CITY OF
LOS ANGELES
CALIFORNIA

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

BOARD FINAL MEETING MINUTES
de Toledo High School
October 1, 2026
Revised October 3, 2026

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

PRESENT: Aida Abkarians, Brenda Citrom, Nick Eskandari, Jennifer Felix-Shannon, Brian Findling, Melissa Findling, Ilona Illes, Glenn Jennings, Kim Koerber, Jason Lally, Saif Mogri, Penelope Newmark, Luke Noffke (Left 8:15, returned 8:21 PM), Chris Pike, Bill Rose, Char Rothstein, Fran Rubin, Brad Vanderhoof, and Joanne Yvanek-Garb

ABSENT: Carolyn Greenwood, and Zhelbert Zohrabian

President Char Rothstein called the meeting to order at 7:10 PM.

Secretary Brad Vanderhoof called roll and an in-person quorum was established.

Vice President Aida Abkarians led the Pledge of Allegiance.

Induction of New Board Member Into The WHNC Board Of Directors: Dr. Vincent Auterio gave the Oath of Office to Jennifer Felix-Shannon.

Approval to allow Board Member(s) to attend the WHNC Board Meeting virtually under the provisions of SB707: No Board members attended remotely.

The September meeting minutes were approved.

LAPD Senior Lead Officer (SLO) Duke Dao presented some statistics showing crime is down.
Burglaries: YTD 325, this time last year 637
Auto Break-ins: YTD 702, this time last year 787
GTA: YTD 334, this time last year 465
LAPD Topanga Station will have an Open House and Pancake Breakfast on October 10, from 10 AM to 2 PM. 21501 Schoenborn St., Canoga Park

LAFD Battalion Chief Mike Flynn said it was a busy week with the Metro bus accident, related helicopter crash, and numerous structure fires. He introduced Emergency Incident Technician (EIT) Hopkins. EIT is a newly reinstated position that will disappear after December 31 if not approved by voters on the November ballot. Fire stations 106 and 84 have sandbags available. Nationwide, 1.81 firefighters are recommended per 1000 residents. LAFD is at 0.87. He encouraged everyone to take the Community Emergency Response Team (CERT) training.

Treasurer's and Controller's Reports: Controller Saif Mogri gave the reports. The only expenditures were office expenses.

Beginning Balance -- $25,360.74, Total Spent (August) -- $1,764.00, Remaining -- $22,596.74, Outstanding -- $2,421.00, Net Available -- $20,175.74 (end of August)

26-0059 -- Approval of the WHNC's August 2026 Monthly Expenditure Report (MER):

Aida Abkarians -- Ineligible, Brenda Citrom – Yes, Nick Eskandari – Abstain, Jennifer Felix-Shannon – Ineligible, Brian Findling – Yes, Melissa Findling – Yes, Carolyn Greenwood -- Absent, Glenn Jennings -- Yes, Kim Koerber -- Yes, Jason Lally – Yes, Saif Mogri -- Yes, Penelope Newmark, – Ineligible, Luke Noffke – Yes, Chris Pike – Yes, Bill Rose – Yes, Char Rothstein – Ineligible, Fran Rubin – Ineligible, Brad Vanderhoof – Yes, Joanne Yvanek-Garb – Ineligible, Zhelbert Zohrabian – Absent

Yes – 11, No – 0, Abstain -- 1, Absent – 2, Ineligible – 6, Recusal – 0
The MER is approved.

Comments from the Co-Chair(s): Vice President Abkarians reminded everyone the Halloween Houses event is coming up and passed out flyers. President Rothstein reminded everyone the November Board meeting starts at 6:30 PM because of the Halloween awards.

Vacancy Announcements: Secretary Vanderhoof said the WHNC currently has five (5) vacancies.

Announcements:
Ron Rubine, Senior Advisor, Council District 12, said November 5 is the kick-off for the student film festival at New Horizons. Saturday, November 7 is the annual drive-in movie night, showing 'The Lorax,' at Shadow Ranch Park. The tax code for small businesses has not been updated since 2004. Councilmember Lee has made a motion to create a new commission to update the code to fight business loss.

Vincent Autiero, Neighborhood Empowerment Advocate, Department of Neighborhood Empowerment (DONE), said DONE will release photos from the Congress of Neighborhoods soon.
Upcoming Events:|
LA28's First Fridays Webinar
Friday, October 2, 2026 | 10:00 to 11:00 AM | Virtual
Past, Present, and Future of Unarmed Crisis Response
Van Nuys City Hall
October 6, 7:00 to 8:30 PM
Community Safety Meeting | Virtual
October 7, 12:00 to 1:00 PM
Planning Community Cleanups, DONE workshop | Virtual
October 14, 12:00 to 1:00 PM

Daniell Vicente, Field Representative, Los Angeles County Supervisor District 3, said there will be an Emergency Preparedness Fair on November 1, from 9:30 AM to 12:30 PM, at the Skirball Cultural Center. Supervisors Horvath and Barger have a motion to continue funding continuity of care. He discussed a lawsuit against State Farm concerning wildfire claims. Latino Heritage Month is September 15 to October 15.

Glenn Bailey, Budget Advocates, said they have started meeting with departments.

Public Comment:
Chuong Ho, United Firefighters of LA, spoke in support of Measure FD. He said LAFD 911 response time is 8 minutes (national average is 4 minutes).
Tony Gaj, United Firefighters of LA, Fire Station 106 firefighter and paramedic, spoke in support of Measure FD. He said the extra sales tax is to Increase staffing, modernize the fleet, and construct new fire stations.

Council District 12 Certificates: Ron Rubine presented certificates to Heidi Manning and Steve Randall.

Humanitarian Award:
Brad Vanderhoof presented the first ever WHNC Humanitarian Award to Steve Randall.

New Business:

26-0060 - Approve de Toledo as a meeting location and the $5.00 rental agreement:

Aida Abkarians -- Ineligible, Brenda Citrom – Yes, Nick Eskandari – Yes, Jennifer Felix-Shannon – Ineligible, Brian Findling – Yes, Melissa Findling – Yes, Carolyn Greenwood -- Absent, Glenn Jennings -- Yes, Kim Koerber -- Yes, Jason Lally – Yes, Saif Mogri -- Yes, Penelope Newmark, – Ineligible, Luke Noffke – Yes, Chris Pike – Yes, Bill Rose – Yes, Char Rothstein – Ineligible, Fran Rubin – Ineligible, Brad Vanderhoof – Yes, Joanne Yvanek-Garb – Ineligible, Zhelbert Zohrabian – Absent

Yes – 12, No – 0, Abstain -- 0, Absent – 2, Ineligible – 6, Recusal – 0
The agreement is approved.

Public Comment:
Glenn Bailey said the Valley Alliance of Neighborhood Councils featured speaker this month is from DWP to discuss rate concerns and the LA100 program.

New Business:

26-0061 - Approval of funds to purchase new badges for WHNC Board Members in the amount of $60.00:

Aida Abkarians -- Ineligible, Brenda Citrom – Yes, Nick Eskandari – Yes, Jennifer Felix-Shannon – Ineligible, Brian Findling – Yes, Melissa Findling – Yes, Carolyn Greenwood -- Absent, Glenn Jennings -- Yes, Kim Koerber -- Yes, Jason Lally – Yes, Saif Mogri -- Yes, Penelope Newmark, – Ineligible, Luke Noffke – Yes, Chris Pike – Yes, Bill Rose – Yes, Char Rothstein – Ineligible, Fran Rubin – Ineligible, Brad Vanderhoof – Yes, Joanne Yvanek-Garb – Ineligible, Zhelbert Zohrabian – Absent

Yes – 12, No – 0, Abstain -- 0, Absent – 2, Ineligible – 6, Recusal – 0
The funds for badges are approved.

26-0062 - CIS in support of CF 26-1249: Develop Streetlight Repair Prioritization Matrix / Non-Emergency Streetlight Repair Request/Develop/Implement:

Aida Abkarians -- Ineligible, Brenda Citrom – Abstain, Nick Eskandari – Yes, Jennifer Felix-Shannon – Ineligible, Brian Findling – Yes, Melissa Findling – Yes, Carolyn Greenwood -- Absent, Glenn Jennings -- Yes, Kim Koerber -- Yes, Jason Lally – Yes, Saif Mogri -- Yes, Penelope Newmark, – Ineligible, Luke Noffke – Yes, Chris Pike – Yes, Bill Rose – Yes, Char Rothstein – Ineligible, Fran Rubin – Ineligible, Brad Vanderhoof – Yes, Joanne Yvanek-Garb – Ineligible, Zhelbert Zohrabian – Absent

Yes – 11, No – 0, Abstain -- 1, Absent – 2, Ineligible – 6, Recusal – 0
The CIS in support will be filed.

26-0063 - WHNC Beautification Committee Clean-Up Event on Saturday, October 24, 2026 from 8:00 – 11:00 AM on Woodlake north of Saticoy:

Aida Abkarians -- Ineligible, Brenda Citrom – Yes, Nick Eskandari – Yes, Jennifer Felix-Shannon – Ineligible, Brian Findling – Yes, Melissa Findling – Yes, Carolyn Greenwood -- Absent, Glenn Jennings -- Yes, Kim Koerber -- Yes, Jason Lally – Yes, Saif Mogri -- Yes, Penelope Newmark, – Ineligible, Luke Noffke – Yes, Chris Pike – Yes, Bill Rose – Yes, Char Rothstein – Ineligible, Fran Rubin – Ineligible, Brad Vanderhoof – Yes, Joanne Yvanek-Garb – Ineligible, Zhelbert Zohrabian – Absent

Yes – 12, No – 0, Abstain -- 0, Absent – 2, Ineligible – 6, Recusal – 0
The Cleanup Event is approved.

Luke Noffke left the meeting at 8:15 PM.

26-0064 - CF 16 1468-S5 a CIS unanimously approved at the 9/08/2026 Zoning & Planning Committee meeting in support of the Motion presented by Councilmember John Lee that affects regulation of ADUs:

Aida Abkarians -- Ineligible, Brenda Citrom – Yes, Nick Eskandari – Abstain, Jennifer Felix-Shannon – Ineligible, Brian Findling – Yes, Melissa Findling – Yes, Carolyn Greenwood -- Absent, Glenn Jennings -- Yes, Kim Koerber -- Yes, Jason Lally – Abstain, Saif Mogri -- Yes, Penelope Newmark, – Ineligible, Luke Noffke – Absent, Chris Pike – Yes, Bill Rose – Yes, Char Rothstein – Ineligible, Fran Rubin – Ineligible, Brad Vanderhoof – Yes, Joanne Yvanek-Garb – Ineligible, Zhelbert Zohrabian – Absent

Yes – 9, No – 0, Abstain -- 2, Absent – 3, Ineligible – 6, Recusal – 0
A CIS in support will be filed.

Luke Noffke returned at 8:21 PM.

26-0065 - WHNC Standing Rules Article V, Governing Board, Section 7, Absences:

Aida Abkarians -- Ineligible, Brenda Citrom – Yes, Nick Eskandari – Yes, Jennifer Felix-Shannon – Ineligible, Brian Findling – Yes, Melissa Findling – Yes, Carolyn Greenwood -- Absent, Glenn Jennings -- Yes, Kim Koerber -- Yes, Jason Lally – Yes, Saif Mogri -- Yes, Penelope Newmark, – Ineligible, Luke Noffke – Yes, Chris Pike – Yes, Bill Rose – Yes, Char Rothstein – Ineligible, Fran Rubin – Ineligible, Brad Vanderhoof – Yes, Joanne Yvanek-Garb – Ineligible, Zhelbert Zohrabian – Absent

Yes – 12, No – 0, Abstain -- 0, Absent – 2, Ineligible – 6, Recusal – 0
The Standing Rules amendment passed.

26-0066 - WHNC's tabling at the Shadow Ranch Boo Bash on Saturday, October 24, 2026, from 3:30 – 7:30 PM

Aida Abkarians -- Ineligible, Brenda Citrom – Abstain, Nick Eskandari – Yes, Jennifer Felix-Shannon – Ineligible, Brian Findling – Yes, Melissa Findling – Yes, Carolyn Greenwood -- Absent, Glenn Jennings -- Yes, Kim Koerber -- Abstain, Jason Lally – Yes, Saif Mogri -- Yes, Penelope Newmark, – Ineligible, Luke Noffke – Yes, Chris Pike – Yes, Bill Rose – Yes, Char Rothstein – Ineligible, Fran Rubin – Ineligible, Brad Vanderhoof – Yes, Joanne Yvanek-Garb – Ineligible, Zhelbert Zohrabian – Absent

Yes – 10, No – 0, Abstain -- 2, Absent – 2, Ineligible – 6, Recusal – 0
WHNC tabling at the event is approved..

President Char Rothstein adjourned the meeting at 8:46 PM.

The next Regular Board meeting is scheduled for November 5, 2026.

CITY OF LOS ANGELES
CALIFORNIA

BOARD OF NEIGHBORHOOD COMMISSIONERS

RAY REGALADO
PRESIDENT

JOY ATKINSON
VICE PRESIDENT

MAGGIE DARETT-QUIROZ
LEONARD SHAFFER
DEBBIE WEHBE
JENNIFER VALDIVIA
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KAREN BASS
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EMPOWER LA
Department of NEIGHBORHOOD EMPOWERMENT

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VANESSA SERRANO
INTERIM GENERAL MANAGER

www.EmpowerLA.org

Neighborhood Council Board Oath

I pledge to represent my neighborhood with dignity, integrity, and pride.

I will encourage other points of view, even when they differ from my own.

I will respect, value, and consider everyone's opinion.

I will find the good in my neighborhood, and praise it and promote it.

To my neighbors, and to neighborhoods throughout the City of Los Angeles,

I pledge to do this to the best of my ability.

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WEST HILLS NEIGHBORHOOD COUNCIL

BOARD MEETING MINUTES
de Toledo High School
September 3, 2026
Revised September 4, 2026

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

PRESENT: Aida Abkarians, Brenda Citrom, Nick Eskandari (SB 707), Brian Findling, Melissa Findling, Carolyn Greenwood, Glenn Jennings, Kim Koerber, Saif Mogri, Penelope Newmark, Luke Noffke, Chris Pike, Bill Rose, Char Rothstein, Fran Rubin, Brad Vanderhoof, Joanne Yvanek-Garb, and Zhelbert Zohrabian
ABSENT: Ilona Illes, Jason Lally

President Char Rothstein called the meeting to order at 7:08 PM.

Secretary Brad Vanderhoof called roll and an in-person quorum was established.

Vice President Aida Abkarians led the Pledge of Allegiance.

Approval to allow Board Member(s) to attend the WHNC Board Meeting virtually under the provisions of SB707: There was no objection to Joanne Nick Eskandari attending remotely.

The August meeting minutes were approved.
The August special meeting minutes were approved.

LAFD Battalion Chief Mike Flynn introduced Don Rodriguez, Emergency Incident Technician (EIT). EIT is a newly reinstated position that will disappear after December 31 if not approved by voters on the November ballot. He gave a brush clearance reminder and said all the regulations are on LAFD.org. Fire stations 106 and 84 have sandbags available. He encouraged everyone to take the Community Emergency Response Team (CERT) training.

Certificates of Appreciation: Heidi Manning presented a certificate to the LA Conservation Corps (LACC), accepted by Chuy Huerth.

LAPD Senior Lead Officer (SLO) Sean Dinse passed out crime statistics. Overall crime is down in the area. The rape statistic is inflated in North West Hills due to multiple incidents involving an employee at West Hills Hospital. SLO Dinse stated he would like an ordinance requiring a permit to park a motor home or RV on city streets. Many other local cities have such requirements.

Treasurer's Report: Treasurer Carolyn Greenwood gave the report. The only expenditures were office expenses.
Beginning Balance -- $25K, Total Spent (July) $3420.61, Outstanding $1210.50, Net Available -- $20368.89 (end of July)

26-0050 -- Approval of the WHNC's July 2026 Monthly Expenditure Report (MER):

Aida Abkarians -- Ineligible
Brian Findling – Yes
Glenn Jennings -- Yes
Saif Mogri -- Yes
Chris Pike – Yes
Fran Rubin – Ineligible
Zhelbert Zohrabian – Yes
Brenda Citrom – Yes
Melissa Findling – Yes
Kim Koerber -- Yes
Penelope Newmark – Ineligible
Bill Rose – Yes
Brad Vanderhoof – Yes
Nick Eskandari – Ineligible
Carolyn Greenwood -- Yes
Jason Lally – Absent
Luke Noffke – Yes
Char Rothstein – Ineligible
Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 1, Ineligible – 6, Recusal – 0
The MER is approved.

Controller's Report: Controller Saif Mogri gave the report. The report matches what is on the City Clerk's public site.

Comments from the Co-Chair(s): President Rothstein reminded everyone the Halloween Houses event is coming up.

Announcements:
Adina Barco, Administrative Assistant, Council District 12, said Councilmember Lee has proposed a street light repair prioritization matrix. The goal is to fix street lights in residential areas first instead of in the order reported. Councilmember Lee is also working on new laws regarding e-bikes that would ban conversion of bikes to a higher class and prohibit the sale or resale of non-street legal bikes. Other provisions would require education classes for riders under the age of 18, and include storage and charging regulations. There is a proposal to mandate a 30 day impound for vehicles used for illegal dumping. There is a new left turn signal at Valley Circle and Victory. She introduced Thomas Iacobellis/Building & Safety Deputy, who will be the new rep. for the WHNC.

Vincent Autiero, Neighborhood Empowerment Advocate, said Board members who serve on planning committees still need to take Planning 101 through Cornerstone. Stakeholder committee members will take the training via U-Tube.
Upcoming Events:
Increase Awareness through LA's Transit Public Service Announcements
Wednesday, September 9 at noon | Zoom Virtual Workshop |
LA28's First Fridays Webinar
Friday, September 11, 2026 | 10:00 to 11:00 a.m. | Virtual
2026 Congress of Neighborhoods
Saturday, September 26, 2026 | 8:00 a.m. to 5:00 p.m. | Los Angeles City Hall
From Planning Community Cleanups to Increasing Neighborhood Engagement
Wednesday, October 14 at noon | Zoom Virtual Workshop |

Public Comment: None

New Business:

26-0051 - Filling a vacant seat on the West Hills Neighborhood Council Board with a term ending in 2029:
Jennifer Felix-Shannon introduced herself and spoke about why she wants to join the WHNC. Saif Mogri said the Ad Hoc Vacancy Committee recommends her.

Roll call vote to appoint MS. Felix-Shannon to the WHNC Board of Directors:

Aida Abkarians -- Ineligible
Brian Findling – Yes
Glenn Jennings -- Yes
Saif Mogri -- Yes
Chris Pike – Yes
Fran Rubin – Ineligible
Zhelbert Zohrabian – Yes
Brenda Citrom – Yes
Melissa Findling – Yes
Kim Koerber -- Yes
Penelope Newmark – Ineligible
Bill Rose – Yes
Brad Vanderhoof – Yes
Nick Eskandari – Ineligible
Carolyn Greenwood -- Yes
Jason Lally – Absent
Luke Noffke – Yes
Char Rothstein – Ineligible
Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 1, Ineligible – 6, Recusal – 0
Jennifer Felix-Shannon is a member of the Board and will take the NC Oath at the October meeting.

26-0052 - CIS in support of CF 26-1050: City's Internal Spacing Guidelines/Policy and Infrastructure Improvements/ Modernize:

Aida Abkarians -- Ineligible
Brian Findling – Yes
Glenn Jennings -- Yes
Saif Mogri -- Yes
Chris Pike – Yes
Fran Rubin – Ineligible
Zhelbert Zohrabian – Yes
Brenda Citrom – Yes
Melissa Findling – Yes
Kim Koerber -- Yes
Penelope Newmark – Ineligible
Bill Rose – Yes
Brad Vanderhoof – Yes
Nick Eskandari – Ineligible
Carolyn Greenwood -- Yes
Jason Lally – Absent
Luke Noffke – Yes
Char Rothstein – Ineligible
Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 1, Ineligible – 6, Recusal – 0
The CIS in SUPPORT is approved. Chris Pike will file.

NEA Autiero advised ITA has started blocking an authorized NC CIS filer's access to the portal after 30 days of inactivity. If this happens he will assist in reestablishing credentials.

26-0053 - WHNC Beautification Committee Clean-Up Event on Saturday, September 19, 2026 from 8:00 a.m. – 11:00 a.m. on Sherman Way by the West Hills Post Office:

Aida Abkarians -- Ineligible
Brian Findling – Yes
Glenn Jennings -- Yes
Saif Mogri -- Yes
Chris Pike – Yes
Fran Rubin – Ineligible
Zhelbert Zohrabian – Yes
Brenda Citrom – Yes
Melissa Findling – Yes
Kim Koerber -- Yes
Penelope Newmark – Ineligible
Bill Rose – Yes
Brad Vanderhoof – Yes
Nick Eskandari – Ineligible
Carolyn Greenwood -- Yes
Jason Lally – Absent
Luke Noffke – Yes
Char Rothstein – Ineligible
Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 1, Ineligible – 6, Recusal – 0
The event is approved.

26-0054 - Special Events Committee's Event Approval Request and Budget in the amount of $450.00 for the 2026 -2027 Halloween House Event:

Aida Abkarians -- Ineligible
Brian Findling – Yes
Glenn Jennings -- Yes
Saif Mogri -- Yes
Chris Pike – Yes
Fran Rubin – Ineligible
Zhelbert Zohrabian – Yes
Brenda Citrom – Yes
Melissa Findling – Yes
Kim Koerber -- Yes
Penelope Newmark – Ineligible
Bill Rose – Yes
Brad Vanderhoof – Yes
Nick Eskandari – Ineligible
Carolyn Greenwood -- Yes
Jason Lally – Absent
Luke Noffke – Yes
Char Rothstein – Ineligible
Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 1, Ineligible – 6, Recusal – 0
The Event and Budget are approved and will be submitted to the City Clerk.

26-0055 - Approve Zoning & Planning Committee's letter unanimously approved on August 11, 2026, to the Cultural Affairs Commission regarding the Chaminade Pedestrian Bridge design.

This letter has already been sent and this item was approved by unanimous consent.

26-0056 - Approve Zoning & Planning Committee's letter unanimously approved on August 11, 2026, to Elysian Housing LLC regarding the West Hills Family Apartments located at 7556 N. Woodlake Avenue:

This letter has already been sent and this item was approved by unanimous consent.

26-0057 - Approve Zoning & Planning Committee's draft letter unanimously approved on August 11, 2026, with addition of requested revisions as noted, to selected City officials and staff regarding the nuisance property located at 6552 N. Valley Circle Boulevard:

Aida Abkarians -- Ineligible
Brian Findling – Yes
Glenn Jennings -- Yes
Saif Mogri -- Yes
Chris Pike – Yes
Fran Rubin – Ineligible
Zhelbert Zohrabian – Yes
Brenda Citrom – Yes
Melissa Findling – Yes
Kim Koerber -- Yes
Penelope Newmark – Ineligible
Bill Rose – Yes
Brad Vanderhoof – Yes
Nick Eskandari – Ineligible
Carolyn Greenwood -- Yes
Jason Lally – Absent
Luke Noffke – Yes
Char Rothstein – Ineligible
Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 1, Ineligible – 6, Recusal – 0
The letter is approved.

26-0058 - CF 26 0906-S4 Council File 26-0906-S4, Boyle Heights / East Los Angeles / Cold Storage Warehouse / Fire / 1400 South Los Palos Street / Los Angeles Fire Department / Community Emergency Response Team (CERT) Program (Jurado - Rodriguez):

Aida Abkarians -- Ineligible
Brian Findling – Yes
Glenn Jennings -- Yes
Saif Mogri -- Yes
Chris Pike – Yes
Fran Rubin – Ineligible
Zhelbert Zohrabian – Yes
Brenda Citrom – Yes
Melissa Findling – Yes
Kim Koerber -- Yes
Penelope Newmark – Ineligible
Bill Rose – Yes
Brad Vanderhoof – Yes
Nick Eskandari – Ineligible
Carolyn Greenwood -- Yes
Jason Lally – Absent
Luke Noffke – Yes
Char Rothstein – Ineligible
Joanne Yvanek-Garb – Ineligible

Yes – 12, No – 0, Abstain -- 0, Absent – 1, Ineligible – 6, Recusal – 0
The CIS in OPPOSITION is approved. Chris Pike will file.

President Char Rothstein adjourned the meeting at 8:43 PM.

The next Regular Board meeting is scheduled for October 1, 2026.

Agenda Item 26-0059 - Discussion and possible action regarding approval of the WHNC's August 2026 Monthly Expenditure Report (MER)

Monthly Expenditure Report

Reporting Month: August 2026 **Budget Fiscal Year: 2026-2027**

NC Name: West Hills Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	**Total Spent**	**Remaining Balance**	**Outstanding**	**Commitments**	**Net Available**
$24360.74	$1764.00	$22596.74	$2421.00	$0.00	$20175.74

Monthly Cash Flow Analysis					
Budget Category	**Adopted Budget**	**Total Spent this Month**	**Unspent Budget Balance**	**Outstanding**	**Net Available**
Office	$27781.35	$1764.00	$22596.74	$2421.00	$20175.74
Outreach		$0.00		$0.00	
Elections		$0.00		$0.00	
Community Improvement Project	$0.00	$0.00	$0.00	$0.00	$0.00
Neighborhood Purpose Grants	$0.00	$0.00	$0.00	$0.00	$0.00
Funding Requests Under Review: $0.00		Encumbrances: $0.00		Previous Expenditures: $3420.61	

Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
1	THE WEB CORNER, INC.	08/01/2026	Email to WHNC stakeholders	General Operations Expenditure	Office	$150.00
2	PARTNERS IN DIVERSITY, INC.	07/24/2026	WHNC Executive Assistant	General Operations Expenditure	Office	$403.50
3	PARTNERS IN DIVERSITY, INC.	07/30/2026	WHNC Executive Assistant	General Operations Expenditure	Office	$403.50
4	PARTNERS IN DIVERSITY, INC.	08/07/2026	WHNC Executive Assistant	General Operations Expenditure	Office	$403.50
5	PARTNERS IN DIVERSITY, INC.	08/19/2026	WHNC Executive Assistant	General Operations Expenditure	Office	$403.50
	Subtotal:					**$1764.00**

Outstanding Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
1	PARTNERS IN DIVERSITY, INC.	08/21/2026	WHNC Executive Assistant	General Operations Expenditure	Office	$403.50

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2	PARTNERS IN DIVERSITY, INC.	08/28/2026	WHNC Executive Assistant	General Operations Expenditure	Office	$403.50
3	PARTNERS IN DIVERSITY, INC.	09/03/2026	WHNC Executive Assistant	General Operations Expenditure	Office	$403.50
4	PARTNERS IN DIVERSITY, INC.	09/10/2026	WHNC Executive Assistant	General Operations Expenditure	Office	$403.50
5	PARTNERS IN DIVERSITY, INC.	09/17/2026	WHNC Executive Assistant	General Operations Expenditure	Office	$403.50
6	PARTNERS IN DIVERSITY, INC.	09/25/2026	WHNC Executive Assistant	General Operations Expenditure	Office	$403.50
	Subtotal: Outstanding					**$2421.00**

WEST HILLS NEIGHBORHOOD COUNCIL CONTROLLER'S REPORT 09/30/26

	Item	Committee	Purpose	Budget	Balance	July	Aug	Sept	Total Spent
	OFFICE								
1		Office	Misc. Expense						
2		Office	Rent	$5.00	$5.00				$0.00
3		Office	Committee Printing	$150.00	$150.00				$0.00
4		Office	P.O.Box	$488.00	$488.00				$0.00
5		Office	Partners & Diversity	$20,982.00	$14,526.00	$3,228.00	$1,614.00	$1,614.00	$6,456.00
6		Office	Go Daddy	$24.00	-$0.19			$24.19	$24.19
7		Board	Web Corner	$1,800.00	$1,500.00		$150.00	$150.00	$300.00
9		Board	I Contact	$744.00	$0.00	$744.00			$744.00
		Board	Badges	$60.00	$60.00				$0.00
		Board	Zoom License **(Paid to DONE)**	$255.61	$0.00	$255.61			$255.61
		Office Subtotal		**$24,508.61**	**$24,508.61**				
	OUTREACH								
10		Communication	Outreach	$491.39	$491.39				$0.00
11		Beautification	Refreshment&Snacks	$0.00	$0.00				$0.00
12		Special Events	Outreach	$2,781.35	$2,781.35				$0.00
13		Environment	Outreach						$0.00
14		Govt. Relations	VANC	$0.00	$0.00				$0.00
15		Govt. Relations	Budget Advocates						$0.00
16		Govt. Relations	Congress	$0.00	$0.00				$0.00
17		Govt. Relations	Empower LA Awards						$0.00
18		Homelessness	Homeless						$0.00
19		Public Safety	Forums						$0.00
20		Streets&Transportation	Outreach						
21		Public Health							$0.00
		Outreach Total							
22		Elections	Elections						$0.00
		Total Spent							

WEST HILLS NEIGHBORHOOD COUNCIL CONTROLLER'S REPORT 08/31/26

	Item	Committee	Purpose	Budget	Balance	July	Aug	Sept	Total Spent
	Neighborhood Purpose Grants (NPG's)								
23		Youth and Eduction	NPG's						$0.00
18A		Homelessness	NPG's						$0.00
19A		Public Safety	NPG's	$0.00					$0.00
		Total							$0.00
	Community Improvement Projects (CIP's)								
20A		Streets&Transportation	CIP's						
24		Beautification	Cleanups						$0.00
25		Beautification	Special Events						
	GRAND TOTAL			**$27,781.35**	**$20,001.55**	**$4,227.61**	**$1,764.00**	**$1,788.19**	**$7,779.80**
	ALLOWED BUDGET			**$25,000.00**					
26	**Clean Street Grant**			**$1,324.83**					
	Rollover			**$2,781.35**					
	GRAND TOTAL			**$27,781.35**					
	GREEN COLOR CANNOT CHANGE								
	RED COLOR REQUESTED AMOUNTS INCLUDES GREEN								

Agenda Item 26-0062 - Discussion and possible action on a CIS in support of CF 26-1249: Develop Streetlight Repair Prioritization Matrix / Non-Emergency Streetlight Repair Request/Develop/Implement

PUBLIC WORKS

MOTION

The City of Los Angeles maintains more than 220,000 streetlights that are essential to public safety by improving nighttime visibility for motorists, pedestrians, cyclists, and emergency responders. Following the failure of the Bureau of Street Lighting's proposed Proposition 218 assessment, the Bureau must continue operating with limited resources and a significant repair backlog. As a result, it is more important than ever that available repair crews be deployed where functioning streetlights provide the greatest public safety benefit.

The Bureau of Street Lighting generally prioritizes repairs on a first-in, first-out basis, except for immediate electrical hazards. While administratively simple, this approach does not account for the varying public safety impacts of streetlight outages across the City. The City already uses objective prioritization criteria for infrastructure programs such as its Sidewalk Repair Program, and a similar approach should be used for streetlight repairs.

I THEREFORE MOVE that the Council instruct the Bureau of Street Lighting, with assistance from the Chief Legislative Analyst as needed, to develop and implement a transparent, objective Streetlight Repair Prioritization Matrix for all non-emergency streetlight repair requests.

I FURTHER MOVE that the prioritization matrix, modeled after the City's Sidewalk Repair Program, prioritize outages located:

- Within or adjacent to single-family and multi-family residential neighborhoods;
- Near parks, schools, libraries, recreation centers, senior centers, and transit stops;
- Along high-pedestrian corridors, including Safe Routes to School;
- In locations with documented public safety concerns, including higher rates of pedestrian or vehicle collisions or crime.

I FURTHER MOVE that the prioritization matrix assign lower priority to routine, non-emergency outages located primarily within commercial and industrial corridors, while preserving the Bureau's existing practice of immediately responding to electrical hazards and other emergency conditions.

I FURTHER MOVE that the Bureau report to Council within 90 days with the proposed prioritization methodology, implementation timeline, and any resources or policy changes necessary to implement the prioritization system.

ORIGINAL

PRESENTED BY _____
JOHN S. LEE
Councilmember, 12th District

SECONDED BY _____

BB

SEP 0 2 2026

Committee Meeting Date: September 15, 2026 Board Meeting Date October 1, 2026

File # :	Council File 26-1249
Title :	Develop Streetlight Repair Prioritization Matrix / Non Emergency Streetlight Repair Request / Develop / Implement
Type :	
City/State :	City of Los Angeles / California

Summary :	The Bureau of Street Lighting generally prioritizes repairs on a first-in, first-out basis, except for immediate electrical hazards. While administratively simple, this approach does not account for the varying public safety impacts of streetlight outages across the City. The City already uses objective prioritization criteria for infrastructure programs such as its Sidewalk Repair Program, and a similar approach should be used for streetlight repairs.

Motion :	I THEREFORE MOVE that the Council instruct the Bureau of Street Lighting, with assistance from the Chief Legislative Analyst as needed, to develop and implement a transparent, objective Streetlight Repair Prioritization Matrix for all non-emergency streetlight repair requests.

Position :	Proposed: The WHNC supports the motion.
Vote :	Streets and Transportation Committee: Yes – 5, No – 0, Abstain – 0, Absent – 0, Recusal -- 0

"**YES**" Vote:	**A CIS in SUPPORT is filed.**

"**NO**" Vote:	No CIS is filed unless a motion to amend is approved.

Agenda Item 26-0063 - Discussion and possible action regarding the WHNC Beautification Committee Clean-Up Event on Saturday, October 24, 2026 from 8:00 a.m. – 11:00 a.m. on Woodlake north of Saticoy

NEIGHBORHOOD COUNCIL
EVENT APPROVAL REQUEST FORM

Office of the City Clerk – Neighborhood Council Funding Program
200 N. Spring Street, Rm 224, Los Angeles, CA 90012 978-1058 or Toll-Free 3-1-1
E-mail: ***Clerk.NCFunding@LACity.org*** ☐***www.Clerk.LAcity.org***

Events are great opportunities for Neighborhood Councils to interact with their stakeholders. There are, however, liability and permitting issues that must be handled prior to the event. The Office of the City Clerk, Administrative Services Division, NC Funding Program Section must approve all Neighborhood Council sponsored events before any payments can be processed.

Please complete, sign, and submit this form at least 30 days prior to your event. Missing or incomplete required information or documents will delay review.

Neighborhood Council: West Hills Neighborhood Council

The Neighborhood Council is the X Main Sponsor or □ Co-Sponsor for the event.

Main sponsor: West Hills Neighborhood Council

Contact Person: Brad Vanderhoof

Email: Brad.Vanderhoofwhnc@gmail.com

Co-Sponsor (if applicable): _____

Contact Person: _____

Phone: _____ Email: _____

Event Information

Event Title and Description: Community Cleanup – Woodlake north of Saticoy

Date: 10/24/2026 Time Frame: 8:00 AM to 11:00 AM

Est. number of attendees: 20 Event Budget: $ 00

Venue Name: Woodlake Ave. Venue Address: 7602 N. Woodlake Ave.

Contact Person: Brad Vanderhoof

Email: Brad.Vanderhoofwhnc@gmail.com

Please note: If the venue for the event is at a City or public facility, e.g. park, school, the venue approval may be easier and at little or no cost. If the venue for the event is not a City facility, a separate contract may be needed and can take up to 60 days to complete.

Please scan the following documents and email to Clerk.NCFunding@lacity.org for approval PRIOR to event:

□ Neighborhood Council Event Approval Form – Signed by Treasurer, 2nd Signer or Event Chair

□ Board Action Request (BAC) Form – Completed and signed by Treasurer and 2nd Signer, or Alternate Signer

□ Itemized Detailed Event Budget – Total budget with funding categories (food, entertainment, flyers, permits, etc.) and with specific vendors if available.

The City of Los Angeles provides Neighborhood Councils with event liability coverage in the amount of $5 million. Depending on the type of event, there may be additional permits and liability issues that must be addressed prior to the event, or the Neighborhood Council will be liable for any penalties or injuries incurred at the event. There may be fees attached to obtaining permits and additional liability so please budget accordingly. It may be easier to partner with the City family or a community based organization or even hire an event planner (will require a contract prepared by the Department) so that they can obtain/handle the necessary permits and liability issues instead. The following must be obtained and submitted **PRIOR TO THE EVENT** if they are applicable to your event:

If FOOD is being purchased/provided/distributed/served at your event, you may be required to obtain the following PERMITS:

□ LA County Public Health Department Permits – Community Event Organizer and Temporary Food Facility permits may be required. Permit fees may be waived by the County if requested.
□ LA Fire Department – Permit may be necessary for temporary structures setup to prep/cook/serve food.

CERTIFICATES OF INSURANCE, SERVICE AGREEMENTS, and/or FACILITY USE PERMITS from Vendors providing the following types of services. Insurance Certificates need to list the "City of Los Angeles" as Additional Insured.

□ Jumpers/Bouncers (Inflatables) – City Risk Management may need to review
□ Games (e.g. dunk tank, other carnival style games, video game bus)
□ Food (purchased, provided, distributed and/or served)
□ Entertainers (e.g. DJs, musicians, face painting, balloon artists, etc.)
□ Equipment Rentals (e.g. performing stage, mechanical rides, canopies)
□ Event Venues (e.g. school auditoriums, private theaters and halls, parks, street block, etc.)

If RENTING a vehicle or truck to transport event materials:

□ Renting and driving of vehicle/truck must be by aboard member
□ Additional Insurance offered by the rental company must be purchased in full

ADDITIONAL PERMITS may be required if the event has:

□ Over 500 attendees, which may require LAPD presence - LAPD Special Events
□ Street closures for block parties - Bureau of Street Services or LADOT for larger street closures, such as a parade
□ Tents/canopies larger than 450 square feet or stages/platforms more than 30 inches above grade - Building and Safety

CONTACT INFORMATION for possible permits:

- Street Maintenance - (213) 847-2999
- Building and Safety - (213) 482-0387
- LADOT (Traffic Officers) - (323) 913-4652
- LADOT (Signs) - (213) 485-2298
- LADOT (Special Operations) - (323) 224-2124
- Risk Management - (213) 978-7475
- LAPD - (213) 486-0410
- LAFD – (213)-978-3640
- Sanitation - (213) 485-3612
- Street Services - http://bsspermits.lacity.org/spevents/
- LA County Public Health Dept. - http://publichealth.lacounty.gov

Documents to be submitted to NC Funding Program and filed for you records:

□ Neighborhood Council Event Approval Form – Signed by Treasurer, 2nd Signer, Event Chair.
□ Board Action Certification (BAC) Form – Completed and signed by Treasurer and 2nd Signer, or Alternate Signer
□ Itemized Detailed Event Budget – Final total budget with funding categories and specific vendors.
□ Vendor Invoices and Service/Facility Use Agreements
□ Copies of Insurance Certificates
□ Copies of Permits
□ Proof of Sponsorships (e.g. event flyers, webpage copy, etc.)
□ W-9 (for 1099 Individual Services (if applicable)

I have read and understand the requirements set forth in this document and agree to comply with the required paperwork necessary for Neighborhood Council events.

Signature:_____ Date:_____

Print Name:_____ Title:_____

Email:_____ Phone:_____

For Staff Use Only: ☐ Approved ☐ Denied Code: _____

Reviewers Signatures: 1st Level_____ 2nd Level _____

Reviewers Names: 1st Level_____ 2nd Level _____

Agenda Item 26-0064 - Discussion and possible action on CF 16-1468-S5 a CIS unanimously approved at the 9/08/2026 Zoning & Planning Committee meeting in support of the Motion presented by Councilmember John Lee that affects regulation of ADUs

PLANNING & LAND USE MANAGEMENT

MOTION

California law has significantly expanded Accessory Dwelling Unit (ADU) development opportunities through successive legislation intended to address the State's housing shortage. Recent enactments, including SB 9 and SB 1211, have further expanded housing production opportunities and altered how ADUs may be developed on residential properties.

The City of Los Angeles currently regulates attached ADUs pursuant to Section 12.22.A.33(e)(1) of the Los Angeles Municipal Code (LAMC). Historically, the City limited the size of attached ADUs based upon a proportional relationship to the existing primary dwelling by allowing attached ADUs up to 50 percent of the floor area of the existing primary residence.

This local standard functioned effectively for many years and generally did not result in the creation of excessively large attached ADUs or abuses of the program. However, recent changes in State law, particularly the interaction of SB 9 and SB 1211, have altered development patterns and may create circumstances in which attached ADUs substantially exceed the scale originally contemplated under local regulations.

Historically, the City's proportional limitation for attached ADUs did not result in excessively large units; however, recent State housing legislation may now permit attached ADUs to substantially exceed traditional neighborhood scale absent a local maximum floor area limitation. The City should revisit its local standards to maintain the longstanding proportional relationship approach while establishing a clear maximum size limitation to prevent unintended oversized attached ADUs and preserve neighborhood compatibility.

I THEREFORE MOVE that the City Attorney, with the assistance of the City Attorney, be REQUESTED to prepare and present an ordinance amending Section 12.22.A.33(e)(1) of the Los Angeles Municipal Code to read as follows:

> "If there is an existing primary dwelling, the floor area of an attached ADU may not exceed fifty (50) percent of the existing primary dwelling and in no event shall exceed 1,200 square feet."

I FURTHER MOVE that the Department of City Planning report back within 60 days regarding the impacts of SB 9 and SB 1211 on attached ADU development within the City of Los Angeles, including any trends involving attached ADUs exceeding traditional proportional size relationships.

I FURTHER MOVE that the Department of City Planning report on any additional local regulatory options available under State law to preserve neighborhood compatibility while maintaining compliance with State ADU mandates.

ORIGINAL

PRESENTED BY _____
JOHN S. LEE
Councilmember, 12th District

AUG 11 2026

SECONDED BY _____

ITEM 4 (CF 16-1468-S5)
Amendment

ADOPT the Motion, with an amendment to substitute the following language for the first moving clause:

INSTRUCT the Department of City Planning to present the proposed Missing Middle Ordinance to Council as soon as possible, including an option that provides: "If there is an existing primary dwelling, the floor area of an attached ADU may not exceed fifty (50) percent of the existing primary dwelling and in no event shall exceed 1,200 square feet."

Date: 9/22/26
Submitted in PLUM Committee
Council File No: 16-1468-S5
Item No.: 4
Deputy:

Committee Meeting Date: September 8, 2026 Board Meeting Date October 1, 2026

File # :	Council File 16-1468-S5
Title :	Accessory Dwelling Unit (ADU)/Proposed Ordinance/Maximum Size Limitation
Type :	
City/State :	City of Los Angeles / California

Summary :	The City of Los Angeles currently regulates attached ADUs pursuant to Section 12.22.A.33(e)(1) of the Los Angeles Municipal Code (LAMC). Historically, the City limited the size of attached ADUs based upon a proportional relationship to the existing primary dwelling by allowing attached ADUs up to 50 percent of the floor area of the existing primary residence.

Motion :	I THEREFORE MOVE that the City Attorney, with the assistance of the City Attorney, be REQUESTED to prepare and present an ordinance amending Section 12.22.A.33(e)(1) of the Los Angeles Municipal Code to read as follows: "If there is an existing primary dwelling, the floor area of an attached ADU may not exceed fifty (50) percent of the existing primary dwelling and in no event shall exceed 1,200 square feet." I FURTHER MOVE that the Department of City Planning report back within 60 days regarding the impacts of SB 9 and SB 1211 on attached ADU development within the City of Los Angeles, including any trends involving attached ADUs exceeding traditional proportional size relationships. I FURTHER MOVE that the Department of City Planning report on any additional local regulatory options available under State law to preserve neighborhood compatibility while maintaining compliance with State ADU mandates.

Position :	Proposed: The WHNC supports the motion.
Vote :	Zoning & Planning Committee: Yes – 11, No – 0, Abstain – 0, Absent – 0, Recusal -- 0

"**YES**" Vote:	**A CIS in SUPPORT is filed.**

"**NO**" Vote:	No CIS is filed unless a motion to amend is approved.

Agenda Item 26-0065 - Discussion and Possible Action on WHNC Standing Rules Article V, Governing Board, Section 7, Absences

~~Board Members who have not attended In-Person a minimum of Six (6) of the previous Twelve (12) regular or special meetings of the Board shall be subject to removal from the Board under procedures established by the Board. Board Members cannot attend virtually more than Four (4) of the previous Twelve (12) regular or special meetings of the Board.~~

Passed unanimously by the WHNC Bylaws Committee on September 22, 2026.

CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS

22633 VANOWEN ST. WEST HILLS, CA 91307 (818) 883-3637

INSTAGRAM: @SHADOWRANCHRC

SHADOW RANCH BOO BASH!

FREE FAMILY- FRIENDLY HALLOWEEN EVENT

SATURDAY * OCTOBER 24 2026

3:30 PM - 7:30 PM

Children will get to participate in a variety of activities including: crafts, carnival games, costume contest, music, prizes, and MORE!

****Light refreshments will be provided****



COSTUME CONTEST SCHEDULE

- 6:00PM - 0-2YRS
- 6:15PM - 3-6YRS
- 6:25PM - 7-10YRS
- 6:35PM - 11YRS-14YRS

CATEGORIES:

SCARIEST, SILLIEST, MOST CREATIVE

Thank you to our sponsor!

JOHN LEE
LOS ANGELES CITY COUNCILMEMBER • DISTRICT 12

Volunteers needed. Contact office for more info!

If you are a person with a disability and require accommodation to participate in a City of Los Angeles Department of Recreation and Parks Program, service, or activity, requests may be made by calling the facility at 818) 883-3637 or 711 for CA Relay, Ten days in advance of the event. We will do our best to fulfill requests with less than ten business days' notice. If a participant requires a one-to-one aide, requests will be fulfilled within seven business days or receiving required paperwork and documentation needed to issue a Right of Entry permit to the agency providing the aide.