

CITY OF LOS ANGELES
CALIFORNIA



**Neighborhood
Council Governing
Board Officers:**
President Dena Weiss
Vice President Elie El
Habr
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
Website: www.empowerla.org

Regular Full Board Meeting
City of Los Angeles Fire Station #
84, in the Community Room
21050 Burbank Blvd., Woodland Hills, CA,
91367
May 14, 2025
6:30 p.m.- 09:00 p.m.
IN PERSON BOARD MEETING

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 para avisar al Concejo Vecinal.

***PUBLIC INPUT ON AGENDA ITEMS** – The public may 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. *Public comment is limited to (1) minute per speaker unless adjusted by the President. Public comment can only be made one time and will be heard at the beginning of an agenda item.*

***PUBLIC INPUT ON MATTERS NOT ON THE AGENDA** - 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.

Board Members:

- Area 1 - Karen DiBiase, Geoffrey Hobson, Rochelle / Shelly Schwartz, Reina Cerros- McCaughey
- Area 2 – Julian Tu, Masha Dowell, Elie El Habr
- Area 3 – Tracey Rosen, Dean Mathew, Harout Z. Aristakessian, Jayce Baron
- Area 4 – Don Patterson, Martin Lipkin, Dena Weiss
- Area 5 – Julie Waltrip, Steve Sommers
- Area 6 – Danny Mulvihill, Heath Kline, Megan Jacoby, Leslie Payne
- Area 7 – Kate Kennedy, Lillian / Joyce Fletcher, Rosaleen O’Sullivan, Juliet Schwartz
- At-Large – August Steurer, Vacant Seat for Alternate
- Youth Member – Vacant seat

AGENDA

- Call to Order
- Pledge of Allegiance
- Roll Call

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 one (2) minutes per speaker unless adjusted by the President. A request can be made in advance for additional time.

I. Organization, Operation, Policies, & Procedures & Reports:

All comment is limited to 1 minute per speaker, unless adjusted by the presiding officer of the Board. There will be ONE opportunity to speak only. 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 the Minutes:

Approval of Minutes: Special Board Meeting – April 2, 2025 (estimated time 5 minutes)

See posted support documents

Roll Call Vote

B. Officer Reports

(estimated time 5 minutes)

President – Dena Weiss

Vice President – Elie El Habr

Committee reminders

1: Committee posting must published online, sent to empower LA, and posted at the fire station 72 hours before the meeting.

2: Booking for in-person committee meetings at Capital One Cafe process.

Treasurer – Heath Kline (absent)

Secretary -Karen DiBiase
Parliamentarian – Don Patterson

B. Area Reports (it is requested that each area designate **one representative** to report each month).

(estimated time 10 minutes)

Area 1 - Karen DiBiase, Geoffrey Hobson, Rochelle / Shelly Schwartz, Reina Cerros- McCaughey

Area 2 – Julian Tu, Masha Dowell, Elie El Habr

Area 3 – Tracey Rosen, Dean Mathew, Harout Z. Aristakessian, Jayce Baron

Area 4 – Don Patterson, Martin Lipkin, Dena Weiss

Area 5 – Julie Waltrip, Steve Sommers

Area 6 – Danny Mulvihill, Heath Kline, Megan Jacoby, Leslie Payne

Area 7 – Kate Kennedy, Lillian / Joyce Fletcher, Rosaleen O’Sullivan, Juliet Schwartz

At Large - August Steurer

2. Items for Discussion and Possible Action:

Item No. 1

Heath Kline, Treasurer; Dena Weiss, President

(25-041) Motion to Approve the March MER

For discussion and possible action

(estimated time 5 minutes)

Motion to approve the March 2025 Monthly Expenditure Report [MER]

See March MER supporting document (38 pages).

Roll Call Vote

Item No. 2

Heath Kline, Treasurer; Dena Weiss, President

(25-042) Motion to Approve the April MER

For discussion and possible action

(estimated time 5 minutes)

Motion to approve the April 2025 Monthly Expenditure Report [MER]

See April MER supporting document (47 pages).

Roll Call Vote

Item No. 3

Tracey Rosen, Outreach Chair

(25-043) Motion to Approve Payment for Canva Pro Annual Software License up to \$125.

For discussion and possible action

(estimated time 5 minutes)

WHEREAS, the DONE previously paid the NCs' annual license fee for the [Canva Pro](#) SaaS program, providing predesigned templates for general and *NC election outreach*, which we have utilized, and we have

created our own custom pages for WHWCNC print, email, branded giveaway items and website marketing, and;

WHEREAS, DONE has notified NCs that to retain access to Canva Pro, DONE's predesigned templates, and their own created pages, they need to pay the annual license fee beginning May of 2025, **THEREFORE**, the WHWCNC approves the purchase of a Canva Pro annual license fee estimated to be \$100.00, but not to exceed \$125.00, from the Election Expense budget category [budget line 108], that currently has \$1,000 in available funds to spend.

Roll Call Vote

Item No. 4

Don Patterson, Martin Lipkin, Chairs of PLUM

(25-044) PLUM Committee from 4/17/25 for: Case CPC-2023-6206-DB-SPP-SPR-HCA, VTT-83939.

126 Townhomes/Condominiums

21241-21243 Ventura Blvd., Woodland Hills, CA 91364

For discussion and possible action

(estimated time 15 minutes)

Motion: As pertaining to Case CPC-2023-6206-DB-SPP-SPR-HCA, VTT-83939-CN, a residential development with 126 three-story single-family condominium townhomes--seven (7) homes of which restricted for Very Low Income (VLI) Households--and associated parking (within private parking garages and surface stalls) and 15,894 SF of open space areas at 21241-21243 Ventura Blvd., Woodland Hills, CA 91364, the PLUM Committee of the WHWCNC, held two public meeting for the application filed by California Landmark Group, and the WHWCNC Planning, Land Use and Mobility Committee (PLUM) hereby finds that:

WHEREAS, the proposed project designs and plans for construction of a residential townhome development with total of 126 detached single-family residential condominium homes/dwelling units within eight (8) clusters of homes adheres to requirements of the Canoga Park-Winnetka-Woodland Hills-West Hills Community Plan; and

WHEREAS, the proposed project utilizes the Density Bonus Ordinance with a set-aside of 7 VLI Household Units; and

WHEREAS, 15,894 SF of open space will be provided in the project through a waiver of development standards; and

WHEREAS, the applicant requests an off-menu incentive for the removal of incremental step-backs above 25 ft. as well as waivers of development standards for reduced passageways, westerly side yard and rear yard, and an increase in building height to allow for rooftop structures and equipment; and

Therefore, IT IS HEREBY RESOLVED that the Planning Land Use and Mobility Committee of the Woodland Hills-Warner Center Neighborhood Council, for the findings stated herein, finds that the submitted application and plans filed by California Landmark Group for the development and construction of 126 three-story single-family condominium townhomes (including 7 VLI units) in a complex at 21241-21243 Ventura Blvd., Woodland Hills, CA 91364 receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council (WHWCNC) on June 17, 2025.

Motion: Martin Lipkin
Second: Karen Koe
Aye: 6 (Unanimous: Peterson, Lipkin, Koe, Steurer, Richman, Rice)
Nay: 0

See Supporting Document.
Roll Call Vote

Item No. 5
Dena Weiss, Governance Chair
(25-045) Motion to approve switch of Areas for Board Member Megan Jacoby

For discussion and possible action (estimated time 5 minutes)

The Governance committee reviewed and approved the qualifications of Megan Jacoby, who currently is a Board member in Area 6, to switch areas and to apply for the Area 5 CBO position. Motion to approve this switch.
Vote at Governance- unanimous- 4 Aye.

Roll call vote

Item No. 6
Dena Weiss, Governance Chair
(25-046) Election Candidate Forum

For discussion and possible action (estimated time 15 minutes)

Empower LA has provided guideline for Neighborhood councils who may wish to provide a forum for candidates to provide information to voters. It is up to the Board whether we do so or not. There are various laws that restrict the use of public resources for election matter and our Neighborhood councils should plan the forum in advance and consult with the Department’s Neighborhood of Empowerment Advocate throughout the planning and implementation process. If approved, an Ad Hoc Committee will immediately be convened to set up the date, the location and the questions. Notice will be provided to all candidates This needs to occur before May 27, 2025.

Motion to approve a candidate forum, with the establishment of a non-candidate Ad Hoc committee to set up the forum, while coordinating with Empower LA regarding logistics and moderator and content.
Vote at Governance- unanimous- 4 Aye.

See Supporting Document.

Roll call vote

Item No. 7
Dena Weiss, President; Elie El Habr, Vice President
(25-047) Community Impact Statement (CIS) in Support of City Council File 25-0193
Ban on Dog & Cat Meat as Condition of Sister City Status for Hanoi Vietnam

For discussion and possible action

(estimated time 10 minutes)

WHEREAS, since 2019, it has been the official position of the City of Los Angeles to oppose dog meat, including specifically in the country of Vietnam ([Council File: 19-0002-S101](#)) introduced by our CD3 Councilmember Bob Blumenfield; and

WHEREAS, on September 10, 2023, President Biden and the leader of Vietnam entered into the Joint Leaders' Statement: Elevating United States-Vietnam Relations To A Comprehensive Strategic Partnership; and

WHEREAS, the Joint Leaders' Statement encourages states and cities in the United States and Vietnam to enter into sister city/state relationships; and

WHEREAS, since it is the official position of Los Angeles to oppose dog meat in Vietnam, the city that Los Angeles enters into a sister city relationship with should ban dog and cat meat. The Sister City Project to End Dog and Cat Meat in Vietnam will offer a city in Vietnam a sister city relationship with Los Angeles which would be conditioned on the Vietnam city banning dog and cat meat;

THEREFORE, It Is Resolved that the Woodland Hills - Warner Center Neighborhood Council supports City Council File 25-0193, introduced by our CD-3 Councilmember Bob Blumenfield, and the Sister City Project to End Dog and Cat Meat in Vietnam, and requests the City Council to pass a resolution to form a Sister City relationship with Hanoi with the condition that Hanoi ban dog and cat meat.

This resolution can be filed as a Community Impact Statement in support of [Council File 25-0193](#) and any other City Council resolution or motion on this subject. [Further information regarding the dog and cat meat trades in Vietnam and the Sister City Project to End Dog and Cat Meat in Vietnam can be found in the following CityWatch article: <https://www.citywatchla.com/animal-watch/29620-five-million-dogs-and-cats-desperately-need-saving-in-vietnam>]

See Supporting Document.

Roll call vote

Item No. 8

Dena Weiss, Governance Chair **(25-048) Review of Revised Standing Rules**

For discussion and possible action

(estimated time 40 minutes)

The Ad Hoc committee made suggestions to the Governance Committee, to revise certain standing rules. The Governance Committee has reviewed the suggested changes and voted on the attached modifications. Vote at Governance- unanimous- 4 Aye.

Motion for the Board to approve all modifications.

See supporting documents for modifications.

Roll call vote

Committee Reports

(estimated time 10 minutes)

Budget Committee – Heath Kline, Chair (absent)
Arts and Culture Committee – Masha Dowell and Harout Aristakessian, Co-Chairs
Community Services Committee – Joyce Fletcher, Chair
Community Outreach Committee – Tracey Rosen, Chair
Education and Youth Committee – Julie Waltrip, Chair
Environmental & Beautification Committee – Karen DiBiase, Chair
Governance Committee – Dena Weiss, Chair
Government Relations Committee – Reina Cerros McCaughey, Chair
Homeless and Social Justice Advocacy Committee – Jayce Baron, Chair
Public Safety and Transportation – Julie Waltrip, Rosaleen O’Sullivan, Co-Chairs
PLUM Committee – Don Patterson and Marty Lipkin, Co-Chairs
WHIP Committee – August Steurer and Heath Kline, Co-Chairs

Adjournment of Meeting

The next Regular Board meeting will be held virtually on June 11, 2025. Please visit the calendar page at whcouncil.org for the complete details and to confirm the date and time.

Meeting dates for the 2025-2026 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.

*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 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.

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

- 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.
- 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 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. For assistance, please contact the Ethics Commission at (213) 978- 1960 or ethics.commission@lacity.org.