



CITY OF  
LOS ANGELES  
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308  
WWW.WESTHILLSNC.ORG  
MAIL@WESTHILLSNC.ORG

## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BOARD AND SPECIAL EVENTS COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA Tuesday, January 3, 2023 at 7:00 PM

In conformity with the September 16, 2021 enactment of California Assembly Bill 361 (Rivas) and due to concerns over Covid-19, the West Hills Neighborhood Council meeting will be conducted entirely with a call-in option or internet-based service option. All are invited to attend and participate.

This meeting of the West Hills Neighborhood Council Special Events Committee will be conducted online via Zoom Webinar and telephonically. 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/89837959615>  
**To call in by phone**, dial (669) 900-6833, then punch in this Webinar code when prompted: **89837959615#**.

This meeting is open to the public. 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.

**AB 361 Updates:** Public comment cannot be required to be submitted in advance of the meeting; only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

1. Call To Order & Establish a Quorum
2. Approve Minutes from December 6, 2022
3. Comments from the Co-Chairs
4. Discussion and Possible action on the 2023 Senior Valentine's Day Dinner Dance
5. Discussion and Possible action on the 2023 Kids' Day
6. Discussion and Possible action on the 2023 Memorial Day Parade
7. Discussion and Possible action on the CD12 Election and Candidate Forum
8. General Public Comments
9. Adjourn Meeting

**Public input at Neighborhood Council meetings:** When prompted by the presiding officer, members of the public may address the committee on any agenda item before the committee takes an action on the item by punching in \*9 (if calling in by phone) or by clicking on the "raise hand" button (if participating online through Zoom) and waiting to be recognized. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on matters not appearing on the agenda that are within the committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Ralph M. Brown Act, the committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of said committee.

**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](https://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 Posting of Agendas:** WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., 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 the City of Los Angeles Early Notification System at [www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index](http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index)

**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 and other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting via email [NCsupport@lacity.org](mailto:NCsupport@lacity.org) or calling (213) 978-1551. If you are hearing impaired please call 711.

**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 the meeting where such writing was considered or by contacting the WHNC's executive director via email at [michelle.ritchie@westhillsnc.org](mailto:michelle.ritchie@westhillsnc.org). Requests can be made for a copy of a record related to an item on the agenda.

**Reconsideration and Grievance Process:** For information on the WHNC's process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at 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 SPECIAL EVENTS COMMITTEE/BOARD MEETING MINUTES

**Wednesday, December 6, 2022 @ 7:00 P.M.**

This meeting of the Special Events Committee was conducted online via Zoom webinar and Telephonically.

### **DRAFT**

Committee Co-Chair Steve Randall called the meeting to order at 7:03 P.M.

Committee members in attendance were: Steve Randall (Co-Chair), Myrl Schreiber (Co-Chair), Char Rothstein, Dr. Faye Barta, Aida Abkarians, Glenn Jennings, Joan Trent, and Saif Mogri. A quorum was established.

Also in attendance was Brad Vanderhoof.

The November 1, 2022 minutes were approved as amended by unanimous consent.

Comments from the Chair(s): Myrl asked if the board expected the Memorial Day Parade to be in the hands of the SE committee to plan and execute. Discussion followed and it was determined that if so, the SE committee would need funds to do it. Steve said that he would place the issue on next month's agenda.

The 2023 Senior Valentine's Day Dinner Dance was discussed. Char stated that we have a confirmation for the use of the Bob Hope Center at Chaminade for Tuesday, February 14<sup>th</sup>. We can move forward after City approval. Char will follow up with Carolyn on the status. There is a concern due to COVID protocols. Myrl asked if we have a back-up plan if the City does not approve an indoor event. Possible outdoor events were discussed. Aida suggested a "Senior Spring Fling". Steve stated that John Lee is available. Various food such as chicken, steak, BBQ and lasagna, and vendors such as Outback Catering, Cart Party, Stone Fire and Olive & Fig were discussed. Aida will contact these two. Decorations were discussed and Saif offered to get a quote for floral table centerpieces. Char will inquire how many tables we'll need to accommodate 200 people. Aida, with Char's assistance, agreed to be in charge of decorations.

Myrl advised that we will be needing to change the date for the 2023 Kids' Day Event due to a conflict with the Springfest event at Shadow Ranch Park. After much discussion, the committee voted in favor of March 18, 2023.

There were no Public Comments.

The next regularly scheduled Special Events Committee meeting is on January 3, 2022.

The meeting was adjourned by Steve Randall at 8:30 P.M.