

CITY OF LOS ANGELES  
CALIFORNIA

**Neighborhood Council  
Governing Board Officers:**

President Dena Weiss  
Vice President Tracey Rosen  
Secretary, Karen DiBiase  
Treasurer Heath Kline  
Parliamentarian Don Patterson



WOODLAND HILLS  
WARNER CENTER  
NEIGHBORHOOD COUNCIL

200 N. Spring Street Los  
Angeles, CA 90012

Email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)  
Website: [www.empowerla.org](http://www.empowerla.org)

**MINUTES**

**Regular Full Board Meeting**

**BY ZOOM**

**June 12, 2024**

**6:30 p.m.- 09:00 p.m.**

**VIRTUAL BOARD MEETING**

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Zoom Meeting Online or By Telephone  
Please click the link below to join the webinar:  
[https://us02web.zoom.us/j/964 9371 2127](https://us02web.zoom.us/j/96493712127)  
Or Dial (669) 900-6833 to Join the Meeting  
Code is 964 9371 2127 and Press #

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

IN CONFORMITY WITH THE OCTOBER 6, 2023 ENACTMENT OF CALIFORNIA SENATE BILL 411 (PORTANTINO) AND LA CITY COUNCIL APPROVAL ON NOVEMBER 1, 2023, THIS WOODLAND HILLS WARNER CENTER NEIGHBORHOOD COUNCIL COMMITTEE MEETING WILL BE AVAILABLE VIRTUALLY.

Every person wishing to address the Committee must enter the meeting via the above Zoom link or dial (669) 900-6833 and enter 964 9371 2127 and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Meeting of the Woodland Hills – Warner Center Neighborhood Council [WHWCNC] meeting, the public will be requested to dial \*9 by phone or use the Raise Hand option on Zoom, to address the Board on any agenda item before the Board takes an action on an item. 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, the issue raised by a member of the public may become the subject of a future WHWCNC Board or Board meeting. Public comment is limited to 1 minutes per speaker, unless adjusted by the presiding officer of the Board.

**SB 411 Updates:**

In the event of a disruption that prevents the Board 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 Board control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the Board 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 Board from broadcasting the meeting may be challenged pursuant to Section 54960.1.

The Board shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the Board 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 Board, 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) If the Board 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 to provide public comment until that timed public comment period has elapsed.
- (ii) If the Board 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) If the Board 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.

**Board Members:**

- Area 1 - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Reina Cerros-McCaughey
- Area 2 – Julian Tu, Paul Lawler, Peter Haber, Masha Dowell
- Area 3 – Tracey Rosen, Dean Mathew, Harout Z. Aristakessian, Jayce Baron
- Area 4 – Don Patterson, Martin Lipkin, Dena Weiss, Aava Dekordi
- Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers, Allan Biggins
- Area 6 –William Barnett, Heath Kline, Bobbie Wasserman, Janice Mendell
- Area 7 – Kate Kennedy, Joyce Fletcher, Rosaleen O’Sullivan
- At-Large – August Steurer, Vacant Seat for Alternate
- Youth Member – Vacant seat

## AGENDA

Call to Order – Tracey Rosen, 6:35pm

Pledge of Allegiance – *Not done due to zoom meeting*

Roll Call – Karen DiBiase

*Quorum at time of meeting called to order: 18*

*Present: Karen DiBiase, Geoffrey Hobson (left early 7:09pm), Shelley Schwartz, Reina Cerros-McCaughey, Julian Tu, Tracey Rosen, Dean Matthew, Harout Aristakessian, Martin Lipkin, Aava Dekordi, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Bobby Wasserman, Joyce Fletcher, Rosaleen O’Sullivan, August Steurer*

*Absent: Peter Haber, Masha Dowell, Jayce Baron, Don Patterson, Dena Weiss, Allan Biggins, Janice Mendel, Kate Kennedy*

*Resigned: Paul Lawler, Christopher Waddy, Schyler Katz*

### **Public Announcements:**

Office of Councilmember Bob Blumenfield – *Seth Samuels, Planning and Field Deputy-Woodland Hills*

- 1) DC3 picked Harout Aristakessian as our honoree was appointed rep for LGBTQ Week*
- 2) Concerts in Warner Park are starting this week!*

Office of LA County Supervisor for Third District, Lindsey Horvath – *Daniell Vicente, West Valley Field Office Rep and Barri Worth Girvan (Oversees Outreach)*

- 1) Back to School Flyer, with backpack and school supplies, on Sunday Aug 4<sup>th</sup>, 11am-4pm, in Chatsworth.*
- 2) LA County lists homeless strides taken in 2023: 30% increase in services provided, including housing.*

Empower LA – *Prabhjot Chamber, DONE Rep for WHWCNC*

- 1) Required training deadline extended from June 3<sup>rd</sup> to July 1st.*

LAPD – *Brittany Gutierrez, SLO for Woodland Hills*

- 1) Neighborhood Watch Meeting – 3<sup>rd</sup> Wednesday at 6pm, Topanga Police Station’s Community Room*
- 2) Be aware of an increase of property crimes and residential burglary. Stay aware and safe.*

### **General Public Comment, by the Public, on Non-Agenda Items:**

*General Public Comment is limited to (2) minutes per speaker and 10 minutes total due to limited timing.*

- 1) Glenn Bailey-NC Budget Advocate, 2024-2025 Roll-over funds for any unspent funds, up to \$10K, should be available on Aug 1<sup>st</sup>.*

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### **I. Organization, Operation, Policies, & Procedures:**

All comment is limited to 1 minute per speaker, unless adjusted by the presiding officer of the Board. Time limits set for each agenda item may be adjusted by the presiding officer of the Board. Time limits may vary so the public is encouraged to join the meeting several minutes PRIOR to a specific agenda item being discussed.

**A. Approval of Minutes:** Board Meetings –Both the regular and special meetings held on May 8, 2024 and May 22, 2024.

See posted support document

*Motion:* Tracey Rosen, *Second:* August Steurer

**Roll Call Vote for Minutes from May 8, 2024**

**PASS**    Yes: 17            No: 0            Abstain: 0            Ineligible: 0            Total: 17

- *YES:* Karen DiBiase, Shelley Schwartz, Reina Cerros-McCaughey, Julian Tu, Tracey Rosen, Dean Matthew, Harout Aristakessian, Martin Lipkin, Aava Dekordi, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Joyce Fletcher, Rosaleen O’Sullivan, August Steurer
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE:*

*NOTE:* Geoffrey Hobson left the meeting at 7:09pm, due to internet issues. Did not vote on the Minutes.

*Motion:* Tracey Rosen, *Second:* Martin Lipkin

**Roll Call Vote for Minutes from May 22, 2024**

**PASS**    Yes: 15            No: 0            Abstain: 2            Ineligible: 0            Total: 17

- *YES:* Karen DiBiase, Shelley Schwartz, Reina Cerros-McCaughey, Julian Tu, Tracey Rosen, Dean Matthew, Martin Lipkin, Aava Dekordi, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Joyce Fletcher, Rosaleen O’Sullivan, August Steurer
- *NO:*
- *ABSTAIN:* Harout Aristakessian, July Waltrip
- *INELIGIBLE:*

**B. Officer Reports**

**President – Dena Weiss - absent**

**Vice President – Tracey Rosen** – 3 NC board members have resigned. Special thanks to Paul Lawler for his 21 years. Per our Bylaws, Masch Dowell, Allan Biggins and Rosaleen O’Sullivan will move up as Reps. We need sign-ups for the Concerts in the Park and let Tracey know if you will need the parking permit.

**Treasurer – Heath Kline** – Will incorporate comments when Discussing Item#1. We had \$3,745.14 of unspent funds at 6-30-24.

**Secretary -Karen DiBiase** – Thanks to everyone who has completed their training. I will follow up with anyone still pending on their training requirements prior to the next Board meeting.

**Parliamentarian – Don Patterson** - absent

## **2. Items for Discussion and Possible Action:**

### **Item No. 1**

#### **Heath Kline, Treasurer (24-058) Approval of MER for May 2024**

For discussion and possible action

Motion for the Board to approve the May 2024 Monthly Expense Report (MER).

See posted May 24MER [34 pages] supporting documents via the Board Calendar Event post.

*Motion: Heath Kline, Second: Dean Matthew*

#### **Roll Call Vote**

**PASS**    Yes: 16                      No: 0                      Abstain: 1                      Ineligible: 0                      Total: 17

- *YES: Karen DiBiase, Shelley Schwartz, Julian Tu, Tracey Rosen, Dean Matthew, Harout Aristakessian, Martin Lipkin, Aava Dekordi, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Joyce Fletcher, Rosaleen O’Sullivan, August Steurer*
- *NO:*
- *ABSTAIN: Reina Cerros-McCaughey*
- *INELIGIBLE:*

### **Item No. 2**

#### **Heath Kline, Treasurer**

#### **(24-059) Motion to Adopt the WHWCNC FY24-25 Initial \$32,000 Board Budget Allocation and Submit to the City Clerk**

*For discussion and possible action*

WHEREAS, the Woodland Hills-Warner Center Neighborhood Council (WHWCNC) Board has reviewed the Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025 and

will follow the City Clerk's rules for creating budgets and spending public funds, as explained on pages 6 & 7† of the packet; and

WHEREAS, the WHWCNC Board has carefully examined the WHWCNC FY2023-2024 Annual Budget & Month by Month Spending Report†, which shows the Board's monthly spending (Columns F-Q) and total year-to-date spending (Column R) for each budget item. Using this information, along with the knowledge of experienced Board members and the Board's plans for the next fiscal year, the Board has created an initial FY24-25 Budget allocation (Column R1) for the \$32,000 in annual funding provided by the City; and

WHEREAS, the initial FY24-25 Budget allocation amounts are listed in Column R1 of the WHWCNC FY2024-2025 Draft Budget Allocation† document; and

WHEREAS, the WHWCNC understands that the adopted budget for Office/Operational Expenses allows for payment without additional board motions. However, for all other expenses (Outreach, Election, Neighborhood Purposes Grants, and Community Improvement Projects), separate board motions must be made and passed before the expenditure is made, even if the expense is within the allocated budget for that category;

THEREFORE, the Woodland Hills-Warner Center Neighborhood Council *approves the Administrative Package for FY 24-25* and adopts the initial Fiscal Year 2024-2025 Budget allocation amounts shown in the WHWCNC FY2024-2025 Draft Budget Allocation document. The Board directs its funding officers to include this budget in the Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025 and submit it to the City Clerk. The Treasurer is instructed to file this adopted budget with the City Clerk. *The Treasurer is instructed to file this adopted budget with the City Clerk* and use it as the operating budget for the Neighborhood Council until it is replaced by a new budget reallocation. The Treasurer will also ensure that separate board motions are made and passed before any non-Office/Operational expenditures are made.

†See referred to items [5 pages] in the supporting documents via the Board Calendar Event post.

***Original Motion:*** Tracey Rosen, ***Second:*** Martin Lipkin

***Substitute Motion:*** Tracey Rosen, ***Second:*** Martin Lipkin

***Substitute Motion:*** Motion to include approval of Administrative Packet for Fiscal Year 2024-2-25. Revised wording added in *italics* to the above original motion.

### **Roll Call Vote**

**PASS**    Yes: 16                      No: 0                      Abstain: 1                      Ineligible: 0                      Total: 17

- **YES:** Karen DiBiase, Shelley Schwartz, Julian Tu, Tracey Rosen, Dean Matthew, Harout Aristakessian, Martin Lipkin, Aava Dekordi, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Joyce Fletcher, Rosaleen O'Sullivan, August Steurer
- **NO:**
- **ABSTAIN:** Reina Cerros-McCaughey
- **INELIGIBLE:**

**NOTE:** We need to approve both the WHWCNC FY 24-25 Annual Administrative Packet and Initial \$32,000 Board Budget Allocation and submit both to the City Clerk.

**Item No. 3**  
**Tracey Rosen, Vice President**  
**(24-060) Attendance**

*For discussion and possible action*

On May 21, 2024, the Governance Committee reviewed attendance in view of ongoing absences by Board Members recorded in the attendance chart. It was noted that per our Bylaws and Standing Rules, there are no “excused” absences. As guardian of rule enforcement, the Governance Committee voted to uphold our attendance requirements and request anyone who has had prolonged absences to explain these absences satisfactorily to the Board or be subject to a vote of removal. Motion for Paul Lawler to be removed from the Board absent explanation for protracted absences from Board meetings.

Vote at Governance: 3 to 2:

Dena Weiss-abstain, Tracey Rosen-yes, Don Patterson-yes, Heath Kline-yes, Karen DiBiase-abstain.

***Motion:** Tracey Rosen, Second: none*

*NOTE: Tracey Rosen spoke to the Board about the importance of attendance at our meetings and event participation. Paul Lawler has resigned, so no vote was taken/required for item#3*

**Item No. 4**  
**Tracey Rosen, Vice President**  
**(24-061) Virtual v. In Person Board Meetings**

*For discussion and possible action*

Discussion and possible vote regarding schedule of virtual, as opposed to in person, meetings for every other monthly board meeting.

***Original Motion:** Tracey Rosen, Second: Heath Kline*

***Substitute Motion:** Tracey Rosen, Second: Shelley Schwartz*

***Substitute Motion:** Motion to switch in-person every other month with zoom (virtual) meetings, and to reassess and re-evaluate at the Dec 2024 Board meeting.*

*In-Person: July, September, November*

*Zoom: August, October, December*

**Roll Call Vote**

**PASS**    Yes: 13                      No: 1                      Abstain: 3                      Ineligible: 0                      Total: 17

- YES: Karen DiBiase, Shelley Schwartz, Reina Cerros-McCaughey, Julian Tu, Tracey Rosen, Dean Matthew, Martin Lipkin, Aava Dekordi, Julie Waltrip, Steve Sommers,

*Bill Barnett, Bobbie Wasserman, Rosaleen O'Sullivan*

- *NO: Heath Kline*
- *ABSTAIN: Harout Aristakessian, Joyce Fletcher, August Steurer*
- *INELIGIBLE:*

**Item No. 5, Bobbie Wasserman, Chair**

**(24-062), Government Relations Committee (GRC), Motion to approve a Community Forum**

*For discussion and possible action*

The Government Relations Committee (GRC) moves to approve that the Woodland Hills - Warner Center Neighborhood Council (WHWCNC) host a community forum with Supervisor Lindsey Horvath. Supervisor Horvath is confirmed to attend on Wednesday, September 4, from 7:00 to 8:30 PM, at a Woodland Hills high school (location pending final confirmation).

Other Neighborhood Councils (NCs) involved as co-sponsors/co-hosts will contribute to covering the costs of snacks and other incidentals (e.g., water). The GRC has been informally leading this initiative with four other NCs and intends to use this event as a foundation for future collaborative efforts.

Vote in Committee: 3 yes, 0 no, 1 absent

***Original Motion: Bobbie Wasserman, Second: Heath Kline***

**Roll Call Vote**

**PASS**    *Yes: 16*            *No: 0*            *Abstain: 1*            *Ineligible: 0*            *Total: 17*

- *YES: Karen DiBiase, Reina Cerros-McCaughey, Julian Tu, Tracey Rosen, Dean Matthew, Harout Aristakessian, Martin Lipkin, Aava Dekordi, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Joyce Fletcher, Rosaleen O'Sullivan, August Steurer*
- *NO:*
- *ABSTAIN: Shelley Schwartz*
- *INELIGIBLE:*

**Committee Reports.**

Arts and Culture Committee – Masha Dowell, Chair, *Committee meetings will start in June*

Budget Committee – Heath Kline, Chair

Community Services Committee – Joyce Fletcher, Chair, *Toy Drive in Dec and a Family Forum being planned.*

Community Outreach Committee – Tracey Rosen, Chair, *2<sup>nd</sup> Newsletter being worked on with Harout. Updated resources are now on-line on the website.*



Education and Youth Committee – Julie Waltrip, Chair, *Thanks to our active committee with NPG’s issued.*

Environmental & Beautification Committee – Karen DiBiase, Chair, *Thanks to our dedicated committee + others for our 1<sup>st</sup> Saturday NC Cleanups beautifying our community.*

Governance Committee – Dena Weiss, Chair, *Absent*

Governmental Relations – Bobbie Wasserman, Chair, *Put together a “cheat sheet” of contacts*

Public Health and Homelessness Committee –Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs, *Asking community members to donate and sponsor a meal, bringing attention to the work of the food pantries.*

Public Safety and Transportation –Julie Waltrip and Shelly Schwartz, Co-Chairs, *3<sup>rd</sup> Wed is the SLO Neighborhood Watch meeting for Woodland Hills, 6pm, at the Topanga Police Station. 1<sup>st</sup> Wed is the Community Police Advisory meeting with Captain Lopez.*

PLUM Committee – Don Patterson and Marty Lipkin, Co-Chairs, *Need to work on a “next step” on the Community Plan and have our questions answered.*

WHIP Committee – August Steurer and Heath Kline, Co-Chairs, *Working on various CIS, and possible changes to the City Charter.*

### **Area Reports**

Area 1 - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Reina Cerros-McCaughey, *SLO Brittany Gutierrez attended a gathering of 40 neighbors. Robberies are up in our area, so work with your Neighborhood Watches.*

Area 2 – Julian Tu, Paul Lawler, Peter Haber, Masha Dowell, *Concert in the Park are starting.*

Area 3 – Tracey Rosen, Dean Mathew, Harout Z. Aristakessian, Jayce Baron, *The new In-N-Out on Ventura/Fallbrook has received an official approval by the City.*

Area 4 – Don Patterson, Martin Lipkin, Dena Weiss, Aava Dekordi, *It has been quiet in our area.*

Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers, Allan Biggins, *The Del Morano Neighbors are now united to solve the Vrbo rental problems. Waiting on required documents to the City.*

Area 6 –William Barnett, Heath Kline, Bobbie Wasserman, Janice Mendell, *Be aware of brush fire danger. Be careful of con-artists.*

Area 7 – Kate Kennedy, Joyce Fletcher, Rosaleen O’Sullivan, *Be aware of missing animal notices.*

### **Adjournment of Meeting: 8:57pm**

*Minutes submitted by Karen DiBiase, Secretary*

The next Regular Board meeting will be held in person on **July 10, 2024 (IN PERSON)**, once more at the Fire Station #84, unless otherwise indicated. Please visit the calendar page at [whcouncil.org](http://whcouncil.org) for the complete details and to confirm the date and time.

Meeting dates for the 2024-2025 year: Full Board meetings are held the second Wednesday of every month at 6:30 p.m. Check the NC website calendar for a complete list of committee and board meetings. Meeting dates and times are subject to change. Check the NC calendar for updated meeting schedules.

\*THE AMERICAN WITH DISABILITIES ACT - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate based on 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 the availability of services, please make your request at least 3 business days (72 hours) before the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@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.whcouncil.org](http://www.whcouncil.org) or at the scheduled meeting. In addition, if you would like a copy of any record, if available, related to an item on the agenda, please contact the President and / or Dena Weiss, at email address [d.weiss@whcouncil.org](mailto:d.weiss@whcouncil.org).

**\*PUBLIC POSTING OF AGENDAS** – agendas are posted for public review as follows:

- [www.whcouncil.org](http://www.whcouncil.org) and go to the website Calendar page and click on the date – Board meetings are held on the second Wednesday of each month. Check the calendar for any change of meeting date and/or time.
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://www.lacity.org/subscriptions>

**A copy of this agenda is also physically posted in the plexiglass case fixed to the front door of the Fire Station #84 located at: 21050 Burbank Blvd., Woodland Hills, CA, 91367**

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- **\*RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the WHWCNC process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the WHWCNC Bylaws. The Bylaws are available at our website at [www.whcouncil.org](http://www.whcouncil.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 a Dena Weiss al [d.weiss@whcouncil.org](mailto:d.weiss@whcouncil.org) o por correo electrónico avisar al Concejo Vecinal.
- **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 §§ 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://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).

# Monthly Expenditure Report



Reporting Month: June 2024

Budget Fiscal Year: 2023-2024

NC Name: Woodland Hills-Warner  
Center Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$11799.75	\$7244.11	\$4555.64	\$0.00	\$0.00	\$4555.64

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25830.46	\$1244.11	\$3055.64	\$0.00	\$3055.64
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	\$15300.00	\$6000.00	\$1500.00	\$0.00	\$1500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$29330.71	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY STORQUEST - WOODLA	06/01/2024	June Rent for NC Storage Unit Office/Operational Expenditures: NC Storage StorQuest Budget Line 21	General Operations Expenditure	Office	\$271.00
2	EIG CONSTANTCONTACT.CO	06/10/2024	Constant Contact SasS mass emailing tool billing for June 2024.	General Operations Expenditure	Office	\$81.00
3	GRASSHOPPER.COM	06/13/2024	Grasshopper Virtual Phone System for June 24 SaaS	General Operations Expenditure	Office	\$30.71
4	WEB BLUEHOST.COM	06/14/2024	Bluehost renewal of alternate website domain forwarding address WHCouncil.net	General Operations Expenditure	Office	\$23.17
5	EMBEDPRESS-PRO - INDIV	06/16/2024	Embed Pro Individual Annual License Renewal for NC Website Word Press Plugin Budget Line 31	General Operations Expenditure	Office	\$36.75
6	West Valley Family YMCA	05/31/2024	The Public Safety Committee, moves that the full board approve the attached LA Police Foundation NPG for \$3000.00 and direct the treasurer to submit the NPG and supporting documentation t...	Neighborhood Purpose Grants		\$3000.00

7	Los Angeles Police Foundation	05/24/2024	The Public Safety Committee, moves that the full board approve the attached LA Police Foundation NPG for \$3000.00 and direct the treasurer to submit the NPG and supporting documentation t...	Neighborhood Purpose Grants		\$3000.00
8	L.A.U.S.D.	05/31/2024	LAUSD Invoice for WHA MPR rental for Spring 2023 Meetings Office/Operational Expenditures Category: Space Rental Board Meetings Budget Line 20 Received 5/31/2024	General Operations Expenditure	Office	\$414.00
9	City of Los Angeles - Dept of Neighborhood Empowerment	06/06/2024	Motion: the NC treasurer is directed to (a.) Renew the NC's expiring Zoom license at an annual cost of \$200.00; and (b.) obtain a second Zoom License at an annual cost of \$200.00 through DONE. The tre...	General Operations Expenditure	Office	\$387.48
<b>Subtotal:</b>						<b>\$7244.11</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
<b>Subtotal: Outstanding</b>						<b>\$0.00</b>

**1184 StorQuest - Woodland Hills / Canoga**  
**6030 Canoga Ave**  
**Woodland Hills, CA 91367**

**PAYMENT RECEIPT**

Account Number:  
**1114354**

**Paul Lawler**

20929 Ventura Blvd. Ste 47-535  
 Woodland Hills, CA 91367  
 (818) 312-5601

RECEIPT ID	PAYMENT DATE	CHANGE DUE	AMOUNT
847264482	6/1/2024	\$0.00	\$271.00

Invoice	Item	Qty	Rate	Discount	Subtotal	Tax	Total	Paid
#65381	XERCOR-1 Xercor Insurance Services LLC - \$3,000.00 (6/1/2024 - 6/30/2024)		\$12.00		\$12.00	\$0.00	\$12.00	\$12.00
#65381	Unit #3149 Rent Unit 3149 - 10x7.5x0 (6/1/2024 - 6/30/2024)		\$259.00		\$259.00	\$0.00	\$259.00	\$259.00

**Total Paid**

Jun 01, 2024 2:17 AM      Mastercard \*\*\*\*7237      \$271.00

Unit #3149 paid through 6/30/2024

.....  
*If you have any past due amounts for your storage unit(s), those balances will appear below.*



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **May 22, 2024**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **04 (24-052) 5/22 Budget Reallocation Motion to Fund NPG's**

Board Motion and/or Public Benefit Statement (CIP and NPG):

The Woodland Hills-Warner Center Neighborhood Council hereby reallocates its Fiscal Year 2023-2024 budget ending June 30, 2024, last updated 3/13/24 [BAC 08 (24-034)], and filed with the City Clerk per the attached two-page motion and as shown on the uploaded WHWCNC FYE Planning Budget Spread Sheet [con't].

Method of Payment: (Select One)

Motion continued on the next 2 pages.

Check  Credit Card  Board Member

**Vote Count**

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business				X			"out of the rm" - lost Zoom connection
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate	X						Alternate
Julian Tu	Area 2 Residential	X						
Paul Lawler	Area 2 Business	X						
Peter Haber	Area 2 C. B. O.	X						
Masha Dowell	Area 2 Alternate				X			
Tracey Rosen	Area 3 Residential	X						
Dean Matthew	Area 3 Business	X						
Harout Aristakessian	Area 3 C. B. O.				X			
Jayce Baron	Area 3 Alternate				X			Alternate
Don Patterson	Area 4 Residential	X						
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.	X			X			
Aava Dekordi	Area 4 Alternate					X		
Christopher Waddy	Area 5 Residential				X			
Julie Waltrip	Area 5 Business				X			
Steve Sommers	Area 5 C. B. O.	X						
Allan Biggins	Area 5 Alternate				X			
Bill Barnett	Area 6 Residential	X						
Heath Kline	Area 6 Business	X						
Bobbie Wasserman	Area 6 C. B. O.	X						
Janice Mendell	Area 6 Alternate				X			Alternate
Kate Kennedy	Area 7 Residential	X						
Schylar Katz	Area 7 Business				X			
Joyce Fletcher	Area 7 C. B. O.	X						
Rosaleen O'Sullivan	Area 7 Alternate	X						
August Steurer	At-Large	X						
Vacant	At-Large Alternate							
Vacant	Youth							

	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: <b>13</b>	<b>Total:</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>	<b>0</b>	<b>4</b>

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature:

Authorized Signature:

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **May 22, 2024**

Date: **May 22, 2024**

**Item No. 4**      *(Updated Motion & Support Doc for 5/22/24 Special Meeting)*

**Heath Kline, Treasurer**

**(24-052) Motion to reallocate the WHWCNC Board Budget to fund the April 10 & May 8 Board voted NPGs and pending YE spending item(s) with the limited unspent funds available this FY.**

*For discussion and possible action*

*(estimated time 10 minutes)*

The Woodland Hills-Warner Center Neighborhood Council hereby reallocates its Fiscal Year 2023-2024 budget ending June 30, 2024, last updated 3/13/24 [BAC 08 (24-034)], and filed with the City Clerk as follows:

**Office/Operational Expenditures:**

- Decrease Space Rental for Board Meetings (Line 20) by **\$700**, from \$1,200 to \$500.
- Increase NC Storage at StorQuest (Line 21) by **\$353**, from \$2,940 to \$3,293.
- Decrease Phone System - Grasshopper (Line 22) by **\$809.42**, from \$1,200 to \$390.58.
- Decrease Constant Contact (Line 26) by **\$69**, from \$960 to \$891.
- Increase Mailbox Rental at UPS (Line 28) by **\$16**, from \$500 to \$516.
- Decrease Office Supplies and Printing (Line 29) by **\$1,800.00**, from \$2,000 to \$200.
- Decrease Paper and Ink (Line 30) by **\$500**, from \$500 to \$0.
- Decrease Email and Web Hosting and Support (Line 31) by **\$1,870.94**, from \$2,600 to \$729.06.
- Decrease Food & Refreshments For NC Meetings, Retreats, & Outreach Events (Line 34) by **\$200** from \$1,000 to \$800
- **Add** SB-411/AB-2449 Hybrid Meeting Equipment (Line 35) for \$0.00
- **Add** Past Due Verizon Wireless Hotspot (Line 37) for **\$864.13**.

The net change in the Office/Operational Expenditures category is a decrease of **\$4,722.83**, from \$12,630.46 to \$7,907.63.

**Outreach Expenditures:**

- Decrease Replace Damaged NC Pole Banners (Line 46) by **\$29.47**, from \$900 to \$870.53.
- Decrease HALO Purchase of giveaway bags & keychains (Line 47) by **\$15.15**, from \$2,500 to \$2,484.85.
- Decrease Minuteman Press or alt printer 1000 4/4 4x9 Rack Cards (Line 51) by **\$157.45**, from \$275 to \$117.55.
- Decrease WHWCNC Branded Promotional Items 4Imprint (Lines 53-59) by **\$868.12**, from \$5,000 to \$4,131.
- Decrease T-Shirt Guys (Lines 61-66) by **\$247.58**, from \$2,500 to \$2,252.42.
- **Add** General Outreach (*not yet allocated to specific items*) (Line 73) for **\$1,540.60**

The Outreach Expenditures category has an increase of **\$222.83** from \$16,950.00 to \$17,172.83.

**Neighborhood Purposes Grants (NPG) Expenditures:**

- **Add \$3,000** for the West Valley YMCA Food Distribution Program NPG (Line 95), approved on April 10, 2024 (Item 6, 24-42).

- Add \$1,500 for the New Friends Homeless Center Feeding Program NPG (Line 96), approved on April 10, 2024 (Item 7, 24-43).
- Add \$3,000 for LAPD Foundation – Topanga Station NPG (Line 97), approved on May 8, 2024 (Item 3, (24-048).

The net change in the NPG Expenditures category is an increase of \$7,500 from \$7,800.00 to \$15,300.

**Community Improvement Projects (CIP) Expenditures:**

- Decrease the Environmental Project (Line 102) by \$1,000, from \$1,000 to \$0.
- Decrease the Homeless Project (Line 103) by \$1,000, from \$1,000 to \$0.
- Decrease the Public Safety Project (Line 104) by \$1,000, from \$1,000 to \$0.

The net change in the CIP Expenditures category is a decrease of \$3,000, from \$3,000.00 to \$0.00.

In total, these reallocations result in a no net change to the WHWCNC's total 23-24FY annual budget of \$41,130.46.

The WHWCNC board authorizes any two Board Funding Officers (President, Vice President, and Treasurer) to agree and spend the \$288.32 in unspent funds available after this reallocation within the Office/Operational Expenditures budget category to meet any necessary expenditures to ensure the board's ongoing smooth operation,] maintenance, and stakeholder engagement needs before the June 30 FYE. If the funds are not needed, they will roll over to the next FY budget.

The WHWCNC board directs the treasurer to file this BAC motion and the referenced **WHWCNC FYE Planning Budget Spread Sheet** revised budget, included in the supporting documentation with the City Clerk as required, and use it for the balance of the FY to carry out board-authorized expenditures.

*See posted WHWCNC FYE Planning Budget Spread Sheet via the Board Calendar Event post. (1 page)*

*Roll Call Vote*







[Print](#)

**Billing Activity - Invoices**

**Woodland Hills-Warner Center Neighborhood Council**

Attn: Heath Kline  
200 N Spring St  
Los Angeles CA 90012  
US  
P: 8183125601

**Today's Date:** 06/12/2024

**User Name:**

**Invoices from 05/12/2024 to 06/12/2024**

Date	Description	Charge Amount	Credit Amount
06/10/2024	Invoice #1718007595	\$81.00	
	<b>Constant Contact - Email Plus</b> 1501-2500 Contacts Highest contact count: 1549 From 05/10/2024 to 06/10/2024	\$81.00	

**Billing questions?** [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US

[Print](#)

**Billing Activity - Payments**

**Woodland Hills-Warner Center Neighborhood Council**  
Attn: Heath Kline  
200 N Spring St  
Los Angeles CA 90012  
US  
P: 8183125601

**Today's Date:** 06/12/2024  
**User Name:**

**Payments from 05/12/2024 to 06/12/2024**

Date	Description	Charge Amount	Credit Amount
06-10-2024 04:19:57 AM	Payment - Credit Card (MasterCard) *****7237		\$81.00

**Billing questions?** [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **May 22, 2024**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **04 (24-052) 5/22 Budget Reallocation Motion to Fund NPG's**

Board Motion and/or Public Benefit Statement (CIP and NPG):

The Woodland Hills-Warner Center Neighborhood Council hereby reallocates its Fiscal Year 2023-2024 budget ending June 30, 2024, last updated 3/13/24 [BAC 08 (24-034)], and filed with the City Clerk per the attached two-page motion and as shown on the uploaded WHWCNC FYE Planning Budget Spread Sheet [con't].

Method of Payment: (Select One)

Motion continued on the next 2 pages.

Check  Credit Card  Board Member

**Vote Count**

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business				X			"out of the rm" - lost Zoom connection
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate	X						Alternate
Julian Tu	Area 2 Residential	X						
Paul Lawler	Area 2 Business	X						
Peter Haber	Area 2 C. B. O.	X						
Masha Dowell	Area 2 Alternate				X			
Tracey Rosen	Area 3 Residential	X						
Dean Matthew	Area 3 Business	X						
Harout Aristakessian	Area 3 C. B. O.				X			
Jayce Baron	Area 3 Alternate				X			Alternate
Don Patterson	Area 4 Residential	X						
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.	X			X			
Aava Dekordi	Area 4 Alternate					X		
Christopher Waddy	Area 5 Residential				X			
Julie Waltrip	Area 5 Business				X			
Steve Sommers	Area 5 C. B. O.	X						
Allan Biggins	Area 5 Alternate				X			
Bill Barnett	Area 6 Residential	X						
Heath Kline	Area 6 Business	X						
Bobbie Wasserman	Area 6 C. B. O.	X						
Janice Mendell	Area 6 Alternate				X			Alternate
Kate Kennedy	Area 7 Residential	X						
Schylar Katz	Area 7 Business				X			
Joyce Fletcher	Area 7 C. B. O.	X						
Rosaleen O'Sullivan	Area 7 Alternate	X						
August Steurer	At-Large	X						
Vacant	At-Large Alternate							
Vacant	Youth							

	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: <b>13</b>	<b>Total:</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>	<b>0</b>	<b>4</b>

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Authorized Signature:

Authorized Signature:

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **May 22, 2024**

Date: **May 22, 2024**

**Item No. 4**      *(Updated Motion & Support Doc for 5/22/24 Special Meeting)*

**Heath Kline, Treasurer**

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*See posted WHWCNC FYE Planning Budget Spread Sheet via the Board Calendar Event post. (1 page)*

*Roll Call Vote*





Account Information

WHWCNC
Peter Fletcher
20929 Ventura Boulevard
Woodland Hills, CA 91364, US

Bill Date: 06/12/24
Usage Period: 05/12/24 - 06/12/24

Charges Summary

Previous Invoice Amount: \$30.40

Current Charges:
Recurring Charges \$22.00
Non-Recurring Charges \$0.00
Usage Charges \$0.89
Sms Charges \$0.00
Taxes & Surcharges \$5.60
Federal USF \$2.22
Total Charges: \$30.71
Debits & Credits \$0.00
Payments \$30.71
Balance Due: \$0.00

Grasshopper News

At Grasshopper, we know that entrepreneurs just like you can change the world, one small business at a time.
That's why we started the Entrepreneur Movement. Watch the video at grasshopper.com/idea and tell everyone you know about Grasshopper.

Partner Offers





**Detail of Current Charges**

Payments & Credits		
Date	Detail	Payment/Credit
06/12/24	Monthly Payment, Paid on Master Card ending in 7237 .....	\$30.71
<b>Total Payments &amp; Credits:</b>		<b>\$30.71</b>

Recurring Charges		
Current Period		
Pay As You Grow Plan, 06/12/24 - 07/12/24 .....	\$12.00	
Voicemail Transcription, 06/12/24 - 07/12/24 .....	\$10.00	
<b>Total Recurring Charges:</b>		<b>\$22.00</b>

Minute Charges Summary						
Type	Included	Used	Overage	Rate	Charge	
Domestic	0 minutes	14.8	14.8 minutes	0.060	\$0.89	
<b>Total Minute Charges:</b>						<b>\$0.89</b>

Taxes & Surcharges		
Type	Detail	Charge
Tax	CA PUC Fee .....	\$0.10
Tax	FCC Regulatory Fee (Wireline) .....	\$0.03
Tax	Utility Users Tax .....	\$1.72
Surcharge	Regulatory Recovery Fee .....	\$3.75
<b>Total Taxes &amp; Surcharges:</b>		<b>\$5.60</b>

Federal Universal Service Fund		
Type	Detail	Charge
Surcharge	Fed Universal Service Fund .....	\$2.22
<b>Total Federal USF Contributions:</b>		<b>\$2.22</b>

**Summary of Minute Charges**

By Number		
Number	Total Minutes	
+18186399444	14.8	
<b>Total Minutes Used:</b>		<b>14.8</b>

**Explanation of Terms**

**Domestic:** Calls that are placed inside the United States and its provinces.

**Off Shore:** Calls placed outside of U.S. borders.

**International:** Calls placed from a country other than the U.S.

**Federal Universal Service Fund** The USF contribution factor established by the Federal Communications Commission is applicable to telecommunications services and is adjusted by the FCC every calendar quarter.

**Voice Over:** Use of voice talents for recording of main greeting or extensions.

**Bonus Minutes:** Extra minutes that are credited to your account.

**Set Up Support:** Help setting up your account and customizing your features.

WHWCNC FY2023-2024 Annual Budget Month by Month Spending Report (As of June 18, 2024)

Table with columns: Row, Budget Allocation, Last Budget Allocation, Approved Budget Allocation, Budget Change Amt, Months (July-August), and YTD Spent. Includes categories like Office/Operational Expenditures, Outreach Expenditures, Election Expenditures, and Neighborhood Purposes Grants (NPG). Total Expenditures for FY23-24 are \$41,130.46.

Row 112: TOTAL EXPENDITURES FOR THE FISCAL YEAR

Row 113: City Clerk Funding Portal Budget Reconciliation Amounts

Row 114: Office/Operational Expenditures

Row 115: Outreach Expenditures

Row 116: Election Expenditures

Row 117: General and Operational Expenditures

Row 118: NPG Expenditures

Row 119: CIP Expenditures Category

Row 120: TOTAL ANNUAL BUDGET ALLOCATIONS

Row 121: Starting Annual Funding 24-25

Row 122: Available Funds to Allocate

Row 123: FY: Unspent FY23-24 Funds that will Roll Over and be available in August

Row 124: Total Available 24-25 Funds

Row 125: Unspent FY23-24 Funds that will Roll Over and be available in August

Row 126: Total Available 24-25 Funds

---

**Reminder: Your services are going to renew**

---

**Bluehost** <noreply@account.bluehost.com>  
Reply-To: Bluehost <no-reply+12013618940@account.bluehost.com>  
To: TRACEY.ROSEN@gmail.com

Thu, May 23, 2024 at 11:04 PM

[Account Login](#)

Hi Tracey,

Thanks for being a loyal Bluehost customer. We're here to help you succeed online with our super-fast hosting, online store capabilities, WordPress expertise, and great support.

The services listed below will automatically renew for continued access using the payment method we have on file.

**Account Number:** 54305342**Account Holder:** WOODLAND HILLS WARNER CENTER NC

Product Description	Expire Date	Date Your Services Will Renew	Term	Recurring Charges
domain .NET <a href="#">WHCOUNCIL.NET</a>	07/08/2024	06/23/2024	1 year(s)	\$23.17

**Estimated Tax: \$0.00****Total: \$23.17**

Visit the [Renewal Center](#) in your account manager to verify that billing and contact information is current to avoid any lapse in your services.

Best regards,

The Bluehost Team

# Thank You!

## Your order is complete.

You will receive a confirmation email shortly. Please add [noreply@bluehost.com](mailto:noreply@bluehost.com) to your address book to ensure you receive the confirmation email.

---

### Account

Tracey Rosen  
20929 VENTURA BLVD STE 47-535  
WOODLAND HILLS, CA 91364-2334  
US  
TRACEY.ROSEN@GMAIL.COM  
818-451-7781

Account Number: 53727710  
User ID/Login: WHCOUNCI  
Password: \*\*\*\*\*

### Billing & Payment

Heath Kline  
200 North Spring Street  
Los Angeles, CA 90012  
US  
[billing@whcouncil.org](mailto:billing@whcouncil.org)  
818-451-7781

Credit Card: xxxxxxxxxxxx7237

Order Number: 1732484302 Order Date: 06/14/2024 Order Information

Items	Term	Price
Domain Name Renewal: whcouncil.net	1y	22.99

---

ICANN fee: \$0.18  
Today's Total: \$23.17



# Invoice

June 16, 2024

Invoice ID WPD114108  
Purchase Key c30a19cd45a99ff8e050963954f33fe0  
Payment Status Renewal  
Payment Method Stripe

WPDeveloper  
124 Broadkill Rd #599  
Milton, Delaware, 19968  
United States

[support@wpdeveloper.com](mailto:support@wpdeveloper.com)

Woodland Hills - Warner Center Neighborhood Council  
[billing@whcouncil.org](mailto:billing@whcouncil.org)  
200 n spring  
ste 224  
los angeles, CA 90012  
United States

Item	Price
EmbedPress Pro - Individual License Renewal Discount: \$0.00	\$36.75

Subtotal - \$36.75

Was Renewal - Yes

Total Paid - \$36.75

## Additional Notes

Company Tax ID 32-0573509



**Neighborhood Council Funding Program**  
**APPLICATION for Neighborhood Purposes Grant (NPG)**



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Woodland Hills Warner Center Neighborhood Council

**SECTION I - APPLICANT INFORMATION**

1a)	<u>West Valley Family YMCA</u> <i>Organization Name</i>	<u>95-1644052</u> <i>Federal I.D. # (EIN#)</i>	<u>CA</u> <i>State of Incorporation</i>	<u>1/1/1988</u> <i>Date of 501(c)(3) Status (if applicable)</i>
1b)	<u>18810 Vanowen Street</u> <i>Organization Mailing Address</i>	<u>Reseda</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>91335</u> <i>Zip Code</i>
1c)	<u></u> <i>Business Address (if different)</i>	<u></u> <i>City</i>	<u></u> <i>State</i>	<u></u> <i>Zip Code</i>
1d)	<b>PRIMARY CONTACT INFORMATION:</b>			
	<u>Sadie Torres</u> <i>Name</i>	<u>818 774 2840</u> <i>Phone</i>	<u>SadieTorres@ymcaLA.org</u> <i>Email</i>	
2)	<b>Type of Organization- Please select one:</b>			
	<input type="checkbox"/> Public School <i>(not to include private schools)</i> <b>Attach Signed letter on School Letterhead</b>	or	<input checked="" type="checkbox"/> 501(c)(3) Non-Profit <i>(other than religious institutions)</i> <b>Attach IRS Determination Letter</b>	
3)	<u></u> <i>Name / Address of Affiliated Organization (if applicable)</i>	<u></u> <i>City</i>	<u></u> <i>State</i>	<u></u> <i>Zip Code</i>

**SECTION II - PROJECT DESCRIPTION**

4) Please describe the purpose and intent of the grant.

Since the beginning of the pandemic, the West Valley Family YMCA has stepped up to provide much needed services to the western part of the valley. From distance learning, to first responder child care, shower program and a program that we still operate to this day, fresh produce distribution. This program is something we offer ever Wednesday, rain or shine, that sees over 300 families pick up fresh produce and pantry goods from us. This grant would help us cover a few months worth of transportation expenses and would give us the opportunity to use resources on other programming and supplies that families may need.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

The primary use of this grant would be to cover the cost of transporting the produce to our facility. Without funding and support, this program could not operate and would leave 300 families without fresh produce. These families are often pitted between paying for food or paying bills. This service allows families to not worry about where groceries will be coming or to be able to use their limited resources on other expenses.



**SECTION III - PROJECT BUDGET OUTLINE**

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a) Personnel Related Expenses		Requested of NC	Total Projected Cost
N/A		\$	\$
		\$	\$
		\$	\$

6b) Non-Personnel Related Expenses		Requested of NC	Total Projected Cost
Transportation		\$ 3,000	\$ 12,000
Bags, Supplies		\$	\$ 3,000
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No     Yes    If Yes, please list names of NCs: \_\_\_\_\_

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs)  No  Yes    If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
Individual & Organization Donations/Grants	\$ 12,000	\$ 15,000
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: **\$ 3,000**

10a) Start date: 1 / 03 / 24    10b) Date Funds Required: 5 / 30 / 24    10c) Expected Completion Date: 6 / 18 / 24  
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**


11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?  
 No     Yes    If Yes, please describe below:

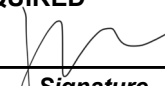
Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?  
 Yes  No    \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

**SECTION V - DECLARATION AND SIGNATURE**

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - RE  
Mark Dengler                                  EVP & COO                                                                    3/21/2024  
 PRINT Name                                  Title                                  Signature                                  Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*  
Jenny Chan                                  EVP & CFO                                                                    3/21/2024  
 PRINT Name                                  Title                                  Signature                                  Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form

February 28, 2024

Woodland Hills Warner Center Neighborhood Council

Dear WHWCNC,

The West Valley Family YMCA believes in our mission of helping and serving our community. Since the start of the pandemic, we pivoted our focus to meeting the needs of the community around us. To this day, we still run a produce distribution program that has not seen a decline in attendance, but rather an increase in participants. Funding from the WHWCNC through an NPG form would greatly impact and benefit our programming. So far through these first 2 months of the year, we have already seen 2,250 families and 450 individuals pick up produce every Wednesday.

The YMCA is a nonprofit that relies on the donations and support of not only other organizations, but individuals as well. For the month of January, we have received a little over \$1,000 in donations from individuals and have spent about \$4,000 in transportation costs to bring the produce to our facility. We also provide shelf stable food, toiletries and baby items all donated to us through various organizations to meet the needs of our community.

We work with our local elected officials to receive funding via their discretionary funding to help support the work we do at the branch level. We recently submitted a request with Councilmember Bob Blumenfield to help support our efforts.

We believe that the work cannot be done alone, this is why we try and partner with as many community partners as we can. Our goal is to serve our neighbors to address their needs and we believe that the work we do every day truly impacts the lives of many for the better.

Sincerely,

Gary Ocampo

Executive Director

Young Men’s Christian Association of Metropolitan Los Angeles  
**Board of Directors**  
August 2, 2023

**RESOLUTION TO APPROVE SELECTED STAFF AS AUTHORIZED SIGNATORIES FOR THE CITY OF LOS ANGELES RFP, RFQ and GRANT OPPORTUNITIES**

I, John W. Alden, Jr., being duly constituted Secretary of the Young Men’s Christian Association of Metropolitan Los Angeles, a Corporation organized and existing under and by virtue of the Laws of the State of California (hereinafter referred to as “Corporation”), do hereby certify that the following is a true and complete copy of the resolution duly adopted at a meeting of the Executive Committee of the Board of Directors of this Corporation, duly called and held on the 2nd day of August 2023 at which a quorum was present and voting; that said resolution is still in full force and effect and has not been rescinded; and that said resolution is not in conflict with the Charter or By-Laws of this Corporation.

**WHEREAS**, the City of Los Angeles has grant funding opportunities which are in line with the mission and strategic areas of focus for the YMCA of Metropolitan Los Angeles.

**WHEREAS**, the City of Los Angeles has requested approval from the YMCA of Metropolitan Los Angeles’ Board of Directors authorizing the YMCA of Metropolitan Los Angeles Association to submit and execute all forms of contracts and documents on behalf of the Corporation, without specific prior approval of the Board of Directors, for the City of Los Angeles RFP, RFQ and grant opportunities.

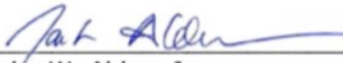
**RESOLVED**, that Victor Dominguez, President & Chief Executive Officer of the YMCA of Metropolitan Los Angeles, or in his absence, the following individuals are authorized to execute any and all documents required by the City of Los Angeles in connection with the grant opportunities.

<b><u>NAME</u></b>	<b><u>TITLE</u></b>
Mark Dengler	Executive Vice President, Chief Operations Officer
Jennifer Chan	Executive Vice President, Chief Financial Officer
Celina Santiago	Chief Mission Advancement Officer

**BE IT FURTHER RESOLVED:** That either of the officers or staff referred to above is authorized to sign any of the foregoing documents when needed.

Dated at Los Angeles, California

Certified to this 3rd day of August, 2023

Signed:   
John W. Alden, Jr.  
Secretary  
Board of Directors  
Young Men’s Christian Association of Metropolitan Los Angeles

**(CORPORATE SEAL)**

**ITEM 3**

YOUNG MENS CHRISTIAN ASSOCIATION  
OF METROPOLITAN LOS ANGELES  
METROPOLITAN LOS ANGELES  
625 S NEW HAMPSHIRE AVE  
LOS ANGELES CA 90005-1342

Employer Identification Number: 95-1644052  
Person to Contact: MR GALLUPPI  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your June 23, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in January 1988.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

12169



0248156166  
July 05, 2011 LTR 4168C E0  
95-1644052 000000 00  
00015661

YOUNG MENS CHRISTIAN ASSOCIATION  
OF METROPOLITAN LOS ANGELES  
METROPOLITAN LOS ANGELES  
625 S NEW HAMPSHIRE AVE  
LOS ANGELES CA 90005-1342

IT DID NOT SEND THE SERVICES, PLEASE CHECK US AT THE TELEPHONE NUMBER  
shown in the heading of this letter.

Sincerely yours,



S. A. Martin, Operations Manager  
Accounts Management Operations



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **April 10, 2024**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **06 (24-042) Motion to YMCA NPG \$3,000**

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion for the Board to fund and support an [YMCA] NPG in the amount of \$3000 for the Food Distribution Program. The program requires transportation to pick-up and deliver food items to the West Valley Location. The program complies with the city clerk's mandate that NPG-funded projects and activities must be for a public benefit and purpose, open, accessible, and free of charge to stakeholders. IRS Letter attached. NPG form Attached.

Method of Payment: (Select One)

Motion continued on next page.  Check  Credit Card  Board Member Reimbursement

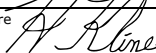
**Vote Count**


Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential			X				
Geoffrey Hobson	Area 1 Business	X						
Shelley Schwartz	Area 1 C. B. O.				X			Absent
Reina Cerros-McCaughey	Area 1 Alternate	x						Alternate
Julian Tu	Area 2 Residential			X				
Paul Lawler	Area 2 Business	X						
Peter Haber	Area 2 C. B. O.	X						
Masha Dowell	Area 2 Alternate					X		Alternate
Tracey Rosen	Area 3 Residential	X						
Dean Matthew	Area 3 Business	X						
Harout Aristakessian	Area 3 C. B. O.	X						
Jayce Baron	Area 3 Alternate				X			Alternate
Don Patterson	Area 4 Residential	X						
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.	X						
Aava Dekordi	Area 4 Alternate					X		Alternate Training
Christopher Waddy	Area 5 Residential	X						
Julie Waltrip	Area 5 Business	X						
Steve Sommers	Area 5 C. B. O.	X						
Allan Biggins	Area 5 Alternate				X			
Bill Barnett	Area 6 Residential				X			
Heath Kline	Area 6 Business		X					
Bobbie Wasserman	Area 6 C. B. O.			X				
Janice Mendell	Area 6 Alternate				X			Alternate
Kate Kennedy	Area 7 Residential	X						
Schlyer Katz	Area 7 Business				X			
Joyce Fletcher	Area 7 C. B. O.	X						
Rosaleen O'Sullivan	Area 7 Alternate				X			
August Steurer	At-Large		X					
Vacant	At-Large Alternate							
Vacant	Youth							

	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: <b>12</b>	<b>Total:</b>	<b>15</b>	<b>2</b>	<b>3</b>	<b>7</b>	<b>2</b>	<b>0</b>	<b>6</b>

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: 

Authorized Signature: 

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **April 10, 2024**

Date: **April 10, 2024**

**Neighborhood Council Funding Program  
APPLICATION for Neighborhood Purposes Grant (NPG)**



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Woodland Hills Neighborhood Council

**SECTION I - APPLICANT INFORMATION**

1a)	<u>Los Angeles Police Foundation</u>	<u>95-4700442</u>	<u>CA</u>	<u>10/1/1998</u>
	<i>Organization Name</i>	<i>Federal I.D. # (EIN#)</i>	<i>State of Incorporation</i>	<i>Date of 501(c)(3) Status (if applicable)</i>
1b)	<u>633 W. 5th Street, Suite 960</u>	<u>Los Angeles</u>	<u>CA</u>	<u>90071</u>
	<i>Organization Mailing Address</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
1c)	<u></u>	<u></u>	<u></u>	<u></u>
	<i>Business Address (If different)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
1d)	<b>PRIMARY CONTACT INFORMATION:</b>			
	<u>Dana Katz</u>	<u>213-489-4636</u>	<u>dana@supportlapd.org</u>	
	<i>Name</i>	<i>Phone</i>	<i>Email</i>	
2)	<b>Type of Organization- Please select one:</b>			
	<input type="checkbox"/> Public School <i>(not to include private schools)</i> Attach Signed letter on School Letterhead	or	<input checked="" type="checkbox"/> 501(c)(3) Non-Profit <i>(other than religious institutions)</i> Attach IRS Determination Letter	
3)	<u></u>	<u></u>	<u></u>	<u></u>
	<i>Name / Address of Affiliated Organization (if applicable)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>

**SECTION II - PROJECT DESCRIPTION**

4) Please describe the purpose and intent of the grant.

The LAPD's Topanga Community Police Station's Community Room is used to host many different events and meetings for various community organizations. Unfortunately, the equipment in the room is outdated and broken. The screen does not drop down, the video projector is burnt out, and the speakers do not work, among other issues. The purpose of this grant would be to replace some of the equipment in the Community Room so that the room can, once again, be used to bring together various groups and events.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

The grant will be used to update and replace broken and outdated equipment in the LAPD Topanga Community Police Station's Community Room so that the room can be used to host assorted community groups and meetings that serve the general public.

**SECTION III - PROJECT BUDGET OUTLINE**

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Projector Replacement	\$ 3,000	\$ 5,653.13
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No  Yes  If Yes, please list names of NCs: West Hills NC, Canoga Park NC, Winnetka NC

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs)  No  Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
TBD	\$ 2,653.13	\$ 5,653.13
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: **\$ 3,000**

10a) Start date: 06 / 01 / 24 10b) Date Funds Required: 06 / 15 / 24 10c) Expected Completion Date: 06 / 30 / 24  
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**


11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?  
 No  Yes If Yes, please describe below:


Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?  
 Yes  No  \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

**SECTION V - DECLARATION AND SIGNATURE**

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal  
Dana Katz Executive Director  02/20/24  
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal  
Warren Dern Secretary  4/24/2024  
 PRINT Name Title Signature Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form





Internal Revenue Service  
 P.O. Box 2500, Room 4000  
 Cincinnati OH 45200

In reply refer to: 4877550282  
 Aug. 16, 2017 LTR 4168C 0  
 95-4700442 000000 00  
 00026610  
 BODC: TE

LOS ANGELES POLICE FOUNDATION  
 % CECILIA AGUILERA GLASSMAN  
 633 W 5TH ST STE 960  
 LOS ANGELES CA 90071



024272

Employer ID Number: 95-4700442  
 Form 990 required: Yes

Dear Taxpayer:

This is in response to your request dated July 17, 2017, regarding your tax-exempt status.

We issued you a determination letter in October 1998, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(03).

0 e foundation as defined  
 un iberated in IRC Sections  
 50

Don you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit [www.irs.gov](http://www.irs.gov) or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

40TT550282

Aug. 16, 20 7 LTR 4168C 0

P -5700442 00000 00

00029411

LOS ANGELES POLICE FOUNDATION  
C CECILIA ABITLER GLASSMAN  
653 W 5TH ST STE 960  
LOS ANGELES CA 90071

Sincerely yours,

*Stephen A. Martin*

Stephen A. Martin  
Director, EO Rulings & Agreements

From: PCC Network Solutions  
A Pacific Coast Cabling, Inc., Company  
20717 Prairie Street  
Chatsworth, CA 91311

Date:  
0

Contact: Mike Lavallee

To: David Torres

Job Site: 0  
0  
0  
0

Attn:  
Ph. #

Quantity	Part Number	Description	MATERIAL	
			UNIT COST	TOTAL
1		WUXGA LCD, 7100 Lumen Advanced Professional Laser Installation Projector	\$5,653.13	\$5,653.13

The Community Room was wired in 2009 when the station was built. The room was originally wired with proprietary A/V equipment from a company called Crestron. Several components of the Crestron equipment have failed throughout the years and the system is now inoperable.



Overview of the Community Room



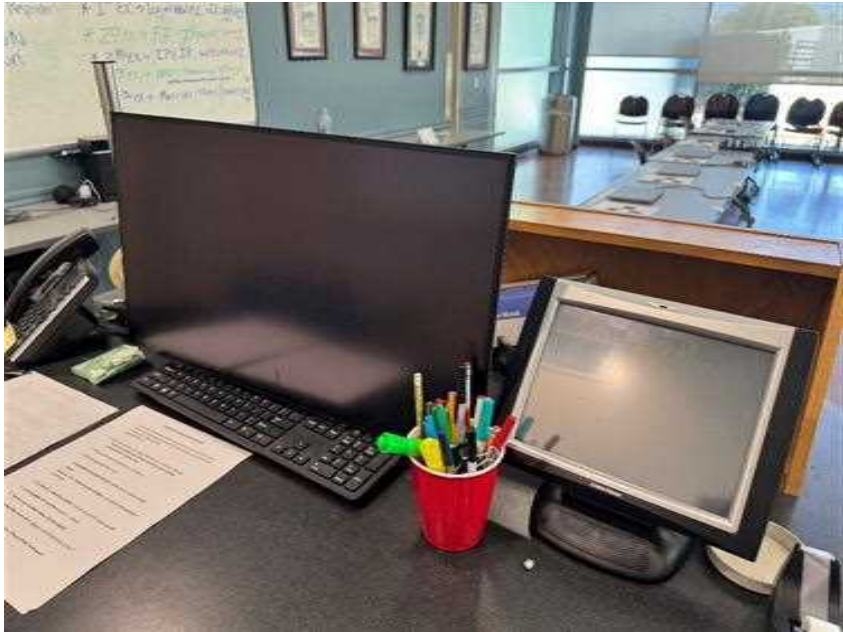
Overhead projector. The project bulbs are no longer available, and it can no longer be controlled. The black cone shaped speaker is also visible. There are six speakers hanging from the ceiling in the room.



Original equipment was installed with a proprietary custom-made cable that connected to a server room with the control computers and switches. This will have to be replaced and is no longer usable.



(Left) Equipment inside the podium for switching between various A/V sources. (Right) RCA cables that connect the projector to the podium. These cables will have to be replaced with updated HDMI cables.



On the right is the Crestron touch screen that controlled the entire system. The motherboard has died, and the system can no longer be controlled. We have been advised that Crestron does not make a replacement due to its age and the current version of the touch screen is not compatible with our 2009 equipment. The touch screen also controlled the motorized projector screen which will need to be rewired with a manual switch.



Server room equipment that controls the Crestron A/V equipment in the Community Room. Part of the Pacific Coast Cabling quote is installing localized A/V control equipment to eliminate the costly servers of the Crestron equipment and to make the system easier to service in the future.



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **May 8, 2024**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **03 (24-048) Motion to approve \$3,000 NPG for LAPD Topanga Station c/o LAPF**

Board Motion and/or Public Benefit Statement (CIP and NPG):

The Public Safety Committee, moves that the full board approve the attached LA Police Foundation NPG for \$3000.00 and direct the treasurer to submit the NPG and supporting documentation to the City Clerk for funding and to reallocate budget money into the appropriate categories.

Method of Payment: (Select One)

Motion continued on next page.

Check  Credit Card  Board Member Reimbursement

**Vote Count**

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business				X			
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate	X						Alternate
Julian Tu	Area 2 Residential	X						
Paul Lawler	Area 2 Business				X			
Peter Haber	Area 2 C. B. O.				X			
Masha Dowell	Area 2 Alternate	X						
Tracey Rosen	Area 3 Residential			X				
Dean Matthew	Area 3 Business	X						
Harout Aristakessian	Area 3 C. B. O.	X						
Jayce Baron	Area 3 Alternate					X		Alternate
Don Patterson	Area 4 Residential		X					
Martin Lipkin	Area 4 Business		X					
Dena Weiss	Area 4 C. B. O.				X			
Aava Dekordi	Area 4 Alternate		X					
Christopher Waddy	Area 5 Residential				X			
Julie Waltrip	Area 5 Business	X						
Steve Sommers	Area 5 C. B. O.	X						
Allan Biggins	Area 5 Alternate				X			
Bill Barnett	Area 6 Residential	X						
Heath Kline	Area 6 Business		X					
Bobbie Wasserman	Area 6 C. B. O.	X						
Janice Mendell	Area 6 Alternate				X			Alternate
Kate Kennedy	Area 7 Residential	X						
Schlyer Katz	Area 7 Business				X			
Joyce Fletcher	Area 7 C. B. O.	X						
Rosaleen O'Sullivan	Area 7 Alternate		X					
August Steurer	At-Large		X					
Vacant	At-Large Alternate							
Vacant	Youth							

	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: <b>13</b>	<b>Total:</b>	<b>13</b>	<b>6</b>	<b>1</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>3</b>

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *H Kline*

Authorized Signature: *D Weiss*

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **May 8, 2024**

Date: **May 8, 2024**





# INVOICE

LOS ANGELES UNIFIED SCHOOL DISTRICT

Facilities Real Estate & Asset Development  
Civic Center Permit Office  
333 S. Beaudry Avenue, 1st Floor  
Los Angeles, CA 90017

INVOICE  
NUMBER

**2024A - 12780**  
PERIOD A 2024

INVOICE DATE: 08/07/2023  
INVOICE DUE: 08/14/2023  
APPLICATION NO.: 17618  
AGENT: JUAN RAMIREZ-MORENO  
OFFICE: (213) 241- 6900 | M - F | 8am - 4pm  
EMAIL: j.ramirezmoreno@lausd.net

<b>TO PERMITEE:</b> ATTN: MIHRAN KALAYDJIAN <b>WOODLAND HILLS WARNER CENTER NEIGHBORHOOD COUNCIL</b> 20929 VENTURA BLVD, WOODLAND HILLS, CA 91364 PH: (818) 913-0153 CELL: (818) 913-0153 KMIHRAN@HOTMAIL.COM	<b>ORGANIZATION:</b> WOODLAND HILLS WARNER CENTER NEIGHBORHOOD COUNCIL <b>TYPE OF ACTIVITY:</b> BOARD MEETING FOR THE WOODLAND HILLS WARNER CENTER NEIGHBORHOOD COUNCIL <b>PARTICIPANT AGE RANGE:</b> 22 to 75 <b>SCHOOL:</b> WOODLAND HILLS ACADEMY <b>FACILITY:</b> AUDITORIUM
--	--

ITEM NO.	DESCRIPTION	BILLABLE TIME	RATE	QTY	TOTAL
1000	Facility Use (Auditorium - Hourly Rate)	8 hrs	\$38/hr	1	\$304.00
3000	Supplies (Daily Rate)	4 days	\$5/day	1	\$20.00
4000	Application Processing Fee		\$90.00	1	\$90.00
<b>Remarks:</b>					
<ul style="list-style-type: none"> <li>The Permit Office only accepts payment in the exact amount with a <b>Cashier's Check or Money Order</b> payable to L.A.U.S.D.</li> <li>Payment must be received by the Due Date on the invoice or payment slip.</li> <li><b>Payment must be submitted with payment slip and in exact amount.</b></li> </ul>					
SUBTOTAL					\$414.00
OTHER/ADJUSTMENTS					
TOTAL					\$414.00

PERMITEE: ATTN: MIHRAN KALAYDJIAN

Woodland Hills Warner Center Neighborhood Council  
20929 Ventura Blvd,  
Woodland Hills, CA 91364

**Payable To:** LOS ANGELES UNIFIED SCHOOL DISTRICT  
Mail To: Los Angeles Unified School District  
C/o Civic Center Permit Office  
333 S. Beaudry Ave, 1st Floor  
Los Angeles, CA 90017

## PAYMENT SLIP

**2024A - 12780**

Application: 17618 INVOICE NUMBER  
**08/14/2023**

PAYMENT DUE DATE

**AMOUNT DUE: \$ 414.00**

The Permit Office only accepts **Cashier's Check or Money Order** payable to L.A.U.S.D.  
Payment must be received by the Due Date on the invoice or payment slip.  
**Payment must be submitted with payment slip and in exact amount.**



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **May 22, 2024**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **04 (24-052) 5/22 Budget Reallocation Motion to Fund NPG's**

Board Motion and/or Public Benefit Statement (CIP and NPG):

The Woodland Hills-Warner Center Neighborhood Council hereby reallocates its Fiscal Year 2023-2024 budget ending June 30, 2024, last updated 3/13/24 [BAC 08 (24-034)], and filed with the City Clerk per the attached two-page motion and as shown on the uploaded WHWCNC FYE Planning Budget Spread Sheet [con't].

Method of Payment: (Select One)

Motion continued on the next 2 pages.

Check  Credit Card  Board Member

**Vote Count**

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business				X			"out of the rm" - lost Zoom connection
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate	X						Alternate
Julian Tu	Area 2 Residential	X						
Paul Lawler	Area 2 Business	X						
Peter Haber	Area 2 C. B. O.	X						
Masha Dowell	Area 2 Alternate				X			
Tracey Rosen	Area 3 Residential	X						
Dean Matthew	Area 3 Business	X						
Harout Aristakessian	Area 3 C. B. O.				X			
Jayce Baron	Area 3 Alternate				X			Alternate
Don Patterson	Area 4 Residential	X						
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.	X			X			
Aava Dekordi	Area 4 Alternate					X		
Christopher Waddy	Area 5 Residential				X			
Julie Waltrip	Area 5 Business				X			
Steve Sommers	Area 5 C. B. O.	X						
Allan Biggins	Area 5 Alternate				X			
Bill Barnett	Area 6 Residential	X						
Heath Kline	Area 6 Business	X						
Bobbie Wasserman	Area 6 C. B. O.	X						
Janice Mendell	Area 6 Alternate				X			Alternate
Kate Kennedy	Area 7 Residential	X						
Schlyer Katz	Area 7 Business				X			
Joyce Fletcher	Area 7 C. B. O.	X						
Rosaleen O'Sullivan	Area 7 Alternate	X						
August Steurer	At-Large	X						
Vacant	At-Large Alternate							
Vacant	Youth							

	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: <b>13</b>	<b>Total:</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>	<b>0</b>	<b>4</b>

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature:

Authorized Signature:

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **May 22, 2024**

Date: **May 22, 2024**

**Item No. 4**      *(Updated Motion & Support Doc for 5/22/24 Special Meeting)*

**Heath Kline, Treasurer**

**(24-052) Motion to reallocate the WHWCNC Board Budget to fund the April 10 & May 8 Board voted NPGs and pending YE spending item(s) with the limited unspent funds available this FY.**

*For discussion and possible action*

*(estimated time 10 minutes)*

The Woodland Hills-Warner Center Neighborhood Council hereby reallocates its Fiscal Year 2023-2024 budget ending June 30, 2024, last updated 3/13/24 [BAC 08 (24-034)], and filed with the City Clerk as follows:

**Office/Operational Expenditures:**

- Decrease Space Rental for Board Meetings (Line 20) by **\$700**, from \$1,200 to \$500.
- Increase NC Storage at StorQuest (Line 21) by **\$353**, from \$2,940 to \$3,293.
- Decrease Phone System - Grasshopper (Line 22) by **\$809.42**, from \$1,200 to \$390.58.
- Decrease Constant Contact (Line 26) by **\$69**, from \$960 to \$891.
- Increase Mailbox Rental at UPS (Line 28) by **\$16**, from \$500 to \$516.
- Decrease Office Supplies and Printing (Line 29) by **\$1,800.00**, from \$2,000 to \$200.
- Decrease Paper and Ink (Line 30) by **\$500**, from \$500 to \$0.
- Decrease Email and Web Hosting and Support (Line 31) by **\$1,870.94**, from \$2,600 to \$729.06.
- Decrease Food & Refreshments For NC Meetings, Retreats, & Outreach Events (Line 34) by **\$200** from \$1,000 to \$800
- **Add** SB-411/AB-2449 Hybrid Meeting Equipment (Line 35) for \$0.00
- **Add** Past Due Verizon Wireless Hotspot (Line 37) for **\$864.13**.

The net change in the Office/Operational Expenditures category is a decrease of **\$4,722.83**, from \$12,630.46 to \$7,907.63.

**Outreach Expenditures:**

- Decrease Replace Damaged NC Pole Banners (Line 46) by **\$29.47**, from \$900 to \$870.53.
- Decrease HALO Purchase of giveaway bags & keychains (Line 47) by **\$15.15**, from \$2,500 to \$2,484.85.
- Decrease Minuteman Press or alt printer 1000 4/4 4x9 Rack Cards (Line 51) by **\$157.45**, from \$275 to \$117.55.
- Decrease WHWCNC Branded Promotional Items 4Imprint (Lines 53-59) by **\$868.12**, from \$5,000 to \$4,131.
- Decrease T-Shirt Guys (Lines 61-66) by **\$247.58**, from \$2,500 to \$2,252.42.
- **Add** General Outreach (*not yet allocated to specific items*) (Line 73) for **\$1,540.60**

The Outreach Expenditures category has an increase of **\$222.83** from \$16,950.00 to \$17,172.83.

**Neighborhood Purposes Grants (NPG) Expenditures:**

- **Add \$3,000** for the West Valley YMCA Food Distribution Program NPG (Line 95), approved on April 10, 2024 (Item 6, 24-42).

- Add \$1,500 for the New Friends Homeless Center Feeding Program NPG (Line 96), approved on April 10, 2024 (Item 7, 24-43).
- Add \$3,000 for LAPD Foundation – Topanga Station NPG (Line 97), approved on May 8, 2024 (Item 3, (24-048).

The net change in the NPG Expenditures category is an increase of \$7,500 from \$7,800.00 to \$15,300.

**Community Improvement Projects (CIP) Expenditures:**

- Decrease the Environmental Project (Line 102) by \$1,000, from \$1,000 to \$0.
- Decrease the Homeless Project (Line 103) by \$1,000, from \$1,000 to \$0.
- Decrease the Public Safety Project (Line 104) by \$1,000, from \$1,000 to \$0.

The net change in the CIP Expenditures category is a decrease of \$3,000, from \$3,000.00 to \$0.00.

In total, these reallocations result in a no net change to the WHWCNC's total 23-24FY annual budget of \$41,130.46.

The WHWCNC board authorizes any two Board Funding Officers (President, Vice President, and Treasurer) to agree and spend the \$288.32 in unspent funds available after this reallocation within the Office/Operational Expenditures budget category to meet any necessary expenditures to ensure the board's ongoing smooth operation,] maintenance, and stakeholder engagement needs before the June 30 FYE. If the funds are not needed, they will roll over to the next FY budget.

The WHWCNC board directs the treasurer to file this BAC motion and the referenced **WHWCNC FYE Planning Budget Spread Sheet** revised budget, included in the supporting documentation with the City Clerk as required, and use it for the balance of the FY to carry out board-authorized expenditures.

*See posted WHWCNC FYE Planning Budget Spread Sheet via the Board Calendar Event post. (1 page)*

*Roll Call Vote*

WHWCNC FYE Planning Budget

Spend trxs thrgh 05/16/2024. Shows APPROVED 4/10 5/8 + PEND 5/22

Brd spend motions that REQUIRE Budget Reallocations at 5/22/24 meet in BLUE text w/ yellow backgrnd.

Main budget table with columns for Line, Description, Last Budget Allocation, Proposed Budget, Budget Change Amt, and monthly spend from July to June. Includes sub-headers for various categories like Office/Operational Expenditures, Outreach, Election, and NPGs.

\* Funds Avail does not include any new recurring expense obligations or other spending the board has or will vote for

**Revised corrected invoice issued by DONE 05/30/2024**

Office/Operational Expenditures Category: Zoom Virtual Meet SaaS. [7 (24-033) March 13 24 agenda]

**CITY OF LOS ANGELES**

**BOARD OF  
NEIGHBORHOOD  
COMMISSIONERS**

VACANT  
PRESIDENT

JOY ATKINSON  
VICE PRESIDENT

LEONARD SHAFER  
DEBBIE WEHBE  
MAGGIE QUIROZ  
KEREN WATERS  
RANDELL IRVING  
DOUGLAS EPPERHART

Email: [commission@empowerla.org](mailto:commission@empowerla.org)

**CALIFORNIA**



**KAREN BASS  
MAYOR**

**NEIGHBORHOOD COUNCILS  
EMPOWER LA**  
Department of  
NEIGHBORHOOD EMPOWERMENT

20<sup>th</sup> FLOOR, CITY HALL  
200 NORTH SPRING STREET  
LOS ANGELES, CA 90012

TELEPHONE (213) 978-1551  
TOLL-FREE 1-800-3-1-1  
FAX (213) 978-1711  
E-MAIL: [empowerla@cityofla.org](mailto:empowerla@cityofla.org)

VANESSA SERRANO  
INTERIM GENERAL MANAGER  
ERICK MUÑOZ  
COMMISSION EXECUTIVE ASSISTANT

          p          g          

**BILL TO: Woodland Hills-Warner Center Neighborhood Council**

**INVOICE # 25-071**

Address: 20929 Ventura Blvd Ste 47-535

Woodland Hills, 91364

Email: [h.kline@whcouncil.org](mailto:h.kline@whcouncil.org)

**DATE: April 25, 2024**

**DUE DATE: Upon Received**

Quantity	Description	Unit Price	Amount
2.00	Commodity Code 4316: Software-Zoom Enterprise host 05062024-05052025	\$140.57	\$281.14
2.00	Commodity Code 4316: Software-Zoom Audio 05062024-05052025	\$53.17	\$106.34
<b>Total Cost</b>			<b>\$387.48</b>

Please make Checks Payable to:

**City of Los Angeles - Department of Neighborhood Empowerment**

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **March 13, 2024**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **07 (24-033) Motion to Acquire 2 annual Zoom licenses \$400.00**

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion: the NC treasurer is directed to (a.) Renew the NC's expiring Zoom license at an annual cost of \$200.00; and (b.) obtain a second Zoom License at an annual cost of \$200.00 through DONE. The treasurer is directed to complete any necessary documentation with the City Clerk and DONE to facilitate the transfer of NC funds to DONE to cover these annual Zoom license costs.  
 These reoccurring NC operating expenses are to be expensed under the Office/Operation Expenditures [OOE] budget category. The treasurer is directed to create a new Zoom Virtual Meeting SaaS budget line under OEE

Method of Payment: (Select One)

Motion continued on next page.  Check  Credit Card  Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business	X						
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate				X			Alternate
Julian Tu	Area 2 Residential	X						
Paul Lawler	Area 2 Business	X						
Peter Haber	Area 2 C. B. O.	X						
Masha Dowell	Area 2 Alternate					X		Alternate
Tracey Rosen	Area 3 Residential	X						
Dean Matthew	Area 3 Business	X						
Harout Aristakessian	Area 3 C. B. O.	X						
Jayce Baron	Area 3 Alternate					X		Alternate
Don Patterson	Area 4 Residential	X						
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.	X						
Aava Dekordi	Area 4 Alternate					X		Alternate Training
Christopher Waddy	Area 5 Residential	X						
Julie Waltrip	Area 5 Business				X			
Steve Sommers	Area 5 C. B. O.	X						
Allan Biggins	Area 5 Alternate	X						
Bill Barnett	Area 6 Residential	X						
Heath Kline	Area 6 Business	X						
Bobbie Wasserman	Area 6 C. B. O.	X						
Janice Mendell	Area 6 Alternate					X		Alternate
Kate Kennedy	Area 7 Residential				X			
Schylar Katz	Area 7 Business	X						
Joyce Fletcher	Area 7 C. B. O.	X						
Rosaleen O'Sullivan	Area 7 Alternate	X						
August Steurer	At-Large	X						
Vacant	At-Large Alternate							
Vacant	Youth							

	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: <b>12</b>	<b>Total:</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>5</b>

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *Heath Kline*

Authorized Signature: *Dena Weiss*

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **March 13, 2024**

Date: **March 13, 2024**

**Item No. 7**

**Heath Kline, Treasurer & Tracey Rosen, VP and Outreach Chair**

**(24-033) Motion to Approve \$400 Expenditure to renew our current annual Zoom licenses and acquire a second Zoom license**

*For discussion and possible action: (5 minutes)*

**WHEREAS**, Empower LA [DONE] has previously negotiated a discounted bulk purchase agreement with Zoom on behalf of the 99 NCs at a cost of \$200.00 per license and covered the cost for the first license for each NC from their own budget. DONE has informed the WHWCNC that our current annual Zoom license is up for renewal in April, and going forward DONE will no longer cover this cost for NCs. With the passage SB-411, NCs once again have the option to meet 100% remotely and invite public participation using Zoom (that was quite effective for this NC during the COVID health emergency) and NCs have options, with restrictions, under SB-411 and AB-2449 to conduct hybrid-remote and in person meetings with public participation using Zoom, that this NC has voted to do, and our full board has done using borrowed equipment at a successful test in December. Recently committees of the NC have conducted successful 100% remote meeting using our Zoom license.

Prior to COVID the WHWCNC has occasions to have multiple committees meet at the same time in person. However, had scheduling difficulties and conflicts during COVID with only one Zoom licensee to share-use. Zoom has also been used by board members to carry out their collaborative implementation duties efficiently.

**THEREFORE**, the NC treasurer is directed to (a.) Renew the NC's expiring Zoom license at an annual cost of \$200.00; and (b.) obtain a second Zoom License at an annual cost of \$200.00 through DONE. The treasurer is directed to complete any necessary documentation with the City Clerk and DONE to facilitate the transfer of NC funds to DONE to cover these annual Zoom license costs.

These reoccurring NC operating expenses are to be expensed under the **Office/Operation Expenditures [OOE]** budget category. The treasurer is directed to create a new *Zoom Virtual Meeting SaaS* budget line under **OOE**.

Roll Call Vote