



CITY OF
LOS ANGELES
CALIFORNIA



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

BOARD MEETING FINAL MINUTES
de Toledo High School
November 6, 2025
Revised November 7, 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, Nick Eskandari, Carolyn Greenwood, Glenn Jennings, Kim Koerber, Saif Mogri, Brian Murray, Penelope Newmark, Chris Pike, Bill Rose, Fran Rubin, Brad Vanderhoof, and Zhelbert Zohrabian

ABSENT: Jessica Irias, Vinura Kotuwelle, Joan Trent, Char Rothstein, and Joanne Yvanek-Garb

Vice President Aida Abkarians called the meeting to order at 7:05 PM.

Secretary Brad Vanderhoof called roll and an in-person a quorum was established.
Vice President Aida Abkarians led the Pledge of Allegiance.

Approval to allow Board Member(s) to attend the WHNC Board Meeting virtually under the provisions of AB2449: There were no Board members attending remotely.

Approve Meeting Minutes from October meeting: The meeting minutes were approved.

Announcements:

LAPD Senior Lead Officer (SLO) Duke Dao presented YTD Crime Stats (Compared to Last Year):

Burglaries: 682 (-9)

Theft from auto 860 (-105)

GTA 498 (-199)

Sunday is the Grateful Hearts fundraiser, 9 AM – 3 PM, 6100 Owensmouth (LA Rams' practice facility). The event is free.

SLO Dao can be contacted at 34218@LAPD.online

He posts crime stats weekly on Facebook.

Two events are planned, but not yet scheduled; Cannoli at Cavaretta's, and Coffee with a Cop.

West Hills Neighborhood Watch meetings are the 4th Thursday of the month, at the Topanga Station, at 6 PM, but the November meeting is cancelled.

The Topanga Station is having a toy drive and is especially looking for gifts for older (13-15) kids.

Sgt. Alvarez introduced himself. He leads the gang unit for LAPD Topanga Division

Treasurer's Report: Treasurer Carolyn Greenwood gave the report. Spending included certificate frames and internet domain name renewal.

25-0077 - Approval of the WHNC's September 2025 Monthly Expenditure Report (MER):

Aida Abkarians -- Yes	Faye Barta -- Yes	Brenda Citrom -- Yes
Nick Eskandari -- Yes	Carolyn Greenwood -- Yes	Jessica Irias -- Absent
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle -- Absent
Saif Mogri - Yes	Brian Murray -- Yes	Penelope Newmark -- Ineligible
Chris Pike -- Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Fran Rubin -- Ineligible	Joan Trent -- Absent	Brad Vanderhoof -- Yes
Joanne Yvanek-Garb -- Absent	Zhelbert Zohrabian -- Ineligible	

Yes – 12, No – 0, Abstain -- 0, Absent – 5, Ineligible – 3, Recusal – 0
The MER is approved.

Controller's Report: Controller Saif Mogri gave the report. Halloween expenses were \$574.72. YTD expenditures total \$12,216.41.

Comments from the Co-Chair(s): Vice President Aida Abkarians thanked everyone for participating in the hugely successful Halloween Houses Event.

Board Vacancy Announcement(s): Secretary Brad Vanderhoof announced the WHNC has five (5) vacancies with two (2) candidates for consideration at this meeting. The vacancy application period will reopen.

Vice President Abkarians added that at the December meeting we plan to have LAPD Chief Moore as a guest and present the Halloween Houses awards.

Induction of New Board Members into the WHNC Board of Directors:

Neighborhood Empowerment Advocate Vincent Autiero gave the Neighborhood Council Oath of Office to Fran Rubin and Zhelbert Zohrabian.

Announcements:

Vincent Autiero, Neighborhood Empowerment Advocate, DONE, gave a listing of upcoming trainings presented in conjunction with the Office of the City Clerk.

Community Improvement Project: Nov. 20, 6-7:30 PM, Dec 4, 2-3:30 PM, Dec 18, 6:30-8 PM

Financial Officer: Nov 10, 2-4 PM, Nov 25, 6-8 PM, Dec 9, 2-4 PM, Dec 23, 6-8 PM

Director of Awareness and Engagement Marilú Guevara is available for NextDoor and Canva help. She can also assist with AI integration.

Daniell Vicente, Field Representative, LA County Supervisorial District 3, said their office will help with any election issues. A State of Emergency concerning the ICE raids has been declared by the Board of Supervisors. On Nov. 16, from 9 AM - 2 PM, there will be a disaster preparedness fair at the Skirball Center. Supervisors Horvath and Hahn have advanced a motion to strengthen LA County's Office of Food Systems. A \$10 million grant was given to local food banks. The grant application period for nonprofits opens in February.

Glenn Bailey, Budget Advocates, There is a vacancy in Region 3. On Dec 1, the Budget Advocates will have a Zoom meeting to discuss the DONE budget requests. The Budget Advocates will meet with Mayor Bass next Thursday.

Public Comment:

Glenn Bailey said the City Clerk Elections Workgroup has had one meeting on matters of in person voting and polling places. The second meeting will address vote-by-mail, and the third candidate and voter engagement.

Lionel Mares spoke about press access and proposed restrictions/penalties. He also said the next Charter Reform Commission meeting is Sat.

Old Business:

25-0059 - Discussion regarding WHNC Committees functions and purpose: Item postponed indefinitely.

25-0076 – Bylaws Article VII, Committees’ and Their Duties – Standing Committees, Section 1:

Aida Abkarians -- Yes	Faye Barta -- Yes	Brenda Citrom – Yes
Nick Eskandari – Yes	Carolyn Greenwood -- Yes	Jessica Irias – Absent
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle – Absent
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Fran Rubin – Ineligible	Joan Trent – Absent	Brad Vanderhoof – Yes
Joanne Yvanek-Garb – Absent	Zhelbert Zohrabian -- Ineligible	

Yes – 12, No – 0, Abstain -- 0, Absent – 5, Ineligible – 3, Recusal – 0

The amendment will be included in the package submitted to DONE.

New Business:

25-0078 - Vacant seat on the West Hills Neighborhood Council Board with a term ending in 2027

****MELISSA FINDLING****

Candidate Melissa Findling spoke for two minutes.

Appointment of Melissa Findling to the WHNC Board of Directors:

Aida Abkarians -- Yes	Faye Barta -- Yes	Brenda Citrom – Yes
Nick Eskandari – Yes	Carolyn Greenwood -- Yes	Jessica Irias – Absent
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle – Absent
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein – Absent
Fran Rubin – Ineligible	Joan Trent – Absent	Brad Vanderhoof -- Yes
Joanne Yvanek-Garb – Absent	Zhelbert Zohrabian -- Ineligible	

Yes – 12, No – 0, Abstain -- 0, Absent – 5, Ineligible – 3, Recusal – 0

Melissa Findling will be inducted into the WHNC Board of Directors at the December meeting.

25-0079 - Vacant seat on the West Hills Neighborhood Council Board with a term ending in 2027

****JASON LALLY****

Candidate Jason Lally spoke for two minutes.

Appointment of Jason Lally to the WHNC Board of Directors:

Aida Abkarians -- Yes	Faye Barta -- Yes	Brenda Citrom – Yes
Nick Eskandari – Abstain	Carolyn Greenwood -- Yes	Jessica Irias – Absent
Glenn Jennings -- Abstain	Kim Koerber -- Yes	Vinura Kotuwelle – Absent
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Fran Rubin – Ineligible	Joan Trent – Absent	Brad Vanderhoof -- Yes
Joanne Yvanek-Garb – Absent	Zhelbert Zohrabian -- Ineligible	

Yes – 10, No – 0, Abstain -- 2, Absent – 5, Ineligible – 3, Recusal – 0

Jason Lally will be inducted into the WHNC Board of Directors at the December meeting.

25-0080 - WHNC Beautification Committee Clean-Up Event on Saturday, November 22, 2025 from 8:30 a.m. – 11:30 a.m. in the area surrounding Taxco Trails Park:

Aida Abkarians -- Yes	Faye Barta -- Yes	Brenda Citrom – Yes
Nick Eskandari – Yes	Carolyn Greenwood -- Yes	Jessica Irias – Absent
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle – Absent
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Fran Rubin – Ineligible	Joan Trent – Absent	Brad Vanderhoof -- Yes
Joanne Yvanek-Garb – Absent	Zhelbert Zohrabian -- Ineligible	

Yes – 12, No – 0, Abstain -- 0, Absent – 5, Ineligible – 3, Recusal – 0

The Cleanup Event is approved.

25-0081 – First reading of Bylaws Article V, Governing Board, Section 10: Resignation:
Secretary Brad Vanderhoof read the amendment.

Vice President Aida Abkarians adjourned the meeting at 8:45 PM (est.)

The next Board meeting is scheduled for December 4, 2025.



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BOARD MEETING MINUTES

de Toledo High School

October 9, 2025

Revised October 22, 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, Nick Eskandari, Jessica Irias, Glenn Jennings, Kim Koerber, Vinura Kotuwelle, Saif Mogri, Brian Murray, Penelope Newmark, Chris Pike, Bill Rose, Joan Trent, Brad Vanderhoof, and Joanne Yvanek-Garb

ABSENT: Carolyn Greenwood and Char Rothstein

Vice President Aida Abkarians called the meeting to order at 7:09 PM.

Secretary Brad Vanderhoof called roll and an in-person a quorum was established.
Vice President Aida Abkarians led the Pledge of Allegiance.

Approval to allow Board Member(s) to attend the WHNC Board Meeting virtually under the provisions of AB2449: There were no Board members attending remotely.

Approve Meeting Minutes from September meeting: The meeting minutes were approved.

Announcements:

LAPD Senior Lead Officer (SLO) Duke Dao presented YTD Crime Stats Compared to Last Year: Residential burglaries are down 27%, but commercial burglaries are up.

Theft from auto 784 YTD (down 12.5%)

GTA 469 YTD (down 25%)

National Drug Take Back Day is Saturday, Oct. 25, from 10 AM - 2 PM, at UCLA Health (formerly West Hills Hospital).

SLO Dao can be contacted at 34218@LAPD.online

He posts crime stats weekly on Facebook.

LAFD Battalion Chief Mike Flynn introduced Task Force 105 from fire station 105. He spoke about the 16th Annual Grateful Hearts Event honoring our local LAPD and LAFD, Sunday Nov. 9, 2025, from 9 AM - 3PM --21555 Oxnard Street Woodland Hills (site of the future Rams Village at Warner Center). There was a recent fire at 21720 Hart Street. It started in the garage of a three storey condo, and the cause was lithium ion batteries. There was an auto fire at 6250 Canoga. He gave a reminder for Halloween safety. Captain Ho from fire station 105 said their doors are always open and invited the public to stop by for a tour.

Treasurer's Report: Controller Saif Mogri gave the report. All spending was normal office expenses. Net available was \$17,770.59 at the end of August.

25-0068 - Approval of the WHNC's August 2025 Monthly Expenditure Report (MER):

Aida Abkarians -- Yes	Faye Barta -- Yes	Brenda Citrom – Yes
Nick Eskandari – Yes	Carolyn Greenwood -- Absent	Jessica Irias – Yes
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle – Ineligible
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Joan Trent – Ineligible	Brad Vanderhoof -- Yes	Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 2, Ineligible – 4, Recusal – 0
The MER is approved.

Comments from the Co-Chair(s): Vice President Aida Abkarians reminded everyone of Halloween Houses – there is still time to apply.

Announcements:

Solen Ronarch, Field Representative, 46th State Assembly District, said they are having a student debt webinar on October 27 at 6 PM. The annual Holiday Toy Drive is November 16 from 8-4. The Governor signed two of Assemblymember Gabriel's bills: AB1264 to remove harmful additives from school lunches, and AB592 to ease requirements for outdoor dining permits. Assemblymember Gabriel declined to vote on SB79.

Ron Rubine, Senior Advisor, CD12, introduced Tim Kartiala. He is the new CD12 Building and Safety staff person, and will be the WHNC contact. The Drive-in Movie Night is sold out. Mr. Kartiala gave some of his background. He previously worked in the entertainment industry.

Vincent Autiero, Neighborhood Empowerment Advocate, DONE, said Civics U is coming up but has been changed to a virtual meeting. Now all Board members may attend. It is this Saturday from 9-12. The City Clerk has upcoming funding workshops: Contracts; Oct. 9, 2-3:30 PM and Oct. 23, 6-7:30 PM -- System Portal; Oct. 14, 2-4 PM and Oct.28, 6-8 PM. If anyone wants help with outreach using Nextdoor or Canva, reach out to Marilu Guevara. Candidate forum and Board structure change information will be sent out. SB707 was signed by the Governor. This is a teleconferencing bill that extends the provisions on SB411 for four years.

Daniell Vicente, Field Representative, LA County Supervisorial District 3, said their office will help with any election issues. The grant application process for non-profits is changing. LA County is the most disaster prone area in the nation. On Nov. 1, from 10 AM - 1 PM, there will be a disaster preparedness fair at the Calabasas Community Center. The supervisors are exploring an eviction moratorium.

Public Comment: Karen Newton spoke about the off-leash dog problem at Knapp Ranch Additional Park.

Controller's Report: Controller Saif Mogri gave the report. The only spending in September was recurring office expenses. YTD spending is \$8399.83.

Old Business:

25-0059 - Discussion regarding WHNC Committees functions and purpose: Item tabled to November.

25-0066 – Bylaws Article VII, Section 1: Standing Committees:

Aida Abkarians -- Yes	Faye Barta – Yes	Brenda Citrom – Yes
Nick Eskandari – Yes	Carolyn Greenwood -- Absent	Jessica Irias – Yes
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle – Ineligible
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Joan Trent – Ineligible	Brad Vanderhoof -- Yes	Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 2, Ineligible – 4, Recusal – 0
The amendment will be included in the package submitted to DONE.

New Business:

25-0069 - Filling three (3) vacant seats on the West Hills Neighborhood Council Board with a term ending in 2027: Candidates Zhelbert Zohrabian and Fran Rubin were present. Ryan Caballero was not. There was no exception to having a single yes/no vote to appoint Zhelbert Zohrabian and Fran Rubin.

Aida Abkarians -- Yes	Faye Barta -- Yes	Brenda Citrom – Yes
Nick Eskandari – Yes	Carolyn Greenwood -- Absent	Jessica Irias – Yes
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle – Ineligible
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Joan Trent – Ineligible	Brad Vanderhoof -- Yes	Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 2, Ineligible – 4, Recusal – 0
Zhelbert Zohrabian and Fran Rubin will be inducted in November.

25-0070 - WHNC Zoning & Planning position letter regarding Case #ZA-2023-1899-ZAD-HCA for a proposal located at 8817 Chatlake Drive, West Hills, CA: Bill Rose presented the letter including six recommendations.

Aida Abkarians -- Yes	Faye Barta -- No	Brenda Citrom – Yes
Nick Eskandari – Abstain	Carolyn Greenwood -- Absent	Jessica Irias – Yes
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle – Ineligible
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Joan Trent – Ineligible	Brad Vanderhoof -- Yes	Joanne Yvanek-Garb – Ineligible

Yes – 10, No – 1, Abstain -- 1, Absent – 2, Ineligible – 4, Recusal – 0
The letter is approved.

25-0071 - Approval of an invoice in the amount of \$1,378.80 from AppleOne for services rendered in the previous fiscal year: This item approved with Item 25-0068.

25-0072 – Community Impact Statement (“CIS”) in support of council file 25-1046: Environmental Protection Agency (EPA)/Greenhouse Gases (GHG) Air Pollutants /Rescission of 2009 Endangerment Findings: CIS in support

Aida Abkarians -- Yes	Faye Barta -- Yes	Brenda Citrom – Yes
Nick Eskandari – Yes	Carolyn Greenwood -- Absent	Jessica Irias – Yes
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle – Ineligible
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Joan Trent – Ineligible	Brad Vanderhoof -- Yes	Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 2, Ineligible – 4, Recusal – 0
The CIS is approved and Vinura Kotuwelle will post.

25-0073 - Discussion and possible action regarding the WHNC Beautification Committee Clean-Up Event on Saturday, October 25, 2025 from 8:00 a.m. – 11:00 a.m. on Woodlake from Saticoy to Ingomar:

Aida Abkarians -- Yes	Faye Barta -- Yes	Brenda Citrom – Yes
Nick Eskandari – Yes	Carolyn Greenwood -- Absent	Jessica Irias – Yes
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle – Ineligible
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Joan Trent – Ineligible	Brad Vanderhoof -- Yes	Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 2, Ineligible – 4, Recusal – 0
The cleanup event is approved.

25-0074 - Appoint Kim Koerber as the alternate WHNC Homelessness Liaison:

Aida Abkarians -- Yes	Faye Barta -- Yes	Brenda Citrom – Yes
Nick Eskandari – Yes	Carolyn Greenwood -- Absent	Jessica Irias – Yes
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle – Ineligible
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Joan Trent – Ineligible	Brad Vanderhoof -- Yes	Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 2, Ineligible – 4, Recusal – 0
Kim Koerber joins Aida Abkarians as WHNC Homelessness Liaisons.

25-0075 - Amend the WHNC Standing Rules Article V, Governing Board, Section 7, Absences

Aida Abkarians -- Yes	Faye Barta -- Yes	Brenda Citrom – Yes
Nick Eskandari – Yes	Carolyn Greenwood -- Absent	Jessica Irias – Yes
Glenn Jennings -- Yes	Kim Koerber -- Yes	Vinura Kotuwelle – Ineligible
Saif Mogri - Yes	Brian Murray – Yes	Penelope Newmark – Ineligible
Chris Pike – Yes	Bill Rose -- Yes	Char Rothstein -- Absent
Joan Trent – Ineligible	Brad Vanderhoof -- Abstain	Joanne Yvanek-Garb – Ineligible

Yes – 11, No – 0, Abstain -- 1, Absent – 2, Ineligible – 4, Recusal – 0
The WHNC Standing Rules are amended.

25-0076 – First reading First reading of the Bylaws Article VII, Committee’s and Their Duties – Standing Committees, Section 1: Secretary Brad Vanderhoof read the amendment.

Vice President Aida Abkarians adjourned the meeting at 8:51 PM.

The next Board meeting is scheduled for November 6, 2025.

CITY OF LOS ANGELES
CALIFORNIA

**BOARD OF NEIGHBORHOOD
COMMISSIONERS**

RAY REGALADO
PRESIDENT

JOY ATKINSON
VICE PRESIDENT

MAGGIE DARETT-QUIROZ
LEONARD SHAFFER
DEBBIE WEHBE
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E-MAIL: EmpowerLA@lacity.org

VANESSA SERRANO
INTERIM GENERAL MANAGER

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.

Agenda Item 25-0076 – Discussion and possible action regarding the Bylaws Article VII, Committee’s and Their Duties – Standing Committees, Section 1

ARTICLE VII COMMITTEES AND THEIR DUTIES –
STANDING COMMITTEES
SECTION 1.

The Standing Committees of the WHNC are:

B. ~~YOUTH AND~~ EDUCATION, which shall interface with and negotiate with public and private schools, the City of Los Angeles, businesses and developers on matters concerning the education, recreation and general welfare of the youth who reside in or use the facilities located within the boundaries set forth in Article II.

Recommended amendment passed unanimously by the WHNC Bylaws Committee on September 30, 2025.

**Agenda Item 25-0077 - Discussion and possible action regarding approval of the WHNC's
September 2025 Monthly Expenditure Report (MER)**

Monthly Expenditure Report



Reporting Month: September 2025 Budget Fiscal Year: 2025-2026

**NC Name: West Hills Neighborhood
Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$29130.18	\$766.92	\$28363.26	\$4203.30	\$0.00	\$24159.96

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$32052.59	\$766.92	\$24863.26	\$4203.30	\$20659.96
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$3500.00	\$0.00	\$3500.00	\$0.00	\$3500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$6422.41	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC.	09/01/2025	Email to WHNC stakeholders	General Operations Expenditure	Office	\$150.00
2	ICONTACT	09/04/2025	Reverse of Charges by iContact	General Operations Expenditure	Office	-\$744.00
3	AMAZON.COM IQ3J56AN3	09/09/2025	Frames for Certificates of Appreciation	General Operations Expenditure	Office	\$61.45
4	DNH GODADDY#389783917	09/20/2025	Domain Name Renewal	General Operations Expenditure	Office	\$23.19
5	RACKSPACE EMAIL & APPS	09/22/2025	WHNC Email Service	General Operations Expenditure	Office	\$65.78
6	PARTNERS IN DIVERSITY, INC.	08/28/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$403.50
7	PARTNERS IN DIVERSITY, INC.	09/08/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$403.50
8	PARTNERS IN DIVERSITY, INC.	09/12/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$403.50
Subtotal:						\$766.92

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PARTNERS IN DIVERSITY, INC.	09/22/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$403.50
2	PARTNERS IN DIVERSITY, INC.	09/25/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$403.50
3	PARTNERS IN DIVERSITY, INC.	09/30/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$403.50
4	PARTNERS IN DIVERSITY, INC.	10/06/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$403.50
5	PARTNERS IN DIVERSITY, INC.	10/09/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$403.50
6	PARTNERS IN DIVERSITY, INC.	10/16/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$403.50
7	APPLEONE EMPLOYMENT SERVICES	10/20/2025	AppleOne Invoice for WHNC Administrative Assistant for prior fiscal year	General Operations Expenditure	Office	\$1378.80
8	PARTNERS IN DIVERSITY, INC.	10/27/2025	WHNC Executive Assistant	General Operations Expenditure	Office	\$403.50
Subtotal: Outstanding						\$4203.30

Agenda Item 25-0078 - Discussion and possible action on filling a vacant seat on the West Hills Neighborhood Council Board with a term ending in 2027

WEST HILLS NEIGHBORHOOD COUNCIL (WHNC) BOARD VACANCY APPLICATION

Date: 10/18/2025

Applicant's Name: Melissa Findling **Occupation:** Transiional Kindergarten Instructional Aide

Home Address: [REDACTED]

Work Address (if Applicable): [REDACTED]

Home Phone: [REDACTED] **Mobile Phone:** [REDACTED]

Email: [REDACTED]

Stakeholder Status (Check all that apply): I live in West Hills, I work in West Hills,
 I own property in West Hills, I have a child enrolled in a school in West Hills,
 I belong to a religious organization in West Hills, I belong to a community organization in West Hills, OTHER: _____

How did you hear about the WHNC? I was at a neighborhood event and saw a tent there.

How often do you attend WHNC meetings? I have not attended any meetings but am very interested in getting to know and helping my community.

Why do you wish to participate on the WHNC Board? To better understand the workings and how to help my neighbors and community.

What are your goals for the community? To maintain the small communtiy feeling, to bring families together by supporting family businesses.

What skills do you have that might be especially useful for the WHNC? I was in the PTA when my children were in elementary. I did fundraising for the school and I with another parent insituted the art program from grade K-5. I am very orgsnized and have a good sense for details. I also have a resume if needed

Are you prepared to contribute at least ten (10) hours a month to community service through the council? yes, about 2 1/2 hours a week.

What areas of community service particularly interest you? The board, youth and education, zoning and planning, streets and transportaion

Do you have any interests that might conflict with Neighborhood Council responsibilities? not that I know of currently, but should anything arise i will definitely say something.

(If you need more space, use the reverse side.)

Agenda Item 25-0079 - Discussion and possible action on filling a vacant seat on the West Hills Neighborhood Council Board with a term ending in 2027

WEST HILLS NEIGHBORHOOD COUNCIL (WHNC) BOARD VACANCY APPLICATION

Date: 10/7/2025

Applicant's Name: Jason Lally **Occupation:** [REDACTED]

Home Address: [REDACTED]

Work Address (if Applicable): N/A

Home Phone: [REDACTED] **Mobile Phone:** [REDACTED]

Email: [REDACTED]

Stakeholder Status (Check all that apply): () I live in West Hills, () I work in West Hills,
() I own property in West Hills, () I have a child enrolled in a school in West Hills,
() I belong to a religious organization in West Hills, () I belong to a community organization in West Hills, () OTHER: _____

How did you hear about the WHNC? I have applied before.

How often do you attend WHNC meetings? Whenever work permits and online.

Why do you wish to participate on the WHNC Board? I have raised my family here. I want to protect what

What are your goals for the community? To make sure West Hills does not turn into Van Nuys.

What skills do you have that might be especially useful for the WHNC? _____
Construction and high ticket negotiation.

Are you prepared to contribute at least ten (10) hours a month to community service through the council? Yes

What areas of community service particularly interest you? Safety and land use.

Do you have any interests that might conflict with Neighborhood Council responsibilities?
No.

(If you need more space, use the reverse side.)



Agenda Item 25-0080 - Discussion and possible action regarding the WHNC Beautification Committee Clean-Up Event on Saturday, November 22, 2025 from 8:30 a.m. – 11:30 a.m. in the area surrounding Taxco Trails Park



**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 • 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

Email: Brad.Vanderhoof@westhillsnc.org; Faye.Barta@westhillsnc.org

Co-Sponsor (if applicable): _____

Contact Person: _____

Phone: _____ Email: _____

Event Information

Event Title and Description: Community Cleanup – Area around Taxco Trails Park

Date: 11/22/2025 Time Frame: 8:30 AM to 11:30 AM

Est. number of attendees: 25 Event Budget: \$ 00

Venue Name: WHNC Beautification Committee November 2025 Clean-Up

Venue Address: 23367 Ingomar St., West Hills, CA 91304

Contact Person: Brad Vanderhoof and Faye Barta

Email: Brad.Vanderhoof@westhillsnc.org; 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 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.

Agenda Item 25-0081 – First reading of Bylaws Article V, Governing Board, Section 10: Resignation

ARTICLE V GOVERNING BOARD

Section 10: Resignation

A Director may resign by ~~submitting a letter of resignation to~~ notifying the President or Secretary of the WHNC at any time.