



CITY OF
LOS ANGELES
CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND SPECIAL EVENTS COMMITTEE MEETING AGENDA

Tuesday, August 4, 2026 AT 7:00 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 Special Events Committee Meeting, will be conducted virtually, telephonically and in person. All are invited to attend and participate.

- To attend online via Zoom Webinar: Click or paste the following link into your browser:
<https://us02web.zoom.us/j/84321090352>
- To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **8432 109 0352**, then press #.
- To attend in person, please attend Chaminade College Preparatory – Condon Center 2nd 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.

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| 1. | Call to Order | Mrs. Aida Abkarians, Co-Chair
Mrs. Charlene Rothstein, Co-Chair |
| 2. | Establish Quorum | Mrs. Brenda Citrom, Secretary |
| 3. | Approve Minutes from May 5, 2026 | Mrs. Brenda Citrom, Secretary |
| 4. | Comments from the Co-Chairs | Mrs. Aida Abkarians, Co-Chair
Mrs. Charlene Rothstein, Co-Chair |
| 5. | Public Comments on Non-Agenda Items | Mrs. Aida Abkarians, Co-Chair
Mrs. Charlene Rothstein, Co-Chair |
| 6. | Discussion and Possible action regarding the 2026 Halloween Houses event including budget for the event. | Mrs. Aida Abkarians, Co-Chair
Mrs. Charlene Rothstein, Co-Chair
Mrs. Carolyn Greenwood, Treasurer |
| 7. | Discussion and possible action regarding upcoming 2026-2027 events including budget. | Mrs. Aida Abkarians, Co-Chair
Mrs. Charlene Rothstein, Co-Chair
Mrs. Carolyn Greenwood, Co-Chair |

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

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. 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. For assistance, please contact the Ethics Commission at (213) 978-1960 or 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 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

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

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

IT'S OUR NEIGHBORHOOD. LET'S BUILD A COMMUNITY.



West Hills Neighborhood Council

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SPECIAL EVENTS COMMITTEE MINUTES **Chaminade High School** **May 5, 2026**

The Committee shall take official action by a simple majority of yes and no votes cast by the committee members present at a duly noticed regular or special Special Events Committee meeting, not to include abstentions. There shall be no proxy voting.

Attendance: Aida Abkarians, Brad Vanderhoof, Brenda Citrom, Char Rothstein, Chris Pike, Glenn Jennings, Kim Koerber, Saif Mogri, Steve Randall

Committee Members Absent: Faye Barta, Joanne Yvanek Garb

Other Board Members Present: Fran Rubin

Call to Order / Establish a Quorum: Co-chairs Aida Abkarians and Char Rothstein called the meeting to order at 7:05pm. A quorum was established.

Comments from the Co-Chairs: Aida acknowledged Fran Rubin for getting many of the gift certificates that were donated for the Senior Valentines Dinner Dance. She also acknowledged Steve Randall for his consistent and historic help in putting this event together.

Approval of March Meeting Minutes: Minutes not correctly submitted.

REVIEW OF SENIOR VALENTINES DANCE

This Year's Event:

It was agreed that while the event went off beautifully and guests enjoyed it very much there were multiple problems. These included not enough greeters at the entry door; only 2 food servers, too many people going to the food tables at once, not enough room in the venue for the food tables, dessert tables, and gift table. Also, it was suggested to serve dinner earlier next year. The more positive comments were about the balloon lady and the DJ both of whom were very good.

It was also agreed that the El Camino Highschool auditorium venue itself presented a lot of difficulties. It was too small, very cold inside, had only two bathrooms, and the parking lot was very far away from the event room. That said, the committee acknowledged and expressed its appreciation and gratitude for the efforts of Aida and Glenn in securing an alternative venue on short notice after Chaminade cancelled the reservation for the room we have traditionally used. They encountered significant challenges and obstacles and spent many hours working quickly to identify, negotiate, and arrange a new location.

Next Year's Event:

Glenn pointed out that Valentines Day 2027 falls on Super Bowl Sunday and suggested that we have our event on the Saturday night before. All agreed. The committee also agreed that we should reserve Chaminade for the 2027 Valentines Day event but also have a backup plan in case Chaminade cancels. El Camino Highschool was again suggested as a backup choice but using their larger auditorium.

Glenn will email his contact at Chaminade to reserve the room we have always used for 2027. Aida has already asked Ali from the Chamber of Commerce if they can provide beverages for the 2027 event and he said he would. Fran suggested we ask the developers of the coming Woodlake apartments if they can donate something for the 2027 Valentines Dance. Aida suggested asking Galpin Ford for a donation.

Regarding certificates for next year, Penny suggested attempting to hand out award certificates to donors and sponsors soon after the event and not a half-year later. This would require planning ahead but also getting approval from the Board and the City.

The next meeting of this committee is scheduled for June 2, 2026, 7:00 PM, Chaminade High School.

MEMORIAL DAY PARADE:

Our participation in the Memorial Day Parade will be included on the agenda for the next Board meeting for a vote.

Glenn has already reserved the truck from Galpin Ford. Char pointed out that we will need insurance for the truck.

Co-chair Aida Abkarians adjourned the meeting at 8:01 PM.