

It's our neighborhood. Let's build a community.



## West Hills Neighborhood Council

P.O. Box 4670, West Hills, CA 91308-4670  
818-254-WEST



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### **FINAL MEETING MINUTES**

**March 2, 2017**

De Toledo High School (DTHS)  
22622 Vanowen Street, West Hills, CA 91307

#### **ATTENDANCE:**

**Present** Aida Abkarians, Sandi Bell, Simone Best, Thomas Booth, Dan Brin, Anthony Brosamle, Margery Brown, Carolyn Greenwood, Bonnie Klea, Steve Randall, Reeyan Raynes, Charlene Rothstein, Myrl Schreibman, Ron Sobel, Bobbi Trantafello, Joan Trent and Brad Vanderhoof

**Arrived Late:** Ed Young (6:54 p.m.) Joanne Yvanek-Garb (6:59 p.m.) Alec Uzemeck and Bob Brostoff (7:00 p.m.) Barry Seybert (7:09 p.m.) and Olivia Naturman (7:16 p.m. from another meeting)

**Absent:** Bill Rose and Michael Teitelbaum

#### **OPENING BUSINESS:**

President and Co-Chair Dan Brin called the meeting to order at 6:35 p.m. Secretary Carolyn Greenwood called roll. Co-Chair Charlene Rothstein led the Pledge of Allegiance.

Minutes of Feb. 2, 2017, were approved.

**Agenda Item 17-0018** – Discussion and possible action regarding the approval of the WHNC's January 2017 Monthly Expenditure Report ("MER")

January 2017 MER was approved with 17 ayes, 0 noes and 8 absent.

#### **COMMENTS FROM THE CHAIR**

Dan Brin stated that as we have a very full agenda he would forgo making any comments. He then decided he would comment as we have one or two very contentious items on the agenda. Mr. Brin asked that we treat all opinions with respect and dignity. Let us not impugn their motives or say they are evil people.

## **ANNOUNCEMENTS**

Mr. Ron Rubine, District Director from Council District 12, stated that every year the City Council nominates a Pioneer Woman and CD 12 has nominated board member Bonnie Klea for her work assisting those who worked at the Santa Susana Field Lab with their medical issues.

Mr. Rubine gave an update on a couple of other issues: With regards to the Haynes Street Bridge, the Bureau of Engineering has completed its review and it is going to take a collaborative effort to get the bridge open. The new lights at Roscoe and Jason are almost finished and there will be a ribbon-cutting ceremony (this was the site of an accident where two West Hills residents were killed on April 11, 2016). City officials did a walk-through at Lazy J Ranch Park and are in the process of getting bids for the corral-style fence that some people in the community favor. Councilmember Englander is working to ensure the residents of Porter Ranch are being compensated. Lastly, the Second Annual Youth Short Film Festival culmination will be at the Valley Performing Arts Center in Northridge on May 24 at 5 p.m.

There were no Senior Lead Officers present.

Mr. Kevin Taylor, Mayor Garcetti's representative in the West Valley, introduced himself and said he was here to introduce our speaker, Deputy Mayor Matt Szabo.

Ms. Kathleen Quinn, DONE representative for neighborhood councils in the Valley, advised that there was going to be a bylaws training from 9 to 11 a.m. on March 18 at Fire Station 87, 10124 Balboa Blvd. in Granada Hills. May 1 is the closing date for submitting any bylaw changes. Ms. Quinn said she can be reached at (818) 374-9893 or by email at [Kathleen.Quinn@lacity.org](mailto:Kathleen.Quinn@lacity.org). When asked about rolling over monies from this year's budget to cover election costs, Ms. Quinn said that this is just a rumor — a hope not a fact.

## **COUNCIL ANNOUNCEMENTS**

Zoning & Planning Committee – Meets next Tuesday, March 14, at 6:30 p.m. at Chaminade's Condon Center.

Community/Senior Center Committee – Individuals on the committee are working to establish an independent 501c(3) nonprofit organization to allow for the collection of funds for the project.

Film Liaison – Filming was primarily at Fields Market. Board member Myrl Schreiber assisted in handling a complaint from an unhappy neighbor behind Fields Market.

Beautification Committee – Don't forget the cleanup on Saturday, March 4, at 8:30 a.m. at Shoup and Saticoy in collaboration with the Canoga Park Neighborhood Council and the offices of California Assemblymember Matt Dababneh and City Councilmember Bob Blumenfield.

Streets and Transportation Committee – Will be discussing the inquiries and concerns raised by stakeholders regarding the Highlander School site. Also the committee is working on the parking

of Metro buses on city streets, including Valley Circle Boulevard, Platt Avenue and Sherman Place.

Homelessness Committee – The committee meets the third Monday of the month at 6 p.m. Its members are reaching out to faith-based communities.

Education Committee – The committee is working on an anti-bullying program.

Animal Services Liaison – Ms. Olivia Naturman just came from a meeting on issues regarding animals and wildlife. She said she the council could become involved in Blankets of Love.

### **PUBLIC COMMENT**

Ms. Chris Rowe said there is much misinformation being disseminated about the Santa Susana Field Lab.

Ms. Tobi Weinstein described traffic problems around the Shomrei Torah/Ivy Academia campus as a “disaster.”

### **OLD BUSINESS**

#### **17-0017 – First Reading to amend the WHNC Bylaws to make the Homelessness Committee a standing committee**

Mr. Brostoff presented the new wording to be included in the bylaws.

#### **17-0015 – Discussion and possible action regarding amending the WHNC Bylaws regarding the filing of a vacant seat on the WHNC Board.**

Committee motion was approved with 21 ayes, 2 abstentions, 0 noes and 2 absent.

#### **17-0016 – Discussion and possible action regarding amending the WHNC Bylaws to have committees submit minutes of all committee meetings held.**

After some discussion, the item was withdrawn and sent back to committee.

### **PRESENTATION**

Mr. Kevin Taylor, Mayor Garcetti’s representative for the West Valley, introduced our guest speaker, Deputy Chief of Staff, Matt Szabo, who gave an overview of the process for determining the \$8.7-billion city budget. He also stated that Saticoy Street was identified for Vision Zero because of the number of accidents. Mr. Szabo closed by asking for input from those present.

### **NEW BUSINESS**

#### **17-0019 – Discussion and possible action on immediately paying \$300 to the 2017 Neighborhood Congress**

Recommendation approved with 23 ayes, 0 noes and 2 absent.

**17-0020 – Discussion and possible action regarding approval of a position letter on the DOE Environment Impact Statement for cleanup of the SSFL site.**

Board member Anthony Brosamle recused himself.

Stakeholder Christina Walsh stated that if the site stays in litigation, no cleanup will be done.

Stakeholder Chris Rowe stated the amount of trucks in the cleanup should be reduced.

Stakeholder Melissa Bumstead thanked Councilmember Mitchell Englander for his efforts and said the Department of Energy is using “fear tactics.” Ms. Bumstead also came with her cancer map to show the board her suspected childhood cancer cluster.

Ankur Patel, deputy of LAUSD Board Member Scott Schmerelson, stated that the Chatsworth Neighborhood Council is looking into this and perhaps the two councils could work together.

The WHNC Environment Committee’s letter was approved with 13 ayes, 3 noes, 6 abstentions, 1 recusal and 2 absent.

**17-0021 – Discussion and possible action regarding resolutions on LAUSD’s plans to reopen the Highlander Road School site as a Visual and Performing Arts Academy.**

**Resolution #1 – That the Highlander Road School site should NOT be developed as a high school.**

Stakeholders Ms. Faye Bartala and Shavon Walden spoke against having a high school because of potential traffic problems.

Resolution passed with 22 ayes, 0 noes, 0 abstentions and 3 absent.

**Resolution #2 – Item tabled.**

**17-0022 – Discussion and possible action on a motion to direct a letter to Councilmember Englander, the Mayor and the LAPD asking for additional resources for crime prevention in the West Valley.**

It was recommended that Councilmember Bob Blumenfield be cc’d. Recommendation as amended passed with 23 ayes, 0 noes, 0 abstentions and 2 absent.

Board member Alec Uzameck left at 9:25 p.m.

**17-0023 – Discussion and possible action on amending the WHNC’s 2016-2017 budget to include a \$5,000 increase and a \$1,500 grant.**

Motion was amended to delete the \$1,500 grant, as it will not be received until the 2017-2018 budget year.

Motion as amended passed with 22 ayes, 0 noes, 0 abstentions and 3 absent.

**17-0024 – Discussion and possible action approving a neighborhood purpose grant (NPG) to Hamlin Charter Academy in the amount of \$1,862.80 for sound equipment for a theatrical curriculum.**

Recommendation passed with 14 ayes, 5 noes, 2 abstentions and 4 absent (board member Margery Brown stepped out of the room).

Board member Bonnie Klea left at 10 p.m.

**17-0025 – Discussion and possible action approving a neighborhood purpose grant (NPG) to Pomelo Elementary School in the amount of \$2,400 for publishing a quarterly magazine showcasing student accomplishments.**

Recommendation passed with 17 ayes, 2 noes, 2 abstentions and 4 absent.

**17-0026 – Discussion and possible action approving a neighborhood purpose grant (NPG) to Enadia Way Elementary School in the amount of \$1,790 to purchase a chicken coop, supplies and baby chicks or eggs. This project is part of a living laboratory in the school garden.**

Recommendation passed with 16 ayes, 4 noes, 1 abstention and 4 absent.

**17-0027 – Discussion and possible action regarding City Council File 315-1022-S2 regarding Online Voting/Improve Experience/Neighborhood Council**

Item referred back to committee.

**Meeting adjourned 10:17 p.m.**

**Bylaws and Standing Rules amendments for discussion and possible action,**  
**Tuesday, Sept. 6, 2016**

**Bylaws amendment:**

**Section 6: Vacancies on the Board shall be filled using the following procedure:**

- A. When a vacancy is created on the Board, a notice shall be posted immediately on the WHNC website and by posting a notice in a public place, by sending an email via the WHNC email list, **publishing a notice in social media**, and by announcing it at the next **regular** board meeting.
- B. **Procedures shall be defined in the West Hills Standing Rules.**

~~B. Any qualified Stakeholder interested in filling a vacant seat on the Board shall submit an application to the Secretary within 30 days after posting of the vacancy. Such application forms may be available on the WHNC website or may be obtained by written request to the secretary of the WHNC.~~

~~C. The Secretary shall immediately transmit the application to the Chair of a designated committee for review and action.~~

~~D. The designated committee shall meet within 15 days of the filing deadline. The committee shall review the applications to ensure that the applicants are eligible to hold the office and are otherwise qualified to undertake the level of participation expected of Directors of the Board of the WHNC.~~

~~E. The committee shall submit all applications and shall make a recommendation of a qualified candidate to the President within ten (10) business days of its decision. The President shall have the filling of the vacancy placed on the agenda for a vote at the next Board meeting.~~

~~F. All applicants shall be required to speak to the Board in conjunction with their application. Then votes of the Board shall be taken and the seat shall be filled by a vote of a simple majority.~~

~~G. When the aforementioned process fills a vacant seat, that seat shall be filled for the remainder of the term for that seat.~~

Agenda Item 17-0016

Bylaws Amendment

**ARTICLE VII COMMITTEES AND THEIR DUTIES, Section 2: Committee Creation and Authorization**

The Board shall establish all Standing Committees and the President shall establish Ad Hoc Committees as needed to address temporary issues. Suggestions for committees may come from Stakeholders or from members of the Board.

B. All committees shall present copies of their approved minutes, **agendas, and/or** reports for **designated** posting **as defined in the West Hills Standing Rules.**

~~C. All standing committees shall publish agendas and post meeting notices~~

Agenda Item 17-0017

Discussion and possible action on amending the WHNC Bylaws, Article 7, Section 1 to add a new paragraph:

*“K. Homelessness Committee which shall inform and educate the stakeholders of West Hills on the issues of homelessness in Los Angeles, to work toward connecting homeless folks to resources, and support development of those resources.”*

Department of Neighborhood Empowerment

Monthly Expenditure Report for

JANUARY 2017

NC Name: WEST HILLS

Budget Fiscal Year: 2016-2017



(Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy)

							Total
A	EXPENDITURES By Line Item (Date / Item / Service Description)	BUDGET CATEGORY	VENDOR	OUT OF STATE VENDOR	INVOICE NUMBER	1099 Reportable	
	WEB SITE	OUTREACH	WEB CORNER (DEC & JAN)				\$300.00
	COPIES FOR JAN 5TH MEETING	OUTREACH	OFFICE DEPOT				\$141.27
	REFRESHMENTS FOR JAN 5TH MEETING	OUTREACH	RALPHS MARKET				\$17.96
	BUSINESS CARDS FOR BOARD MEMBERS	OUTREACH	PRINT FIRM				\$45.78
	FLYERS BEAUTIFICATION	CIP	OFFICE DEPOT				\$7.61
	FOOD SUPPLIES FOR HOMELESS	NPG	LUTHERAN SOCIAL SERV				\$2,500.00
	SPOOL/WEED WACKERS	CIP	LOWE'S HOME CENTER				\$108.59
F							
							\$3,121.21
.	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS						\$11,719.75
C	OUTSTANDING COMMITMENTS						
	C. 1. Outstanding Checks FALL FESTIVAL ED (300) (150)						\$450.00
	C. 2. Outstanding Demand Warrants						
	C. 3. Rent/Lease						
	C.4. Contractual Services						
	C..5. Large Purchases						
	C. 6. Neighborhood Purpose Grants						
	C. 7. Temporary Staffing Services						
	C. 8. Storage						
	SUBTOTAL: Outstanding Commitments						\$450.00
D	Total Expenditures & Commitments						\$15,290.96
E	Total Adjustments by Department						
	Approved Budget 2016-2017						\$37,000.00
G	Balance of Budget						\$21,709.04



CASH Status Analysis							
Category Identifier	Budget Category	Budget (A)	Cash Deposited to Date (B)	Undeposited Funds (C) = A - B	Cash Spent to Date (D)	Cash In-Bank Remaining Balance (E) = B - D	Uncommitted Budget Balance (F) = A - D
100	Operations	\$16,555.37	\$12,577.27	\$3,978.10	\$7,906.80	\$4,670.47	\$8,648.57
200	Outreach	\$8,310.27	\$6,092.07	\$2,218.20	\$4,273.36	\$1,818.71	\$4,036.91
300	Community Improvement	\$750.00	\$405.13	\$344.87	\$160.80	\$244.33	\$589.20
400	NPG	\$11,384.36	\$8,572.21	\$2,812.15	\$2,500.00	\$6,072.21	\$8,884.36
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>TOTAL</b>	<b>\$37,000.00</b>	<b>\$27,646.68</b>	<b>\$9,353.32</b>	<b>\$14,840.96</b>	<b>\$12,805.72</b>	<b>\$22,159.04</b>

NEIGHBORHOOD COUNCIL DECLARATION			
<b>Treasurer Signature</b>		<b>Signer's Signature</b>	
<b>Print Name</b>	BOBBI TRANTAFELLO	<b>Print Name</b>	DANIEL BRIN
<b>Date</b>	3/2/2017	<b>Date</b>	3/2/2017
<b>NC Additional Comments</b>	BANK BALANCE FORWARD WAS \$15.89		

Revision Date 9-18-14

WHNC Controller's Audited Expense Report

January, 2017

	Class	Committee	Item	Budget	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Pending	Total Spent & Encumbered	Balance
<b>Operations</b>	<b>100</b>													
			Meeting Rent	5.00									0.00	5.00
			P.O. Box Rental	300.00									0.00	300.00
			Temp Staff	15,794.46			2,286.90	1,306.80	1,633.50	2,613.60	2,613.60		10,454.40	5,340.06
			Board Refreshments	255.91	28.33	26.34	9.92	26.34	54.68		17.96		163.57	92.34
			WHNC Badges	50.00						32.70	45.78		78.48	-28.48
			WHNC Business Cards	150.00									0.00	150.00
			Bank Fees	0.00	66.00								66.00	-66.00
			Storage Container	2,345.00							0.00		0.00	2,345.00
<b>Sub Total</b>				<b>18,900.37</b>	<b>94.33</b>	<b>26.34</b>	<b>2,296.82</b>	<b>1,333.14</b>	<b>1,688.18</b>	<b>2,646.30</b>		<b>0.00</b>	<b>10,762.45</b>	<b>8,137.92</b>
<b>Outreach</b>	<b>200</b>													
			Board Mtg Expenses	500.92	78.04	112.89	38.84	159.99	86.02	46.35	148.88		671.01	-170.09
		Comm	iContact	530.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	530.00
		Comm	Proton Email	288.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	288.00
		Comm	Web Site 2015-16	530.00	525.00								525.00	5.00
		Comm	Web Site Maintenance	1,800.00					600.00		300.00		900.00	900.00
		Comm	Memorial Day Parade	500.00									0.00	500.00
		Comm	Citrus Sunday	111.06									0.00	111.06
		Comm	Copy charges for committees	500.00					33.80				33.80	466.20
		Comm	Budget Advocates	100.00									0.00	100.00
		Comm	Fall Fest	2,551.00				1,153.64	631.50			600.00	2,385.14	165.86
		Comm	WHNC Brochures	305.21									0.00	305.21
		Comm	Hot Spot	100.00								100.00	100.00	0.00
		Comm	Pop-up Tent	1,035.00								1,035.00	1,035.00	0.00
		Comm	EMPLA Awards	100.00									0.00	100.00
		Comm	CP/WH Chamber Chili Cookoff	200.00									0.00	200.00
		Comm	CP/WH Family Picnic	200.00									0.00	200.00
		Comm	Bus Bench Ads	400.00									0.00	400.00
		Gov't	VANC	200.00									0.00	200.00
		Gov't	EMPLA Congress	200.00									0.00	200.00
		Gov't	Gov't Relations Printing	150.00									0.00	150.00
		Unallocated	Additional EMPLA FUNDS	1,020.00									0.00	1,020.00
			Other Misc Expenses*	378.44	8.99	7.19		141.59					157.77	220.67
<b>Sub Total</b>				<b>11,699.63</b>	<b>612.03</b>	<b>120.08</b>	<b>38.84</b>	<b>1,455.22</b>	<b>1,351.32</b>	<b>46.35</b>		<b>1,735.00</b>	<b>5,807.72</b>	<b>5,891.91</b>
<b>CIP</b>	<b>300</b>													
		Beautificatio	Cooling Unit for Orcutt	500.00									0.00	500.00
		Unallocated	City Grant	1,500.00									0.00	1,500.00
		Beautificatio	Supplies for Committee	250.00			4.80	6.00				108.84	119.64	130.36
<b>Sub Total</b>				<b>2,250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4.80</b>	<b>6.00</b>				<b>108.84</b>	<b>119.64</b>	<b>2,130.36</b>
<b>NPG</b>	<b>400</b>													
		Education	Education NPG's	7,000.00									0.00	7,000.00
		Homeless	West Valley Food Pantry	1,000.00									0.00	1,000.00
		Homeless	Homeless Printing	150.00									0.00	150.00
		Homeless	Homeless Lutheran SS	2,500.00								2,500.00	2,500.00	8,150.00
<b>Sub Total</b>				<b>10,650.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>					<b>2,500.00</b>	<b>0.00</b>	<b>16,300.00</b>
<b>Grand Total</b>				<b>43,500.00</b>	<b>706.36</b>	<b>146.42</b>	<b>2,340.46</b>	<b>2,794.36</b>	<b>3,039.50</b>	<b>2,692.65</b>		<b>4,343.84</b>	<b>16,063.59</b>	<b>27,436.41</b>

\*Other Expenses

Flyers EP \$3.00, Flyers Communications \$38.59, Election Forum \$100.00

March 2, 2017

Ms. Stephanie Jennings  
NEPA Document Manager, SSFL, Area IV EIS  
U.S. Department of Energy  
4100 Guardian Street, Suite 160  
Simi Valley, CA 93063

Re: DOE/EIS-0402, Area IV and Northern Buffer Zone  
Santa Susana Field Laboratory

The West Hills Neighborhood Council has reviewed the DOE's Environment Impact Statement in which the DOE presents cleanup alternatives with explanations of each process and evaluations of the consequences for the environment, cultural resources, public health, and surrounding communities.

We believe that it is in the public interest to clean up the property to a level safe for humans and for use as open space; therefore we do not accept the "No Action" alternative.

The remaining three alternatives provide for cleanup of the site to suburban residential standards and, with the exception of the AOC, meet acceptable contamination levels per US EPA standards.

We are opposed to the "Cleanup to AOC LUT Values" alternative. This cleanup is destructive and uses chemical lists and extraordinary cleanup levels provided by unknown sources without consideration of whether they pose any threats to human health. We believe that it will be a large-scale excavation that will impact the environment and the surrounding communities. Although no replacement soil has been identified to date, after a suitable backfill is found this process will result in a tremendous increase in truck and related traffic on local streets and airborne contaminants in surrounding communities.

The selection between the remaining two alternatives is based on the consequences to the communities, which are driven by the size of the excavation, in situ treatment, and backfill and include the resulting air pollution and truck traffic. We prefer the "Conservation of Natural Resources" alternative, which provides the least amount of truck traffic, soil removal, soil disturbance, and soil replacement. This alternative uses industry standards and practices within US EPA guidelines. Additionally we want DOE to use on-site remediation to the maximum extent possible to further reduce air pollution and truck traffic.

West Hills will be the community most impacted by the site cleanup and a minimization of activity would generate minimal air pollution. It is important that the DOE monitor the dust and gases in the surrounding communities so that activities can cease and mitigation take place when airborne contaminant levels become unacceptable. We also recommend that local residents be monitored for any unusual illness trends that may be related to the site activity.

Sincerely,

President

<b>DOE EIS Alternate Cleanups</b>	<b>No Action</b>	<b>AOC original Look-Up-Table values</b>	<b>AOC revised Look- Up-Table Values</b>	<b>Conservation of Natural Resources</b>
Soil to be excavated	0	933,000 cu yds.	192,000 cu yds.	148,000 cu yds.
Weight of excavated soil	0	1,399,000 tons	288,000 tons	222,000 tons
Number of truck round trips	0	70,000 truck loads	14,400 truck loads	11,100 truck loads
Schedule – no trucks year 1 and year 2	Ongoing site monitoring	12 years	5 years	4 years
Cost	\$3 million	\$468 million	\$168 million	\$124 million

## **Agenda Item 17-0021**

### **Proposed resolution from the West Hills Neighborhood Council's Streets & Transportation Committee:**

"The West Hills Neighborhood Council supports the Highlander Road community in urging the Los Angeles Unified School District not to build a high school on the former site of Highlander Road Elementary School because of traffic, parking and safety concerns."

Approved by the committee on Feb. 28, 2017

## **Agenda Item 17-0022**

This is a draft of a motion to direct a letter to Councilmember Englander, the mayor and the Los Angeles Police Department asking for additional resources for crime prevention in the West Valley. We propose that the final draft of this letter, if approved, be provided to other Neighborhood Councils served by the Topanga Division in order for those NCs to have the option of lending their support.

### **Proposed text:**

The West Hills Neighborhood Council's Public Safety & Emergency Preparedness Committee approves the following resolution for consideration by the WHNC's Board of Directors:

### ***Whereas:***

- 1) Crime is increasing within the City of Los Angeles, including areas served by the LAPD's Topanga Division and West Hills;
- 2) U.S. Census Bureau data show that the population in areas served by the Topanga Division area increased by approximately 17,000 people between 2009 and 2015;
- 3) These areas are experiencing additional population growth with the addition of thousands of residential units in 2017 and beyond;

The Westfield Village complex has opened in neighboring Woodland Hills;

- 4) LAPD basic car staffing has been REDUCED in the Topanga Division since it opened in 2009; and
- 5) A significant increase in violent crime has prompted a corresponding increase in requests for police in our area...

### ***Be it resolved:***

The West Hills Neighborhood Council requests that, in order to provide proper police services to the area, the Los Angeles Police Department shall immediately allocate **no fewer than** seven basic car units to the Topanga Division and the division's staffing shall return to levels that existed when the station opened in 2009; and

While we value the contributions to the area that Westfield has made, the West Hills Neighborhood Council requests that the LAPD and Westfield management adhere to the recommendations made in Environmental Impact Reports and develop a Memorandum of Understanding to provide funding of appropriate police resources for the Village and other heavy-use projects that **supplements** Topanga basic car staffing and does not draw these units from their designated neighborhood patrols.

**DRAFT - NOT FOR RELEASE**

West Hill Neighborhood Council  
Revised annual 2016-17 Annual Budget

	Class	Committee	Item	Budget
<b>Operations</b>	<b>100</b>			
			Meeting Rent	5.00
			P.O. Box Rental	300.00
			Temp Staff	15,794.46
			Board Refreshments	255.91
			WHNC Badges	50.00
			WHNC Business Cards	150.00
			Bank Fees	0.00
			Storage Container	2,345.00
<b>Sub Total</b>				<b>18,900.37</b>
<b>Outreach</b>	<b>200</b>			
			Board Mtg Expenses	500.92
		Comm	iContact	530.00
		Comm	Proton Email	288.00
		Comm	Web Site 2015-16	530.00
		Comm	Web Site Maintenance	1,800.00
		Comm	Memorial Day Parade	500.00
		Comm	Citrus Sunday	111.06
		Comm	Copy charges for committees	878.44
		Comm	Budget Advocates	100.00
		Comm	Fall Fest	2,551.00
		Comm	WHNC Brochures	305.21
		Comm	Hot Spot	100.00
		Comm	Pop-up Tent	1,035.00
		Comm	EMPLA Awards	100.00
		Comm	CP/WH Chamber Chili Cookoff	200.00
		Comm	CP/WH Family Picnic	200.00
		Comm	Bus Bench Ads	400.00
		Gov't	VANC	200.00
		Gov't	EMPLA Congress	300.00
		Gov't	Gov't Relations Printing	150.00
		Unallocated	Additional EMPLA FUNDS	920.00
<b>Sub Total</b>				<b>11,699.63</b>
<b>CIP</b>	<b>300</b>			
		Beautificatio	Cooling Unit for Orcutt	500.00
		Unallocated	City Grant	1,500.00
		Beautificatio	Supplies for Committee	250.00
<b>Sub Total</b>				<b>2,250.00</b>
<b>NPG</b>	<b>400</b>			
		Education	Education NPG's	7,000.00
		Homeless	West Valley Food Pantry	1,000.00
		Homeless	Homeless Printing	150.00
		Homeless	Homeless Lutheran SS	2,500.00
<b>Sub Total</b>				<b>10,650.00</b>
<b>Grand Total</b>				<b>43,500.00</b>

Neighborhood Council Funding Program  
**APPLICATION for Neighborhood Purposes Grant (NPG)**

This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. The Neighborhood Council (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: West Hills

**SECTION I - APPLICANT INFORMATION**

1a) Hamlin Charter  
 Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) 22627 Hamlin St West Hills CA 91307  
 Organization Mailing Address City State Zip Code

1c) \_\_\_\_\_  
 Business Address (if different) City State Zip Code

1d) PRIMARY CONTACT INFORMATION:  
Dana Carter 818 348 4741 dcarter@lausd.net  
 Name Phone Email

2) Type of Organization- Please select one:  
 Public School (not to include private schools) or  501(c)(3) Non-Profit (other than religious institutions)  
 Attach Grant Request on School Letterhead Attach IRS Determination Letter

3) \_\_\_\_\_  
 Name / Address of Affiliated Organization City State Zip Code  
 (if applicable)

**SECTION II - PROJECT DESCRIPTION**

4) Please describe the purpose and intent of the grant.

47% of our students at Hamlin have been identified as low income. As such, many of these students may not have exposure to the arts due to financial limitations/parents' lack of time to take students to attend theatrical events. Many research studies determined that students who participate in an arts rich curriculum have shown greater improvement in their academic proficiency, have higher attendance rates and cause fewer disciplinary infractions compared to students who have not been exposed to the arts.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large.

We'd like to expand our students' exposure to the arts by scheduling performances and giving students opportunities to perform in theatrical events. By doing so we hope to: develop second language learners' English proficiency; enhance students' reading, writing, speaking and listening skills; motivate students to spend more time preparing for academic tasks/tests; improve our students' attendance rates and increase parent involvement.

Our goal of integrating the arts into the curriculum is not possible with our current sound system which is very antiquated. We are looking to purchase a new sound system that can be used for indoor performances in our auditorium and outdoors for weekly assemblies.



We are looking to purchase:

- Mackie Speakers with Mixer Bundle (\$944.86)
- Dual CD Player with USB (\$229.95)
- Two microphones (\$198.00)
- Gator Audio Rack (\$489.99)
- Total Cost = \$ 1,862.80

6a) [Redacted]

6b) [Redacted]

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No     Yes, please list names of NCs: \_\_\_\_\_

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs)     No     Yes, please describe:

[Redacted]

9) What is the TOTAL amount of the grant funding requested with this application: \_\_\_\_\_

10a) Start date: \_\_\_\_\_ 10b) Date Funds Required: \_\_\_\_\_ \$1,062.00

10c) Expected completion date: \_\_\_\_\_ (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?  
 No     Yes - Please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?     Yes     No \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department will deny the payment of this grant in its entirety.)

**SECTION V - DECLARATION AND SIGNATURE**

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read Appendix A, "What is a Public Benefit," and Appendix B "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED\*  
Dana Carter    Principal    [Signature]    1-18-17  
PRINT Name    Title    Signature    Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*  
Maeva Carter    AP EIS    [Signature]    1-18-17  
PRINT Name    Title    Signature    Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form

# Request for Taxpayer Identification Number and Certification

**Give form to the  
requester. Do not  
send to the IRS.**

**Print or type**  
**See Specific instructions on page 2.**

Name (as shown on your income tax return) Hamlin Charter Academy

Business name, if different from above \_\_\_\_\_

Check appropriate box:  Individual/Sole proprietor  Corporation  Partnership  
 Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ \_\_\_\_\_  Exempt payee  
 Other (see instructions) ▶ \_\_\_\_\_

Address (number, street, and apt. or suite no.) 22627 Hamlin St  
 City, state, and ZIP code West Hills CA 91307

Requester's name and address (optional) \_\_\_\_\_

List account number(s) here (optional) \_\_\_\_\_

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number		

or

Employer identification number		
951	6001908	

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

<b>Sign Here</b>	Signature of U.S. person ▶ <u></u>	Date ▶ <u>1-18-17</u>
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## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

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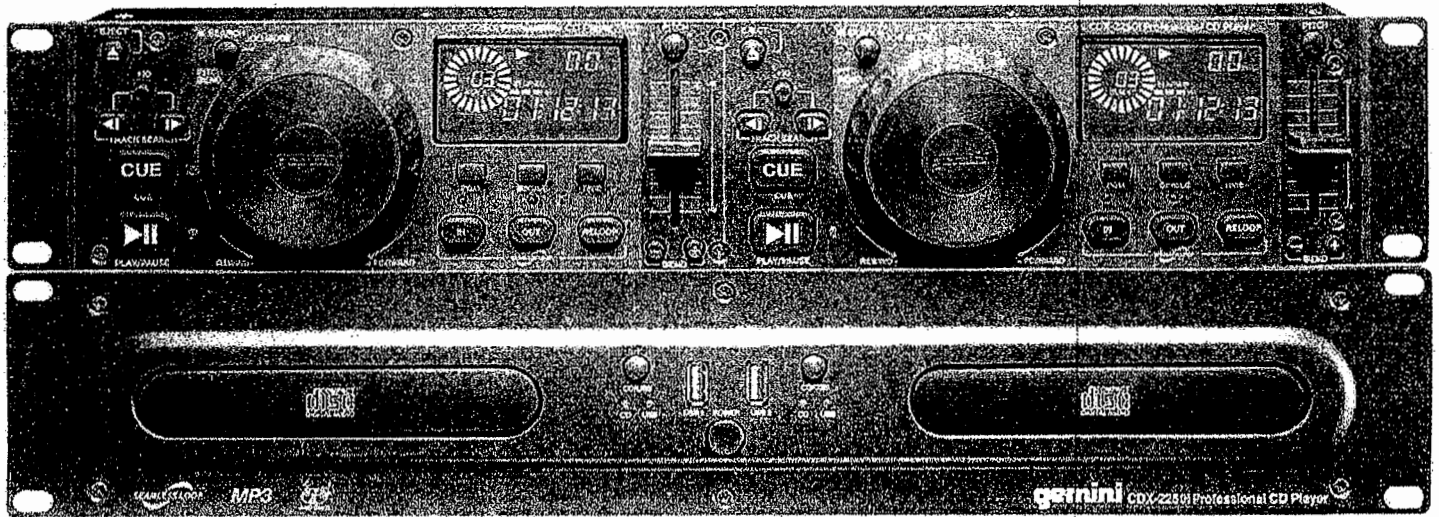
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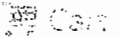
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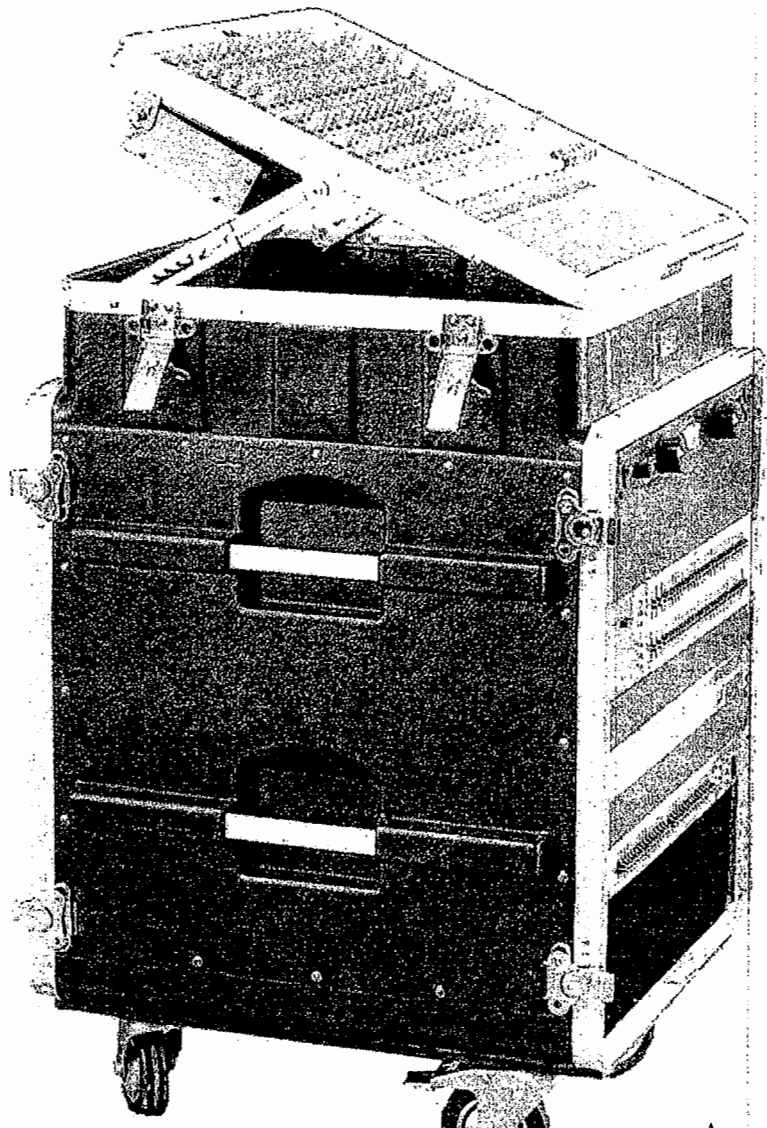
## Gator GRC-10X12 PU - 10U Top, 12U Side Console Audio Rack

[3 reviews](#)

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Item ID: GRC10x12PU

#489.99



Agenda Item 17-0024

MICHELLE KING  
Superintendent of Schools

DANA CARTER  
Principal

MAEVA CARTER  
Asst. Principal EIS

Los Angeles Unified School District

*Hamlin Charter Academy*

22627 Hamlin St., West Hills, California 91307  
Telephone: (818) 348-4741 Fax: (818) 348-3506

January 18, 2017

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

To Whom It May Concern:

Thank you for your consideration of our request to update our school's sound system to enhance our arts in education program at Hamlin. Hamlin's Mission Statement states we strive to,

*...provide each student a diverse education in a safe, supportive environment that promotes self-discipline, motivation, and excellence in learning.*

*Our vision combines the principles of whole-child education—a deeply interconnected program of academics, arts, physical development and moral education—with curiosity, critical thinking and creativity as the underpinning of our entire curriculum.*

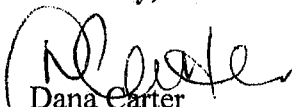
We make every effort to incorporate theatrical opportunities into our schedule to enhance the academic program for our students. An ongoing problem we've encountered is that our current system does not: have the capacity to project sound successfully on the playground; have the capability to play CDs/connect USB drives; transport easily. With a new system we could connect external audio components and the system could be heard easily indoors or out.

Our request for equipment includes: Mackie speakers with Mixer Bundle (\$944.86); Dual CD Player with USB (\$229.95); two microphones (\$198.00) and one Gator Audio Rack (\$489.99) for a total of \$ 1,862.80

We appreciate any assistance you can provide as we work towards integrating Arts education into our daily instructional routine. If you have any questions please don't hesitate to call us at (818) 348 - 4741.

Thank you for your consideration.

Sincerely,

  
Dana Carter  
Principal



LOS ANGELES UNIFIED SCHOOL DISTRICT



***Pomelo Community Charter***

**CALIFORNIA DISTINGUISHED SCHOOL**

7633 MARCH AVENUE, WEST HILLS, CALIFORNIA 91304

TEL: (818) 887-9700 FAX: (818) 887-1744

VIVIAN EKCHIAN

*Superintendent*

ANDREA FERBER

*Principal*

NANCY KWIATKOWSKI

*Assistant Principal*

**January 17, 2017**

**Dear West Hills Neighborhood Council,**

**Thank you for the opportunity to apply for another grant. Last year you so kindly awarded us funds to continue publishing our school-wide Pomelo magazine in full color and glossy print.**

**Once again we ask for funds to publish our magazine on a quarterly basis. This magazine enables us to showcase student accomplishments to our school community and related families and friends in the greater community.**

**This magazine also serves to motivate students and teachers to be "published" as an achievement of excellence. We have heard many excited voices from students who see their works of art, poetry and essays displayed in full color. We are able to distribute copies of this magazine to over 600 families.**

**As a result, we are proud of this publication and wish to continue to provide this platform for our students and teachers at Pomelo Community Charter.**

**Sincerely,**

**Andrea Ferber, Principal**



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. The Neighborhood Council (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: West Hills Neighborhood Council

**SECTION I - APPLICANT INFORMATION**

1a) Team Pomelo 95-4365911 CA 2/20/1968  
 Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) 7633 March Ave. West Hills CA 91304  
 Organization Mailing Address City State Zip Code

1c) \_\_\_\_\_  
 Business Address (if different) City State Zip Code

1d) PRIMARY CONTACT INFORMATION:  
Andrea Ferber 818-887-9700 andrea.ferber@LAUSD.net  
 Name Phone Email

2) Type of Organization- Please select one:  
 Public School (not to include private schools) or  501(c)(3) Non-Profit (other than religious institutions)  
 Attach Grant Request on School Letterhead Attach IRS Determination Letter

3) \_\_\_\_\_  
 Name / Address of Affiliated Organization City State Zip Code  
 (if applicable)

**SECTION II - PROJECT DESCRIPTION**

4) Please describe the purpose and intent of the grant.  
 To publish quarterly issues of our school-wide magazine - Pomelo Community Charter, serving over 600+ families in our student population. This magazine allows students to be published and recognized for their achievements. Teachers can use this platform to motivate and inspire students to be outstanding so as to be featured in the magazine. Parents and community members are enthusiastic about seeing student works.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)  
 The Pomelo Community are able to get a glimpse of the student work by grade level and they can celebrate with us the wonderful student achievements. This Magazine allows us to communicate to parents and friends through this quarterly publication.

# Request for Taxpayer Identification Number and Certification

**Give form to the requester. Do not send to the IRS.**

Print or type  
See Specific Instructions on page 2.

Name (as shown on your income tax return)	
Business name, if different from above <b>Team Pomelo</b>	
Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ ..... <input type="checkbox"/> Exempt payee <input checked="" type="checkbox"/> Other (see instructions) ▶ <b>501(c)3 not for profit</b>	
Address (number, street, and apt. or suite no.) <b>7633 March Ave.</b>	Requester's name and address (optional)
City, state, and ZIP code <b>West Hills, CA 91304</b>	
List account number(s) here (optional)	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number
OR
Employer identification number <b>9514365911</b>

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

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<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶	<b>2/18/2017</b>
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## General Instructions

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### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

6b)


7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

No     Yes, please list names of NCs: \_\_\_\_\_

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs)     No     Yes, please describe:

*The project is not funded otherwise.*

9) What is the TOTAL amount of the grant funding requested with this application:

*\$2400.00*

10a) Start date: \_\_\_\_\_ 10b) Date Funds Required: \_\_\_\_\_

10c) Expected completion date: <sup>8-2017</sup> \_\_\_\_\_ <sup>6-2017</sup> \_\_\_\_\_ <sup>8-2017</sup> \_\_\_\_\_ (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?

No     Yes - Please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?     Yes     No \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department will deny the payment of this grant in its entirety.)

**SECTION V - DECLARATION AND SIGNATURE**

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read Appendix A, "What is a Public Benefit," and Appendix B "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED\*

Andrea Ferber    Principal    [Signature]    1/20/17  
PRINT Name    Title    Signature    Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*

\_\_\_\_\_  
PRINT Name    Title    Signature    Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form

# Pomelo Community Charter

7633 March Avenue

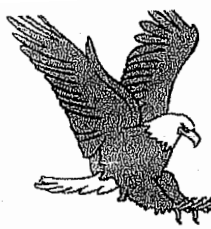
West Hills, Ca. 91304

## **MGX COPY/BIG THINGS START HERE**

Quarterly Magazine with a collection of articles, art works and pictures of the students, from Kindergarten to 5th. Grade.

Price of the quarterly magazine for <u>570</u> issues	\$596.20
Promotional discount from MGX COPY	\$89.43
each issue with discount is about	\$1.02
Shipping is	\$20.24
Tax is	\$49.32
quarterly charge for the school for for 570 copies	\$576.33

**Enadia -TEC**  
22944 Enadia Way  
West Hills, Ca. 91307  
(818) 505-3900 fax (818) 716-7738



**"Soar to Success!"**

**MICHELLE KING**  
SUPERINTENDENT OF SCHOOLS

**VIVIAN EKCHIAN**  
LOCAL DISTRICT SUPERINTENDENT

**HEATHER JEANNE**  
PRINCIPAL

January 19, 2017

Dear West Hills Neighborhood Council,

Enadia -TEC, on behalf of Los Angeles Unified School District, would accept with gratitude a Neighborhood Purposes Grant (NPG). We propose to use the grant to purchase a chicken coop with run (\$990) and all supplies needed to start and maintain chickens for our school garden. (Supplies include: kiddie pool, food grade diatomaceous earth, hand forged fireplace shovel and broom, 5 gallon buckets, chicks (or fertile eggs to hatch into chicks), straw bales, chicken feed for one year, watering dish, food dish, feed scoop, heat lamp and reflector, incubator, galvanized trash cans and bungi cords. Estimated total cost of supplies: (\$800). The total cost of the NPG requested is: **\$1,790.**

The proposed chicken coop with supplies and chickens would be housed outdoors in a fenced in and locked area of our campus visible to the public street. The public school students attending our school visit our school garden on a weekly basis for garden-based integrated lessons designed by our classroom teachers. The garden is a living laboratory and the students learn to plant and harvest all crops. Students would be responsible for maintaining the chicken coop and feeding the chickens on school days. Community members would carry on these duties on weekends and school breaks. Compost and waste from our garden will be used to support the chickens. Students will learn how chickens and vegetable and fruit gardens play an important role in our sustainable earth. Students and community members run our weekly Farmer's Market in which our produce and farm fresh eggs will be available to the public.

In advance we would like to express our appreciation for your interest in supporting our educational program. For your records, the Los Angeles Unified School District's federal tax identification number is **95-6000-908-W.**

Please do not hesitate to contact me if you have any questions.

Sincerely,

Heather Jeanne  
School Principal

# APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. The Neighborhood Council (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant:

West Hills

## SECTION I - APPLICANT INFORMATION

- 1a) Enadia Technology 95-6000-908-W CA N/A  
Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)
- 1b) 22944 Enadia Way West Hills CA 91307  
Organization Mailing Address City State Zip Code
- 1c) same  
Business Address (if different) City State Zip Code
- 1d) PRIMARY CONTACT INFORMATION:  
Heather Jeanre (818) 595-3900 haj7773@lausd.net  
Name Phone Email
- 2) Type of Organization- Please select one:  
 Public School (not to include private schools) or  501(c)(3) Non-Profit (other than religious institutions)  
Attach Grant Request on School Letterhead Attach IRS Determination Letter
- 3) \_\_\_\_\_  
Name / Address of Affiliated Organization City State Zip Code  
(if applicable)

## SECTION II - PROJECT DESCRIPTION

- 4) Please describe the purpose and intent of the grant.  
The purpose and intent of the grant is to purchase a chicken coop, run, and supplies (including incubation for eggs) for our school garden. The proposed chicken coop and run would be visible to the public outside the school and visible to the students when learning in our teaching garden.
- 5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)  
The public school children attending our school will learn how to care for chickens in addition to learning how to grow their own food. Garden waste/compost is also reduced with the benefit of chickens in the ecosystem. Eggs, when available, will be available to the community at our weekly Farmers Market.

6a) Personnel Related Expenses

	Requested in NCs	Total Requested

6b) Non-personnel Related Expenses

See attached list	Requested in NCs	Total Requested
Chicken coop with run : @ 990		
Supplies : 800		

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No  Yes, please list names of NCs: \_\_\_\_\_

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs)  No  Yes, please describe:

Source of Funding	Amount	Total Requested
Donations from school community		

9) What is the TOTAL amount of the grant funding requested with this application: \_\_\_\_\_

10a) Start date: March 17, 2017 10b) Date Funds Required: April 1, 2017 \$1790

10c) Expected completion date: June 9, 2017 (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?  
 No  Yes - Please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?  Yes  No \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department will deny the payment of this grant in its entirety.)

**SECTION V - DECLARATION AND SIGNATURE**

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read Appendix A, "What is a Public Benefit," and Appendix B "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED\*  
Heather Ann Jeanre Principal [Signature] 1-19-17  
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*  
 \_\_\_\_\_  
 PRINT Name Title Signature Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
 requester. Do not  
 send to the IRS.**

Print or type  
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>Enadia Way Elementary School</b>	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification; check only <b>one</b> of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____ <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) <b>22944 Enadia Way</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>West Hills, Ca 91307</b>	
7 List account number(s) here (optional)	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

<b>Social security number</b>	
[ ] [ ] [ ] - [ ] [ ] - [ ] [ ] [ ] [ ]	
or	
<b>Employer identification number</b>	
95 - 6001908	

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <b>1-20-17</b>
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



# items not on west valley grant list

Ynes Zavala

Thu 1/19/2017 9:02 AM

To: Jeanne, Heather <haj7773@lausd.net>;

I pulled these items from the list. Also, I spoke with an animal control officer and as of now there are NO restrictions on the number of chickens we can have provided the following criteria are met: Chickens must be housed 25 feet from a dwelling and 35 feet from a neighbor's home. Also, they must be appropriately housed with adequate space. We could even have a rooster if he was 100ft from a neighbor's house.

kiddie pool \$8-10 plus tax--seasonal item out of stock locally  
<http://www.toysrus.com/product/index.jsp?productId=87953496&cp=2255956.2273442.70859346.2257605.2257622&parentPage=family>

-----  
total \$8.70 to \$10.86

food grade diatomaceous earth \$19.99/10lb x 3 free ship  
[https://www.amazon.com/Food-Grade-Diatomaceous-Earth-Lbs/dp/B00JJ71LW6/ref=sr\\_1\\_7?ie=UTF8&qid=1484780668&sr=8-7&keywords=food+grade+diatomaceous+earth](https://www.amazon.com/Food-Grade-Diatomaceous-Earth-Lbs/dp/B00JJ71LW6/ref=sr_1_7?ie=UTF8&qid=1484780668&sr=8-7&keywords=food+grade+diatomaceous+earth)

-----  
total \$59.97

hand forged fireplace shovel qty 3 \$17.95x3 no shipping (\$53.85) no tax  
<http://www.plowhearth.com/hand-forged-fireplace-shovel.htm?aff=6443&CAWELAID=986741729&catargetid=530007710000089489&cadevice=c&gclid=CK77gazhzNECFYZhfgoddGEOsQ>

-----  
total \$53.85

hand forged fireplace broom qty 3 \$17.95x3 no shipping (\$53.85) no tax  
<http://www.plowhearth.com/hand-forged-fireplace-shovel.htm?aff=6443&CAWELAID=986741729&catargetid=530007710000089489&cadevice=c&gclid=CK77gazhzNECFYZhfgoddGEOsQ>

-----  
total \$53.85

5 gallon buckets 3 pack \$8.91 + tax  
<http://www.homedepot.com/p/The-Home-Depot-5-gal-Homer-Bucket-3-Pack-05GLHD2/100672960>

-----  
total \$9.69

# west valley grant items

Ynes Zavala

Thu 1/19/2017 8:54 AM

Inbox

To: Jeanne, Heather <haj7773@lausd.net>;

Principal Jeanne,

here is the item list for the Enadia Project "Funky Chicken". :-) There are 7 items I pulled from the list that total about \$250 to bring this down \$1509. I believe it is important to make a significant investment in the chickens' living quarters as they will need it for many years to come. I will send a separate email with the missing items.

\$990 NO TAX FREE SHIPPING 143"long x 68"wide x 67"tall so about 12 feet of run space which is just about right for 6 hens.

[https://www.amazon.com/Rhode-Island-Homestead-Large-CHICKEN/dp/B018N0BMXW/ref=sr\\_1\\_74?e=UTF8&qid=1484774550&sr=8-74&keywords=chicken+coops](https://www.amazon.com/Rhode-Island-Homestead-Large-CHICKEN/dp/B018N0BMXW/ref=sr_1_74?e=UTF8&qid=1484774550&sr=8-74&keywords=chicken+coops)

CA TAX RATE 8.75%

### Red Barn Food

- chick starter mash 2months duration \$10/25lbs -- extended cost \$20
- 25lb crumble -\$10/bag 2 months duration-- extended cost \$20
- 50lb pellet a.p.l.f - \$16 -- extended cost \$128
- 25lb oyster shell - \$10 -- extended cost \$40

-----  
total cost food for 1 year \$226.20 w/tax

watering dish \$21.54x2 free ship no tax

[https://www.amazon.com/Harris-Farms-Galvanized-Poultry-Drinker/dp/B006ZJHBRU/ref=sr\\_1\\_1?e=UTF8&qid=1484777917&sr=8-1&keywords=chicken+watering+cans](https://www.amazon.com/Harris-Farms-Galvanized-Poultry-Drinker/dp/B006ZJHBRU/ref=sr_1_1?e=UTF8&qid=1484777917&sr=8-1&keywords=chicken+watering+cans)

-----  
total \$43.08

rod dish \$19.54 \$7.57 shipping \$2.37 tax

[https://www.amazon.com/Harris-Farms-Galvanized-Hanging-Poultry/dp/B006ZUNIR6/ref=sr\\_1\\_1?e=UTF8&qid=1484778076&sr=8-3&keywords=B011KGQE1E%7CB01FHUEEJA%7CB011KGQE3M%7CB00MBVDMII%7CB00MBVDKQC%7CB002RZ6WUS%7CB017A4X636%7CB00MBVDOWM%7CB017A5F9M6%7CB00MBVDUY4%7CB01FHUH5YG%7CB006ZUNIR6%7CB006ZUNIWQ%7CB006ZUNKOM%7CB006ZUNKQU](https://www.amazon.com/Harris-Farms-Galvanized-Hanging-Poultry/dp/B006ZUNIR6/ref=sr_1_1?e=UTF8&qid=1484778076&sr=8-3&keywords=B011KGQE1E%7CB01FHUEEJA%7CB011KGQE3M%7CB00MBVDMII%7CB00MBVDKQC%7CB002RZ6WUS%7CB017A4X636%7CB00MBVDOWM%7CB017A5F9M6%7CB00MBVDUY4%7CB01FHUH5YG%7CB006ZUNIR6%7CB006ZUNIWQ%7CB006ZUNKOM%7CB006ZUNKQU)

-----  
total \$29.48

feed scoop \$11.91 \$7 shipping

## Community Impact Statement Recommendation

**RE: CF15-1022-S2:**

### **Online Voting / Improve Experience / Neighborhood Council Elections**

To: West Hills Neighborhood Council Board

From: Government Relations Committee

Date Approved by Committee: 2/20/17

Date submitted for Board Consideration: 3/2/17

This is a very hot topic working its way through the NC's and the city council file system. The council file is currently pending in the Rules, Elections, Intergovernmental Relations and Neighborhoods Committee (REIRNC) waiting for responses from NC's.

Several Neighborhood Councils have submitted CIS's on CF15-1022-S2 and comments are all over the place.

Joanne expressed her strong desire to have the WHNC file a CIS on this item as this would enable her to address the city council for five minutes on the many serious problems WHNC has with the online registration and voting process.

**RECOMMENDATION to the Board:** The Government Relations Committee recommends a "FOR" vote on CF15-1022-S2.

WHNC supports online voting but only if the many problems experienced during the 2016 elections are resolved. We offer the comments below in response to *DONE's Report Back on Council File 15-1022-S2*.

- The method of online registration and securing voters' data must be solved before moving forward.
- Receipts should be provided to stakeholders for both, registering to vote online, and voting in an election online.
- NC elections should include three components of voting 1. In-person at a polling place, 2. Online, 3. Vote by mail.
- Polling locations should offer the option to use either a tablet or a paper ballot in order to overcome voter apprehension.
- Stakeholders should be able to register online and vote at a polling place without the need to re-register, and that registration should remain valid for future elections.
- We do not support being required to allocate part of our annual budget in election years to fund our neighborhood elections.
  - How can WHNC maintain autonomy and fiscal integrity if we are required to allocate up to 20% of our annual budget to fund elections and in addition are told how to spend those allocated funds?

We support the following:

- Expansion of election outreach efforts so existing board members will not be expected to find candidates to run against them.
- Lowering the minimum voting age to for elections to 16.
- The proposed maximum of three ballot types is acceptable as WHNC has never used more than one ballot in past elections.
- Self-affirmation of stakeholder qualification for voter registration with appropriate identification is acceptable.

**This is the motion called CF15-1022-S2.** It was amended on 12/2/16 see the amendment in **bold below**.

“On April 7, 2016, the Department of Neighborhood Empowerment (DONE) convened the elections for the Studio City Neighborhood Council. This was the first election cycle for neighborhood councils that included an online voting option and Studio City was among the first participants in the new online voting system.

In theory online voting may have the potential to draw greater participation in neighborhood council elections. However, in the aftermath of the Studio City experience, it is clear that more work needs to be done to shore up the security of voters’ data, better train staff to handle the demands of candidates and voters to access said data. The nature of pilot programs, such as online voting, is to revisit the experience of the pilot and decide whether to move forward with more widespread implementation, and if so, what improvements can be made based on that initial experience.

~~I THEREFORE MOVE that the Council INSTRUCT the Department of Neighborhood Empowerment to cease the implementation of the online voting system for future elections until  
 — (1) DONE completes a report with information about the experience of online voting for candidates, voters, staff and other stakeholders, and on the actions that DONE intends to take to improve the implementation process, outreach, training, data security, and other processes; and  
 — (2) the Council takes further action approving online voting under the conditions to be determined by the City Council”.~~

**The above motion was amended on 12/2/16 as follows,**

MOTION (Amendment)

Item 5 (Council File 15-1022-S2] on today's agenda is relative to suspending implementation of the online voting system for future Neighborhood Council elections. I request this motion be AMENDED to read:

**“I THEREFORE MOVE that the Council INSTRUCT the Department of Neighborhood Empowerment to suspend the implementation of the online voting system until**

**(1) DONE completes a report within 30 days, or in sufficient time for the Council to take any necessary action prior to any future neighborhood council election, with information about the experience of online voting for candidates, voters, staff and other stakeholders, and on the actions that DONE intends to take to improve the implementation process, outreach, training, data security, and other processes; and**

**(2) the Council takes further action approving online voting under the conditions to be determined by the City Council, after consideration of DONE's report”.**

**Fiscal Impact Report:** DONE has asked the City Council to set aside an additional \$342,000 in the current fiscal year to build-out online voter registration, online voting, candidate outreach and other components discussed in DONE’s Report Back on Council File 15-1022-S2.

Quorum: \_\_\_\_\_

For	
For if amended	
Against	

Against unless amended	
No Position Council file discussed but NC could not muster enough votes either way	
Neutral Position	