



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

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# WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BOARD AND BUDGET COMMITTEE MEETING AGENDA

Tuesday, March 26, 2024, 6:30 P.M. Chaminade College Peparatory – Condon Center 2<sup>nd</sup> Floor 23241 W. Cohasset Street, West Hills, CA 91304

This meeting is open to the public. Doors open 10 minutes before the meeting starts. Those who wish to speak during the meeting may be asked to complete a Speaker Card. Comments on matters not on the agenda will be heard during the Public Comment period. Those who wish to speak on an agenda item will be heard when the item is considered

- 1. Call to Order
- 2. Establish Quorum
- 3. Comments from the Co-Chairs
- 4. Approve the minutes from November 28, 2023
- 5. Public Comment on Non-Agenda items

#### **NEW BUSINESS:**

- 6. Discussion and possible action regarding approval of adjustment of committee funds in the 2023-2024 Budget due to increased costs.
- 7. Meeting Adjournment

<u>Public Input</u>:: Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, an issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the committee.

The Americans With Disabilities Act - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: <a href="mailto:NCsupport@lacity.org">NCsupport@lacity.org</a>

<u>Public Posting of Agendas</u> - WHNC agendas are posted for public review at Platt Village, on the Southside of Pavilions, closest to Nothing Bundt Cakes at 6534 Platt Avenue, West Hills, CA 91307 or at our website, <u>www.westhillsnc.org</u> You can also receive our agendas via email by subscribing to <u>L.A. City's Early Notification System (ENS)</u>

<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 Section 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 <a href="mailto:ethics.commission@lacity.org">ethics.commission@lacity.org</a>

<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 our website: <a href="www.westhillsnc.org">www.westhillsnc.org</a> or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the WHNC's executive director via email at <a href="michelle.ritchie@westhillsnc.org">michelle.ritchie@westhillsnc.org</a>

<u>Reconsideration and Grievance Process</u> - For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website www.westhillsnc.org

<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>





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# WEST HILLS NEIGHBORHOOD COUNCIL

#### JOINT BOARD AND BUDGET COMMITTEE MEETING MINUTES

November 28, 2023

Chaminade College Preparatory West Hills

Revised November 29, 2023

Committee members in attendance: Aida Abkarians, Faye Barta, Carolyn Greenwood, Glenn Jennings, Saif Mogri,

Char Rothstein, and Brad Vanderhoof Other Board members: Miriam Schimmel

Guest: Carolyn Proppert

Co-chair Carolyn Greenwood called the meeting to order at 6:37 PM. A quorum was established.

Numbers refer to agenda items.

- 3. Comments from the Co-Chairs: None
- 4. Approve the minutes from October 24, 2023: Minutes approved as amended.
- 5. Public Comment: None

#### **NEW BUSINESS:**

6. Approval of Request for \$60.00 by the Special Events Committee for the Active Shooter Forum: Carolyn asked about facility cost, insurance, and publicity costs. Aida said some form of food or refreshment besides water should be provided. Carolyn recommended changing the request amount to \$500 and the committee agreed.

Roll Call Vote to Approve Event Request:

Aida Abkarians – Yes, Faye Barta – Yes, Dan Brin – Absent, Carolyn Greenwood – Yes, Glenn Jennings – Yes, Saif Mogri – Yes, Steve Randall – Absent, Char Rothstein – Yes,

Joan Trent - Absent, Brad Vanderhoof - Yes

Yes -7, No -0, Abstain -0, Absent -3, Recusal -0

The event request is approved and a form with complete budget will be sent to the WHNC Board

Carolyn Greenwood adjourned the meeting at 7:00 PM.

The next meeting of this committee is Tuesday, December 26, 2023 at 6:30 PM, at Chaminade High School Subject to change

## WEST HILLS NEIGHBORHOOD COUNCIL CONTROLLER'S REPORT 02/29/24

Item	Committee	Purpose	Budget	Balance	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	<b>Total Spent</b>
OFFICE													\$0.00
1	Office	Misc. Expense	\$519.00	\$379.10	\$33.35	\$65.70					\$6.08	\$34.77	\$139.90
2	Office	Rent	\$5.00	\$5.00									\$0.00
3	Office	Committee Printing	\$369.00	\$353.94		\$10.35						\$4.71	\$15.06
4	Office	P.O.Box	\$430.00	\$430.00									\$0.00
5	Office	Apple One	\$17,974.95	\$5,765.55	\$1,695.75	\$2,713.20		\$1,356.60	\$1,695.75	\$1,356.60	\$1,695.75	\$1,695.75	\$12,209.40
6	Office	Go Daddy	\$21.17	-\$2.00			\$23.17						\$23.17
7	Board	Web Corner	\$1,800.00	\$600.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$1,200.00
8	Board	Rack Space	\$830.54	\$305.74	\$70.63	\$73.18	\$69.60	\$62.40	\$57.60	\$62.06	\$63.62	\$65.71	\$524.80
9	Board	I Contact	\$602.40	\$602.40									\$0.00
													\$0.00
	Office Subtotal		\$22,552.06	\$22,552.06									\$0.00
OUTREAC	CH												
10	Communication	Outreach	\$2,500.00	\$1,607.57				\$892.43					\$892.43
11	Beautification	Refreshment & Snacks	\$600.00	\$550.00				\$50.00					\$50.00
12	Special Events	Outreach	\$5,899.85	\$3,027.92			\$282.52	\$494.90				\$2,094.51	\$2,871.93
13	Environment	Outreach											
14	Govt. Relations	VANC	\$200.00	\$200.00									\$0.00
15	Govt. Relations	Budget Advocates	\$100.00	\$100.00									\$0.00
16	Govt. Relations	Congress	\$500.00	\$500.00									\$0.00
17	Govt. Relations	Empower LA Awards	\$100.00	\$100.00									\$0.00
18	Homelessness	Homeless	\$500.00	\$500.00									\$0.00
19	Public Safety	Forums											
	Streets &								1				
20	Transportation	Outreach	\$0.00										
21	Public Health		\$100.00	\$100.00									\$0.00
	Outreach Total			,			1						
22	Elections	Elections	\$210.00	\$0.00	\$0.00	\$210.00	1						\$210.00
	Total Spent			,		1	†						,
	<u>F</u>						1						
							1						
					1	1	1	1	†	1			

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	Item	Committee	Purpose	Budget	Balance	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	<b>Total Spent</b>
	Neighborhood Purpose													
	Grants (NPG's)													
23		Youth and Eduction	NPG's	\$3,600.00	\$3,100.00				\$500.00					\$500.00
18A		Homelessness	NPG's											
		Total												\$0.00
	Community													
	Improvement Projects													
	(CIP's)													
		Streets&												
20A		Transportation	CIP's											
24		Beautification	Cleanups											\$0.00
25		Beautification	Special Events											
	GRAND TOTAL			\$36,861.91	\$18,225.22	\$1,949.73	\$3,222.43	\$525.29	\$3,506.33	\$1,903.35	\$1,568.66	\$1,915.45	\$4,045.45	\$18,636.69
											\$11,107.13	\$14,591.24		
	ALLOWED BUDGET			\$32,000.00										
				<del>+</del>			1							
26	Clean Street Grant			\$1,324.83										
							1							
	Rollover			\$4,861.91										
	GRAND TOTAL			\$36,861.91										