



WEST HILLS NEIGHBORHOOD COUNCIL

ONLINE AND TELEPHONIC REGULAR BOARD MEETING AGENDA Thursday, July 2, 2020 at 7:00 p.m.

This meeting of the West Hills Neighborhood Council will be conducted online via Zoom Webinar and telephonically. All are invited to attend and participate.

- **To attend online** via Zoom Webinar: Paste the following link into your browser: https://zoom.us/j/98920654217
- To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: 989 2065 4217, then press #.

Comments on matters not on the agenda will be heard during the Public Comment period. Those who wish to speak on an agenda item will be heard when the item is considered

speak on an agenda item will be heard when the item i	s considered	1
Opening Business	7:00 P.M.	
Call to Order		Co-Chairs: Mr. Dan Brin
Can to Order		Ms. Charlene Rothstein
Roll Call – Establish Quorum		Secretary: Mr. Brad Vanderhoof
Pledge of Allegiance		Co-Chair: Ms. Charlene Rothstein
Approve Meeting Minutes of June 4 th and Special		Secretary: Mr. Brad Vanderhoof
Meeting Minutes Of June 4 th and June 18 th		Secretary: Wil. Brad vanderhoof
Treasurer's Report		Treasurer: Ms. Carolyn Greenwood
Controller's Report		Controller: TBD
Budget Report		
Comments from the Chair		Co-Chair: Mr. Dan Brin
Public Comment	7:15 P.M.	
Comments & statements from stakeholders or interested		Co-Chair: Ms. Charlene Rothstein
parties on subjects NOT on this meeting's agenda.		
(Requires Speaker Card)		
*The Council affords an opportunity to members of the		
public to address the Council on items of interest that are		
within the Council's jurisdiction. The Council is not		
permitted to take action on items that are not identified on		
the agenda. The Council reserves the right to limit speakers' time if necessary to provide an adequate		
opportunity for all to be heard.*		
Announcements	7:25 P.M.	
LAPD Senior Lead Officers		SLO Kari McNamee
Calif. Assembly District 45		Ms. Nikki Perez
Council District 12		Mr. Eric Moody, District Director
Department of Neighborhood Empowerment		Mr. Freddy Cupen-Ames and Ms. Semee Park
Los Angeles County Supervisor District 3		Ms. Tessa Charnofsky, District Director
LAUSD District 3		Ms. Tara Vahdani

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Council Announcements	7:45 P.M.	
Committee & Liaison ReportsBudget Advocates		West Hills Neighborhood Council Ms. Joanne Yvanek-Garb
Old Business	8:00 P.M.	
20-0053 - Discussion and possible action regarding the appointment of five WHNC board members who may submit Community Impact Statements (CIS) (5 Minutes Max)		Mr. Dan Brin, Co-Chair WHNC Ms. Charlene Rothstein, Co-Chair WHNC
New Business	8:05 P.M.	
20-0073 - Discussion and possible action regarding the approval of the WHNC's May 2020 Monthly Expenditure Report (MER) (3 Minutes Max)		Mr. Bob Brostoff, Co-Chair Ms. Carolyn Greenwood, Co-Chair Budget Committee
20-0074 - Discussion and possible action on appointing, electing or selecting a new Controller for the WHNC (5 Minutes Max)		Mr. Dan Brin, Co-Chair WHNC
20-0075 - Discussion and possible action to select or elect two Budget Representatives for Fiscal Year 2020-2021 (5 Minutes Max)		Mr. Dan Brin, Co-Chair WHNC
20-0076 - Discussion and possible action regarding the WHNC's Halloween Houses on Display competition. (5 Minutes Max)		Mr. Myrl Schreibman, Co-Chair Mr. Steve Randall, Co-Chair Special Events Committee
20-0077 - Discussion and possible action regarding left-turn signals at Vanowen Street & Fallbrook Avenue (5 Minutes Max)		Mr. Anthony Brosamle, Co-Chair Mr. Anthony Scearce, Co-Chair Streets & Transportation Committee
20-0078 - Discussion and possible action regarding bicycle lanes on Shoup Avenue (5 Minutes Max)		Mr. Anthony Brosamle, Co-Chair Mr. Anthony Scearce, Co-Chair Streets & Transportation Committee
Adjournment	9:30 P.M.	

Public Input At Neighborhood Council Meetings: The public is requested to dial *9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

<u>Notice to Paid Representatives</u> - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at {213} 978-1960 or ethics.commission@lacity.org

<u>Public Posting Of Agendas</u>: WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., West Hills, CA 91307 or at our website, <u>www.westhillsnc.org</u>. You can also receive our agendas via email by subscribing to the City of Los Angeles Early Notification System at <u>www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.</u>

The Americans With Disabilities Act: As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting the WHNC's executive director via email at Michelle.Ritchie@westhillsnc.org If you are hearing impaired please call 711.

<u>Public Access of Records</u>: In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at the meeting where such writing was considered or by contacting the WHNC's executive director via email at <u>Michelle.Ritchie@westhillsnc.org</u> Requests can be made for a copy of a record related to an item on the agenda.

Reconsideration and Grievance Process: For information on the WHNC's process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at our website, www.WestHillsNC.org.

<u>Servicios De Traduccion</u>: Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte <u>Michelle.Ritchie@westhillsnc.org</u>





WEST HILLS NEIGHBORHOOD COUNCIL

DRAFT MINUTES

ONLINE AND TELEPHONIC REGULAR BOARD MEETING

Thursday, June 4, 2020 at 7:00 p.m.

PRESENT: Aida Abkarians, Faye Barta, Sandi Bell, Thomas Booth, Dan Brin, Tony Brosamle, Bob Brostoff, Carolyn Greenwood, Bonnie Klea, Saif Mogri, Olivia Naturman, Steve Randall, Bill Rose, Charlene Rothstein, Tony Scearce, Myrl Schreibman, Ron Sobel, Joan Trent, Alec Uzemeck, Brad Vanderhoof and Joanne Yvanek-Garb

ABSENT: Ann Mizrahi, Bobbi Trantafello and Zach Volet

Opening Business:

Co-Chair Dan Brin called the meeting to order at 7:01 p.m. He explained that we will be electing a new secretary tonight.

Quorum was established.

Meeting Minutes of February 20, 2020 were approved as presented.

Minutes of May 14, 2020 were approved with the correction of the spelling of Nicole Flessati's name.

Treasurer's Report: There is no report at this time.

Controller's Report: Anthony Brosamle said that he has stepped down as Controller but will continue to work with the Finance Team.

Comments from the Chair: Co-chair Dan Brin thanked everyone for being so patient at our first online meeting.

Public Comment/Announcements

Councilmember John Lee went over the types of businesses that are opening in this phase of the pandemic. He also went over several things that he is doing in light of this pandemic. Particularly, he wants the word to get out about the Angel Fund, which provides no-interest long-term loans targeted for mom-and-pop businesses.

Councilmember Lee said there have been two major protests in our area, both of which were peaceful. He asked that if anyone hears anything about these types of gatherings they should alert his office or him personally.

Councilmember Lee's District Director, Eric Moody, said he has been very busy working from home. If anyone needs anything at all they should contact the office. Staff is available by email or phone. They are also working on a renter's assistance program.

Stakeholder Mikala P asked when the next Environment cCommittee meeting would be held. She was advised that the next meeting is on June 10 at 7 p.m.

Tessa Charnofsky, district director for Supervisor Kuehl, advised that there has been a countywide move into Phase 2 of reopening the economy. Gyms and nail salons are to be opened in Phase 3. The county is following the pace set by the state in the opening of businesses. However, we may see a spike in COVID-19 because of the protests. Supervisor Kuehl is working on finding permanent housing for those placed in hotels through Project Room Key.

Tara Vahdani from Scott Schmerelson's office thanked Dan Brin for the pictures he took at the protest yesterday. Ms. Vahdani said it was a wonderful chance for young people to express themselves in a peaceful way. LAUSD is continuing the Grab and Go food centers through the summer. There are two located in the area.

Freddy Cupen-Ames, WHNC Neighborhood Empowerment Advocate (NEA), advised that he needed the original by-laws Word document. There are approved changes that will be applied to all NC by-laws regarding voting, optional board seat and the definition of a community stakeholder. There are also policies on censure and removal that they are working on language to be applied to all NC by-laws.

Joann Yvanek-Garb stated that Neighborhood Councils should be able to apply for grant money, especially in light of the current budget situation.

Aida Abkarians advised that SLO Sean Brown is very ill.

Stakeholder Maggi Espada Hernandez said we have gone through a lot of racial tension. Because of the diversity in West Hills ,we need to take the lead to make it more inclusive. She is willing to help.

Council Announcements

Budget Advocate Report: There will be a virtual election on June 28. All budget representatives will be participating. The White Paper has been sent out to everyone.

Old Business:

20-0057 – Discussion and possible action on appointing, electing or selecting a new Secretary for the WHNC.

Co-Chair Dan Brin nominated Brad Vanderhoof. Nomination was seconded by Co-Chair Charlene Rothstein. Election of Brad Vanderhoof as Secretary was approved with 22 yes votes and three (3) absent.

New Business:

20-0062 – Discussion and possible action on repurposing funds previously approved for ONEgeneration.

Tom Booth recused himself and left the meeting.

The Board previously approved \$500 for the ONEgeneration symposium which was cancelled due to COVID-19. The City Clerk requires the Board to approve the use of these funds by ONEgeneration in support of the COVID -19 emergency relief effort.

Recommendation to approve letter from ONEgeneration outlining the repurposing of these funds was approved with 21 yes votes, zero no votes, three (3) absences and one (1) recusal.

20-0063 – Discussion and possible action on approving a Spending Request for an amount up to \$1,177 for Miracle Minded Ministries 3/New Friends Homeless Center for food, blankets and sleeping bags in support of the COVID-19 emergency relief efforts.

Spending Request approved for an amount up to \$1,177 for Miracle Minded Ministries 3/New Friends Homeless Center with 22 yes votes, zero no votes, zero abstentions and three (3) absent.

20-0064 – Discussion and possible action on approving a Spending Request for an amount up to \$1,177 for the West Valley Food Pantry in support of the COVID-19 emergency relief efforts.

Spending Request approved for an amount up to \$1,177 for the West Valley Food Pantry with 22 yes votes, zero no votes, zero abstentions and three (3) absent.

20-0065 – Discussion and possible action on approving a Spending Request for an amount up to \$1,177 for Hope of the Valley for food and hygiene products in support of the COVID-19 emergency relief.

Spending Request approved for an amount up to \$1,177 for Hope of the Valley with 22 yes votes, zero no votes, zero abstentions and three (3) absent.

20-0066 – Discussion and possible action regarding the transfer of \$170.54 from line item 15 Government Relations to line item 8 Rack Space.

Recommendation to transfer funds was approved with 22 yes votes, zero no votes, zero abstentions and three (3) absent.

20-0067 – Discussion and possible action on approving NPG for Capistrano Avenue Elementary School PTA in the amount of \$800 for a water filtration system, line item 27

Tara Vahdani spoke in response to the question concerning why LAUSD isn't paying for this system. She said the water is safe and tested regularly. However, there aren't enough spouts and this system also allows for the filling of water bottles and eliminates the need for plastic water bottles. Aida Abkarians, Anthony Brosamle and Anthony Scearce all spoke in favor of this system.

NPG for Capistrano Avenue Elementary School in the amount of \$800 was approved with 21 yes votes, zero no votes, one (1) abstention and three (3) absent.

20-0068 – Discussion and possible action on designating locations for painting utility boxes for Vision Zero project.

Olivia Naturman, Co-Chair, Street & Transportation Committee, advised that the three locations were Fallbrook & Victory, Platt & Sherman Way and Valley Circle. Ms. Naturman went over the three designs. There was some discussion of possibly changing the lettering on one of the designs.

Motion to approve the designs, with possible modification to the lettering, and the three proposed locations was approved with 22 yes votes, zero no votes, zero abstentions and three (3) absent.

Meeting adjourned at 9:15 p.m.





WEST HILLS NEIGHBORHOOD COUNCIL

DRAFT MINUTES

ONLINE AND TELEPHONIC SPECIAL BOARD MEETING

Thursday, June 4, 2020 at 9:15 p.m.

PRESENT: Aida Abkarians, Faye Barta, Sandi Bell, Thomas Booth, Dan Brin, Tony Brosamle, Bob Brostoff, Carolyn Greenwood, Bonnie Klea, Saif Mogri, Olivia Naturman, Steve Randall, Bill Rose, Charlene Rothstein, Tony Scearce, Myrl Schreibman, Ron Sobel, Joan Trent, Alec Uzemeck, Brad Vanderhoof and Joanne Yvanek-Garb.

ABSENT: Ann Mizrahi, Bobbi Trantafello and Zach Volet

Opening Business:

Co-Chair Dan Brin called the meeting to order at 9:15 p.m.

Quorum was established.

Public Comment:

None

New Business:

20-0069– Discussion and possible action on ratifying the expenditure of \$1000.00 at Stonefire Grill for meals delivered to the emergency shelter set up at Woodland Hills park as outreach during this emergency period.

Co-Chair Dan Brin explained that this and the following item were actions taken during the emergency period when the Board was unable to meet. The City requires the Board to ratify these actions. Freddie Cupen-Ames explained the City's position.

Ratification of expenditure of \$1000.00 at Stonefire Grill was approved with 22 yes votes, zero no votes and three (3) absences.

20-0070 – Discussion and possible action on ratifying the expenditure of \$600.00 at Fields Market to purchase food for the West Valley Food Pantry to serve clients during this emergency period.

Ratification of expenditure of \$600.00 at Field's Market was approved with 22 yes votes, zero no votes and three (3) absent.

Meeting adjourned at 9:31 p.m.





WEST HILLS NEIGHBORHOOD COUNCIL SPECIAL BOARD ONLINE AND TELEPHONIC MEETING MINUTES

Thursday, June 18, 2020

PRESENT: Aida Abkarians, Faye Barta, Sandi Bell, Thomas Booth, Dan Brin, Anthony Brosamle, Bob Brostoff, Margery Brown, Carolun Greenwood, Bonnie Klea, Saif Mogri, Olivia Naturman, Steve Randall, Bill Rose, Charlene Rothstein, Tony Scearce, Myrl Schreibman, Ron Sobel, Bobbi Trantafello, Joan Trent, Alec Uzemeck, Brad Vanderhoof, Zach Volet, and Joanne Yvanek-Garb.

ABSENT: Ann Mizrahi

Chair Dan Brin called the meeting to order at 7:10 PM

Secretary Brad Vanderhoof called roll and established quorum.

Chair Comment: None

Public Comment: None

New Business:

20-0071 - Discussion and possible action on approving 2020-2021 WHNC budget in the amount of $\$32,\!000.00$

Carolyn described the proposed budget breakdown:

Office/Operational -- \$22042.51 Elections -- \$5000 Outreach -- \$4000 Neighborhood Purpose Grants -- \$957.09

Dan said the WHNC should receive an additional \$10,000 in rollover of unspent funds, but there is no confirmation yet.

Dan described the current proposed budget as a temporary placeholder.

Treasurer Carolyn Greenwood said the budget can be amended at any time.

Board Member Myrl Schreibman said the Council's needs are ever-changing and cited the different number of events in previous years. He said it is "crazy logic" to base a budget on past spending when the rollover is not guaranteed.

Budget Committee Co-Chair Bob Brostoff said the Budget Committee will probably prepare two detailed budgets at the July meeting – one for \$32,000 and one for \$42,000.

Vote to approve 2020-2021 budget and submit to the Department of Neighborhood Empowerment

Yes -23, No -0, Abstain -0, Absent -1, Ineligible -1

The action passes.

20-0072 - Discussion and possible action on approving 2020-2021 Administrative Packet

Board Member Saif Mogri asked why the web vendor is marked N/A in the contract/lease section.

Bob said the vendor, The Web Corner, is an authorized vendor of the City of Los Angeles and the City has a contract for Neighborhood Councils.

Vote to approve 2020-2021 Budget and submit to the Department of Neighborhood Empowerment

Yes - 22, No - 1, Abstain - 0, Absent - 1, Ineligible - 1.

The action passes.

Chair Dan Brin adjourned the meeting at 7:45 PM.

The next Board meeting is scheduled for July 2, 2020, at 7:00 p.m., and will be held electronically.

Monthly Expenditure Report



Reporting Month: May 2020 **Budget Fiscal Year: 2019-2020**

NC Name: West Hills Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	eginning Balance Total Spent Remaining Balance Outstanding Commitments Net Ava				Net Available
\$24952.63	\$5454.57	\$19498.06	\$836.00	\$0.00	\$18662.06

Monthly Cash Flow Analysis						
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available	
Office		\$3155.10		\$0.00	\$14525.65	
Outreach	\$43050.00	\$0.00	\$14525.65	\$0.00		
Elections		\$0.00		\$0.00		
Community Improvement Project	\$1750.00	\$0.00	\$1671.88	\$0.00	\$1671.88	
Neighborhood Purpose Grants	\$7200.00	\$2299.47	\$3300.53	\$836.00	\$2464.53	
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$27047.37		

	Expenditures							
#	Vendor	Date	Description	Budget Category	Sub-category	Total		
1	THE WEB CORNER, INC	05/01/2020	Web service for the WHNC	General Operations Expenditure	Office	\$150.00		
2	APPLEONE EMPLOYMENT SV	05/20/2020	WHNC Board staff	General Operations Expenditure	Office	\$1633.50		
3	APPLEONE EMPLOYMENT SV	05/20/2020	WHNC Board staff	General Operations Expenditure	Office	\$1306.80		
4	RACKSPACE EMAIL & APPS	05/22/2020	Email Service	General Operations Expenditure	Office	\$64.80		
5	ENADIA WAY TECH CHARTER	02/19/2020	Agenda Item 20-0024 on Agenda for 02-06-2020 meetinDiscussion and possible action on approving NPG for Enadia Way Technology Charter in the amount of \$00.00 line item 27.	Neighborhood Purpose Grants		\$700.00		
6	Nevada Ave. PTA	02/26/2020	Discussion and possible action on approving NPG for Nevada Ave. Elementary School in the amount of \$800.00.	Neighborhood Purpose Grants		\$799.47		
7	JUSTICE STREET ACADEMY	03/18/2020	Discussion and possible action on approving NPG for Justice St Academy School in the amount of \$800.00, line item 27.	Neighborhood Purpose Grants		\$800.00		

Subtotal: \$5454.57

Outstanding Expenditures							
#	Vendor	Date	Description	Budget Category	Sub-category	Total	
1	HAMLIN CHARTER	03/11/2020	Discussion and possible action on approving NPG for Hamlin Charter Academy in the amount of \$836.00 for 100 Logitech Stereo Headsets.	Neighborhood Purpose Grants		\$836.00	
Subtotal: Outstanding						\$836.00	

Recommended resolutions from the Streets & Transportation Committee

West Hills Neighborhood Council July 2, 2020

Agenda Item 20-0077 - Discussion and possible action regarding left-turn signals at Vanowen Street & Fallbrook Avenue

WHEREAS the intersection of Vanowen Street and Fallbrook Avenue is one of the busiest in West Hills; and

WHEREAS traffic heading eastbound and westbound on Vanowen Street frequently experiences long delays as vehicles wait several signal cycles in order to turn left onto Fallbrook Avenue; and

WHEREAS this intersection has seen many accidents involving vehicles attempting to turn left; and

WHEREAS the City of Los Angeles Department of Transportation approved installation of protected left-turn signals at this intersection several years ago;

LET IT BE RESOLVED that the West Hills Neighborhood Council urges the City of Los Angeles Department of Transportation to expedite its plans to install protected left-turn signals for the intersection of Vanowen Street and Fallbrook Avenue.

Agenda Item 20-0078 - Discussion and possible action regarding bicycle lanes on Shoup Avenue

WHEREAS bicycle lanes do not currently exist on Shoup Avenue, a busy street along the eastern boundary of West Hills; and

WHEREAS bicyclists avoid Shoup Avenue because of its high speed of traffic and its lack of a designated lane where they can ride safely; and

WHEREAS Shoup Avenue is sufficiently wide to accommodate bicycle lanes due to the street's history as the location of a Red Car route heading down its center between Roscoe and Ventura Boulevards; and

WHEREAS implementation of bicycle lanes can be accomplished without reduction of existing parking along Shoup Avenue; and

WHEREAS it is a longstanding policy of the City of Los Angeles to encourage bicycling as an alternative to driving automobiles; and

WHEREAS the current COVID-19 crisis has led to a dramatic increase in bicycle sales and use throughout the United States, including the City of Los Angeles;

LET IT BE RESOLVED that the West Hills Neighborhood Council urges City Councilmember John Lee and his staff at Council District 12 to work with their counterparts at Council District 3 to advance implement bicycle lanes on Shoup Avenue between Roscoe and Ventura Boulevards.