



CITY OF  
LOS ANGELES  
CALIFORNIA



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## WEST HILLS NEIGHBORHOOD COUNCIL

### BOARD MEETING AGENDA

**Thursday, December 4, 2025 @ 6:30 p.m.**

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

In conformity with the October 6, 2023 enactment of California Senate Bill 411 (Portantino) and LA City Council Approval on November 1, 2023, the West Hills Neighborhood Council Board Regular Meeting will be conducted virtually, telephonically and in person. All are invited to attend and participate.

- **To attend online** via Zoom Webinar: <https://us02web.zoom.us/j/86151176250>
- **To call in by phone**, dial (669) 900-6833, then punch in this Webinar code when prompted: **8615 117 6250**, then press #.
- **To attend in person**, please attend de Toledo High School location at 22662 Vanowen Street, West Hills 91307

This meeting is open to the public. Doors open at 6:30 p.m. 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.

<b><u>Opening Business</u></b> Call to Order  Roll Call – Establish Quorum Pledge of Allegiance	<b>7:00 P.M.</b>	<b>Co-Chairs:</b> Mrs. Charlene Rothstein Mrs. Aida Abkarians <b>Secretary:</b> Mr. Brad Vanderhoof <b>Co-Chair:</b> Mrs. Aida Abkarians <b>Secretary:</b> Mr. Brad Vanderhoof
<b><u>Presentation</u></b>  Halloween Houses on Display Awards		Mr. John Lee, Council Member, District 12 Mr. Ron Rubine, Senior Advisor, District 12 Mrs. Charlene Rothstein, Co-Chair Mrs. Aida Abkarians, Co-Chair
<b><u>Induction Of New Board Members Into The WHNC Board Of Directors</u></b>		TBD
<b><u>Opening Business Cont.</u></b>  Approval to allow Board Member(s) to attend the December 4, 2025 WHNC Board Meeting virtually under the provisions of AB2449 Approve Meeting Minutes of November 6, 2025 Senior Lead Officer Report  Los Angeles County Fire Department Treasurer's Report Controller's Report Comments From the Co-Chair(s)  Board Vacancy Announcement(s)		<b>Secretary:</b> Mr. Brad Vanderhoof  <b>Secretary:</b> Mr. Brad Vanderhoof SLO Dinse SLO Dao Battalion Chief, Michael Flynn <b>Treasurer:</b> Mrs. Carolyn Greenwood <b>Controller:</b> Mr. Saif Mogri <b>Co-Chairs:</b> Mrs. Charlene Rothstein Mrs. Aida Abkarians Mrs. Charlene Rothstein

<p><b><u>Announcements</u></b></p> <p>Office of Assemblyman Jesse Gabriel Council District 12 Department of Neighborhood Empowerment</p> <p>Los Angeles County Supervisor District 3 Budget Advocates</p>		<p>Ms. Solen Ronarch, Field Representative Mr. Tim Kartiala, Housing &amp; Livability Deputy Dr. Vincent Autiero, Neighborhood Empowerment Advocate Mr. Daniell Vicente, Field Representative Mr. Glenn Bailey</p>
<p><b><u>Presentation</u></b></p>		<p>Jaime E. Moore, Fire Chief Los Angeles City Fire Department</p>
<p><b><u>Public Comment</u></b></p> <p>Comments &amp; statements from stakeholders or interested parties on subjects <b><u>NOT</u></b> on this meeting's agenda. *The Council affords an opportunity to members of the public to address the Council on items of interest that are within the Council's jurisdiction. The Council is not permitted to take action on items that are not identified on the agenda. The Council reserves the right to limit speakers' time if necessary to provide an adequate opportunity for all to be heard.*</p>		<p><b>Co-Chair:</b> Mrs. Aida Abkarians</p>
<p><b><u>Council Announcement</u></b></p> <p>Committee &amp; Liaison Reports</p>		
<p><b><u>Old Business</u></b></p> <p><b>25-0081</b> -Discussion and possible action regarding Bylaws, Article V, Governing Board, Section 10: Resignation <b>(5 Minutes Max)</b></p>		<p>Mr. Brad Vanderhoof, Chair Bylaws Committee</p>
<p><b><u>New Business</u></b></p> <p><b>25-0082</b> - Discussion and possible action regarding approval of the WHNC's October 2025 Monthly Expenditure Report (MER) <b>(5 Minutes Max)</b></p> <p><b>25-0083</b> - Discussion and possible action to approve Event Approval Form and Budget for the 2026 Valentine Dance in the amount of \$3,500.00. <b>(10 Minutes Max)</b></p> <p><b>25-0084</b> – Discussion and possible action regarding West Hills Neighborhood Council City Charter Reform Recommendations document <b>(10 Minutes Max)</b></p>		<p>Mrs. Carolyn Greenwood, Co-Chair Budget Committee Mr. Saif Mogri, Co-Chair Budget Committee</p> <p>Mrs. Carolyn Greenwood, Co-Chair Budget Committee Mr. Saif Mogri, Co-Chair Budget Committee</p> <p>Ms Brenda Citrom, Co-Chair Government Relations Committee Ms. Joanne Yvanek-Garb, Co-Chair Government Relations Committee Ms. Kim Koerber, Co-Chair Government Relations Committee</p>
<p><b><u>Adjournment</u></b></p>		

**SB 411 Updates:** If a Neighborhood Council has a quorum of board members in a physical location, board members who wish to join the meeting via teleconferencing must adhere to AB 2449 rules and regulations. If a Neighborhood Council does not have a quorum of board members in a physical location, they must adhere to SB 411 rules and regulations. 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. The eligible 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. 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 the 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. (i) An eligible legislative body that provides a timed 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 subparagraph, provide public comment until that timed public comment period has elapsed. (ii) An eligible legislative body that does not provide a timed 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 subparagraph (D), or otherwise be recognized for the purpose of providing public comment. (iii) An eligible legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.

**Public Input:** 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, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

**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)