



AGENDA – WHWCNC FULL BOARD MEETING

Wednesday, January 13, 2021 at 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 either dial +1 669 900 6833 or go online via Zoom 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. When calling-in telephonically, 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. Zoom users should use the "raise hand" feature.

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, or use the raise hand feature, 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:

- www.whcouncil.org and go to the calendar page and click on the date, board meeting and agenda
- 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:

Congressman Brad Sherman (10 minutes) – No Q&A
Office of Councilmember Bob Blumenfield – if available
Office of other Local and State Officials – if available
Other Government Agencies - if available

Public Comment, by the Public, on Non-Agenda Items: Up to two (2) minutes per speaker.

Time allotted is subject to change at the discretion of the presiding officer.

I. Organization, Operation, Policies, & Procedures:

A. Approval of Minutes: Special Board Meeting, December 9, 2020

See posted support document

ROLL CALL VOTE

B. Officer Reports

President - Joyce Fletcher

a. Youth member Andrew McNeal, Area 7 Alternate Tim Root, Area I Alternate Tamara Johnson and At Large Alternate Gina Thornburg have resigned from the board.

b. PRA Requests –Per Empower LA private email addresses will not be redacted as this is very time consuming as board members are requested to use their wh.council.org. email address.

Contact Peter Fletcher or Sheppard Kaufman if you wish to activate your wh.council.org email

Vice President – Sheppard Kaufman

Treasurer – Paul Lawler

Secretary – Open Seat

Parliamentarian – Don Patterson

2: Items for Discussion and Possible Action:

Item No. (1) Governance Committee – Don Patterson, Chair

(21-001) Appointment to open seat – Area 1 Alternate

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 alternate Area 1 representative for the Woodland Hills - Warner Center Neighborhood Council.

Reina Cerros McCaughey
Mark Schwartz

ROLL CALL VOTE

Item No. (2) Treasurer - Paul Lawler
(21-002)) Monthly Expense Report (MER) – November 2020

Discussion and possible action:

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

See posted support document for November 2020 MER ROLL CALL VOTE

Item No. (3) Treasurer - Paul Lawler
(21-003)) Monthly Expense Report (MER) – December 2020

Discussion and possible action:

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

See posted support document for December 2020 MER ROLL CALL VOTE

Item No. (4) President, Joyce Fletcher
(21-004) Motion to allow both elected and appointed board members to serve as Secretary

Discussion and possible action:

Motion for the board to allow both *elected and appointed* board members to be nominated to serve as Secretary of the board. In July 2019, the board approved to nominate and elect *appointed* board member Paul Lawler to be Treasurer.

Alternate board members cannot serve as Officers.

ARTICLE VI – OFFICERS – Section 1

Section 1: Officers of the Board: The Officers of the Board (“the Officers”) shall consist of a President, a Vice-President, a Treasurer, a Secretary and a Parliamentarian. These Officers shall be elected by the Board as provided below, and all must be *elected* members of the Board.

Elected Board Members

Sheppard Kaufman – Vice President
Aaron Quantz
Komalpreet Kaur Batth
Brian Drapkin
Sean McCarthy
Nancy McLean
Angela Dawson
John Sandy Campbell
Don Patterson - Parliamentarian
Peter Fletcher
Heath Kline
Ginny Sand
Joyce Fletcher – President

Appointed Board Members

Karen DiBiase
Paul Lawler - Treasurer
Bill Anderson
Martin Lipkin
Gilbert Yablon
Houton Hormozian
Austin Rocker

ROLL CALL VOTE

Item No. (5) President, Joyce Fletcher
(21-005) Officer Election for Secretary of the Board

Discussion and possible action:

The President of the Board shall entertain nominations from the Board for a replacement of the Secretary of the Board.

ARTICLE VI – OFFICERS Section 3: Selection of Officers

Section 4: Officer Terms: No President or Vice-President shall serve more than two (2) consecutive two (2) year terms in that office, unless this provision is waived by a two-thirds (2/3) vote of the Board

In the event of a permanent vacancy in the office of President, the Vice-President shall become the President for the remainder of the President's term. In the event of a permanent vacancy in the office of the Vice-President, Treasurer or Secretary, the presiding officer shall entertain nominations from the Board for a replacement who shall be seated after approval by a majority of the Board of Directors present. The replacement shall serve for the remainder of the term of the office being filled.

ARTICLE VI – OFFICERS - Section 2: Duties and Powers – Secretary

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.

ROLL CALL VOTE

Item No. (6) Governance Committee – Don Patterson, Chair
(21-006) Remedy #1 - Creation of Standing # Rule 27
Per Bylaw Article 8 Section 4 and Article 5 Section 3

Discussion and Possible action

Relative to the Woodland Hills-Warner Center Neighborhood Council Board responding to Grievance #267, #268, #269, #270, #271 #272, relative to agenda Item No. (1) on the WHWCNC November 10, 2020 Special Board Meeting Agenda, to adopt a possible remedy related to WHWCNC Bylaw: Article 8 – Section 4 which is related to Bylaw Article 5- Section 3.

Motion:

Whereas, per WHWCNC Bylaws - Article 5 - Section 3: Official Actions: A simple majority vote by the board members present and voting, including abstentions, which act as a “yes” vote shall be required to pass motions which deal with policy matters of the Neighborhood Council and to pass motions of an administrative nature (e.g., approval of minutes, Treasurer's reports and motions to adjourn).

- A. The presiding officer may vote on all motions.
- B. Voting by proxy shall not be allowed.
- C. The Alternate Representative may vote only when the Representative is absent.
- D. In the event that an Elected Representative is absent or recuses him/herself, the Alternate for the corresponding area shall take his/her place.

Whereas, the WHWCNC Bylaws per Article 5 – Section 3, includes the following language:
“including abstentions, which act as a yes vote”, and

Whereas, the WHWCNC Bylaws does not address “abstentions acts as a yes vote” related to reconsideration in Bylaw Article 8, Section 4, and

Whereas, Robert Rules of Order does not address “abstentions which act as a yes vote”.

Whereas, Roberts Rules of Order offers only three types of voting: Yes, No or Abstain which does not count as a yes vote nor counts as a no vote and does not affect the outcome of the vote as abstain is considered to be a none vote.

Therefore, Robert Rules of Order also does not address whether a person who abstains, per our WHWCNC Bylaws, can ask for a reconsideration.

Whereas, Roberts Rules of Order only states a person can ask for a reconsideration if they are on the “prevailing side” of a vote

Whereas, per Empower LA, the WHWCNC Bylaws which contains the language “abstentions, which act as a yes vote” cannot be amended until after the 2021 WHWCNC Election or June/July 2021.

Therefore: The Governance Committee requests the board approve the following Standing Rule #27.

Standing Rule # 27: As of January 13, 2021 - A board member who abstains cannot ask for a reconsideration.

ROLL CALL VOTE

Item No. (7) President, Joyce Fletcher **(21-007) Remedy #2 per Grievance #267, #268, #269, #270, #271 #272**

Discussion and Possible action

Relative to the Woodland Hills-Warner Center Neighborhood Council Board responding to Grievance #267, #268, #269, #270, #271 #272, relative to agenda Item No. (1) on the WHWCNC November 10, 2020 Special Board Meeting Agenda, to adopt a possible remedy related WHWCNC Bylaws and Roberts Rules of Order

Motion for the board approve to a request from the WHWCNC that the City Attorney provide a (1) hour teleconference training session at a board meeting for the full board of the WHWCNC related to NC Bylaws, review of Roberts Rules of Order and all other City and Federal Rules and Regulations.

ROLL CALL VOTE

Item No. (8) President, Joyce Fletcher **(21-008) Remedy #3 per Grievance #267, #268, #269, #270, #271 #272**

Discussion and Possible action

Relative to the Woodland Hills-Warner Center Neighborhood Council Board responding to Grievance #267, #268, #269, #270, #271 #272, relative to agenda Item No. (1) on the WHWCNC November 10, 2020 Special Board Meeting Agenda.

Motion for the board to approve to a request from the WHWCNC that the City Attorney provide a (1) hour teleconference training session at a board meeting for the full board of the WHWCNC related to board member compliance with the WHWCNC Code of Civility and Empower LA Code of Conduct.

ROLL CALL VOTE

Item No. (9) Executive Committee - President, Joyce Fletcher

(21-009) Remedy #4 Appointment of Designated Representative, Sheppard Kaufman

Discussion and Possible action

Relative to the Woodland Hills-Warner Center Neighborhood Council Board responding to Grievances #267, #268, #269, #270, #271 and #272, relative to agenda Item No. (1) on the WHWCNC November 10, 2020 Special Board Meeting.

Per Bylaws: ARTICLE VII - COMMITTEES AND THEIR DUTIES

Section 4: A. Chairperson: With the concurrence of the other Officers of the Neighborhood Council, the President shall designate a person to serve as a Chairperson for each Neighborhood Council committee, subcommittee and/or ad hoc committee.

Motion: In concurrence the Officers of the WHWCNC authorize Sheppard Kaufman to be the designated representative to speak on behalf of the board should the grievances be reviewed by an Empower LA Regional Grievance Panel and to Chair a WHWCNC Grievance Review Ad Hoc Committee if requested by Empower LA. Per Bylaws: Ad hoc committees are established for a specific purpose and are not required to hold public meetings if no stakeholders are on the committee.

ROLL CALL VOTE

Item No. (10) Outreach Committee – Peter Fletcher, Chair

(21-010) Funding for HeyOrca social media posting tool

Discussion and possible action

Motion for the board to approve an expenditure of up to \$50 per month from General Outreach Funds for social media calendar posting service HeyOrca for WHWCNC outreach to the community.

Click on Link: <https://heyorca.com/>

ROLL CALL VOTE

Item No. (11) Outreach Committee – Peter Fletcher, Chair

(21-011) Funding for supplies to paint over graffiti

Discussion and possible action

Motion for the board to approve up to \$1,000 from General Outreach Funds to purchase supplies to paint over graffiti on bridges in Woodland Hills to be conducted as outreach projects by the WHWCNC Outreach Committee.

ROLL CALL VOTE

Item No. (12) Outreach Committee – Peter Fletcher, Chair

(21-012) WHWCNC 2021 Election Funding

Discussion and possible action

Motion for the board to approve up to \$700 from (Budget line item - Warner Center News - \$700.00) for two ads in the Warner Center News to support outreach for the 2021 NC Election.

\$350.00 for candidate outreach

\$350.00 for ballot information and voting outreach

ROLL CALL VOTE

Item No. (13) Outreach Committee – Peter Fletcher, Chair
(21-013) WHWCNC 2021 Election Funding

Discussion and possible action

Motion for the board to approve up to \$1,000 (from Budget line item - Election -\$4000.00) for Facebook and Twitter promoted posts to support outreach for the 2021 NC Election.

ROLL CALL VOTE

Item No. (14) Outreach Committee – Peter Fletcher, Chair
(21-014) WHWCNC 2021 Election Funding

Discussion and possible action

Motion to approve up to \$500 from (Budget line item -Election - \$4000.00) for banners and signs located in Woodland Hills to promote the 2021 NC Election.

ROLL CALL VOTE

Item No. (15) Outreach Committee – Peter Fletcher, Chair
(21-015) WHWCNC 2021 Election Funding

Discussion and possible action

Motion to approve up to \$800 from (Budget line item - Election \$4,000.00) for WHWCNC branded bus bench ads or signs located in Woodland Hills to support the 2021 NC Election. Vendor and available bus seats provided by Empower LA.

ROLL CALL VOTE

Item No. (16) PLUM Committee - Lauren Coffman, Chair
(21-016) Case No. DIR-2019-4531-DRB-SPP-MSP Permit Compliance/Design Review
New Home - 4314 Canoga Drive, Woodland Hills, 91364

Discussion and Possible action:

MOTION:

As pertaining to case DIR-2019-4531-DRB-SPP-MSP, having held three public meetings and one virtual meeting for the application filed by the property applicant, Ashraf Hemmati, concerning the new construction of a three story, 1,869 sq. ft. single family residence over a 845 SF subterranean 3 car garage, on a 4,371.4 sq. ft. substandard up-sloped lot at 4314 Canoga Drive, Woodland Hills, 91364, the Planning, Land Use and Mobility committee hereby finds that:

WHEREAS, the project, though thoughtful and compatible aesthetically in design, looms over the adjacent properties to the east and across the street to the south; and,

WHEREAS, the project appears so much larger than any other structure on the block, though by square footage it is compatible; and,

WHEREAS, the site being a substandard lot (less than 5,000 SF) and though the Total Lot Coverage is claimed to be 52.87% composed of building structures and hardscape, there is very minimal landscaping visible from the street; and,

WHEREAS, the applicant has provided an interpretation of the Baseline Hillside Ordinance Maximum Envelope Height that is not supported by the definition, as we understand it, of the Projected Plane Parallel To Grade; and,

WHEREAS, the project's Overall Height of 46 feet, which exceeds the 45 foot height allowable for a Zoning Administrator's Authority to grant and the applicant has not requested a deviation from the code; And, WHEREAS, the project as currently designed, at 1,869 SF is larger than the maximum allowable of 1,702.47 sq. ft., as determined by the submitted slope analysis, and there is no justification to exceed the allowable, and the applicant has not requested a deviation from the code for the extra square footage;

THEREFORE, IT IS HEREBY RESOLVED, that the Planning, Land Use and Mobility committee, for the findings stated herein, finds that the submitted application submitted by the applicant Ashraf Hemmati, for the new construction of a three story, 1,869 sq. ft. single family residence over a 845 SF subterranean 3 car garage, on a 4,371.4 sq. ft. substandard upslope lot , with a requested overall height of 46 ft. ***not receive the support*** of the Board of the Woodland Hills Warner Center Neighborhood Council for the requested action. 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 Council member Bob Blumenfield of its findings, and its subsequent recommendation to ***not support*** this application as presented on January 13, 2021.

ROLL CALL VOTE

Item No. (17) PLUM Committee - Lauren Coffman, Chair
(21-017) 21075 Topochico Drive, Woodland Hills 91364
New Home

Discussion and Possible action:

Revised application for a permit to construct a newly redesigned and expanded 2-story, 3,406 SF Single Family Residence and attached two-car garage in the outer core of the Mulholland Scenic Parkway Specific Plan. The site is an 8,115.2 square foot vacant, down sloped property zoned R1-1 / Low Residential, and is subject to conformance with the Baseline Hillside Ordinance, the Mulholland Scenic Parkway Specific Plan and the Girard Tract Specific Plan.

MOTION: As pertaining to DIR-2019-4606—DRB-SPP-MSP for a 2-story, 3,406 SF single family residence with 2-car garage at 21075 Topochico Drive, Woodland Hills 91364, having held four (4) public meetings for the application for new construction of a structure in the Girard Tract and the outer core of the Mulholland Scenic Parkway Specific Plan, the Planning, Land Use and Mobility committee hereby finds that:

WHEREAS, the Applicant has designed a residence that complies with the applicable regulations, findings, standards, and provisions of the Mulholland Scenic Parkway Specific Plan, The Girard Tract Specific Plan and the Baseline Hillside Ordinance; and

WHEREAS, the applicant has provided plans for a staging area plan for receiving and storing construction materials, and a parking plan for construction workers; and

WHEREAS, the applicant has agreed to implement and will note on their plans, suggested improvements and modifications and conditions (see below) agreed upon with the Woodland Hills-Warner Center Neighborhood Council to the submitted application; and

WHEREAS, the applicant has agreed to implement and will note on their plans, all of the agreed-to changes brought forth in hearings by the Mulholland Design Review Board; and

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 submitted by the applicant, Leonard

Yaghoobi, for the new construction of a two- story, 3,406 sq. ft. residence, which includes an attached 2-car garage and parking for two (2) additional vehicles on a suspended driveway bridge, receive the support of the Board of the Woodland Hills Warner Center Neighborhood Council for the requested action contingent upon the following conditions:

Conditions

1. All plans presented on at the Board Meeting of the Woodland Hills – Warner Center Neighborhood Council (WHWCNC) January 13, 2021 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 the Project Summary page as a commitment to and acceptance of these conditions.
3. Required replacement oak trees, if any, shall be planted far enough away from structures and any retaining wall footings so that the canopies and root balls can develop to maturity and the drip-lines of the tree be kept intact.
4. The applicant and owner will not submit any significant further updated plans or changes without first presenting them to the WHWCNC for support.
5. The Applicant shall provide traffic control and flaggers and post signs whenever there are materials deliveries or when hauling dirt, pouring concrete or conducting work that will disrupt traffic flow for more than 5 minutes. All equipment remaining on-site shall be stored in the on-site parking area.
6. The Applicant will erect wall/fencing under the driveway bridge to prevent animal habitation.

RESOLVED that the Planning, Land Use and Mobility Committee recommends the Board of the Woodland Hills – Warner Center Neighborhood Council advise the Los Angeles Department of City Planning and Council District 3 Councilmember Bob Blumenfield of its findings and resolution to SUPPORT the application with all listed conditions as presented to the WHWCNC Board on January 13, 2021.

ROLL CALL VOTE

3. Area Reports

Area 1 - Aaron Quantz, Karen DiBiase, Komalpreet Kaur Batth
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, Austin Rocker
Area 6 – Gilbert Yablon, Heath Kline, Lauren Coffman, August Steurer
Area 7 – Ginny Sand, Joyce Fletcher, Houtan Hormozian
At-Large – Sheppard Kaufman
Youth Member – Vacant

4. Committee Reports

Budget Committee – Paul Lawler and Joyce Fletcher, Co-Chairs
Community Services Committee – Joyce Fletcher, Chair
Education Committee – Bill Anderson, Chair
Environmental & Beautification 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
Technology & Social Engagement (formerly Community Outreach) Committee – Peter Fletcher, 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

Announcements:

The next Regular Board meeting will be held on February 10, 2021 by teleconference. Please visit the calendar page at whcouncil.org for the complete details and to confirm the date and time.

Meeting dates for 2021 -2022 year: Full Board meeting are held 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. Check the NC calendar for updated meeting schedules.

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