HILLS NEIGHBORHOOD COUNCIL

Spending Request Form

Please print legibly or type

Date of submission: Committee Name:

Chairperson/Stakeholder: Date Approved by Committee:

Phone: Email:

Event/Activity

Total Amount Requested: Budget Line Item:

Justification for request. This must include a statement about how the event/activity benefits the stakeholders of West Hills.

(Attach additional pages if necessary)

List all expense items, quantities, and amounts:

Item & Quantity	Amount
<input type="text" value="POSTER PRINTING (LARGE COLOR SIZE)"/>	<input type="text" value="\$ 250.00"/>
<input type="text" value="FLYERS"/>	<input type="text" value="300.00"/>
<input type="text" value="FRAMES"/>	<input type="text" value="100.00"/>
<input type="text" value="CERTIFICATES"/>	<input type="text" value="100.00"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

For Budget Committee/Controller Use Only:

Committee Approved Budget Approved Board Approved