

**AGENDA – WHWCNC FULL BOARD MEETING**  
**MEETING LOCATION CHANGE FOR OCTOBER ONLY**

**Wednesday, October 11, 2017, 6:30 p.m.**

**Rose Goldwater Community Center**

**21710 Vanowen Street**

**Located in the Westfield Topanga Mall PARKING LOT**

**at the CORNER of Vanowen and Owensmouth**

*Stakeholders and the public are permitted to address the Council on any item on the Agenda prior to the Board taking an action on said item. It is requested speakers complete a "Speaker Card" and hand it to the Chair.*

Comments from Stakeholders and the Public on Agenda items will be heard only when the respective item is being considered. Comments within the Board's subject matter jurisdiction on other matters not appearing on the Agenda will be heard during the Public Comment period. Public Comment is limited to 20 minutes. Each speaker is limited to two minutes, unless waived by the presiding officer of the Council.

The opinions, positions or actions taken by the Woodland Hills-Warner Center Neighborhood Council do not represent or imply similar opinions held by the Owner, Landlord, L.A.U.S.D, or representatives of any venue hosting a meeting of the Neighborhood Council Board, or affiliated committees.

**AGENDA**

Call to Order  
Pledge of Allegiance  
Roll Call

**Approval of Minutes:** September 2017

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**1. Organization, Operation, Policies, & Procedures:**

**Public Announcements:**

- LAPD Topanga Division – Lead Officers, Sean Dinse and Brent Rygh
- Office of Councilman Bob Blumenfield
- Office of other Local and State Officials and Other Public Announcements and Presentations

**Public Comment Period (on items not on the agenda): (2) minutes per speaker**

**Organization, Operation, Policies, & Procedures, Officer Reports:**

President - Joyce Fletcher – new Board roster, Bylaws, volunteer for NC Board forums and events  
Vice-President - Dennis DiBiase  
Treasurer - Heath Kline  
Secretary - Linda Kouy-Ghadosh  
Parliamentarian - Aaron Williams

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PRESENTATION – 10 minutes  
SANTA SUSANA FIELD LABORATORY (SSFL)

The Boeing Company spokespersons, Kamara Sams and Michael Bower will provide a presentation and discussion related to the Santa Susana Field Lab (SSFL) site, final cleanup and end-use of the site.

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**2. Items for Board discussion and possible action:**

**Item No. (1) Governance Committee – Don Patterson, Chair**  
**(16-210)**

Discussion and possible action:

Motion to appoint Bill Anderson to the WHWCNC Board as the Area 4 Alternate Representative.

**Item No. (2) Governance Committee – Don Patterson, Chair**  
**(16-211)**

Discussion and possible action:

Motion to appoint Gina Thornburg to the WHWCNC Board as the At Large Alternate Representative.

**Item No. (3) NC Budget Reallocation for 2017/2018 - Joyce Fletcher, President**  
**(16-212)**

Discussion and possible action:

Motion for the Board to approve a meeting date prior to November 3, 2017 for the Board/Budget Committee to meet to vote on the reallocation of funds for the 2017/2018 NC Budget. Recommended dates to be Wednesday, October 18, 2017 Monday, October 30, 2017 or Wednesday November 1, 2017 as these dates are open on the NC Committee Meeting Calendar.

**Item No. (4) PLUM Committee, Lauren Coffman and Don Patterson Co-Chairs**  
**(16-213) DIR-2017-2544      4100 Carrizal Road, 91364**

Discussion and possible action:

As pertaining to Case DIR 2017-2544, having held one public meeting for the application filed by Kenneth Mayer, AIA to build a 3-story 2,887 square foot residence, an enclosed 892 sq. ft. three car garage and one onsite, uncovered parking spaces located at 4100 Carrizal Road, in the Girard Tract, Woodland Hills, CA 91364, the Board of the Woodland Hills-Warner Center Neighborhood Council hereby finds that:

WHEREAS, the Applicant has designed and submitted a proposed single-family residence project that substantially complies with the applicable regulations, findings, standards, and provisions of the Girard Tract Specific Plan, the Mulholland Scenic Parkway Specific Plan and the Baseline Hillside Ordinance; and

WHEREAS, the project is requesting a Residential Floor Area increase of 20% by compliance with the Cumulative Side-yard Setback Floor Area Bonus, and

WHEREAS, the applicant has agreed to and will note on their plans that the garage door and guardrails will be transparent glass; and

WHEREAS, the applicant has agreed to and will note on their plans that there will be no equipment located on the flat roof; and

WHEREAS, the applicant has agreed to and will note on their plans that exterior building lighting will be limited to path and entry lighting; and

WHEREAS, the applicant has agreed to and will note on their plans that there will be a substitution for the oleander specified on the landscape plan; and

WHERE AS, the applicant has agreed to and will note on their plans that the siding indicated is of non-flammable material instead of wood; and

WHERE AS, the applicant has agreed to and will note on their plans that the finish roofing material is a beige cool roof product;

THEREFORE, IT IS HEREBY RESOLVED that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein, finds that the submitted application and plans by Kenneth Mayer, AIA, for the proposed project at 4100 Carrizal Road, Woodland Hills, CA 91364, receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council for the requested actions contingent upon the following conditions:

Conditions

- 1.) All plans presented on October 11, 2017 at the Board Meeting of the Woodland Hills – Warner Center Neighborhood Council (WHWCNC) shall be dated as such and re-submitted to Planning as an (updated) project application submittal.
- 2.) Additionally, all conditions herein shall be printed on one of the Project Summary pages as a commitment to and acceptance of these conditions.

The Planning, Land Use and Mobility Committee recommends that the Board of the Woodland Hills-Warner Center Neighborhood Council advise the City of Los Angeles Planning Department and Council District 3 Councilmember Bob Blumenfield of its findings, and its subsequent supporting recommendation to approve this application as presented on October 5, 2017.

**Item No. (5) Community Services Committee – Mercy Alpert & Joyce Fletcher Co-Chairs**  
**(16-214) Amazon Letter request from Councilmember Bob Blumenfield**

Discussion and possible action:

Motion to approve a letter, requested by Councilmember Bob Blumenfield, related to Amazon's Search for a Second North American Headquarters. Letter to be included in a Council packet sent to Jeff Bezos, Chief Executive Officer, Amazon.

Mr. Jeff Bezos  
Chief Executive Officer, Amazon  
Seattle, WA 98109-5210

Re: Amazon's Search for a Second North American Headquarters

Dear Mr. Bezos:

Neighborhood Council participants are empowered to advocate directly for real change in their communities. These Councils consist of residents, business owners, and property owners.

The Woodland Hills-Warner Center Neighborhood Council (WHWCNC) is a Board of (28) publicly elected and appointed individuals. At our October 11, 2017 Board Meeting we voted to support the bid from the City of Los Angeles to bring Amazon to Woodland Hills.

The WHWCNC believes we can offer Amazon an excellent opportunity and physical location in Woodland Hills to build your second North American Headquarters in Warner Center.

Warner Center is the center of new planned development in Woodland Hills and the San Fernando Valley. And this is an excellent time for Amazon to be a defining part of that vision.

We can provide your employees a wide range of housing, restaurants, parks and shopping opportunities. Woodland Hills is centrally located near the beach, the mountains and only a short drive to destinations such as Santa Barbara, Malibu, San Francisco and San Diego.

Woodland Hills is a diverse and welcoming community for all ages and life styles. We know you and your employees will find Woodland Hills to be a beautiful area with unlimited opportunities, a hometown feel and good neighbors. We welcome people from all walks of life and open our doors to the world. We speak dozens of languages and are accepting of people of all faiths, cultures and interests.

Los Angeles is historically a place of vision and big dreams. Also a place for fun and entertainment. On the same day you can be at the beach, the mountains, the mall and at a concert.

Los Angeles is a successful bidder for the 2028 Olympic Games because we are uniquely positioned in the United States to welcome people from all walks of life and open our doors to the world.

Specifically in the Warner Center we have the acreage available for you to design and build the kind of Amazon campus that defines your unique brand. The WHWCNC supports progressive development and design.

We welcome good-paying jobs and will actively support the investment that Amazon will make here. We will provide support to your employees as we can offer a large network of local community organizations to help you locate qualified local employees and will provide your out of town employees with relocation support to find the local schools, recreation, and the opportunities they need.

We hope you will choose Woodland Hills/Warner Center for your second headquarters and we look forward to you being our neighbors and a part of our community.

Best regards,  
Woodland Hills-Warner Center Neighborhood Council

Joyce Fletcher  
President, Woodland Hills- Woodland Hills Neighborhood Council

**Item No. (6) Safety Committee – Sheppard Kaufman, Chair**  
**(16-215)**

Discussion and possible action:

**Community Impact Statement: Re: Council File 17-1092 Public Toilets**

The Public Safety Committee recommends that, in light of the recent Hepatitis A outbreaks in San Diego and Los Angeles, the Board of the Woodland Hills-Warner Center Neighborhood Council support the analysis and potential implementation of the emergency public toilet program as outlined in Motion 17-1092. We further resolve that that scope of potential program be expanded to include funding for the upkeep and monitoring of existing public restroom facilities (e.g.: those within public parks) in order to provide clean, healthy, and safe facilities for all residents of the City of Los Angeles. See attached document City Council File and Motion 17-1092.

**Item No. (7) Governance Committee – Don Patterson, Chair  
(16-216)**

Discussion and possible action:

Motion for the WHWCNC Board to review and approve the Youth Board Member application as recommended by the Governance Committee. See attached document.

**Item No. (8) PLUM Committee - Lauren Coffman and Don Patterson, Co-Chairs  
(16-217) 21400 block of West Marchena Street.**

Discussion and possible action:

Motion related to dangerous conditions on the 21400 block of West Marchena Street.

Whereas, in the process of its Planning, Land Use and Mobility Committee reviewing case 2016-3103-ZAD currently pending in the Department of City Planning, the Board of the Woodland Hills – Warner Center Neighborhood Council has become aware that two or more public safety hazards exist in the public right-of-way for Marchena St., a substandard street, between Canoga Ave and Campo Rd.; and,

Whereas, city staff of five and possibly more city departments, which may include the Bureau of Streets, the Board of Public Works, plus the Departments of Building & Safety, Transportation, City Planning, and Water and Power, should have anticipated or seen these public hazards in the normal process of fulfilling their duties and apparently failed to notify appropriate officials of the hazards; and

Whereas, there was testimony from two neighbors adjacent to the roadway that incidents of property damage and near misses involving individuals and vehicles have occurred in the past resulting from the hazardous conditions that have existed and still exist in the public right of way for some time; and,

Whereas, one of the hazards consists of a public utility pole located in the middle of the designated public right-of-way intended for vehicular traffic, which obstructs normal passage and affects the safe use of the roadway by vehicles and adjacent properties; and,

Whereas, a second utility pole exists in the public right-of-way that is not accessible to vehicular and pedestrian traffic but appears so on city maps; and,

Whereas, another hazard is where the City officially designated the public right-of way for a downhill Walkway as a street under ordinance XXXXXXXX, which is impassable as stated above for both vehicles and pedestrians as it runs down a steep grade with one or more severe drops created by retaining walls across the public right-of-way; and,

Whereas, one or more vehicles have in the past and it is still possible for vehicles to drive over the retaining wall edge and possible for individuals or animals to jump off the edge of the drop due to non-existence of any barrier at the end of the substandard roadway; and,

Whereas, the street signs at the Canoga Ave. and Campo Rd. may imply that the roadway functions as a roadway and not a walkway: and,

Whereas, both ends of this portion of Marchena St. are not posted as “Not a thru street;” and:

Whereas both ends of the street where it ceases to provide a travel way are not posted as “dead End;” and

Whereas there is no street lighting on Campo Rd or Marchena St. to illuminate the hazards ahead; and

Whereas, the Board considers these hazards dangerous enough to require immediate attention for rectification by City Departments and agencies and failure to do so might be considered negligence by the City;

Therefore, to protect the interests of the citizens of Los Angeles, the Board of the Woodland Hills – Warner Center Neighborhood Council hereby resolves to notify Los Angeles City Council District 3 and the Los Angeles City Attorney of the existence of two or more public safety hazards as mentioned in the preceding findings and requests that they take all necessary and appropriate actions to notify all affected city departments and agencies of the hazards for their immediate inspection and investigation and to initiate and approve use of necessary contingency/emergency funds from the responsible departments and agencies to as-quickly-as-possible remove and/or mitigate all hazards that exist in the Marchena St. public right-of-way east of Campo Rd at no cost to adjacent property owners when they have not created the hazards.

This resolution shall be sent to District 3 Councilmember Bob Blumenfield, City Attorney Mike Feuer and the City Clerk.

**Item No. (9) Heath Kline, Treasurer**

**(16-218) Approval of Monthly Expense Reconciliation [MER] for September 2017**

Discussion and possible action:

Motion to approve the WHWCNC Budget for Fiscal Year 2017 - 2018 Monthly Expense Reconciliation [MER] for September 2017 and confirm the payments reflected on the MER.

The September MER will not be available from the City Clerk until October 10, 2017. Therefore, it is not attached to this agenda, but copies will be supplied to the Board and available to the public at the October 11, 2017 Board meeting.

**Item No. (10) Heath Kline, Treasurer and Sheppard Kaufman, Safety Committee, Chair**

**(16-219) Community Health Forum**

Discussion and possible action:

The WHWC NC Public Safety Committee requests that the WHWC NC Board approve the expenditure of up to \$400 from the WHWCNC Budget for a Public Health & Safety Forum & Fair to cover issues such as: Medical Insurance information (choosing a plan, etc.) , ACA/Obamacare, current medical risks (Zika, etc.). Flu Shots, Blood Pressure screening, etc. It is anticipated that this event will be scheduled sometime between early December, 2017 and early January, 2018 in order to take place prior to the close of insurance open enrollment periods.

**Item No. (11) Heath Kline, Treasurer and The Newsletter Ad Hoc Committee, Dennis DiBiase, Chair**

**(16-220) NC Newsletter - additional funding**

Discussion and possible action:

**Motion to Approve Additional Newsletter Postage & Mailing Prep Cost –MP Print & Mail**

Whereas, the WHWCNC is now in the process of printing and mailing a new 16-page full color newsletter to named individuals at every residential, commercial and PO Box deliverable address within the NC’s boundaries. Since we started working on this project (delayed for inclusion of Community Plan update info) the deliverable address count has increased from 37,824 to 40,171 an increase of 2,347 new addresses.

Now, Therefore, the WHWCNC approves a payment of \$\_\_\_\_\_ to cover the increased postage, updated list rental, and USPS updated carrier route processing information for WH and mailing preparation per the quote/invoice from MP Print & Mail that will be furnished to the Board and public at the October 11, 2017 Board meeting. [B/L 103 “Outreach & Events for Community Plan Update”]

**Item No. (12) Heath Kline, Treasurer and The Newsletter Ad Hoc Committee, Dennis DiBiase, Chair**

**(16-221) NC Newsletter - additional funding**

**Motion to Approve Increased Newsletter Print Run & Cost –Color Fx**

Discussion and possible action:

Whereas, the WHWCNC is now in the process of printing and mailing a new 16-page full color newsletter and the mailing number has increased from 37,824 to 40,171 since the process started. At the start of the project the print run was

set to 41,000 and paid for, to provide 3,176 extra newsletters for personal delivery within the community. With the increased mailing number, the NC will only have about 800 newsletters for that purpose.

Now, Therefore, the NC approve an increase in the print run from 41M to \_\_\_\_\_M to have additional copies for personal delivery in the community, at an *incremental additional* cost of \$\_\_\_\_\_ per thousand, per the quote from ColorFx that will be furnished to the Board and public at the October 11, 2017 Board meeting. This cost will be deducted from the \$2,262.11 credit the NC has with Color Fx. [No current budget impact]

**Item No. (13) Heath Kline, Treasurer and Ray Cole, Community Services, Co-Chair (16-222) Homeless Connect Day**

Discussion and possible action:

**Motion to Approve Outreach Payment to WVFP for NC Booth at Homeless Connect Day Event**

Whereas, the WHWCNC Community Services Committee Homeless Services Team desires to participate with a \$500 cost outreach booth and other activities at the October 19, 2017 Homeless Connect Day event at the campus of West Valley Food Pantry-Prince of Peace Church [WVFP] with other NC's, CD3, and area Non-Profit Organizations to assist some of our most challenged Stakeholders.

Now, Therefore, upon receipt of a proper invoice from WVFP, the Treasurer is directed to update the NC's current budget to reallocate \$500 from [B/L 55 "Equipment/Asset Purchases-Mini Sound System"] to [B/L 145 "Community Services Committee"] and submit the revised budget to the City as required and then initiate payment of the invoice to West Valley Food Pantry c/o its Fiscal Agent, Prince of Peace Church for the event [B/L 145 "Community Services Committee"]

**Item No. (14) Heath Kline, Treasurer and Community Services Committee, Joyce Fletcher and Mercy Alpert, Co-Chairs (16-223) West Valley Food Bank Holiday Food Drive**

Discussion and possible action:

**Motion to Approve \$750 NPG Payment to WVFP for its Holiday 2017 Food Drive**

Whereas, the WHWCNC Board has reviewed the 3<sup>rd</sup> annual submittal of the West Valley Food Pantry c/o its Fiscal Agent, Prince of Peace Church [WVFP] 4-page NPG Application and supporting documentation that was made available to the Board and the Public at the October 11, 2017 NC meeting.

Now, Therefore, the NC approves the funding request in the amount of \$750 of the WVFP for its Holiday Season 2017 Food Drive and directs the Treasurer to submit the complete NPG package to the City Clerk for required prior approval and then funding. [B/L 171 "NPG 501(C)(3)'s – WVFP"]

Discussion and possible action:

**4. Board Member Area Reports:**

Area 1 – Dennis DiBiase, Karen DiBiase, Linda Kouy-Ghadosh  
Area 2 – Sean McCarthy, Raymond Cole, Brian Drapkin, Paul Lawler  
Area 3 - Nancy McLean, Herbert Madsen, Martin Lipkin, Eva Morris-Huffman  
Area 4 – Don Patterson, Albert Saur, Cameron Gil, Bill Anderson  
Area 5 – Dorothy Keotz, Richard Hollander, Mercy Alpert  
Area 6 – Pat Patton, Heath Kline, Gilbert Yablon, Lauren Coffman  
Area 7 – Aaron Williams, Joyce Fletcher, Peter Fletcher, Marie Pierre  
At Large – Sheppard Kaufman, Gina Thornburg

**5. Committee Reports:**

Animal Services Committee–Dorothy Keotz and Linda Kouy-Ghadosh, Co-Chairs  
Beautification Committee – Sean McCarthy, Chair

Budget Committee - Heath Kline, Chair  
Community Outreach Committee – Aaron Williams and Ray Cole, Co-Chairs  
Community Services – Mercy Alpert and Joyce Fletcher, Co-Chairs  
Education Committee – Aaron Williams, Chair  
Environmental Committee – Karen DiBiase, Chair  
Governance Committee – Don Patterson, Chair  
PLUM Committee – Don Patterson and Lauren Coffman, Co-Chairs  
Public Safety Committee – Sheppard Kaufman, Chair  
WHIP Committee – Dennis DiBiase and August Steurer, Co-Chairs  
Ad Hoc Senior Services – Linda Kouy-Ghadosh and Al Saur, Co-Chairs  
Ad-hoc WHWCNC Newsletter – Dennis DiBiase, Chair  
Ad-hoc Westfield Promenade 2035 Project – Joyce Fletcher, Chair

**Announcements:**

**The next Board meetings will be held on Wednesday, November 8, 2017 at the American Legion Hall, 5320 Fallbrook Ave, Woodland Hills, CA 91367.** Meeting dates for or the upcoming 2016/2017 year; the proposed Board meeting dates are: TBD (Date, Time, location subject to change or cancellation. Please check the [www.whcouncil.org](http://www.whcouncil.org) website)

**Adjournment of meeting:**

Disabilities Act Notification: As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the bases 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 three business days (72 hours) prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at (818) 756-9628, (818) LA HELPS.

Brown Act Notification: In compliance with Government Code 54957.5, non-exempt writings that are distributed to a majority or all the board in advance of a meeting may be viewed at the [www.whcouncil.org](http://www.whcouncil.org). calendar page.

Agendas for meetings will be posted here and at specific locations 72 hours in advance of the scheduled meeting.

Meetings are subject to change and the WHWCNC website [www.whcouncil.org](http://www.whcouncil.org) should be checked frequently.

If you would like a copy of any record related to an item on the agenda, please contact: [l.kouyghadosh@whcouncil.org](mailto:l.kouyghadosh@whcouncil.org)