



# Help Guide the Future of West Hills West Hills Neighborhood Council

P.O. Box 4670, West Hills, CA 91308-4670



<http://www.westhillsnc.org>

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**No smoking is allowed on the Chaminade campus. The meeting will end at 9:15 p.m. We must be clear of the room by 9:30 pm. Thank you for your cooperation.**

## REGULAR MEETING AGENDA

September 7, 2011 at 7:00 p.m.

**At Chaminade College Preparatory, 23260 Saticoy Street, West Hills, CA 91304**

Doors open at 6:30 p.m. for general discussion amongst Stakeholders. The public is requested to fill out a "Speaker Card" to address the Board on any item on the agenda prior to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments on other matters not appearing on the Agenda that are within the Board's subject matter jurisdiction will be heard during the Public Comment period. 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 prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at 213-485-1360 or e-mail [NCsupport@lacity.org](mailto:NCsupport@lacity.org). This meeting is open to all Stakeholders of West Hills.

### **Opening Business**

7:00 P.M.

Call to Order  
Roll call – Establish Quorum  
Pledge of Allegiance  
Comments from the Chair

Co-Chairs: Mr. Stephen Lenske  
Mr. Edwin Dockus  
Secretary: Ms. Carolyn Greenwood  
Co-Chair: Mr. Edwin Dockus  
Co-Chairs: Mr. Stephen Lenske  
Mr. Edwin Dockus

### **Announcements**

7:10 P.M.

Council District 3  
Council District 12  
LAPD Senior Lead Officers  
  
LAFD - Station 106  
Department of Neighborhood Empowerment

Mr. Ron Rubine, Deputy Field Rep.  
Ms. Semee Park, Deputy Field Rep.  
Officer Sam Sabra  
Officer Dennis Cunningham  
Captain John Rojas  
Mr. Tom Soong

### **Presentation**

7:25 P.M.

The Village Project

John Alderson, Development Director  
The Village at Westfield Topanga

## **Public Comments**

7:55 P.M.

Comments & statements from stakeholders or interested parties (*Requires speaker card*)

\*\*\*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 if necessary to provide an adequate opportunity for all to be heard."\*\*\*

Co-Chair: Mr. Edwin Dockus

## **Announcements**

8:10 P.M.

Board Announcements & Introductions  
Approve Meeting Minutes of August 3, 2011  
Treasurer's Report

West Hills Neighborhood Council Members  
Secretary: Ms. Carolyn Greenwood  
Treasurer: Ms. Bobbi Trantafello

## **Government Relations Report**

8:20 P.M.

Discussion and possible action regarding City Council actions relating to the following:

1. Review of Department of Water & Power rate increase;
2. Reform of Neighborhood Council structure & authority & operation; and
3. Reform of the role of Department of Neighborhood Empowerment in the Neighborhood Council activity

Dr. Daniel Wiseman  
Government Relations Liaison

## **Old Business**

8:30 P.M.

**02-0003** - Discussion and possible action re West Hills Street Signage Design and Installation

Mr. Walter Perfect, Council Member, Signage Committee  
Mr. Barry Seybert, Council Member, Signage Committee  
Mr. Dan Brin, Council Member, Signage Committee

**10-0019** – Ad Hoc Committee Report on Administrative Staffing

Mr. Edwin Dockus, Council Member

**11-0015** – Discussions and possible action regarding the amending the West Hills Neighborhood Council 2011-2012 annual budget to properly allocate funds for administrative expense

Ms. Jacquie Young, Budget Chair  
Ms. Bobbi Trantafello, Treasurer

11-0016 – First reading of proposed amended Bylaws for West Hills Neighborhood Council and its operating rules

Mr. Edwin Dockus, Council Member

**New Business**

8:45 P.M.

11-0020 - Discussion and possible action regarding Conditional Use Permit (CUP) ZA-2011-1736 regarding the sale of alcohol at Walmart located in the Fallbrook Shopping Center at 6433 Fallbrook Avenue, West Hills

Mr. Walter Perfect, Council Member  
Mr. Fernando Perez, Store Manager  
Mr. Victor Franco, Jr.

11-0021 – Discussion and possible action regarding the following proposed purchases or allocation of funds for future expenditures subject to available funding:

Ms. Jacquie Young Board Member  
Ms. Bobbi Trantafello, Treasurer

**Outreach**

Beautification:	800.00	
Communications:	250.00 (Flyers)	
	200.00 (E-mails)	
	770.00(Power Point projector)	
Citrus Sunday:	500.00	
Zoning & Planning:	200.00	
Streets &		
Transportation:	100.00	
VANC:	200.00	
West Hills Anniversary	3000.00	
Fall Fest:	5000.00	
Elections:	2500.00	
Bags for Advertising	<u>1050.00</u>	
<b>Total Outreach Budget:</b>		<b>\$14,570.00</b>
<b>Unbudgeted Reserve:</b>		<b><u>\$890.00</u></b>

**Administrative Allocation**

Storage:	1240.00	
Food & misc. expense:	750.00	
Staffing/Misc. help:	<u>23050.00</u>	
<b>Total Administration:</b>		<b>\$25,040.00</b>

**TOTAL BUDGET: \$40,500.00**

Mr. Stephen Lenske, Co-Chair  
Mr. Edwin Dockus, Co-Chair

11-0022- Appointment of Ad Hoc Committee

**Adjournment**

**Board Business** – Comment may be made from Board Members on subject matters within the Board’s jurisdiction. The Board reserves the right to adjust the order of presentation of agenda items.

**Adjournment** –The next regularly scheduled meeting will be October 5, 2011 at 7:00 PM at the Chaminade College Preparatory, 23260 Saticoy Street, West Hills, CA 91304 (**Entrance located directly across from Fields Market**).

**Reconsideration Process** - Reconsideration of a vote shall be by approval of a Board member’s motion to do so.

**Brown Act** – 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 West Hills Neighborhood Council, Executive Director at the following email address: [Michelle.Ritchie@westhillsnc.org](mailto:Michelle.Ritchie@westhillsnc.org). Where appropriate requests can be made for a copy of a record related to an item on the agenda.

**Grievance Process** - Each agenda shall provide during comment section presentation of grievances by any Stakeholder or group of Stakeholders. A Stakeholder may appeal the decision on the grievance by the Board of Directors to the Department of Neighborhood Empowerment, or its successor organization.