



CITY OF  
LOS ANGELES  
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308  
WWW.WESTHILLSNC.ORG  
MAIL@WESTHILLSNC.ORG

## WEST HILLS NEIGHBORHOOD COUNCIL

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

**Tuesday, February 25, 2025, 6:30 p.m.**

**Chaminade College Preparatory – Condon Center 2nd Floor  
23241 W. Cohasset Street, West Hills, CA 91304**

**Enter Chaminade through the Cohasset Street entrance between Woodlake and Platt Avenues. Drive 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 Budget Committee meeting will be conducted in person.

This meeting is open to the public. Doors open 10 minutes before the meeting starts. Those who wish to speak during the meeting may be asked to complete a Speaker Card. 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. Comments from the Co-Chairs
4. Approve minutes from November 26, 2024
5. Public Comment on Non-agenda items

#### **New Business:**

6. Discussion and possible action to approve NPG request in the amount of \$1,000 from One Generation for their annual Senior Symposium
7. Discussion and possible action on remaining WHNC 2024-2025 Budget including adjustment for increase in cost for the Valentine Dance and the increase cost of P.O. Box to \$464.00.
8. Discussion and possible action on approving Spend Request from the Communications Committee in the amount of \$629.63 for promotional items.
9. Adjournment

**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 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)



CITY OF  
LOS ANGELES  
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308  
WWW.WESTHILLSNC.ORG  
MAIL@WESTHILLSNC.ORG

## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BOARD AND BUDGET COMMITTEE MEETING MINUTES

November 26, 2024

Chaminade College Preparatory West Hills

Revised January 5, 2025

Committee members in attendance: Aida Abkarians, Faye Barta, Carolyn Greenwood, Glenn Jennings, Kim Koerber, Saif Mogri, Char Rothstein, and Brad Vanderhoof

#### Opening Business

1. Call to Order: Co-chair Carolyn Greenwood called the meeting to order at 6:34 PM.
2. Establish Quorum: A quorum was established.
3. Comments from the Co-Chairs: None
4. Approve the minutes from October 2024: Minutes approved.
5. Public Comment on Non-Agenda items: None

#### New Business

Numbers refer to agenda items.

6. Spending Request from the Special Events Committee for the 2025 Valentine Dance: The DJ invoice is \$475, and an updated budget is needed. Aida said the Education Committee can give \$300 to the Special Events Committee. This would increase the Special Events remaining budget to \$2650.

Vote to transfer \$300;

Aida Abkarians – Yes, Faye Barta – Yes, Carolyn Greenwood – Yes, Glenn Jennings – Yes, Kim Koerber – Yes, Saif Mogri – Yes, Char Rothstein – Yes, Brad Vanderhoof – Yes  
Yes – 8, No – 0, Abstain – 0, Absent – 0, Recusal – 0

Vote to approve \$2650 Special Events budget

Aida Abkarians – Yes, Faye Barta – Yes, Carolyn Greenwood – Yes, Glenn Jennings – Yes, Kim Koerber – Yes, Saif Mogri – Yes, Char Rothstein – Yes, Brad Vanderhoof – Yes  
Yes – 8, No – 0, Abstain – 0, Absent – 0, Recusal – 0

.The amended budget will be sent to the Board for approval.

7. Spending Request from the Beautification Committee: No action taken.

Co-chair Carolyn Greenwood adjourned the meeting at 7:35 PM.

The next meeting of this committee is Tuesday, December 24, 2024 at 6:30 PM, at Chaminade High School.



Hello West Hills Neighborhood Council,

ONEgeneration would like to request the West Hills Neighborhood Council's participation for our 16<sup>th</sup> Annual Senior Symposium on Saturday, May 17<sup>th</sup>, 2025. This year the health and wellness of our senior community is of the utmost importance. Our goal this year is to help our older adults be more connected with the community, educated about continuously improving their health and informed on opportunities that are available to them. The symposium will be a **free** outdoor event for the community at ONEgeneration's Soccer Field located at 17400 Victory Blvd., Van Nuys, CA 91406. Residents from all over the San Fernando Valley will attend and outreach throughout the West Hills community will be conducted. During the event, vendor booths will be set up so seniors and their caregivers can pass by safely to stop for a bit to pick up information and resources. We have opened our new Community Room at the same location mentioned above where we will have on-site educational presentations, health screenings and referrals. Resources include information about ONEgeneration's vaccine clinics, CalFresh & Housing Assistance, senior homebound meal delivery, transportation, Care Management, Supportive Services, and virtual health & wellness programs.

Each year, the symposium attendance continues to grow with participants coming from all over the San Fernando Valley and Los Angeles County. Significant portions of attendees not only reside in your neighborhood but also participate in ONEgeneration's programs and services on a regular basis. Local resources, services, and programs will be made available at the Senior Symposium including health screenings, vaccine clinics, and social service assistance, all aimed toward supporting our older adults, adults with disabilities, and their families.

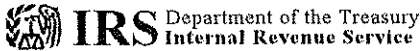
This event is completely free to the public and available to anyone who is interested in attending. Support through the Neighborhood Purposes Grant will allow for us to rent tables, chairs, and canopies. Without the support to help cover our cost for this annual event that helps provide our aging residents with essential resources, we would not be able to continue this annual tradition. Your support will include a table, chairs for two, canopy, along with prime location and advertising of your logo in all promotional materials. We hope to have your support this year! I have attached an NPG application for your consideration along with an invoice should you need it and copy of our IRS tax letter. Please don't hesitate to reach out if you have any questions or need further information.

I look forward to hearing from you!

Thank you,

*Fina Morga*

Fina Morga, MHA  
Director, ONEgeneration Senior Enrichment Center



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248653327  
May 27, 2010 LTR 4168C E0  
95-4066979 000000 00  
00018938  
BODC: TE

ONEGENERATION  
VALLEY SENIOR SERV & RESOURCES CTR  
17400 VICTORY BLVD  
VAN NUYS CA 91406-5349

Employer Identification Number: 95-4066979  
Person to Contact: Ms. Espelage  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your May 18, 2010, request for information regarding your tax-exempt status.

Our records indicate that your organization was recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in May 1991.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Beginning with the organization's sixth taxable year and all succeeding years, it must meet one of the public support tests under section 170(b)(1)(A)(vi) or section 509(a)(2) as reported on Schedule A of the Form 990. If your organization does not meet the public support test for two consecutive years, it is required to file Form 990-PF, Return of Private Foundation, for the second tax year that the organization failed to meet the support test and will be reclassified as a private foundation.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

006466

0248653327  
May 27, 2010 LTR 4168C E0  
95-4066979 000000 00  
00018939

ONEGENERATION  
VALLEY SENIOR SERV & RESOURCES CTR  
17400 VICTORY BLVD  
VAN NUYS CA 91406-5349

Sincerely yours,

*Michele M. Sullivan*

Michele M. Sullivan, Oper. Mgr.  
Accounts Management Operations I

**City of Los Angeles  
Office of the City Clerk  
Neighborhood Council Funding Program**

**Neighborhood Purposes Grants**

Neighborhood Purposes Grants (NPGs) provide NCs opportunities to develop partnerships with local 501(c)(3) nonprofits and public schools to build community and enhance neighborhoods in the City of Los Angeles. Projects and activities supported by NPGs vary widely and can include, but are not limited to:

- The Arts
- Beautification
- Community Support
- Education
- Community Improvements

NPG-funded projects and activities must be for a **public benefit** and purpose, **open**, **accessible**, and **free of charge** to stakeholders.

Grants approved by NCs exceeding \$5,000 involve further review and possible City contract by the Office of the City Clerk.

Visit the NC Funding Program website page on NPGs ([click here](#)) to find out more details about how 501(c)(3) nonprofits and public schools serving NC areas can apply. There are two NPG Information Packets; One for prospective applicants to help guide them in the application process, and one for NC board members outlining considerations and factors to keep in mind while evaluating NPG requests.

A “Project Completion Report” template is also provided to help ensure accountability in the use of Grant funds and help demonstrate how NCs and their partners are supporting L.A. communities and stakeholders. NCs and NPG recipients are strongly encouraged to work together to complete and submit the Report at the conclusion of the project.

Any questions you may have with the NPG process, please contact us at the NC Funding Program:

- [Clerk.NCFunding@lacity.org](mailto:Clerk.NCFunding@lacity.org)
- (213) 978-1058









## INVOICE

February 10, 2025

West Hills Neighborhood Council

**REMIT PAYMENT TO:**

ONEgeneration Senior Enrichment Center  
18255 Victory Blvd.  
Reseda, CA 91335  
818-705-2345

**2025 Senior Symposium**

Item	Amount
Senior Symposium Participation – Booth, Canopy, Table with 2 chairs, and inclusion of logo on flyers, banners, programs and other outreach materials for the May 17,2025 Senior Symposium	\$1000.00
<b>Balance Due</b>	<b>\$1000.00</b>





# 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="magnetic clips -- quantity 500 -- \$1.15 each"/>	<input type="text" value="629.63"/>
<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:

Committee Approved

Budget Approved

Board Approved