

CITY OF LOS ANGELES
CALIFORNIA

**Neighborhood Council
Governing Board**

President: Dena Weiss
Vice President: Chris Waddy
Secretary: Karen DiBiase
Treasurer: Heath Kline
Parliamentarian: Don Patterson

Budget Committee Chair, Heath Kline



200 N. Spring Street
Los Angeles, CA 90012

Email: NCsupport@lacity.org
Website: www.empowerla.org

WOODLAND HILLS
WARNER CENTER
NEIGHBORHOOD
COUNCIL

**Agenda for
Special Budget Committee Meeting
& Possible Quorum-Meeting of Full NC
Woodland Hills Library
Second Floor**

22200 Ventura Blvd, Woodland Hills, CA 91364
Tuesday October 10 , 2023
6:30PM to 7:50PM.

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Karen DiaBiase, Secretaria, al 818-639-9444 o por correo electrónico www.whcouncil.org para avisar al Concejo Vecinal.

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 Committee .

All comment is limited to 2 minutes per speaker, unless adjusted by the presiding chair of the committee.

1. Call to Order. Roll call of members: Heath Kline, Budget Committee Chair as NC Treasurer, plus the Chair or Representative of each Committee of the Board (one role per person with the limitation of one vote per committee).
2. Public Announcements by city officials and representatives: (2) minutes per speaker.
3. Stakeholder Public Comment Period (on items NOT on the agenda within the purview of the committee). (1) minute per speaker.

Items for discussion and possible action:

Stakeholder Public Comment will be taken on each agenda item: (2) minutes per speaker.

Item (1):

Review & discussion of last year's adopted 2022-2023 FY budget & actual spending (attached)

Item (2):

Review & discussion of our adopted 2023-2024 FY current budget & YTD spending (attached)

Item (3):

Brief *elevator* presentations from each committee of the NC of what each committee sees as their goals and their funding needs (what their committee will directly spend) if determined, to accomplish these goals, and what they need from other committees or the entire NC, to carry out their goals.

Our Standing Committees are:

- **Budget & Finance** Heath Kline, Chair
- **Community Services** Joyce Fletcher, Chair
- **Education** Julie Waltrip, Chair
- **Environmental Sustainability and Beautification** Karen DiBiase, Chair
- **Governance**, Dena Weise, Chair,
- **Outreach** Chris Waddy & Tracy Rosen, Co-Chairs
- **PLUM** Don Patterson & Marty Lipkin, Co-Chairs
- **Public Health & Homelessness** Reina Cerros-McCaughey, Chair
- **Transportation & Public Safety** Rachel Tabak, Chair
- **WHIP** August Steurer & Heath Kline, Co-Chairs

Each committee should be represented by one of its committee chairs (when there are co-chairs of the committee) or another member of the committee if a chair is unable to attend or has another role on the budget committee to maximize participation, points of view expressed, and number of participants voting.

Item (4.):

Discussion and possible action:

The following action may be necessary to support expenditures that exceed the funds available in their proper budget category for pending expenditure item(s) should they be approved by the board.

Motion to make a reallocation of funds assigned to budget categories that are:

- **Office/Operational Expenditures** † \$11,901.46 unspent-available \$9,703

† Note this budget category has future monthly reoccurring costs-obligations not reflected in the available funds amount.

- **Outreach Expenditures** \$16,050 unspent-available \$15,049.01
- **Election Expenditures** \$750 unspent-available \$0
- **Neighborhood Purposes Grants (NPG) Expenditures** \$7,700 unspent-available \$7,700

• **Community Improvement Projects (CIP)** Expenditures \$5,000 unspent-available \$5,000

See Item (2.) FY2023-2024 budget attachment.

Roll call vote. (if applicable).

ADJOURNMENT: The time, date, and location of the next Budget Committee meeting will be announced. See Public Posting of Agendas section below.

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 -

Neighborhood Council agendas are posted for public review as follows:

- **A copy of this agenda is also physically posted on the outside of the window of the West Valley Warner Center Chamber located at 6100 Topanga Canyon Blvd, Ste 2330, Woodland Hills, CA 91367. The Chamber is located at the Promenade Mall outside the east entrance of the mall and to the left of Ruth Chris Restaurant. The Chamber office is accessed from Owensmouth Street. Parking is free.**
- www.whcouncil.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.WHWCNC.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 Dena Weiss at: d.weiss@whcouncil.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.

WHWCNC 2022/2023 BUDGET

Office/Operational	\$0.00
Outreach	\$0.00
Elections	\$0.00
NPG	\$0.00
Community Improv	\$0.00
Rollover/Overage	#REF!

OPERATIONS

#REF!	General Oper	\$0.00
#REF!	Storage Unit	\$0.00
#REF!	Space Rentals	\$0.00

OUTREACH

#REF!	Social Media S	\$0.00
#REF!	Website Conte	\$0.00
#REF!	Website Suppc	\$0.00
#REF!	Print/Printed I	\$0.00
#REF!	Events	\$0.00

Unlikely Spending

\$350.00	Banner Maintenance	Paul says he cannot pay as the amount approved is inadequate and he needs more.
\$200.00	Zoom License	Marilu replied that this will be billed this year.
\$1,500.00	Calabash	Denied by Clerk because submitted after start date of event
\$2,050.00	Total	

Chris Waddy is currently only spending about \$2,000 for promotional items leaving an additional \$1000 for overages.

Beginning Balance FY2022-2023	\$32,000.00
Rollover Funds from FY2021-2022	\$3,074.48
Total Budget FY2022-2023	\$35,074.48
Total Expenditures FY2022-2023	\$17,723.83
Unpsend Funds FY2022-2023	\$17,350.65
Max Rollover Funds to FY23-24	\$10,000.00
Funds Lost & Rtned to the City	\$7,350.65

2022/2023 BUDGET	Funding Start with \$3,368.48 Rollover =	\$33,784.42	Actual Spending by Month												TOTAL	
CATEGORY/SubCategory	Expense Item	UPDATED ALLOCATION	JULY	August	SEPT	October	November	December	January	February	March	April	May	June	Spent	
OPERATIONS/OFFICE																
GENERAL OPERATIONS																
General Operating Fund	Supplies	\$0.00													Smart & Final	\$0.00
	Refreshments (\$200)	\$0.00													\$140.79	\$140.79
	Interpreters	\$98.00	\$98.00													\$98.00
Postal Services	UPS NC Mailbox Rental	\$480.00										480.00				\$480.00
	USPS Postage	\$0.00														\$0.00
Signage	Ventura Street Banner Maint. (\$350)	\$350.00													Amazon 2 invoices	\$350.00
Printing	General Printing Supplies-Paper-Ink	\$425.00										410.36				\$410.36
	Business cards	\$0.00														\$0.00
	ColorFX - \$2200 Credit Avail															\$0.00
Board Telephone	Grasshopper (Log Me In)	\$360.00	\$31.56	\$ 32.01	\$ 32.15	33.47	\$33.99	\$32.82	\$31.67	\$33.44		\$31.11	\$31.56	\$30.51		\$354.29
Board Email Accounts	(Included in Web Hosting)	\$0.00														\$0.00
Board Teleconference System	ZOOM First DONE License Renewal	\$200.00														\$0.00
Board Internet Domain	WPDeveloper	\$0.00													\$39.20	\$39.20
Web Hosting	Bluehost	\$750.00											\$723.62		2 invoices	\$723.62
Committees	First Saturday (Clean up)	\$500.00													\$457.02	\$457.02
Computer Support	Software	\$0.00														\$0.00
	Repairs	\$0.00														\$0.00
		\$0.00														\$0.00
	Totals	\$3,163.00														\$3,053.28
STORAGE																
Storage Unit	Storage Etc	\$3,416.00	\$244.00	\$ 488.00	\$ -	\$732.00	\$0.00	\$0.00	\$732.00	\$0.00		244.00	\$488.00	\$244.00		\$3,172.00
		\$0.00														\$0.00
	Total	\$3,416.00														\$3,172.00
MEETING SPACE RENTAL																
WHIP & PLUM Mtg	Meeting Space Rental (\$350)	\$0.00														\$0.00
Board Meeting	WHA Fee	\$0.00														\$0.00
Agreement Setup Fee	Chamber Office Rental (\$250)	\$0.00														\$0.00
		\$0.00														\$0.00
	Totals	\$0.00														\$0.00
OUTREACH																
SOCIAL MEDIA SYSTEMS																
Email Marketing/Newsletter	Constant Contact	\$840.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00		\$140.00	\$70.00	\$70.00		\$840.00
		\$0.00														\$0.00
	Totals	\$840.00														\$840.00
WEBSITE CONTENT																
Meeting/Event Calendar	Events Calendar Pro Annual \$99	\$0.00														\$0.00
		\$0.00														\$0.00

OPERATIONS/
\$6,225.28

