



CITY OF  
LOS ANGELES  
CALIFORNIA



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

### **JOINT BOARD AND BUDGET COMMITTEE MEETING AGENDA**

**Tuesday, January 27, 2026, 6:30 p.m.**

**Chaminade College Preparatory – Condon Center 2nd Floor**

**23241 W. Cohasset Street, West Hills, CA 91304**

**Enter Chaminade through the Cohasset Street entrance between Woodlake and Platt Avenues. Drive through the parking lot, bear left and continue over the hill until you see the Condon Family Technology Center on the left. Park in the nearest lot.**

In conformity with the January 1, 2026 enactment of California Senate Bill 707 (Durazo) and LA City Council File 23-1114, the West Hills Neighborhood Council Budget Committee Meeting, will be conducted virtually, telephonically and in person. All are invited to attend and participate.

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 minutes from November 25, 2025
5. Public Comment on Non-agenda items

#### **New Business:**

6. Discussion and possible approval of Spending Request in the amount of \$160.00 by the Communications Committee for the WHNC 4/C Tri-fold Brochure.
7. Adjournment

In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1. California Government Code Section 54953.8(b)(3).

The legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time. California Government Code Section 54953.8(b)(4).

Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate. California Government Code Section 54953.8(b)(5).

A legislative body that provides a time public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to paragraph (5), to provide public comment until that timed public comment period has elapsed. California Government Code Section 54953.8(b)(6)(A).

A legislative body that does not provide a time public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to paragraph (5), or otherwise to be recognized for the purpose of providing public comment. California Government Code Section 54953.8(b)(6)(B).

**Public Input** - 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: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

**Public Posting of Agendas** - 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, [www.westhillsnc.org](http://www.westhillsnc.org). You can also receive our agendas via email by subscribing to [L.A. City's Early Notification System \(ENS\)](#)

**Notice to Paid Representatives** - 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](mailto:ethics@lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**Public Access of Records** - 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: [www.westhillsnc.org](http://www.westhillsnc.org) 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 [michelle.ritchie@westhillsnc.org](mailto:michelle.ritchie@westhillsnc.org)

**Reconsideration and Grievance Process** - 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](http://www.westhillsnc.org)

**Servicios De Traducción:** Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte [Michelle.Ritchie@westhillsnc.org](mailto:Michelle.Ritchie@westhillsnc.org)



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## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BOARD AND BUDGET COMMITTEE MEETING MINUTES

November 25, 2025

Chaminade College Preparatory West Hills

Revised November 25, 2025

Committee members in attendance: Aida Abkarians, Faye Barta, Carolyn Greenwood, Glenn Jennings, Kim Koerber, and Brad Vanderhoof

1. Call to Order: Co-chair Carolyn Greenwood called the meeting to order at 6:45 PM.
2. Establish Quorum: A quorum was established.
3. Comments from the Co-Chairs: Carolyn said the NPG for Pastor April has been approved. The Funding Rep. asked for the request package to be resubmitted. It may not be possible to approve this type of NPG in the future (religious based organizations). Carolyn thinks this may be due to the current climate with benefits like SNAP being cut.
4. Approve the minutes from October 2025: Minutes approved.
5. Public Comment on Non-Agenda items: None

#### New Business

6. Spending Request in the amount of \$3,276.64 by the Special Events Committee for the Valentine Dance Event February 14, 2026:

The balloon artist may need insurance. Carolyn will check.

The caterer and DJ need to provide W9s.

A quote is needed from the caterer.

Amendment to Event Budget: add \$223.36 to the line item for food – total \$1223.36

Total Event budget -- \$3500

Aida Abkarians – Yes, Faye Barta – Yes, Carolyn Greenwood – Yes, Glenn Jennings – Yes

Kim Koerber – Yes, Saif Mogri – Absent, Char Rothstein – Absent, Brad Vanderhoof – Yes

Yes – 6, No – 0, Abstain – 0, Absent – 2, Recusal – 0

The Item is approved and will be sent to the Board.

Co-chair Carolyn Greenwood adjourned the meeting at 7:33 PM.

The next meeting of this committee is Tuesday, December 23, 2025 at 6:30 PM, at Chaminade High School.

# WEST HILLS NEIGHBORHOOD COUNCIL

## Spending Request Form

Please print legibly or type

Date of submission:	<input type="text" value="10/24/25"/>	Committee Name:	<input type="text" value="Communications &amp; Outreach"/>
Chairperson/Stakeholder:	<input type="text" value="Penny Newmark, Co-Chair"/>	Date Approved by Committee:	<input type="text" value="10/15/25"/>
Phone:	<input type="text" value="818-620-5640"/>	Email:	<input type="text" value="Penelope.Newmark@westhillsnc.org"/>

Event/Activity	<input type="text" value="WHNC 4/C Tri-fold Brochure"/>
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Total Amount Requested:	<input type="text" value="\$160.00"/>	Budget Line Item:	<input type="text" value="\$ 3,975.59"/>
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Justification for request. This must include a statement about how the event/activity benefits the stakeholders of West Hills.

(Attach additional pages if necessary)

List all expense items, quantities, and amounts:

Item & Quantity	Amount
<input type="text" value="500 pcs/4/C/80# gloss"/>	<input type="text" value="\$160.00"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

For Budget Committee/Controller Use Only:

Committee Approved	Budget Approved	Board Approved
<input type="text"/>	<input type="text"/>	<input type="text"/>



# HISTORY

## West Hills Neighborhood Council

- The West Hills Neighborhood Council (WHNC) was certified by the City of Los Angeles in 2001.
- It was the first Neighborhood Council in the San Fernando Valley and the fourth citywide to incorporate under the revised 1999 City Charter.
- WHNC is highly respected among Neighborhood Councils of Los Angeles.
- It has numerous active committees that promote community involvement.
- WHNC represents and supports over 40,000 West Hills residents and local businesses to maintain a safe, welcoming and vibrant community.
- West Hills is home to Orcutt Ranch, a historic 1920s estate of oil pioneer William Orcutt, featuring gardens, orchards, and adobe-style architecture.
- Francis Lederer, Czech-American actor turned Southern California rancher, built Mission-Revival estate in 1934 on 300-acre ranch, now a West Hills landmark. ✓



**HORSE STABLES BUILT BY FRANCIS LEDERER IN 1934**

Located on Sherman Way at Woodlake Avenue



USE THIS QR CODE FOR A DEEPER LOOK AT  
WEST HILLS NEIGHBORHOOD COUNCIL

# GET INVOLVED

Visit [www.westhillsnc.org](http://www.westhillsnc.org)  
("Join Our Mailing List") to sign  
up for email updates, meeting  
notices, and to learn more about  
our committees, resources, and  
community events.

Follow us on social media



@westhillsnc

CAVE OF MUNITS - EL ESCORPIÓN CANYON PARK



*Where Neighbors Become Family*





ORCUTT RANCH

## ABOUT US

### **You are the reason for the West Hills Neighborhood Council!**

Everyone who lives in, owns property or works in West Hills has an ongoing stake in preserving the unique character of our community. The Neighborhood Council has 25 volunteer Board members chosen by community stakeholders in elections administered by the City of Los Angeles. The WHNC Board listens to and encourages participation by every stakeholder.

### **Mission Statement**

To provide a forum in which West Hills stakeholders can learn about issues that affect the community and express their concerns and ideas; to recommend actions by government officials to address the needs of the West Hills Community; to promote communication between stakeholders and all levels of government; and to foster pride and participation in addressing the needs of the community.

## WHAT WE DO

- Collaborate with City Council representatives and staff to help improve city services.
- Connect stakeholders with appropriate city departments to facilitate issue resolutions.
- Provide informed recommendations on development proposals and zoning matters.
- Create and participate in community events and annual festivals.
- Organize monthly neighborhood cleanups with volunteers of all ages.
- Educate residents on public safety and emergency preparedness.
- Partner with law enforcement to share crime trends and mitigation strategies.
- Assist local schools in developing Neighborhood Purpose Grant proposals to benefit students and the broader community.
- As a team, we work to bring the West Hills community closer together.



CASTLE PEAK - EL ESCORPIÓN CANYON PARK

## OUR COMMITTEES



**Board of Directors**



**Beautification**



**Budget**



**Bylaws**



**Communication & Outreach**



**Education**



**Environment**



**Government Relations**



**Homelessness**



**Operations**



**Public Health & Safety**



**Special Events**



**Streets & Transportation**



**Zoning & Planning**

### **Committee Meetings Location**

Chaminade College Preparatory, Condon Center, 2nd Floor  
23241 W. Cohasset Street, West Hills, CA 91304

### **Board Meetings Location (First Thursday of Every Month)**

de Toledo High School  
22622 Vanowen Street, West Hills, CA 91307