

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



WWW.WESTHILLSNC.ORG

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FINAL MEETING MINUTES

April 6, 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, Bob Brostoff, Margery Brown, Carolyn Greenwood, Olivia Naturman, Steve Randall, Reeyan Raynes, Bill Rose, Charlene Rothstein, Myrl Schreiberman, Ron Sobel, Michael Teitelbaum, Bobbi Trantafello, Joan Trent, Alec Uzemeck, Brad Vanderhoof and Ed Young

Arrived Late: Barry Seybert (7:20 p.m.)

Absent: Bonnie Klea and Joanne Yvanek-Garb

OPENING BUSINESS:

President and Co-Chair Dan Brin called the meeting to order at 7:10 p.m. Secretary Carolyn Greenwood called roll. Vice President and Co-Chair Charlene Rothstein led the Pledge of Allegiance.

Minutes of March 2, 2017 were tabled until next month.

Agenda Item 17 -0028 – Discussion and possible action regarding approval of the WHNC's February 2017 Monthly Expenditure Report ("MER")

February 2017 MER was approved with 21 ayes, 0 noes and 3 absent, and 1 ineligible.

COMMENTS FROM THE CHAIR

Dan Brin stated that we will be celebrating West Hills 30th anniversary in the fall. He would love to have a picture in front of Castle Peak. Stay in touch for further information. The best way to do this is to sign up for the WHNC weekly calendar. You can sign up on our website at www.westhillsnc.org.

Barry Seybert arrived at 7:20

ANNOUNCEMENTS

Mr. Ron Rubine of Council District 12 gave an update on a several issues: With regards to the Haynes Street Bridge, the Bureau of Engineering has completed its review and it will take a collaborative effort to get it open. The new lights at Roscoe and Jason are finished and there will be a dedication ceremony (this is the site where two West Hills residents were killed). They got the bids for the fence at Lazy J Ranch Park and the cost came in at \$140,000. The park only has a budget of \$40,000, but Councilmember Mitchell Englander has pledged to fund the balance. Lastly, the second annual Youth Short Film Festival will culminate at Cal State Northridge on May 24 at 5 p.m.

Mr. Rubine also stated that the councilmember is sponsoring Planning 101, where the city planning process will be explained, on April 22 at 9 a.m. and Conversations with Councils, featuring leadership from the Los Angeles Police Department, will take place at 6 p.m. on April 26 at the Ride On Therapeutic Horsemanship center.

There were no Senior Lead Officers present.

Ms. Janis Risch from the Platt Library spoke about the English Conversation Classes held at several libraries, including the Platt Library. She also advised that the Los Angeles Public Library has an online program for adults to earn high school diplomas and career certificates. More information is available at www.lapl.org/cohs

Principals Mrs. Heather Jeanne from Enadia way, Ms. Andrea Ferber from Pomelo Charter School and Ms. Dana Carter from Hamlin Charter Academy were present. In addition, the Pomelo Community Charter School Student Council was present with their adviser, Mr. Mike Bernstein. The student council wanted to see the Neighborhood Council in action and to ask several question relating to being on the council. Each principal provided information on their respective projects for which funds had been requested from the Neighborhood Council.

PRESENTATION

Ms. Janelle Hamilton, External Affairs Division of Los Angeles World Airports, provided information on the \$14-billion LAX modernization program. Its proposed Landside Access Modernization Program (LAMP) would improve the LAX passenger experience, relieve traffic congestion and make LAX a better world-class airport. The improvements will be in two phases. It is anticipated that Phase One will be completed in 2024 and Phase Two will start after the 2024 Olympics and be completed in 2030. For more information, visit www.connectinglax.com.

PUBLIC COMMENT

Ms. Gemma Gold, a sustainability student at CSUN, spoke in support of allocation of funds for school gardens. She expressed support for having gardens at all schools so that children can learn about sustainability.

Mr. Gilberto Juarez provided information on a new facility, Medical Center Dental Care at 8300 Valley Circle, Suite B, West Hills, CA 91304.

Ms. Cheri Neiman and Ms. Wendy Fishman wanted to introduce the council to the Valley Jewish Community Center. While the center is located in Woodland Hills, it is open to all in the Valley. For more information visit www.ValleyJCC.org.

COUNCIL ANNOUNCEMENTS

Zoning & Planning – Meets Tuesday, March 18, 6:30 p.m. at Chaminade.

Beautification Committee –Don't forget the cleanup on Saturday, April 8 (Haynes and Platt at 8:30 a.m.).

OLD BUSINESS

17-0017 – Discussion and possible action to amend the WHNC Bylaws to make the Homelessness Committee a standing committee.

Recommendation, with a friendly amendment to place a comma after the word Committee and eliminate the comma after the word homelessness was approved with 23 ayes 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.

After much discussion, the item was sent back to committee.

Ed Young and Alec Uzemeck left at 9:00 p.m.

17-0027 – Discussion and possible action regarding City Council File #15-1022-S2 regarding On-line Voting/Improve Experience/Neighborhood Council.

Recommendation passed with 20 ayes, 0 noes and 5 absent (Barry Seybert stepped out of the room).

NEW BUSINESS

17-0029 – Discussion and possible action to purchase 10 18-inch traffic cones in an amount up to and including \$108.67 to be used to ensure safety at community cleanups held by the WHNC Beautification Committee.

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

17-0030 – Discussion and possible action for a Neighborhood Purpose Grant in the amount of \$500.00 for Best Foot Forward.

Recommendation passed with 11 ayes, 4 noes, 5 abstentions, 4 absent and 1 ineligible.

17-0031 – Discussion and possible action to accept and use the Clean Streets LA Challenge award money in the next fiscal year (2017/2018).

Recommendation passed with 20 ayes, 0 noes, 4 absent and 1 ineligible.

17-0032 – Discussion and possible action approving a request for \$130.67 from the Beautification Committee for purchase of four loppers.

Request approved with 20 ayes, 0 noes, 4 absent and 1 ineligible.

17-0033 – Discussion and possible action approving funds for Budget Advocates in the amount of \$100.

Recommendation approved with 19 ayes, 0 noes, 1 abstention, 4 absent and 1 ineligible.

Meeting adjourned 9:35 p.m.

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.”

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Highlander Road School Site Proposals From WHNC Streets and Transportation Committee And WHNC Youth and Education Committee

Revised March 29, 2017

Resolution I: Traffic Patterns and Parking at the Highlander Road School Site Background.

The Highlander Road Elementary School campus has been vacant since 1986. LAUSD has proposed establishing a high school-level extension of Hale Charter Academy's VAPA (Visual and Performing Arts) program on the site.

The West Hills Neighborhood Council is on record as opposing use of the site as a high school campus, citing neighbors' valid concerns about traffic, parking, and safety.

Regardless of what ends up being built, the West Hills Neighborhood Council proposes the following options to address the neighbors' legitimate concerns:

Option A: The West Hills Neighborhood Council recommends that LAUSD create an entrance driveway at Darnoch Way, currently a three-way stop, for access to the Highlander Road campus. Space at the east end of the site shall be dedicated for faculty parking. The driveway shall extend to a one-way traffic lane that traverses the southern edge of the site parallel to the fence between the school and the Bell Creek channel. This lane shall exit onto Deveron Ridge Road. There shall be turnouts for student drop-off and pick-up at appropriate locations along its length. (Exhibit A)

Option B: Entrance to the campus shall be from Darnoch Way and exit onto Deveron Ridge Road. There shall be sufficient curbside space on the interior of the campus to allow safe student drop-off and pick-up. (Exhibit B)

Option C: In order to limit traffic on Highlander Road, students shall be bussed in from Hale Charter Academy, the parent school, in Woodland Hills.

Note on staggered school hours: All three options assume the school will have three staggered beginning and end times in order to minimize congestion along Highlander Road in the morning and afternoon.

Note on parking: All three options assume school parking is prohibited on neighborhood streets. There shall be sufficient parking for faculty members and students provided on-site.

Agenda Item 17-0021

Resolution 2: Trees at the Highlander Road School Site

There are 106 mature trees on the Highlander Road campus. LAUSD staff publicly stated at a CEQA meeting that no trees would need to be removed in any development of the site. Nevertheless, an EIS submitted by LAUSD under CEQA states that all trees would be removed from the site, contradicting statements by LAUSD staff.

RECOMMENDATION:

The WHNC Education Committee recommends that at least 65% of the trees at the Highlander Road site remain on the new campus.

Community Impact Statement Recommendation

RE: CF15-1022-S2: Online Voting / Improve Experience / Neighborhood Council Elections

CIS RECOMMENDATION to the Board:

The Ad Hoc Elections Committee, after consulting the Government Relations Committee, recommends a “FOR” vote on CF15-1022-S2, suspending implementation of the online voting system for future Neighborhood Council elections until the City Council has had time to review the DONE report and declare that the numerous issues experienced during the 2016 elections have been remedied.

The West Hills Neighborhood Council (WHNC) supports online voting, but only after 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*: ☐

Methods of online registration and securing voters' data must be resolved before moving forward. ☐

Receipts should be provided to stakeholders for both registering to vote online and voting online.

- ☐ Voters in NC elections should have three options: 1. in person at a polling place; 2. online; 3. vote by mail.
- ☐ Polling locations should offer the option of using 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 needing to re-register, and registration should remain valid for future elections.
- ☐ The WHNC does not support being required to allocate a specific portion of its annual budget in election years to fund elections. How can Neighborhood Councils 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 we must spend those allocated funds?

In addition, the WHNC supports the following:

- ☐ Expansion of election outreach efforts so existing board members will not be expected to find candidates to run against themselves.
- ☐ The minimum voting age for WHNC elections has always been 16. Other Neighborhood Councils should consider adopting this standard or implementing a lower age minimum.
- ☐ The proposed maximum of three ballot types is acceptable, as the WHNC has never used more than one type of ballot.
- ☐ Self-affirmation of stakeholder qualification for voter registration is acceptable with appropriate identification.

Office of the City Clerk		MONTHLY EXPENDITURE REPORT	
Reporting Month:	FEBRUARY	Submitted: 4/4/2017 18:01:29	
NC Name:	WEST HILLS		
Budget Fiscal Year:	2016-2017		



FILL IN ALL THE UNSHADED (WHITE) FIELDS (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy)

EXPENDITURES BY LINE ITEM (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)

A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	AKIDZD	70211946		2/2 BADGE FOR BOARD MEMBER	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$10.90
2	THE WEB CORNER	70211948		2/2 WEBSITE MAINTENANCE	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$150.00
3	RALPHS MARKET	70497141		2/2 REFRESHMENTS FOR 2/2 BD. MEETING	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$28.29
4	KRISTAL GRAPHICS	72285597		2/6 COPIES FOR 2/2 BDE. MEETING	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$52.50
5	APPLE ONE EMPLOYMENT	56203135		2/21 STAFF SERVICES FOR DEC & JAN	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$326.70
6	APPLE ONE EMPLOYMENT	56203136		2/21 STAFF SERVICES FOR JANUARY	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$1,306.80
7	JCS CATERING	6162786		2/24 VANC EVENT (CK 5033)	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$200.00
8	USPS PO	72295785		2/7 POST OFFICE BOX FOR 1 YEAR	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$284.00
9						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
#						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$2,359.19
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)								\$14,840.96
C OUTSTANDING COMMITMENTS (OBLIGATIONS)								
1	ED YOUNG			FALL FEST EXPENSE	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$300.00
2	DAN BRIN			FALL FEST EXPENSE	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$150.00
3						<input type="checkbox"/>	<input type="checkbox"/>	
4						<input type="checkbox"/>	<input type="checkbox"/>	
5						<input type="checkbox"/>	<input type="checkbox"/>	
6						<input type="checkbox"/>	<input type="checkbox"/>	
7						<input type="checkbox"/>	<input type="checkbox"/>	
8						<input type="checkbox"/>	<input type="checkbox"/>	
9						<input type="checkbox"/>	<input type="checkbox"/>	
10						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Outstanding Commitments (Includes total on page 3)								\$450.00
D Total Expenditures & Commitments								\$17,650.15
E Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)								\$0.00
F Approved Budget 2016-2017								\$37,000.00
G Balance of Budget 2016-2017								\$19,349.85

Revision Date 10/14/16

Reporting Month:	FEBRUARY
NC Name:	WEST HILLS

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$12,821.61	\$5,000.00	\$17,821.61	\$2,359.19	\$15,462.42

MONTHLY CASH FLOW ANALYSIS						
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2015-16 Expenses Cleared in FY 2016-17 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B - D
100	Operations	\$16,555.37	\$1,633.50	\$0.00	\$7,906.80	\$7,015.07
200	Outreach	\$8,310.27	\$725.69	\$0.00	\$4,273.36	\$3,311.22
300	Community Improvement	\$750.00	\$0.00	\$0.00	\$160.80	\$589.20
400	NPG	\$11,384.36	\$0.00	\$0.00	\$2,500.00	\$8,884.36
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$37,000.00	\$2,359.19	\$0.00	\$14,840.96	\$19,799.85

NEIGHBORHOOD COUNCIL DECLARATION			
We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Office of the City Clerk, Neighborhood Council Funding Section upon request.			
Treasurer Signature		Signer's Signature	
Print Name	BOBBI TRANTAFELLO	Print Name	DAN BRIN
Date	4/6/2017	Date	4/6/2017
NC Additional Comments	\$15.89 BAL FWD FROM 6/30/2016.		

Revision Date 10/14/16

WHNC Controller's Audited Expense Report
March, 2017

	Class	Committee	Item	Budget	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Pending	Total Spent & Encumbered	Balance
Operations	100															
			Meeting Rent	5.00											0.00	5.00
			P.O. Box Rental	300.00								284.00			284.00	16.00
			Temp Staff	15,794.46			2,286.90	1,306.80	1,633.50	2,613.60	2,613.60	1,633.50	2,940.30		15,028.20	766.26
			Board Refreshments	255.91	28.33	26.34	9.92	26.34	54.68		17.96	28.29	29.33		221.19	34.72
			WHNC Badges	50.00						32.70	45.78	10.90			89.38	-39.38
			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
Sub Total				18,900.37	94.33	26.34	2,296.82	1,333.14	1,688.18	2,646.30	2,677.34	1,956.69	2,969.63	0.00	15,688.77	3,211.60
Outreach	200															
			Board Mtg Expenses	500.92	78.04	112.89	38.84	159.99	86.02	46.35	148.88	52.50	62.46		785.97	-285.05
		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	150.00			1,050.00	750.00
		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					450.00	2,235.14	315.86
		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									1,033.13		0.00	1,035.00
		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								200.00			200.00	0.00
		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
Sub Total				11,699.63	612.03	120.08	38.84	1,455.22	1,351.32	46.35	448.88	402.50	1,095.59	550.00	5,087.68	6,611.95
CIP	300															
		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
Sub Total				2,250.00	0.00	0.00	4.80	6.00						108.84	119.64	2,130.36
NPG	400															
		Education	Education NPG's	7,000.00										6,052.80	6,052.80	947.20
		Homeless	West Valley Food Pantry	1,000.00											1,000.00	0.00
		Homeless	Homeless Printing	150.00											0.00	150.00
		Homeless	Homeless Lutheran SS	2,500.00										2,500.00	2,500.00	1,097.20
Sub Total				10,650.00	0.00	0.00	0.00							8,552.80	0.00	2,194.40
Grand Total				43,500.00	706.36	146.42	2,340.46	2,794.36	3,039.50	2,692.65	3,126.22	2,359.19	4,065.22	9,211.64	30,482.02	13,017.98

*Other Expenses

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

