

Board Members:

- Area 1 - Karen DiBiase, Geoffrey Hobson, Rochelle / Shelly Schwartz, Reina Cerros- McCaughey
- Area 2 – Julian Tu, Paul Lawler, Peter Haber, Masha Dowell
- Area 3 – Tracey Rosen, Dean Mathew, Harout Z. Aristakessian, Jayce Baron
- Area 4 – Don Patterson, Martin Lipkin, Dena Weiss, Aava Dekordi
- Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers, Allan Biggins
- Area 6 –William Barnett, Heath Kline, Bobbie Wasserman, Janice Mendell
- Area 7 – Kate Kennedy, Lillian / Joyce Fletcher, Schyler Katz, Rosaleen O’Sullivan
- 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 (2) minutes per speaker and up to 10 minutes total due to limited timing at the firestation venue.

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.

A. Approval of Minutes: Board Meetings –February and April, 2024 (estimated time 5 minutes)

See posted support document

Roll Call Vote

B. Officer Reports

(estimated time 5 minutes)

- President – Dena Weiss- out of town**
- Vice President – Tracey Rosen**
- Treasurer – Heath Kline**
- Secretary -Karen DiBiase**
- Parliamentarian – Don Patterson**

2. Items for Discussion and Possible Action:

Item No. 1

Heath Kline, Treasurer

(24-046) Approval of MER for April, 2024

For discussion and possible action:

(estimated time 5 minutes)

MER Documents will not be available from the City Clerk until May 6th or 7th. As soon as they are available, they will be posted to the Board's calendar page, emailed to board members, and copies made available at the meeting for the public.

See posted supporting documents via the Board Calendar Event post.

Roll Call Vote

Item No. 2 August Steuer, Heath Kline, Ad Hoc Committee (Hybrid Meetings) Technology Needs

(24-047) Funding Request – OWL3 Hybrid Meeting Equipment

For discussion and possible action

(estimated time 10 minutes)

Governance Committee request for the Board to approve up to \$5,038.31 from the 2023-2024 Budget/Office-Operational for the purchase of audio/video and computer equipment plus necessary accessory products to allow the Board and Committees to operate SB411/AB2449 compliant Hybrid Meetings where members and the public attend in-person and virtual. Anticipated vendors: Amazon.com, OwlLabs, and Best Buy, who can deliver products quickly and/or at the best price.

The Governance Committee accepted the recommendations of the Hybrid Meeting ad hoc committee in support of creating an optimal environment for conducting efficient hybrid meetings. The ad hoc committee proposes purchasing the minimal essential equipment, including two Owl3 units, a MacBook Air, tripods, carrying cases, accessories, and cables. This equipment will enable the council to utilize the community room at the fire station, which already has the necessary audio-visual equipment to complement the proposed purchases. This does not include additional equipment needed for large meeting locations that do not have the capabilities of the Fire Station community room.

Key benefits of the proposed equipment:

1. Inlusivity and equal participation: The Owl3 units provide 360-degree video and audio coverage, allowing remote participants to engage effectively in meetings.
2. Advanced AI technology: The Owl3 units feature AI technology that prevents audio feedback and focuses on the person or people speaking in a back-in-forth dialog, ensuring clear and consistent audio and video quality.
3. Ease of use and flexibility: The MacBook Air, recommended by OWL Labs support, enables easy setup and adaptation to various meeting requirements and venues.
4. Technological advantages: The MacBook Air provides optimal video display, processing speeds, and audio processing capabilities for a seamless Zoom experience.
5. Stability and optimal positioning: Tripods ensure steady video footage and allow for the proper positioning of the Owl3 units at eye level.

6. Equipment protection and longevity: Carrying cases safeguard the equipment during transport, extending its lifespan and minimizing maintenance costs.

7. Reliable connectivity: High-quality cables minimize technical issues and disruptions during meetings now and in the future.

VOTE at Governance: Weiss yes, Kline yes, DiBiase abstain, Patterson no.

See posted supporting documents via the Board Calendar Event post. (12 pages)

Roll Call Vote

Item No 3

Julie Waltrip and Shelly Schwartz, Co-Chairs Public Safety Committee

(24-048) Motion to Approve \$3000.00 NPG for the Los Angeles Police Foundation For discussion and possible action:

For discussion and possible action

(estimated time 10 minutes)

Presenting today is Dana Katz, Executive Director of the Los Angeles Police Foundation along with Captain Garrett Peyton LAPD Topanga Station. WhereAs, The Public Safety Committee received an NPG Application from the Los Angeles Police Foundation, the 501(c)(3) non-profit organization supporting the LAPD's Topanga Division (the police station that serves Woodland Hills among other adjacent cities).

The Public Safety Committee is requesting funding of \$3,000 toward the LA Police Foundation's total projected cost of \$5,653.13 needed to provide a Visual Projector for the LAPD's Topanga Community Police Station's Community Room, using an outside vendor. This equipment is primarily used by volunteer community groups such as the Community Police Advisory Board (CPAB), the Neighborhood Watch groups, and Police Activities League (PAL). The Community Room is a free service to any stakeholder group who wants to meet there. These groups will now be able to view their meeting documents, power point presentations and photos projected from a community member's device through this new Visual Projector onto a white screen mounted to the wall of the Police Station's Community Room. The Winnetka Neighborhood Council has granted a similar request to the LA Police Foundation for renovations to the same Community Room recently; and WhereAs, The Public Safety Committee, after receiving input and having discussion via zoom at a properly noticed virtual meeting under SB-411 voted unanimously to recommend to the full Board passage and funding of this NPG with amendments; and

Therefore, The Public Safety Committee, moves that the full board approve the attached LA Police Foundation NPG for \$3000.00 and direct the treasurer to submit the NPG and supporting documentation to the City Clerk for funding and to reallocate budget money into the appropriate categories.

VOTE: Julie Waltrip YES, Shelly Schwartz YES, Rose O'Sullivan YES, Schyler Katz YES, Bill Barnett YES, Peter Haber ABSENT [5-YES]

See LA Police Foundation NPG (9 pages) included in May supporting documents.

Roll call vote

Item No. 4 [continued item (8) (24-44) from April meeting]
Joyce Fletcher, Chair of Community Services Committee
(24-049) Funding Request – 2 in 1 Hand Cart/HandTruck Foldable Dolly

For discussion and possible action

(estimated time 5 minutes)

Motion for the Board to approve up to \$174.01 from the 2023-2024 Budget/General Outreach for the purchase of a foldable hand truck dolly to be used to move large and heavy NC inventory items such as a table, chairs, large speaker system, tent, etc. to and from meetings and events. Description: 2 in 1 Hand Truck Dolly Foldable, 330 LB capacity portable folding hand cart with retractable handle and wheels. To be purchased from Amazon.com.

*See posted supporting documents via the Board Calendar Event post. (1 page) **Roll Call Vote***

Item No. 5

Heath Kline, Treasurer

(24-050) Motion to reallocate the WHWCNC Board Budget to fund the April 10 Board voted NPGs and pending May spending item(s) with the limited unspent funds available this FY.

For discussion and possible action

(estimated time 10 minutes)

The Woodland Hills-Warner Center Neighborhood Council hereby reallocates its Fiscal Year 2023-2024 budget ending June 30, 2024, last updated 3/13/24 [BAC 08 (24-034)], and filed with the City Clerk as follows:

Office/Operational Expenditures:

- Decrease Space Rental for Board Meetings (Line 20) by **\$700**, from \$1,200 to \$500.
- Increase NC Storage at StorQuest (Line 21) by **\$32**, from \$2,940 to \$2,972.
- Decrease Phone System - Grasshopper (Line 22) by **\$809.42**, from \$1,200 to \$390.58.
- Decrease Constant Contact (Line 26) by **\$69**, from \$960 to \$891.
- Decrease Software Upgrades (Line 27) by **\$95**, from \$200 to \$105.
- Increase Mailbox Rental at UPS (Line 28) by **\$16**, from \$500 to \$516.
- Decrease Office Supplies and Printing (Line 29) by **\$1,866.71**, from \$2,000 to \$133.29.
- Decrease Paper and Ink (Line 30) by **\$500**, from \$500 to \$0.
- Decrease Email and Web Hosting and Support (Line 31) by **\$1,870.94**, from \$2,600 to \$729.06.
- Decrease Food & Refreshments For NC Meetings, Retreats, & Outreach Events (Line 34) by **\$221.60**, from \$1,000 to \$778.40.
- **Add** SB-411/AB-2449 Hybrid Meeting Equipment (Line 35) for **\$5,038.31**.
- **Add** Past Due Verizon Wireless Hotspot (Line 37) for **\$864.13**. The net change in the

The Office/Operational Expenditures category is a decrease of **\$182.23**, from \$12,630.46 to \$12,448.23.

- Decrease Replace Damaged NC Pole Banners (Line 46) by **\$29.47**, from \$900 to \$870.53.
- Decrease HALO Purchase of giveaway bags & keychains (Line 47) by **\$15.15**, from \$2,500 to \$2,484.85.
- Decrease Minuteman Press or alt printer 1000 4/4 4x9 Rack Cards (Line 51) by **\$157.45**, from \$275 to \$117.55.
- Decrease WHWCNC Branded Promotional Items 4Imprint (Lines 53-59) by **\$868.12**, from \$5,000 to \$4,131.
- Decrease T-Shirt Guys (Lines 61-66) by **\$247.58**, from \$2,500 to \$2,252.42.
- The Outreach Expenditures category has a decrease of **\$1,317.77**, from \$16,950.00 to \$15,632.23.

Neighborhood Purposes Grants (NPG) Expenditures:

- Add **\$3,000** for the West Valley YMCA Food Distribution Program NPG (Line 95), approved on April 10, 2024 (Item 6, 24-42).
- Add **\$1,500** for the New Friends Homeless Center Feeding Program NPG (Line 96), approved on April 10, 2024 (Item 7, 24-43).

The net change in the NPG Expenditures category is an increase of **\$4,500**, from \$7,800.00 to \$12,300.00.

Community Improvement Projects (CIP) Expenditures:

- Decrease the Environmental Project (Line 102) by **\$1,000**, from \$1,000 to \$0.
- Decrease the Homeless Project (Line 103) by **\$1,000**, from \$1,000 to \$0.
- Decrease the Public Safety Project (Line 104) by **\$1,000**, from \$1,000 to \$0.

The net change in the CIP Expenditures category is a decrease of **\$3,000**, from \$3,000.00 to \$0.00.

In total, these reallocations result in a no net change to the WHWCNC's total 23-24FY annual budget of \$41,130.46.

The WHWCNC board authorizes any two Board Funding Officers (President, Vice President, and Treasurer) to agree and spend the \$109.02 in unspent funds available after this reallocation within the Office/Operational Expenditures budget category to meet any necessary expenditures to ensure the board's ongoing smooth operation, maintenance, and stakeholder engagement needs before the June 30 FYE. If the funds are not needed, they will roll over to the next FY budget.

The WHWCNC board directs the treasurer to file this BAC motion and the referenced **WHWCNC FYE Planning Budget Spread Sheet** revised budget, included in the supporting documentation with the City Clerk as required, and use it for the balance of the FY to carry out board-authorized expenditures.

See posted supporting documents via the Board Calendar Event post. (1 page)

Item No. 6 Heath Kline and August Steurer, WHIP Co-Chairs

(24-051) CIS seeking increased NC funding in the City Budget

For discussion and possible action (3 pages)

(estimated time 10 minutes)

Motion from WHIP to approve Community Impact Statement (CIS) for submission regarding Neighborhood Council funding in the city's 2024-2025 budget discussions.

To make a case for increased Neighborhood Council funding, the CIS highlights the disparity between the city's budget growth and the diminishing funding allocated to Neighborhood Councils (NCs). It calls for immediate budget increases to match inflation-adjusted levels, reinstatement of the 3-year fund rollover policy, a base-plus-per-resident funding model, and additional support for NCs with unique challenges.

The CIS emphasizes the increased costs associated with digital and traditional stakeholder engagement, the necessity for professional digital marketing skills, and the financial strain of maintaining a digital presence across multiple platforms. It seeks support from the City to equip NCs with the necessary resources for effective community engagement in the digital era.

The Woodland Hills Issues and Policies (WHIP) Committee recommends that the Woodland Hills — Warner Center Neighborhood Council Board adopt the resolution outlined in the CIS and file it on the City of Los Angeles's Community Impact Statement portal for the 2024-2025 budget discussions (CF 24-0600). Additionally, the Board shall inform Council Member Bob Blumenfield, Chair of the Budget, Finance, and Innovation Committee, Mayor Karen Bass, and other relevant city officials of its position advocating for increased funding and support for Neighborhood Councils.

WHIP Vote: Yes– Kline, Haber, Steurer, Waltrip, Williams; No– None

See posted supporting documents via the Board Calendar Event post.

Item No. 7 Heath Kline and August Steurer, WHIP Co-Chairs

(24-052) CIS regarding Faith-Based Owned Property Affordable Housing

For discussion and possible action

(estimated time 10 minutes)

Motion from WHIP to approve Community Impact Statement (CIS) for submission to CF 23-0172 regarding the proposed City policy for reduced requirements for affordable housing projects on faith-based and non-profit educational organization properties.

The CIS opposes unless amended, the proposed city ordinance implementing Senate Bill 4 (SB 4) with reduced requirements for affordable housing development on nonprofit-owned properties. It cites concerns about potential developers' abuse, neighborhood impacts, loss of amenities, and increased demands on city services.

The Woodland Hills Issues and Policies Committee recommends that the Woodland Hills — Warner Center Neighborhood Council Board adopt the accompanying Position statement and file it on the City of Los Angeles's Community Impact Statement portal. Additionally, the Board shall inform Council District 3 and City Planning of its position opposing CF 23-0172 unless amended.

WHIP Vote: Yes – Kline, Steurer, Williams; No – None; Absent – Haber, Waltrip

See posted supporting documents via the Board Calendar Event post. (2 pages)

Roll Call Vote

Item No. 8 Heath Kline and August Steurer, WHIP Co-Chairs

(24-053) CIS regarding Speaking Rights for Non-Certified Community Councils

For discussion and possible action (estimated time 10 minutes)

Motion from WHIP to approve Community Impact Statement (CIS) for submission to CF 15-0389-S2 regarding the city council motion to grant uncertified Community Councils the same speaking rights at city meetings as Certified Neighborhood Councils.

The CIS opposes the motion to grant uncertified Community Councils the same speaking rights as Certified Neighborhood Councils at city meetings. It cites concerns about the lack of requirements and oversight for Community Councils, potential decertification of Neighborhood Councils, unequal playing field, misrepresentation of community interests, confusion for

community members, duplication of efforts, competition for resources and attention, and undermining of Neighborhood Council legitimacy.

The Woodland Hills Issues and Policies (WHIP) Committee recommends that the Woodland Hills — Warner Center Neighborhood Council Board adopt the following position statement and file it on the City of Los Angeles's Community Impact Statement portal. Additionally, the Board shall inform Council District 3 and the Department of Neighborhood Empowerment of its position opposing CF 15-0389-S2.

WHIP Vote: Yes – Kline, Steurer, Williams; No – None; Absent – Haber, Waltrip

See posted supporting documents via the Board Calendar Event post. (2 pages) Roll Call Vote

Item No. 9 Heath Kline and August Steurer, WHIP Co-Chairs

(24-054) CIS proposing a ballot measure to replace City Charter Article IX

For discussion and possible action (estimated time 20 minutes)

Motion from WHIP to approve Community Impact Statement (CIS) for submission to CF 23-1027 regarding the proposed ballot measure to amend Article IX of the Los Angeles City Charter.

The CIS supports having the city council initiate a ballot measure to amend/replace Article IX of the Los Angeles City Charter, which aims to address the long-standing challenges and inconsistent support faced by Neighborhood Councils. The proposed revisions seek to establish a more robust, equitable, and accountable framework for the

Neighborhood Council system, ensuring that these grassroots bodies receive the recognition, support, and resources they require to thrive.

The Woodland Hills Issues and Policies Committee recommends that the Woodland Hills — Warner Center Neighborhood Council Board adopt the accompanying Position statement and file it on the City of Los Angeles's Community Impact Statement portal. Additionally, the Board shall inform Council District 3 of its position supporting a ballot measure to replace Article IX of the City Charter based on the provided accompanying document.

WHIP Vote: Yes – Kline, Steurer, Williams; No – None; Absent – Haber, Waltrip

See posted supporting documents via the Board Calendar Event post.(23 pages)

Roll Call Vote

Item No. 10

Dena Weiss, President

(24-055) CF 24-0465 DONE GM Confirmation

For discussion and possible action

(estimated time 10 minutes)

Motion from LANCC representatives August Steurer and Heath Kline to approve Community Impact Statement (CIS) for submission regarding Confirmation of the Mayor's appointment of Carmen Chang as General Manager of the Department of Neighborhood Empowerment.

Motion:

Deferral of Confirmation for the Department of Neighborhood Empowerment General Manager

Whereas, the Mayor has recommended Carmen Chang as the next General Manager of the Department of Neighborhood Empowerment (DONE) as per Council File 24-0465;

Whereas, Article V, Section 508 of the City Charter grants the City Council the authority to act on appointments made by the Mayor;

Whereas, the Neighborhood Councils, as established by the City Charter, have the right to provide input and express their concerns regarding matters that directly impact their operations and the Neighborhood Council system as a whole;

Whereas, the Neighborhood Councils should be provided with relevant information on Carmen Chang's qualifications for the position of General Manager of the Department of Neighborhood Empowerment to facilitate informed discussions and input;

Whereas, it is crucial for the Neighborhood Councils to understand Carmen Chang's intentions, plans, and vision for the Department of Neighborhood Empowerment to ensure a productive working relationship and the continued success of the Neighborhood Council system;

Whereas, the Neighborhood Councils only learned of the appointment of Carmen Chang less than a week before a committee of the City Council approved the recommendation, leaving little opportunity for the Neighborhood Councils to provide formal comments or input on the matter;

Therefore, the Board of the Woodland Hills - Warner Center Neighborhood Council moves and requests that:

1. The Los Angeles City Council defer the confirmation of Carmen Chang as the next General Manager of the Department of Neighborhood Empowerment for up to the 45-day window allowed under the City Charter.
2. During this deferral period, a minimum of 30 days be allocated to allow Carmen Chang to meet with Neighborhood Councils and other interested parties to discuss issues of importance to the Neighborhood Councils and the Neighborhood Council system, as well as her intentions, plans, and vision for the Department of Neighborhood Empowerment.
3. The City Council consider the input provided by the Neighborhood Councils during these meetings before making a final decision on the confirmation of Carmen Chang as the next General Manager of the Department of Neighborhood Empowerment.
4. The Mayor's Office and the Department of Neighborhood Empowerment provide the Neighborhood Councils with relevant information on Carmen Chang's qualifications and suitability for the position of General Manager to facilitate informed discussions and input.
5. The City Council and the Mayor's Office ensure that, in the future, Neighborhood Councils are given adequate notice and opportunity to provide input on appointments and decisions that directly impact the Neighborhood Council system.
6. A copy of this motion be sent to the Los Angeles City Council, the Mayor's Office, and the Department of Neighborhood Empowerment.

Roll Call Vote

2. **Committee Reports.**

(10 minutes)

- Arts and Culture Committee – Masha Dowell, Chair
- Budget Committee – Heath Kline, Chair
- 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 – Bobbie Wasserman, Chair
- Public Health and Homelessness Committee – Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs
- Public Safety and Transportation – Julie Waltrip and Shelly Schwartz, Co-Chairs
- PLUM Committee – Don Patterson and Marty Lipkin, Co-Chairs
- WHIP Committee – August Steurer and Heath Kline, Co-Chairs

Area Reports

(5 minutes)

- Area 1 - Karen DiBiase, Geoffrey Hobson, Rochelle / Shelly Schwartz, Reina Cerros- McCaughey
- Area 2 – Julian Tu, Paul Lawler, Peter Haber, Masha Dowell
- Area 3 – Tracey Rosen, Dean Mathew, Harout Z. Aristakessian, Jayce Baron
- Area 4 – Don Patterson, Martin Lipkin, Dena Weiss, Aava Dekordi
- Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers, Allan Biggins
- Area 6 – William Barnett, Heath Kline, Bobbie Wasserman, Janice Mendell

Adjournment of Meeting

The next Regular Board meeting will be held in person on **June 12, 2024**, once more at the Firestation # 84, unless otherwise indicated. Please visit the calendar page at whcouncil.org for the complete details and to confirm the date and time.

Meeting dates for the 2024-2025 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 Firestation 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.