



AGENDA – WHWCNC FULL BOARD MEETING

Wednesday, October 14, 2020 - 6:30 p.m.

VIRTUAL MEETING BY TELECONFERENCE

VIRTUAL MEETING TELECONFERENCING and PHONE NUMBER FOR PUBLIC PARTICIPATION

In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the Woodland Hills-Warner Center Neighborhood Council meeting will be conducted entirely telephonically.

Every person wishing to address the Neighborhood Council must dial +1 669 900 6833, and enter Webinar ID # 964 9371 2127 and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting. The public is requested to dial *9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item.

GENERAL PUBLIC COMMENT ON NON AGENDA ITEMS

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, assistive listening devices and 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 you wish to attend by contacting the Department of Neighborhood Empowerment by email: NCSupport@lacity.org or phone: (213) 978-1551.

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 on our website at : www.whcouncil.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 at (818) 639-9444 or email: j.fletcher@whcouncil.org

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested dial *9, when prompted by the presiding officer, 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.

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 Joyce Fletcher de la Mesa Directiva, al j.fletcher@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

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

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- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

AGENDA

Call to Order
Pledge of Allegiance
Roll Call

Public Announcements:

Office of Councilmember Bob Blumenfield – if available
Office of other Local and State Officials – if available
Other Public Announcements

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

1. Organization, Operation, Policies, & Procedures:

Approval of Minutes: Board Meeting, September 9, 2020

[See attached support document](#)

ROLL CALL VOTE

Officer Reports:

President - Joyce Fletcher - Special Meeting to be held in October for board discussion and input related to the WHWCNC Mission and Policies per the Bylaws

Vice President – Sheppard Kaufman

Treasurer – Paul Lawler

Secretary – Komalpreet Kaur Batth

Parliamentarian – Don Patterson

2. Items for Board discussion and possible action:

Item No. (1) Treasurer - Paul Lawler

(20-058) Monthly Expense Report (MER) – August 2020

Discussion and possible action:

Motion to approve the WHWCNC Budget/Fiscal Year 2020-2021 Monthly Expense Reconciliation [MER] for August 2020.

[See posted support document for August 2020 MER](#)

ROLL CALL VOTE

Item No. (2) Treasurer - Paul Lawler

(20-059) Monthly Expense Report (MER) – September 2020

Discussion and possible action:

Motion to approve the WHWCNC Budget/Fiscal Year 2020-2021 Monthly Expense Reconciliation [MER] for September 2020.

[See posted support document for September 2020 MER](#)

ROLL CALL VOTE

Item No. (3) Treasurer - Budget Committee - Paul Lawler, Chair
(20-060) Approval of Reallocated Budget for 2020-2021

Discussion and possible action:

Motion to approve the reallocation of the 2020-2021 WHWCNC Budget. The budget was reallocated at the Budget Committee Meeting held on September 16, 2020. The budget committee is comprised of the officers and the committee chairs.

See posted support document for reallocated budget

ROLL CALL VOTE

Item No. (4) Governance Committee - Don Patterson, Chair
(20-061) Appointment of a Youth Member to the WHWCNC

Discussion and possible action:

Pursuant to Article V Section 6 of the Woodland Hills Warner Center Neighborhood Council Bylaws:
Motion for the board, by majority vote, to confirm one of the following applicants to serve as the Youth Representative for the Woodland Hills - Warner Center Neighborhood Council.

Andrew McNeal

Genna Grossblatt

ROLL CALL VOTE

Item No. (5) Governance Committee - Don Patterson, Chair
(20-062) Appointment to fill vacant seat - Alternate Area 6 of the WHWCNC

Discussion and possible action:

Pursuant to Article V Section 6 of the Woodland Hills Warner Center Neighborhood Council Bylaws:
Motion for the board, by majority vote, to confirm one of the following applicants to serve as the Area 6 Alternate for the Woodland Hills - Warner Center Neighborhood Council.

Leslie Simon

August Steurer

Bobbie Wasserman

ROLL CALL VOTE

Item No. (6) Joyce Fletcher, President of the Board
(20-063) Removal of an Officer of the Board
WHWCNC Bylaws - Article VI Officers

Discussion and possible action:

Motion for the Board to remove Komalpreet Kaur-Bath as Secretary of the Woodland Hills-Warner Center Neighborhood Council.

The Secretary has failed to provide to the WHWCNC Board the following Minutes:

Minutes: Board Meeting, September 11, 2019

Corrected minutes: Board Meeting, October 16, 2019

Minutes: Officer's Meeting, November 7, 2019

Corrected minutes: Board Meeting, November 13, 2019

Minutes: Board Meeting, December 11, 2019

Minutes: Officers Meeting, December 19, 2019

Minutes: Board Meeting, January 8, 2020
Minutes: Board Retreat, February 1, 2020
Minutes: Officers Meeting, February 13, 2020
Minutes: Board Meeting, March - cancelled per Covid 19
Minutes: Board Meeting, April - cancelled per Covid 19
Minutes: Board Meeting, May 13, 2020
Minutes: Special Board Meeting, May 19, 2020
Minutes: Board Meeting, June 10, 2020
Minutes: Officers Meeting, June 22, 2020
Minutes: Board Meeting, July 8, 2020
Minutes: Board Meeting, August 12, 2020
Minutes: Officers Meeting, August 31, 2020
Minutes: Board Meeting, September 9, 2020
Minutes: Officers Meeting, September 30, 2020

Due to non-compliance of the Woodland Hills Warner Center NC Bylaws - **Article VI Officers Section 2, D** (see text below), it is being requested for board member, Komalpreet Kaur Batth, holding the position of Secretary, to vacate that officer post no later than 6:00pm, October 14, 2020 or for the board to vote to remove Komalpreet Kaur Batth as Secretary of the Board.

Article VI Officers - Section 2: Duties and Powers - D. Secretary. The Secretary shall keep the minutes of the Neighborhood Council; see that all notices are given in accordance with the provisions of these Bylaws; be custodian of the Neighborhood Council's non-financial records; and perform all other duties as requested by the President and/or the Board. The Secretary shall keep the Bylaws and Standing Rules up to date and shall keep an official list of all Representatives, Alternates, and Committee Members and their terms, and keep a register of the addresses (including electronic address, if applicable) and telephone numbers of each Representative and Alternate. The Board shall appoint an Assistant Secretary who shall assist the Secretary with all duties and act in his or her absence."

This does not mean that Komalpreet Kaur Batth is being removed from the Board.

The procedures for removal of an officer are outlined in the Woodland Hills Warner Center Bylaws Article **VI Officers, Section 5 Removal of Officers:**

Article VI Officers - Section 5 - Removal of Officers: Any Board Member who desires to remove an officer shall present it to the Board and it shall be placed on the agenda at two consecutive regular Board meetings. Removal shall take place only upon two consecutive full council meetings, both which have two-thirds votes (voting must be by roll call) supporting removal before the Officer is removed. The individual subject to removal shall be permitted to vote.

The non-compliance of recording and producing minutes in a timely manner affects the Board's operations, administrative duties, and required compliance with the DONE and the Board of Neighborhood Commissioner policies.

ROLL CALL VOTE

Item No. (7) Community Services Committee - Joyce Fletcher, Chair **(20-064) Funding Request - Commemorative plaque for Past Board Member Pat Patton**

Discussion and possible action:

Motion to approve funding up to \$150.00 for a commemorative plaque to be provided to past board member, HD "Pat" Patton. The Woodland Hills - Warner Center Neighborhood Council was founded in 2002. Pat Patton has been elected to the board, by his Area 6 constituents, during every NC election since 2002 and is a founding member of the Woodland Hills - Warner Center Neighborhood Council.

Vendor: Trophyman, 8855 Canoga Ave, Canoga Park, CA 91304

See attached photo of the draft plaque

ROLL CALL VOTE

Item No. (8) PLUM Committee - Lauren Coffman, Chair
(20-065) Case AA-2020-3128-PMLA
22838 Erwin St. Woodland Hills

Discussion and possible action:

As pertaining to Case AA-2020-3128-PMLA, having held 1 public PLUM teleconference meeting for the application to permit subdivision of the parcel at 22838 Erwin St. Woodland Hills, into two lots, creating a flag lot in the rear, in an RA-1 zone, the Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, based on the Preliminary Parcel Map provided by the applicant, dated 04/20/20, the proposed lot split does not involve a parcel landlocked by topography; and,

WHEREAS, the Preliminary Parcel Map, dated 04/20/20, provided by the applicant includes a rear flag lot that is 20 ft. wide at the midpoint and thus does not conform to the lot width requirement of minimum 70 feet at the midpoint for RA-1 zoned parcels as defined by Los Angeles Municipal Code (LAMC) Article 2, Sections 12.03 (lot width definition) and 12.07. C. 4, ("RA" Suburban Zone Standards minimum width requirement); and,

WHEREAS, the proposed lot split and subsequent development can impinge on the animal keeping privileges of adjoining property owners authorized by the RA-1 zoning regulations, and thus deprive owners of the value of the RA-1 zoning for which they paid; and,

WHEREAS, the proposed lot split will result in a nonconforming flag lot increasing the density, in a very low density residential community as designated by the General Plan, and thus deprive Walnut Acres owners of the value of the RA-1 zoning for which they paid; and,

WHEREAS, the proposed lot split and nonconforming flag lot will potentially create privacy issues and conflicts with adjoining residents, and will potentially depreciate the value of adjoining properties; and,

WHEREAS, flag lots change the character of the Walnut Acres community and have the potential to destroy the character and semi-rural atmosphere of the entire Walnut Acres RA-1 zoned community thus depriving Walnut Acres owners of the value of the RA-1 zoning for which they paid; and,

WHEREAS, the CD3 Council Office and the South Valley Area Planning Commission have opposed lot splits in the neighborhood in the past, and there have been no new lot splits approved in Walnut Acres since 2006; and,

WHEREAS, most existing flag lots in the Walnut Acres community pre-date the current regulations, and according to City Planning may not be developable because they cannot meet current fire regulations, and thus set no precedent for this application.

THEREFORE, IT IS HEREBY RESOLVED, that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein above, finds that the application for subdivision of an RA-1 zoned parcel at 22838 Erwin Street into two lots creating a flag lot, **not receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council.**

AND FURTHERMORE, 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 recommendation to **not support this application as presented on October 14, 2020.**

Item No. (9) WHIP Committee - Heath Kline, Chair
(20-066) Resolution related to Budget Advocates and Congress of Neighborhoods

Discussion and possible action:

Honorable Mayor Garcetti

WHEREAS, this past September, the City created a Fiscal Restraint policy mandating all City Departments to propose reducing their budgets by 3% across all spending sources for the Fiscal Year 2020-2021. For the budget of the Department of Neighborhood Empowerment (DONE), that department head complied and tried to make reductions that would have the least detrimental impacts on several of the Neighborhood Council system's critical support services, and programs.

WHEREAS, DONE has proposed a new budget that is reduced by \$84,000 which impacts several services and programs that provide Neighborhood Councils across the City with the means to assist us to better serve each of our respective areas. Among those groups are the Neighborhood Council Budget Advocates and the Congress of Neighborhoods.

WHEREAS, we recognize that the Los Angeles City Budget is becoming severely unbalanced; and,

WHEREAS, the City is looking for ways to find money to balance its budget; and,

WHEREAS, funds for organizations such as the NC Budget Advocates and activities such as the Congress of Neighborhoods provide critical support for the activities and functions of both Neighborhood Councils and City Departments and Agencies; and,

WHEREAS, unspent funds allocated to these valuable groups may be in jeopardy of being taken back by the City; and,

WHEREAS, the City has already reduced the funding of Neighborhood Councils for 2020-2021; and,

WHEREAS, the Woodland Hills – Warner Center Neighborhood Council does not believe Neighborhood Council and support groups like NC Budget Advocates and Congress of Neighborhoods funding should be reduced more than has already been done;

Therefore, while we recognize that the City faces a massive budget due to the continuing Covid-19 pandemic, and we understand that every City department will have to trim their expenditures, we request that the reduced financial appropriations to these two DONE programs be limited to what has already been proposed by the department head, and that funding for the rest of the year not be reduced to any more than has already been done.

Therefore, the Woodland Hills Issues and Policies (WHIP) Committee recommends that the Board of the Woodland – Hills Warner Center Neighborhood Council take stand to oppose any further City efforts to take funds that Neighborhood Councils have dedicated to these types of supporting entities.

FURTHERMORE, the Council Board should make the City Council and the Mayor aware of its opposition to taking those funds through letters to each Councilmember, the Mayor, Empower LA plus the City Clerk and Controller.

Item No. (10) Sheppard Kaufman, Vice President
(20-067) Committee Roster

Discussion and possible action:

Motion for the board to approve the WHWCNC Committee Roster for fiscal year 2020-2021.

Item No. (11) Community Services Committee - Joyce Fletcher, Chair
(20-068) Resolution related to Illegal Fireworks

Discussion and possible action:

To: Councilmember Bob Blumemfield

Re: Illegal Fireworks in Los Angeles

The Woodland Hills-Warner Center Neighborhood Council SUPPORTS enforcement of the illegal firework ordinance.

For fireworks, under California Health and Safety Code Fireworks penalty, Section 127000 states “Any person who violates any provisions of the State Fireworks laws or Regulations is guilty of a misdemeanor.

A misdemeanor is punishable by a fine of not less than \$500, but not to exceed \$1,000 by imprisonment in the county jail for up to one year, or both”.

For dangerous fireworks, Under the California Health and Safety Code Fireworks Penalties, Section 12700(b), a person in the possession of unaltered dangerous fireworks is in violation of the State Fireworks Law is punishable as a misdemeanor or a public offense with fines ranging from \$500 to more than \$50,000, depending on the gross weight of unaltered dangerous fireworks in possession.

Locally, all fireworks are illegal in the City of Los Angeles, SEC. 57.55.01 (A) Los Angeles Municipal Code (LAMC). It is unlawful for any person to use, give, possess, sell, or discharge any fireworks as fireworks are considered explosive devices and are very dangerous.

WHEREAS, each year thousands of people, many of them children, are burned, blinded, maimed, and disfigured by fireworks; and,

WHEREAS, Fireworks cause fires that costs us millions of dollars in property loss; and,

WHEREAS, Fireworks kill on average 40 people per year; and,

WHEREAS, The El Dorado Fire that started on September 5 was a result of a gender reveal fireworks that scorched 21,000 acres, killed a firefighter, and is still not fully contained two weeks later; and,

WHEREAS, fire season is still in full bloom and due to climate the upcoming New Years Eve Holiday could intensify fire threat regarding fireworks; and,

WHEREAS, Woodland Hills has a heavily wooded area in which a wildfire would be detrimental to the community;

THEREFORE, IT IS HEREBY RESOLVED that the Woodland Hills-Warner Center Community Services Committee recommends that the Board of the Woodland Hills-Warner Center Neighborhood Council SUPPORTS a recommendation to support enforcement of illegal fireworks with the following suggestions:

1. Provide reminders and a citywide campaign on how to report illegal fireworks
 - a. There are several safe and secure methods for reporting fireworks in Los Angeles.

These include:

- i. Use the MyLA311 smartphone app. It’s free and available here: www.lacity.org/MyLA311

ii. The LAPD has an online fireworks form that you may fill out: 1. The form may be found at:
<https://complaint.lacity.org/fireworks>

iii. IMPORTANT: Do not dial 9-1-1 unless you see someone being injured or at risk of immediate injury, or a fire or other emergency

iv. Instead, use this telephone number: 1-877-275-5273

2. Work with volunteers, CERT, LAPD and LAFD to create a task force to crack down on illegal fireworks during holidays and events in which illegal fireworks will be utilized
3. Work with Local Neighborhood Councils to conduct a webinar or workshop on celebrating safely and the dangers of fireworks
4. Work with city officials and public safety to stop the flow of illegal fireworks coming into the City of Los Angeles.

ROLL CALL VOTE

Item No. (12) Community Services Committee - Joyce Fletcher, Chair **(20-069) Funding Request for WHWCNC Logo Street Banners on Ventura Blvd.**

Discussion and possible action:

Motion for the board to approve up to \$5,500.00 for the purchase and installation of WHWCNC logo double banners for (10) street lights on Ventura Blvd. Street lights to be determined as defined by City of Los Angeles.

Banners: double banner - \$200.00 each x 10 = \$2,000.00

Banner Installation and hardware: \$300.00 each x 10 = \$3,000.00

Vendor: AAA Flag and Banner, 8937 National Blvd, Los Angeles, CA 90034

[See attached photos for examples of a double banner](#)

ROLL CALL VOTE

Item No. (13) Community Services - Joyce Fletcher, Chair **(20-070) Funding Request to purchase solar powered string lights for Holiday decoration on Ventura Blvd.**

Discussion and possible action:

Motion for the board approve up to \$1000.00 to purchase solar powered string lights to decorate the small trees on Ventura Blvd. between Topanga Blvd and DeSoto Blvd. for the Holiday season and beyond. Woodland Hills is the only city on Ventura Blvd that each year does not provide any type of Holiday lights, decorations or tree lighting ceremony to bring Holiday cheer to our residents. The lights can be left all year as they are solar powered. Vendor to be determined.

Cost: \$25.00 dollars per tree x 40 trees = \$1000.00

Item No. (14) Public Safety and Transportation Committee (PS&T) - Sheppard Kaufman, Chair **(20-071) Street Safety Survey**

Discussion and possible action:

Motion: Whereas the Neighborhood Council has received an increasing number of complaints regarding unsafe driving and the impacts on the community in terms of safety and quality of life, the Public Safety and Transportation (PS&T) Committee respectfully requests that the board of the Woodland Hills-Warner Center Neighborhood Council authorize the PS&T Committee to conduct an online survey seeking input on various options for increasing roadway safety in the Woodland Hills area. The results of the survey will be shared with the board and public and any further action would be at the discretion of the board.

[See attached draft survey](#)

ROLL CALL VOTE

3. Committee Reports

Budget Committee – Paul Lawler and Joyce Fletcher, Co-Chairs
Community Outreach Committee – Peter Fletcher, Chair
Community Services Committee – Joyce Fletcher, Chair
Education Committee – Bill Anderson, Chair
Environmental Committee – Karen DiBiase, Chair
Governance Committee – Don Patterson, Chair
Homelessness Committee – Ray Cole, Chair
PLUM Committee – Lauren Coffman, Chair
Public Safety and Transportation Committee – Sheppard Kaufman, Chair
WHIP Committee – Heath Kline, Chair
Ad-hoc - Westfield Promenade 2035 Project – Joyce Fletcher
Ad Hoc Committee – Measure A. Parks Program - Peter Fletcher
Ad Hoc Committee – Arts Fees and Cultural Amenities - Lauren Coffman

4. Area Reports

At-Large – Sheppard Kaufman, Gina Thornburg
Area 1 - Aaron Quantz, Karen DiBiase, Komalpreet Kaur Batth, Tamara Johnson
Area 2 – Brian Drapkin, Paul Lawler, Sean McCarthy, Ray Cole
Area 3 – Nancy McLean, Angela Dawson, John Sandy Campbell, Alex Farassati
Area 4 – Don Patterson, Bill Anderson, Martin Lipkin, Dena Weiss
Area 5 – Peter Fletcher
Area 6 – Gilbert Yablon, Heath Kline, Lauren Coffman
Area 7 – Ginny Sand, Joyce Fletcher, Houton Hormozian, Tim Root
Youth Member – Vacant

Announcements: The next Regular Board meeting will be held on November 11, 2020 by teleconference. Please visit the website calendar page at whcouncil.org for the date and time. The Woodland Hills-Warner Center Neighborhood Council may hold a teleconference Special Meeting if needed. Please visit the website calendar page to see if there is a Special Meeting posted.

Meeting dates for or the upcoming 2020 -2021 year; the proposed Board meeting are usually held the second Wednesday of every month at 6:30pm.

Due to COVID 19 ALL in person meetings have been moved to virtual teleconference.

HOWEVER, please check the www.whcouncil.org website calendar page for any changes that may occur.

Adjournment of meeting:

*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, assistive listening devices and 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 you wish to attend by contacting Joyce Fletcher, at (818)-340-6554 or email j.fletcher@whcouncil.org or the Department of Neighborhood Empowerment at (213) 978-1551 EmpowerLa@LACity.org

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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