CITY OF LOS ANGELES
CALIFORNIA

200 N. Spring Street
Los Angeles, CA 90012

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

Governing Board Officers:

President – Jon Mann
Vice President - Karen DiBiase
Treasurer – Heath Kline
Secretary – Joyce Fletcher
Parliamentarian – August Steurer

WOODLAND HILLS WARNER CENTER NEIGHBORHOOD COUNCIL

MINUTES
Full Board *Zoom Meeting*
Wednesday, June 10, 2026
6:30pm – 9:00pm
https://us02web.zoom.us/j/88052658362
Zoom meeting online or by Telephone
Dial +16699006833 to Join the Meeting
Then Enter This Webinar ID: 880 5265 5362 and press #

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

IN CONFORMITY WITH THE JANUARY 1, 2026 ENACTMENT OF CALIFORNIA SENATE BILL 707 (DURAZO) AND LA CITY COUNCIL FILE 23-1114, THE_WOODLAND HILLS-WARNER CENTER NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY

Every person wishing to address the Board by telephone must dial (669) 900-6833 and enter **880 5265 8362** and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the Raise Hand option, 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 Board meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the Board.

In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1. **California Government Code Section 54953.8(b)(3).**

The legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time. **California Government Code Section 54953.8(b)(4).**

Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate. **California Government Code Section 54953.8(b(5),**
A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to paragraph (5), to provide public comment until that timed public comment period has elapsed.

California Government Code Section 54953.8(b)(6(A),
A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to paragraph (5), or otherwise be recognized for the purpose of providing public comment.
California Government Code Section 54953.8(b)(6)(B).

GENERAL PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA – Two-minute comments from the public on other matters not appearing on the agenda that are within the Committees jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Committee meeting. Public comment for items on the agenda is limited to two (2) minutes per speaker, unless adjusted by the presiding officer of the Committee.

AGENDA

Call to Order: at 6:32pm by Jon Mann

Present - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Julian Tu, Jon Mann, Michelle Delgado, August Steurer, Harout Aristakessian, Martin Lipkin, Janyce Pink, Monalisa Okojie, Heath Kline, Kate Kennedy, Juliet Schwarz, Melanie Kirschbaum (15)

Absent – Mary Jo Rizvi, Danny Mulvihill, Harris Cohn, Joyce Fletcher, Duncan Lawrie (5)

Public Announcements:
Office of Councilmember Bob Blumenfield – if available **(2 minute each)**
Office of Local and State Officials – if available **(2 minute each)**
Other Local Agencies – if available **(2 minute each)**

General Public Comment, by the Public, on Non-Agenda Items:
General Public Comment is limited to (1) minutes per speaker and 10 minutes total.

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.

2. Items for Discussion and Possible Action:

A. Approval of Minutes:
Minutes for Full Board Meeting on May 13, 2026 *2 minutes*

See posted support documents ***Roll Call Vote***

Motion to approve: Jon Mann **Second: Heath Kline**
Vote: - Yes - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Julian Tu, Jon Mann, August Steurer, Harout Aristakessian, Martin Lipkin, Janyce Pink, Monalisa Okojie, Heath Kline, Kate Kennedy, Juliet Schwarz, Melanie Kirschbaum (14)
No 0 Abstain 1 (Michelle Delgado) Recused 0 Ineligible 0
Absent – Mary Jo Rizvi, Danny Mulvihill, Harris Cohn, Joyce Fletcher, Duncan Lawrie (5)

Item No. (1) PLUM Committee – Martin Lipkin and Joyce Fletcher, Co-Chairs
(26-153) ZA-2026-29-CUB - The Boiling Crab Restaurant
23397 W. Mulholland Drive, 91364

Discussion and possible action *5 minutes*

MOTION:

As pertaining to the Conditional Use Permit request for full alcohol service both inside and on the two front patios of the Boiling Crab Restaurant in the El Camino Shopping Center at 23397 W. Mulholland Dr., the Woodland Hills-Warner Center Neighborhood Council Board hereby finds that:

WHEREAS, the Boiling Crab Restaurant has been operating with a CUB for beer and wine service for a number of years without any significant issues related to their alcohol service; and

WHEREAS, the Boiling Crab Restaurant wishes to expand their alcohol service to a full line of alcoholic beverages to better compliment their menu offerings and the patrons' dining experience; and

WHEREAS, providing full alcohol service to both front patios may create some minor issues of monitoring both patio locations at the same time, but can be addressed by management of the
Boiling Crab both quickly and responsibly; and

WHEREAS, the El Camino Shopping Center does have security teams patrolling the center at all times in which the restaurant is operating; and

WHEREAS, all requirements from the State Beverage Commission and the LAPD for serving a full line of alcoholic beverages have been complied with,

THEREFORE, IT IS HEREBY RESOLVED that for the findings and recommendations stated herein, that application and plans submitted by The Boiling Crab Restaurant in the El Camino Shopping Center on 23397 W. Mulholland Dr., Woodland Hills, 91364, receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council (WHWCNC).

The Planning, Land Use and Mobility Committee also 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 recommendations to SUPPORT this motion presented on May 21, 2023.
Motion: Marty Lipkin Second: August Steurer
VOTE: Yes 6 No 0 Abstain 0

See posted support documents ***Roll Call Vote***

Motion to approve: Jon Mann Second: Harout Aristakessian
Vote: - Yes - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Julian Tu, Jon Mann, Michelle Delgado, August Steurer, Harout Aristakessian, Martin Lipkin, Janyce Pink, Monalisa Okojie, Heath Kline, Kate Kennedy, Juliet Schwarz, Melanie Kirschbaum (15)
No 0 Abstain 0 Recused 0 Ineligible 0
Absent – Mary Jo Rizvi, Danny Mulvihill, Harris Cohn, Joyce Fletcher, Duncan Lawrie (5)

Item No. (2) Community Services Committee – Karen DiBiase, Committee Member and Treasurer, Heath Kline
(26-154) Motion to Approve up to $3,300 to purchase WHWCNC Promotional Items

Discussion and possible action 5 *minutes*

The WHWCNC hasn't purchased promotional outreach items since March 2024.

Therefore:

Motion to approve up to $3,300 to purchase promotional items from Outreach budget item in revised budget line 65 NC Promotional Branded Giveaway Items in a revised budget. Vendor: 4Imprint to be distributed at Community Events where the WHWCNC will be outreach tabling. The $3,300 will be taken from Outreach line item in the revised budget.
Because of a daily maximum charge of $1,000 on the WHWCNC credit card, and because each item is custom manufactured to order, which may result in multiple items shipping on the same date and/or all different dates, which may result in the need for the treasurer to obtain temporary daily spending limit increase(s) from the City Clerk. In addition, depending on when items ship on this order, combined with NCs other normal credit card spending, the treasurer may need to seek an override to the $5,000 monthly spending limit on the NC credit card from the City Clerk.
To facilitate working with the City Clerk on any needed overrides, the order will be divided and placed as follows:
Each total amount has an "up to amount" to cover any unexpected funding issues that could occur related to tax, and shipping cost.

a. 600 Green WHWCNC Modesto Key Light ($1.14each + Free set up, cost of tax and shipping) projected total cost $822.39 or up to $875
b. 500 Blue WHWCNC Branded Value Grocery Totes ($1.38 each + Free set up, cost of tax & shipping) projected cost is $960.80 or up to $1100
c. 1,000 WHWCNC Branded Hand Fans ($0.54 + $free set-up, plus cost tax & shipping) projected cost is $660.52 or up to $700
d. 825 WHWCNC Branded Power Clips ($0.92 each + $55 set-up, cost of tax & shipping) projected cost is $558.48 or up to $600
Total projected cost: $3,002.29 or up to $3,300
The board authorizes substitutions for similar items to ensure timely deliver. The Board also authorizes and directs the Treasurer to move $2,478.43 from the NPG Budget Category to Budget line 65, increasing it from $1,000 to $3,478.43 to find these items as the Board can no longer file or fund an NPG past June 1, 2026, and further directs the Treasurer to file an updated budget reflecting the change with the City Clerk.

Committee Vote: Yes: 4 No: 0 Abstain: 0 TOTAL: 4
Yes: Joyce Fletcher, Karen DiBiase, Kate Kennedy, Julian Tu

See posted support documents ***Roll Call Vote***

Motion to approve: Karen DiBiase Second: Marty Lipkin
Vote: Yes - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Julian Tu, Jon Mann, Michelle Delgado, August Steurer, Harout Aristakessian, Martin Lipkin, Janyce Pink, Monalisa Okojie, Heath Kline, Kate Kennedy, Juliet Schwarz, Duncan Lawrie (15)
No 0 Abstain 0 Recused 0 Ineligible 0
Absent – Mary Jo Rizvi, Danny Mulvihill, Harris Cohn, Joyce Fletcher, Duncan Lawrie (5)

Motion to reconsider: Heath Kline Second: Jon Mann
Vote: Yes – Michelle Delgado, Jon Mann, August Steurer, Harout Aristakessian, Janyce Pink, Monalisa Okojie, Heath Kline, Kate Kennedy, Juliet Schwartz, Melanie Kirschbaum (10)
No – Shelly Schwartz, Julian Tu, Marty Lipkin (3)
Abstain – Karen DiBiase, Geoffrey Hobson (2) Recused 0 Ineligible 0
Absent – Mary Jo Rizvi, Danny Mulvihill, Harris Cohn, Joyce Fletcher, Duncan Lawrie (5)

Motion to amend the original motion to give Joyce Fletcher the ability to revise the quantity of items stated in the original motion: Heath Kline Second: Jon Mann
Vote: Yes - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Julian Tu, Jon Mann, Michelle Delgado, August Steurer, Harout Aristakessian, Martin Lipkin, Janyce Pink, Monalisa Okojie, Heath Kline, Kate Kennedy, Juliet Schwarz, Melanie Kirschbaum (15)
No 0 Abstain 0 Recused 0 Ineligible 0
Absent – Mary Jo Rizvi, Danny Mulvihill, Harris Cohn, Joyce Fletcher, Duncan Lawrie (5)

Item No. (3) Community Services Committee – Karen DiBiase, Committee Member
(26-155) CIS related to Council File #26-0548

Discussion and possible action *10 minutes*

Name: Woodland Hills-Warner Center Neighborhood Council
WHWCNC Vote: June 10, 2026
Council File: 26-0548
Title: E-bikes, E-motos, and Electric Mopeds / Increase Safety and Welfare of Los Angeles Residents

Comments: The Woodland Hills-Warner Center Neighborhood Council ***supports*** the Motion for Council File #26-0548 and adds the following comments:

WE THEREFORE MOVE to **support LAPD enforcement of helmet laws** to all rider on the Class1 (pedal-assist only up to 20 mph) and Class 2 (throttle and pedal-assist, capped at 20 mph). All riders under 18 are required to wear helmets, regardless of age. All riders must obey traffic laws.

WE FURTHER MOVE that **riders of Class 3** (pedal-assist, with speeds up to 28 mph), due to safety and speed concerns, **be restricted to road use only.** All riders are required to be 16 years or older and must wear a bicycle safety helmet, regardless of age. All riders must obey traffic Laws.

Link to the Council File:
https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=26-0548

See posted support documents ***Roll Call Vote***

Motion to approve: Karen DiBiase **Second: Heath Kline**
Vote: - Yes - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Julian Tu, Jon Mann, Michelle Delgado, August Steurer, Harout Aristakessian, Martin Lipkin, Janyce Pink, Monalisa Okojie, Heath Kline, Kate Kennedy, Juliet Schwarz, Duncan Lawrie (15)
No 0 Abstain 0 Recused 0 Ineligible 0
Absent – Mary Jo Rizvi, Danny Mulvihill, Harris Cohn, Joyce Fletcher, Duncan Lawrie (5)

Item No. (4) Heath Kline, Treasurer
(26-156) Approval of the May 2026 MER

Discussion and possible action *5 minutes*

Motion to approve May 2026 MER (Monthly Expenditure Report).

See posted support documents ***Roll Call Vote***

Motion to approve: Heath Kline **Second: Marty Lipkin**
Vote: - Yes - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Julian Tu, Jon Mann, Michelle Delgado, August Steurer, Harout Aristakessian, Martin Lipkin, Janyce Pink, Monalisa Okojie, Heath Kline, Kate Kennedy, Juliet Schwarz, Mary Jo Rizvi (15)
No 0 Abstain 0 Recused 0 Ineligible 0
Absent – Danny Mulvihill, Harris Cohn, Joyce Fletcher, Duncan Lawrie, Melanie Kirschbaum (5)

Item No. (5) Heath Kline, Treasurer
(26-156) Renewal of annual two Zoom Licenses and one Canva License

Discussion and possible action *5 minutes*

Motion to renew the two Zoom Licenses and one Canva License for 2026/2027. As we prepare for the 2026-2027 fiscal year, it is time to renew our Neighborhood Council Zoom licenses, as well as the Canva License.

Zoom License Fee 26/27: $256 (each) x 2
Canva License Fee 26/27: $100 (each) x 1

EmpowerLA continues to provide administrative support for these accounts; however, please note a change in pricing for the upcoming cycle.
Price Update: For the first time in over three years, Zoom has increased its annual license fees. To maintain your current service level, please account for the new rate:
• Previous Rate: $200.00
• New Rate (2026-2027): $255.61 per license

EmpowerLA has been supplying Neighborhood Councils with one (1) Canva Pro license under the EmpowerLA team account. This license allows Neighborhood Councils to access branded templates and designs to support Neighborhood Council outreach with flyers, social media, and email graphics, and more. In light of the ongoing financial challenges the City of Los Angeles is facing, in Fiscal Year 2026-27, Neighborhood Councils will be required to opt into their Canva Pro license and be invoiced for the license(s) they wish to purchase. Each Canva Pro license will cost approximately $100. By purchasing Canva Pro licenses through EmpowerLA, Neighborhood Councils will continue to have access to the suite of branded templates and designs created and shared by the EmpowerLA staff. Neighborhood Councils who wish to renew their Canva Pro license with EmpowerLA must notify us at your earliest convenience.

See posted support documents ***Roll Call Vote***

Motion to approve: Heath Kline **Second: Shelly Schwartz**
Vote: - Yes - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Julian Tu, Jon Mann, Michelle Delgado, August Steurer, Harout Aristakessian, Martin Lipkin, Janyce Pink, Monalisa Okojie, Kate Kennedy, Juliet Schwarz, Mary Jo Rizvi (14)
No 0 Abstain 1 (Heath Kline) Recused 0 Ineligible 0
Absent – Melanie Kirschbaum, Danny Mulvihill, Harris Cohn, Joyce Fletcher, Duncan Lawrie (5)

Area Reports –
Area 1 – Karen DiBiase, Geoffrey Hobson, Shelly Schwartz
Area 2 – Julian Tu, Jon Mann, Michelle Delgado
Area 3 - August Steurer, Harout Aristakessian
Area 4 – Martin Lipkin, Mary Jo Rizvi, Janyce Pink
Area 5 - Monalisa Okojie
Area 6 – Danny Mulvihill, Heath Kline, Harris Cohn
Area 7 – Kate Kennedy, Joyce Fletcher, Juliet Schwarz
At Large – Melanie Kirschbaum
Youth Member – Duncan Lawrie

Committee Reports -
Budget Committee – Heath Kline, Chair
Arts and Culture Committee – Harout Aristakessian, Chair
Community Services Committee – Joyce Fletcher, Chair
Community Outreach Committee – Joyce Fletcher, Chair
IT/Website Committee – August Steurer, Chair
Education and Youth Committee – Shelly Schwartz, Chair
Environmental & Beautification Committee – Karen DiBiase, Chair
Governance Committee – Officers
Homelessness and Social Justice Advocacy Committee – Juliet Schwarz, Chair
PLUM Committee – Martin Lipkin and Joyce Fletcher. Co-Chairs
Public Safety and Transportation Committee –
WHIP Committee – Heath Kline and August Steurer, Co-Chairs

Announcements:
The next Regular Board meeting will be held on **July 08, 2026**. Please visit the calendar page at whcouncil.org for the complete details and to confirm the date and time.

Meeting dates for year 2025 -2026: Full Board meetings are held on the second Wednesday of every month at 6:30pm. Check the NC website calendar for a complete list of committee and board meetings. Meeting dates and times are subject to change.

Adjournment of Meeting: at 7:59pm by Jon Mann

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 on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

PUBLIC 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 Neighborhood Council Office Space Address (if applicable), at our website: www.NeighborhoodCouncilWebsite.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Joyce Fletcher, Secretary, at email: J.Fletcher@WHCouncil.org.

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

- Fire House 84 Front Door located at 21050 Burbank Blvd. Woodland Hills, CA, 91367
- www.whcouncil.org
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at https://www.lacity.org/subscriptions

NOTICE TO PAID REPRESENTATIVES – If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and on our website www.whcouncil.org