



CITY OF  
LOS ANGELES  
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308  
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## WEST HILLS NEIGHBORHOOD COUNCIL

### FINAL BOARD MEETING MINUTES

de Toledo High School

February 6, 2025

Revised February 8, 2025

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, Brenda Citrom, Carolyn Greenwood, Glenn Jennings, Kim Koerber, Vinura Kotuwelle, Jonathan Marvisi, Saif Mogri (virtual attendance under AB2449), Penelope Newmark, Chris Pike, Bill Rose, Char Rothstein, Cole Smith, Joan Trent, Stacy Unholz (virtual attendance under AB2449), Brad Vanderhoof, Joanne Yvanek-Garb, and Zhelbert Zohrabian

**ABSENT:** Jessica Irias

President Char Rothstein called the meeting to order at 7:13 PM.

Secretary Brad Vanderhoof called roll and an in-person quorum was established.

Vice President Faye Barta led the Pledge of Allegiance.

Approval to allow Board Member(s) to attend the February 6, 2025 WHNC Board Meeting virtually under the provisions of AB2449: There were no objections to Saif Mogri and Staci Unholz attending remotely.

The Meeting Minutes of December 5, 2024 were approved.

LAPD Report: SLO Sean Dinse gave the report. North West Hills will have a new Senior Lead Officer. Cory Garza is moving to the Topanga mall area. Adrian Rodriguez will be the interim SLO. The Victory trailhead fire is being investigated as arson by Ventura County. There are no laws against starting fires on public or private property unless it is arson and destroys property.

**Chair Comments:** President Rothstein discussed the Valentine's Dinner Dance. Joanne Yvanek-Garb mentioned taxes for LA County residents until October 15. President Rothstein announced a Board Vacancy with a term ending in 2027. The application period will open soon.

**Announcements:** Jack Trent-Dorfman, Field Representative, Office of Assemblyman Jesse Gabriel said Assemblymember Gabriel chairs LA Recovery. The annual Day of Service is Sunday, May 4, at Pierce College.

Ron Rubine, Senior Advisor, Council District 12, said Councilmember John Lee has introduced a motion to inventory all fire equipment and provide repair status.

Prabhjot Chamber, Department of Neighborhood Empowerment, said the City Clerk has simplified the process for NCs to donate to fire relief. DONE has a new website domain –

neighborhoodempowerment.lacity.gov. NC election candidate filing is open for the WHNC, and the department has an outreach tool kit.

Daniel Vincente, West Valley and Mountain Communities, Supervisorial District 3, said Supervisor Lindsey Horvath is working to prosecute price gouging and will hold weekly town hall meetings on Wednesdays.

Glenn Bailey, Budget Advocates, said the meetings with city departments have mostly been completed. They were unable to meet with LAFD. Budget Day is June 21, in-person at City Hall.

**Public Comment:** Glenn Bailey spoke about the Valley Alliance of Neighborhood Councils and said there will be a presentation on the Sepulveda Transit Corridor at the meeting next Thursday.

Lionel Mares spoke on CF24-0600-S36 on fire department funding. The City Council no longer takes public comment by phone.

**Treasurer’s Report:** Treasurer Carolyn Greenwood gave the report and presented the monthly expenditure reports for November and December 2024. At the end of December net available funds were \$27,618.54. There are some outstanding payments that have not been negotiated.

**25-0001 - Approval of the WHNC’s November 2024 Monthly Expenditure Report (MER):**

Aida Abkarians – Yes	Faye Barta - Yes	Brenda Citrom – Ineligible
Carolyn Greenwood - Yes	Jessica Irias – Absent	Glenn Jennings - Yes
Kim Koerber – Yes	Vinura Kotuwelle – Yes	Jonathan Marvisi - Yes
Saif Mogri - Yes	Penelope Newmark - Ineligible	Chris Pike – Yes
Bill Rose - Yes	Char Rothstein – Ineligible	Cole Smith – Yes
Joan Trent – Ineligible	Stacy Unholz – Ineligible	Brad Vanderhoof - Yes
Joanne Yvanek-Garb - Ineligible,	Zhelbert Zohrabian - Ineligible	

Yes – 12, No – 0, Abstain -- 0, Absent – 1, Ineligible – 7, Recusal – 0

**25-0002 - Approval of the WHNC’s December 2024 Monthly Expenditure Report (MER):**

Aida Abkarians - Yes	Faye Barta – Yes	Brenda Citrom – Ineligible
Carolyn Greenwood - Yes	Jessica Irias – Absent	Glenn Jennings - Yes
Kim Koerber – Yes	Vinura Kotuwelle – Yes	Jonathan Marvisi - Yes
Saif Mogri - Yes	Penelope Newmark - Ineligible	Chris Pike – Yes
Bill Rose - Yes	Char Rothstein - Ineligible	Cole Smith – Yes
Joan Trent – Ineligible	Stacy Unholz – Ineligible	Brad Vanderhoof - Yes
Joanne Yvanek-Garb - Ineligible	Zhelbert Zohrabian - Ineligible	

Yes – 12, No – 0, Abstain -- 0, Absent – 1, Ineligible – 7, Recusal – 0

**Controller’s Report:** Controller gave the report and said year to date total spending was \$14,456.31, which matches the city website.

**Induction of new board member into the WHNC Board of Directors:** Jesica Irias was absent.

**New Business:**

**25-0003 - Filling a vacant seat on the West Hills Neighborhood Council Board with a term ending in 2027:** There was one candidate present, Ellen Silvers, who spoke for two minutes.

Affirmation vote to approve Ellen Silvers as a WHNC Board member.

Aida Abkarians - Yes	Faye Barta - Yes	Brenda Citrom – Ineligible
Carolyn Greenwood - Yes	Jessica Irias – Absent	Glenn Jennings - Yes
Kim Koerber - Yes	Vinura Kotuwelle – Yes	Jonathan Marvisi - Yes
Saif Mogri - Yes	Penelope Newmark - Ineligible	Chris Pike – Yes
Bill Rose - Yes	Char Rothstein - Ineligible	Cole Smith – Yes
Joan Trent - Ineligible	Stacy Unholz – Ineligible	Brad Vanderhoof - Yes
Joanne Yvanek-Garb - Ineligible	Zhelbert Zohrabian - Ineligible	

Yes – 12, No – 0, Abstain -- 0, Absent – 1, Ineligible – 7, Recusal – 0

Ellen Silvers was named to the Board.

**25-0004** - Discussion and possible action on filling a vacant seat on the West Hills Neighborhood Council Board with a term ending in 2027: This item was postponed.

**25-0005** - Community Impact Statement "CIS" for CF-24-0008- S26 Oversized Vehicle Parking: Saticoy Street / Los Alimos Street / Yolanda Avenue / Lindley Avenue / Oversize Vehicle Parking Restrictions: CIS in support:

Aida Abkarians - Yes	Faye Barta - Yes	Brenda Citrom – Ineligible
Carolyn Greenwood - Yes	Jessica Irias – Absent	Glenn Jennings - Yes
Kim Koerber - Yes	Vinura Kotuwelle – Yes	Jonathan Marvisi - Yes
Saif Mogri - Yes	Penelope Newmark - Ineligible	Chris Pike – Yes
Bill Rose - Yes	Char Rothstein - Ineligible	Cole Smith – Yes
Joan Trent - Ineligible	Stacy Unholz – Ineligible	Brad Vanderhoof - Yes
Joanne Yvanek-Garb - Ineligible	Zhelbert Zohrabian - Ineligible	

Yes – 12 No – 0 Abstain -- 0 Absent – 1 Ineligible – 7 Recusal – 0  
The CIS will be filed.

**25-0006** - Discussion of the WHNC 2025 Election: Saif Mogri went over election dates and candidate filing.

**25-0007** – Beautification cleanup on February 22, 2025 from 8:30 AM to 11:30 AM located at 23555 Justice Street West Hills: Brad Vanderhoof explained the event approval form does include a \$50 expenditure for water and snacks.

Aida Abkarians - Yes	Faye Barta - Yes	Brenda Citrom – Ineligible
Carolyn Greenwood - Yes	Jessica Irias – Absent	Glenn Jennings - Yes
Kim Koerber - Yes	Vinura Kotuwelle – Yes	Jonathan Marvisi - Yes
Saif Mogri - Yes	Penelope Newmark - Ineligible	Chris Pike – Yes
Bill Rose - Yes	Char Rothstein - Ineligible	Cole Smith – Yes
Joan Trent -Ineligible	Stacy Unholz – Ineligible	Brad Vanderhoof - Yes
Joanne Yvanek-Garb - Ineligible	Zhelbert Zohrabian - Ineligible	

Yes – 12 No – 0 Abstain -- 0 Absent – 1 Ineligible – 7 Recusal – 0  
The event and budget were approved.

The next Board meeting is scheduled for March 6, 2025

President Char Rothstein adjourned the meeting at 9:00 PM.

**CITY OF LOS ANGELES**  
CALIFORNIA

**BOARD OF NEIGHBORHOOD  
COMMISSIONERS**

**RAY REGALADO**  
PRESIDENT

**JOY ATKINSON**  
VICE PRESIDENT

**MAGGIE DARETT-QUIROZ**  
**LEONARD SHAFFER**  
**DEBBIE WEHBE**  
**JENNIFER VALDIVIA**  
**RANDALL IRVING**



**KAREN BASS**  
MAYOR

**EMPOWER LA™**  
Department of  
NEIGHBORHOOD EMPOWERMENT

20<sup>TH</sup> FLOOR, CITY HALL  
200 NORTH SPRING STREET  
LOS ANGELES, CA 90012

TELEPHONE: (213) 978-1551  
TOLL-FREE: 3-1-1  
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E-MAIL: [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org)

**VANESSA SERRANO**  
INTERIM GENERAL MANAGER

[www.EmpowerLA.org](http://www.EmpowerLA.org)

**Neighborhood Council Board Oath**

**I pledge to represent my neighborhood with dignity, integrity, and pride.**

**I will encourage other points of view, even when they differ from my own.**

**I will respect, value, and consider everyone's opinion.**

**I will find the good in my neighborhood, and praise it and promote it.**

**To my neighbors, and to neighborhoods throughout the City of Los Angeles,**

**I pledge to do this to the best of my ability.**



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## WEST HILLS NEIGHBORHOOD COUNCIL

### BOARD DRAFT MEETING MINUTES

de Toledo High School

December 5, 2024

Revised December 27, 2024

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, Brenda Citrom (left 7:55 PM), Carolyn Greenwood, Glenn Jennings, Kim Koerber, Jonathan Marvisi, Saif Mogri, Penelope Newmark, Chris Pike, Bill Rose, Char Rothstein, Joan Trent, Stacy Unholz, Brad Vanderhoof, Joanne Yvanek-Garb, and Zhelbert Zohrabian

**ABSENT:** Jessica Irias, Vinura Kotewelle, Noe Loera, Alejandro Phillips, and Cole Smith

President Char Rothstein called the meeting to order at 7:12 PM.

Secretary Brad Vanderhoof called roll and an in-person a quorum was established.

Vice President Faye Barta led the Pledge of Allegiance.

**Induction of new board members into the WHNC Board of Directors:** Ms. Brenda Citrom, Ms. Jessica Irias and Mr. Chris Pike: Jessica Irias was absent and Ron Rubine from CD12 swore in Brenda Citrom and Chris Pike and they took the NC Oath.

#### Announcements:

Scott Abrams, District Director for Congressman Brad Sherman, said the Congressman has secured a 3 million dollar grant to upgrade fire stations and is looking for another million. He presented a certificate to Serj Anthony Petrossian for Mastery in an Eagle Scout project

#### Certificates of Appreciation:

Serj Anthony Petrossian, Fern White, Joellen Ammann, Sayeh Roberts

**Approval of Minutes:** The minutes from November, 2024 were approved.

#### New Business

**24-0069** - Discussion and possible action regarding approval of the WHNC's October 2024 Monthly Expenditure Report (MER) (3 Minutes Max)

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

**24-0069** - Approval of the WHNC's October 2024 Monthly Expenditure Report (MER)

Aida Abkarians - Yes  
Carolyn Greenwood – Yes  
Kim Koerber - Yes  
Jonathan Marvisi - Yes

Faye Barta - Yes  
Jessica Irias – Absent  
Vinura Kotuwelle – Absent  
Saif Mogri - Yes

Brenda Citrom – Ineligible  
Glenn Jennings - Yes  
Noe Loera - Absent  
Penelope Newmark – Ineligible

Alejandro Phillips – Absent  
Char Rothstein - Ineligible  
Stacy Unholz – Ineligible  
Zhelbert Zohrabian - Ineligible

Chris Pike – Yes  
Cole Smith – Absent  
Brad Vanderhoof – Yes

Bill Rose - Ineligible  
Joan Trent - Ineligible  
Joanne Yvanek-Garb – Ineligible

Yes – 9, No – 0, Abstain -- 0, Absent – 5, Ineligible – 8, Recusal – 0

**Controller’s Report:** Controller Saif Mogri presented the report. The Controller’s report matches the City’s.

**Chair Comments:** The Regular January Board meeting has been rescheduled to January 9<sup>th</sup>.

**Miriam Schimmel’s resignation was announced.**

**Department of Neighborhood Empowerment:** Neighborhood Empowerment Advocate Prabhjot Chamber said registration is open for the 2025 Youth Conference. The 25 Year Anniversary of the Neighborhood Councils celebration will be December 13 from 6-8 PM at City Hall.

**CD12:** Ron Rubine announced the **MAKING MOVIES THAT MATTER** event showcased 134 student films.

**32<sup>nd</sup> Congressional District:** Scott Abrams said the vote counting is complete for congress. Congressman Sherman is working on security grants for non-profits, and securing grants for parks.

**LAFD:** Michael Flynn from Battalion 17 gave a warning about using space heaters.

**Budget Advocates:** Glenn Bailey said a Budget 101 Town Hall is planned for January. DONE requested funds for Congress of Neighborhoods and Budget Day, but those items were not included in the Mayor’s budget. The Budget Advocates have met with half the City departments.

**Public Comment:**

Glenn Bailey spoke about the Valley Alliance of Neighborhood Councils.  
Chris Rowe spoke about a DTSC meeting on SSFL in Chatsworth on December 10<sup>th</sup>.

**New Business:**

**24-0070** - Approve purchase of a trimmer/edger tool (weed wacker) and spools by the Beautification Committee in the amount of \$50.00 and the remaining balance was paid from a board member’s personal funds, at their discretion.

Aida Abkarians - Yes  
Carolyn Greenwood - Yes  
Kim Koerber - Yes  
Jonathan Marvisi – Yes  
Alejandro Phillips – Absent  
Char Rothstein – Ineligible  
Stacy Unholz – Ineligible  
Zhelbert Zohrabian - Ineligible

Faye Barta - Yes  
Jessica Irias – Absent  
Vinura Kotuwelle – Absent  
Saif Mogri – Yes  
Chris Pike – Yes  
Cole Smith – Absent  
Brad Vanderhoof – Yes

Brenda Citrom – Absent  
Glenn Jennings - Yes  
Noe Loera - Absent  
Penelope Newmark – Ineligible  
Bill Rose - Ineligible  
Joan Trent - Ineligible  
Joanne Yvanek-Garb – Ineligible

Yes – 9, No – 0, Abstain -- 0, Absent – 6, Ineligible – 7, Recusal – 0  
The expenditure is approved.

**24-0071** - Approve reimbursement to Glenn Jennings in the amount of \$91.22 for purchase of trimmer/edger tool (weed wacker).

Aida Abkarians - Yes  
Carolyn Greenwood - Yes  
Kim Koerber - Yes  
Jonathan Marvisi - Yes  
Alejandro Phillips – Absent

Faye Barta - Yes  
Jessica Irias – Absent  
Vinura Kotuwelle - Absent  
Saif Mogri - Yes  
Chris Pike – Yes

Brenda Citrom – Absent  
Glenn Jennings - Yes  
Noe Loera - Absent  
Penelope Newmark – Ineligible  
Bill Rose – Ineligible

Char Rothstein – Ineligible  
Stacy Unholz – Ineligible  
Zhelbert Zohrabian - Ineligible

Cole Smith – Absent  
Brad Vanderhoof – Yes

Joan Trent - Ineligible  
Joanne Yvanek-Garb – Ineligible

Yes – 9, No – 0, Abstain -- 0, Absent – 6, Ineligible – 7, Recusal – 0  
The reimbursement is approved.

**24-0072** - Approve transfer of \$300.00 from the Education Committee Budget to the Special Events Committee.

Aida Abkarians - Yes  
Carolyn Greenwood – Yes  
Kim Koerber – Yes  
Jonathan Marvisi – Yes  
Alejandro Phillips – Absent  
Char Rothstein - Ineligible  
Stacy Unholz – Ineligible  
Zhelbert Zohrabian - Ineligible

Faye Barta - Yes  
Jessica Irias – Absent  
Vinura Kotuwelle – Absent  
Saif Mogri – Yes  
Chris Pike – Yes  
Cole Smith – Absent  
Brad Vanderhoof – Yes

Brenda Citrom – Absent  
Glenn Jennings - Yes  
Noe Loera - Absent  
Penelope Newmark - Ineligible  
Bill Rose - Ineligible  
Joan Trent - Ineligible  
Joanne Yvanek-Garb – Ineligible

Yes – 9, No – 0, Abstain -- 0, Absent – 6, Ineligible – 7, Recusal – 0  
The Transfer is approved.

**24-0073** - Approve Event Approval Form and Budget for the 2025 Valentine Dance in the amount of \$2,650.00.

Aida Abkarians - Yes  
Carolyn Greenwood – Yes  
Kim Koerber - Yes  
Jonathan Marvisi - Yes  
Alejandro Phillips – Absent  
Char Rothstein - Ineligible  
Stacy Unholz – Ineligible  
Zhelbert Zohrabian - Ineligible

Faye Barta – Yes  
Jessica Irias – Absent  
Vinura Kotuwelle - Absent  
Saif Mogri - Yes  
Chris Pike – Yes  
Cole Smith – Absent  
Brad Vanderhoof - Yes

Brenda Citrom – Absent  
Glenn Jennings - Yes  
Noe Loera - Absent  
Penelope Newmark - Ineligible  
Bill Rose - Ineligible  
Joan Trent - Ineligible  
Joanne Yvanek-Garb – Ineligible

Yes – 9, No – 0, Abstain -- 0, Absent – 6, Ineligible – 7, Recusal – 0  
The Event Form and Budget are approved.

**24-0074** -Approve purchase of certificate frames to the WHNC Board in the amount of \$100.

Aida Abkarians - Yes  
Carolyn Greenwood - Yes  
Kim Koerber - Yes  
Jonathan Marvisi - Yes  
Alejandro Phillips – Absent  
Char Rothstein – Ineligible  
Stacy Unholz – Ineligible  
Zhelbert Zohrabian - Ineligible

Faye Barta - Yes  
Jessica Irias – Absent  
Vinura Kotuwelle – Absent  
Saif Mogri - Yes  
Chris Pike – Yes  
Cole Smith – Absent  
Brad Vanderhoof - Yes

Brenda Citrom – Absent  
Glenn Jennings - Yes  
Noe Loera - Absent  
Penelope Newmark – Ineligible  
Bill Rose - Ineligible  
Joan Trent - Ineligible  
Joanne Yvanek-Garb – Ineligible

Yes – 9, No – 0, Abstain -- 0, Absent – 6, Ineligible – 7, Recusal – 0  
The purchase is approved.

**24-0075** - Reimburse Penny Newmark in the amount of \$173.26 for the printing of Zoning & Planning documents sent to LA City Planning and presented to Council District 12.

Aida Abkarians - Yes  
Carolyn Greenwood - Yes  
Kim Koerber - Yes  
Jonathan Marvisi - Yes

Faye Barta – Yes  
Jessica Irias – Absent  
Vinura Kotuwelle – Absent  
Saif Mogri - Yes

Brenda Citrom – Absent  
Glenn Jennings - Yes  
Noe Loera - Absent  
Penelope Newmark - Ineligible

Alejandro Phillips – Absent  
Char Rothstein - Ineligible  
Stacy Unholz – Ineligible  
Zhelbert Zohrabian - Ineligible

Chris Pike – Yes  
Cole Smith – Absent  
Brad Vanderhoof – Yes

Bill Rose - Ineligible  
Joan Trent - Ineligible  
Joanne Yvanek-Garb - Ineligible

Yes – 9, No – 0, Abstain -- 0, Absent – 6, Ineligible – 7, Recusal – 0  
The reimbursement is approved.

The next Board meeting is scheduled for January 9, 2025.

President Char Rothstein adjourned the meeting at 8:24 PM.



# Monthly Expenditure Report



**Reporting Month: November 2024      Budget Fiscal Year: 2024-2025**

**NC Name: West Hills Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$32582.84	\$1647.71	\$30935.13	\$3316.83	\$0.00	\$27618.30

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$35342.48	\$1597.71	\$24685.13	\$3225.61	\$21368.30
Outreach		\$50.00		\$91.22	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$6250.00	\$0.00	\$6250.00	\$0.00	\$6250.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$9009.64	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC.	11/01/2024	Monthly Maintenance for WHNC	General Operations Expenditure	Office	\$150.00
2	OFFICE DEPOT #661	11/07/2024	Board Meeting Printing	General Operations Expenditure	Office	\$9.96
3	THE HOME DEPOT #1070	11/13/2024	Purchase of weed wacker for the monthly cleanup by the Beautification Committee	General Operations Expenditure	Outreach	\$50.00
4	RACKSPACE EMAIL & APPS	11/22/2024	WHNC Board Email Service	General Operations Expenditure	Office	\$81.15
5	APPLEONE EMPLOYMENT SERVICES	11/12/2024	WHNC Executive Assistant	General Operations Expenditure	Office	\$1356.60
<b>Subtotal:</b>						<b>\$1647.71</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	APPLEONE EMPLOYMENT SERVICES	12/04/2024	WHNC Executive Assistant	General Operations Expenditure	Office	\$1356.60

2	Glenn Jennings	12/19/2024	Reimburse Board Member Glenn Jennings for balance of purchase of a trimmer (weed waker) and spools for the monthly Beautification Commette cleanups.	General Operations Expenditure	Outreach	\$91.22
3	APPLEONE EMPLOYMENT SERVICES	01/03/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$1695.75
4	Penelope Newmark	01/06/2025	Reimburse Penelope Newmark for printing of documents for the Zoning and Planning Committee	General Operations Expenditure	Office	\$173.26
<b>Subtotal: Outstanding</b>						<b>\$3316.83</b>

**Agenda Item 25-0002 - Discussion and possible action regarding approval of the WHNC's December 2024 Monthly Expenditure Report (MER)**

# Monthly Expenditure Report



**Reporting Month: December 2024      Budget Fiscal Year: 2024-2025**

**NC Name: West Hills Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$30935.13	\$1669.58	\$29265.55	\$1869.01	\$0.00	\$27396.54

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$35342.48	\$1578.36	\$23015.55	\$1869.01	\$21146.54
Outreach		\$91.22		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$6250.00	\$0.00	\$6250.00	\$0.00	\$6250.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$10657.35	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC.	12/01/2024	Monthly Maintenance for WHNC	General Operations Expenditure	Office	\$150.00
2	RACKSPACE EMAIL & APPS	12/22/2024	WHNC Email Service	General Operations Expenditure	Office	\$71.76
3	APPLEONE EMPLOYMENT SERVICES	12/04/2024	WHNC Executive Assistant	General Operations Expenditure	Office	\$1356.60
4	Glenn Jennings	12/19/2024	Reimburse Board Member Glenn Jennings for balance of purchase of a trimmer (weed waker) and spools for the monthly Beautification Commettee cleanups.	General Operations Expenditure	Outreach	\$91.22
<b>Subtotal:</b>						<b>\$1669.58</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	APPLEONE EMPLOYMENT SERVICES	01/03/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$1695.75
2	Penelope Newmark	01/06/2025	Reimburse Penelope Newmark for printing of documents for the Zoning and Planning Committee	General Operations Expenditure	Office	\$173.26

	<b>Subtotal: Outstanding</b>	<b>\$1869.01</b>
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**Agenda Item 25-0005 - Discussion and possible action to submit a Community Impact Statement "CIS" for CF-24-0008-S26 Oversized Vehicle Parking: Saticoy Street / Los Alimos Street / Yolanda Avenue / Lindley Avenue / Oversize Vehicle Parking Restrictions**

TRANSPORTATION

**RESOLUTION**

WHEREAS, California Vehicle Code Section 22507 authorizes cities to restrict the parking of vehicles, including but not limited to, vehicles that are six feet or more in height, on identified City streets during certain hours; and

WHEREAS, the Los Angeles Municipal Code Section 80.69.4 allows the Council to authorize by resolution, the streets upon which the parking of oversize vehicles shall be restricted between 2:00 a.m. and 6:00 a.m.; and


WHEREAS, areas in the North San Fernando Valley are experiencing public safety issues associated with large vehicles that are parked overnight and block travel lanes, thereby creating hazardous conditions;

NOW, THEREFORE BE IT RESOLVED, that the City Council, pursuant to the Los Angeles Municipal Codes Section 80.69.4, hereby prohibits the parking of vehicles that are in excess of 22 feet in length or over 84 inches in height, during the hours of 2:00 a.m. and 6:00 a.m. along the following street segments:

- Both sides of Saticoy St. from Woodlake Ave to Fallbrook Ave
- Both sides of Los Alimos St. east of Owensmouth Ave.
- Both sides of Yolanda Ave. from Plummer St. to Citronia St.
- West of Lindley Ave. to the driveway at the end of 18143 Lemarsh St.

BE IT FURTHER RESOLVED that upon the adoption of this Resolution, the Department of Transportation be directed to post signs giving notice of a "tow away, no parking" restriction for oversized vehicles, with the specific hours detailed;

BE IT FURTHER RESOLVED that the Department of Transportation be authorized to make technical corrections or clarifications to the above instructions in order to effectuate the intent of this Resolution.

PRESENTED BY:   
JOHN S. LEE  
Councilmember, 12th District

SECONDED BY: 

ORIGINAL

  
NOV 06 2024

Committee Meeting Date: November 19, 2024

Board Meeting Date January 9, 2025

File # :	CF 24-0008-S26 – Oversize Vehicle Parking:
Title :	Saticoy Street / Los Alimos Street / Yolanda Avenue / Lindley Avenue / Oversize Vehicle Parking Restrictions
Type :	
City/State :	City of Los Angeles

Summary :	The WHNC supports the Council file.
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Motion :	<p>RESOLUTION TRANSPORTATION WHEREAS, California Vehicle Code Section 22507 authorizes cities to restrict the parking of vehicles, including but not limited to, vehicles that are six feet or more in height, on identified City streets during certain hours; and WHEREAS, the Los Angeles Municipal Code Section 80.69.4 allows the Council to authorize by resolution, the streets upon which the parking of oversize vehicles shall be restricted between 2:00 a.m. and 6:00 a.m.; and WHEREAS, areas in the North San Fernando Valley are experiencing public safety issues associated with large vehicles that are parked overnight and block travel lanes, thereby creating hazardous conditions; NOW, THEREFORE BE IT RESOLVED, that the City Council, pursuant to the Los Angeles Municipal Codes Section 80.69.4, hereby prohibits the parking of vehicles that are in excess of 22 feet in length or over 84 inches in height, during the hours of 2:00 a.m. and 6:00 a.m. along the following street segments: • Both sides of Saticoy St. from Woodlake Ave to Fallbrook Ave • Both sides of Los Alimos St. east of Owensmouth Ave. • Both sides of Yolanda Ave. from Plummer St. to Citronia St. • West of Lindley Ave. to the driveway at the end of 18143 Lemarsh St. BE IT FURTHER RESOLVED that upon the adoption of this Resolution, the Department of Transportation be directed to post signs giving notice of a "tow away, no parking" restriction for oversized vehicles, with the specific hours detailed; BE IT FURTHER RESOLVED that the Department of Transportation be authorized to make technical corrections or clarifications to the above instructions in order to effectuate the intent of this Resolution. PRESENTED BY: John Lee, Councilmember, 12th District SECONDED BY: Traci Park</p>
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S&T Position :	
Vote :	5-0-0-2-0

“YES” Vote:	5
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“NO” Vote:	0
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## 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: Brad Vanderhoof and Faye Barta

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: WHNC Beautification Committee CleanUp

Date: Feb. 22, 2025 Time Frame: 8:30 AM to 11:30 AM Est. number of attendees: 25 Event Budget: \$ 50

Venue Name: WHNC Beautification Committee February 2025 Clean-Up

Venue Address: 23555 Justice Street, West Hills

Contact Person: Brad Vanderhoof and Faye Barta

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](tel:2138472999)
- Building and Safety - [\(213\) 482-0387](tel:2134820387)
- LADOT (Traffic Officers) - [\(323\) 913-4652](tel:3239134652)
- LADOT (Signs) - [\(213\) 485-2298](tel:2134852298)
- LADOT (Special Operations) - [\(323\) 224-2124](tel:3232242124)
- Risk Management - [\(213\) 978-7475](tel:2139787475)
- LAPD - [\(213\) 486-0410](tel:2134860410)
- LAFD - [\(213\) 978-3640](tel:2139783640)
- Sanitation - [\(213\) 485-3612](tel:2134853612)
- 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: 1/29/2025

Print Name: Brad Vanderhoof and Faye Barta Title: Co-Chairs

Email: Brad.Vanderhoof@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 \_\_\_\_\_