

CITY OF LOS ANGELES
CALIFORNIA

**Neighborhood Council
Governing Board Officers:**

President Dena Weiss
Vice President Chris Waddy
Secretary, Karen DiBiase
Treasurer Heath Kline
Parliamentarian Don Patterson



200 N. Spring Street Los
Angeles, CA 90012

WOODLAND HILLS
WARNER CENTER
NEIGHBORHOOD COUNCIL

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

MINUTES

Regular Full Board Meeting

**City of Los Angeles Fire Station # 84
in the Community Room**

21050 Burbank Blvd., Woodland Hills, CA, 91367

January 10, 2024

6:30 p.m. - 9:00 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, Paul Lawler, Peter Haber, Masha Dowell
Area 3 – Tracey Rosen, Harout Z. Aristakessian
Area 4 – Don Patterson, Martin Lipkin, Dena Weiss,
Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers
Area 6 –William Barnett, Heath Kline
Area 7 – Lillian / Joyce Fletcher
At-Large – August Steurer, Bobbie Wasserman
Youth Member – Vacant seat

AGENDA

Call to Order – *Dena Weiss, 6:30pm*
Pledge of Allegiance – *August Steurer*
Roll Call – *Karen DiBiase*

Quorum at time of meeting called to order: 17

Karen DiBiase, Reina Cerros-McCaughey, Julian Tu, Peter Haber, Masha Dowell, Tracey Rosen, Harout Aristakessian, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Steve Sommers, Bill Barnette, Heath Kline, Joyce Fletcher, August Steurer, Bobbie Wasserman

Absent: Geoffery Hobson, Shelley Schwartz, Paul Lawler, Don Patterson

Public Announcements:

Office of Councilmember Bob Blumenfield – *Seth Samuels, Planning and Field Deputy-Woodland Hills*

- 1) Annual Homelessness Count is end of Jan '24. Sign-up required.*
- 2) WVCC-Graetful Heart event is April 6, 9am-4pm, Warner Center Park*
- 3) District Attorney Candidates Forum is Feb 13, 6-8pm. There are 12 candidates.*
- 4) Black Business Owner Mixer is Feb 8*

Office of LA County Supervisor for Third District, Lindsey Horvath – *Daniel Vicente, Rep*
Empower LA – *Prabhjot Chamber, Rep for WHWCNC*

- 1) City Clerk Budget Training, monthly updates*
- 2) Bylaws workshop: Updates to our Bylaws are due by 4-01-24*

General Public Comment, by the Public, on Non-Agenda Items:

General Public Comment is limited to (2) minutes per speaker and 10 minutes total due to limited timing at the firestation venue.

Stakeholder comment: Flyer available for candidate running for Congress

Stakeholder comment: Beautification cleanup on Jan 6th on Vanowen St was successful. 24 bags were filled.

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 Meeting – December 13, 2023

See posted support document

Motion: Dena Weiss, *Second:* Heath Kline

Correction to Minutes: Heath Kline

Remove “and West Valley Food Pantry” from the Officer Report for Treasurer.

Roll Call Vote (as revised)

PASS Yes: 15 No: 0 Abstain: 0 Ineligible: 2 Total: 17

- YES: Karen DiBiase, Reina Cerros-McCaughey, Julian Tu, Peter Haber, Tracey Rosen, Harout Aristakessian, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Joyce Fletcher, August Steurer
- NO:
- ABSTAIN:
- INELIGIBLE: Masha Dowell (Training), Bobbie Wasserman (Alt)

B. Officer Reports

President – Dena Weiss – Theme for the month is “**Action**”. Why? This will be a great year with new enthusiasm of our new and existing NC board members. Challenge: to spend our budgeted funds, and engage in community activities.

Vice President – Vacant

Treasurer – Heath Kline – Will table the MER until after new board member elections (Items#2-3-4)

Secretary -Karen DiBiase - none

Parliamentarian – Don Patterson - absent

2. Items for Discussion and Possible Action:

Item No. 1

Heath Kline, Treasurer

(24-001) Approval of MER for December, 2023

NOTE: The vote on the MER for Dec 2023 was tabled by Heath Kline until after new board member elections (Items#2-3-4).

Item No. 2

Dena Weiss, Chair of Governance Committee

(24-002) Stakeholder Appointment to Area 3 Business Representative Seat

Discussion and possible action:

Motion for the board to appoint Dean Mathew to the Area 3 Business Representative Board seat.

Qualification at Governance Committee: vote- unanimous (4)

Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, on Patterson YES

Motion: *Dena Wiess, Second: Karen DiBiase*

RESULTS

Dean Matthew: Area 3 Business Rep

Roll Call Vote

Election *Dean Mathew: 14 No: 0 Abstain: 1 Ineligible: 2 Total: 17*

- *DEAN MATHEW: Karen DiBiase, Reina Cerros-McCaughey, Julian Tu, Peter Haber, Tracey Rosen, Harout Aristakessian, Dena Weiss, Christopher Waddy, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Joyce Fletcher, August Steurer*
- *NO:*
- *ABSTAIN: Martin Lipkin*
- *INELIGIBLE: Masha Dowell (Training), Bobbie Wasserman (Alt)*

Item No. 3

Dena Weiss, Chair of Governance Committee

(24-003) Stakeholder Appointment to Area 5 Alternate Representative Seat

Discussion and possible action:

Motion for the board to appoint Allan Biggins to the Area 5 Alternate Representative Board seat.

Qualification at Governance Committee: vote- unanimous (4)

Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES

Motion: *Dena Wiess, Second: Heath Kline*

RESULTS

Allan Biggins: Area 5 Alternate Rep

Roll Call Vote

Election *Allan Biggins: 15 No: 0 Abstain: 0 Ineligible: 3 Total: 18*

- *ALLAN BIGGINS: Karen DiBiase, Reina Cerros-McCaughey, Julian Tu, Peter Haber, Tracey Rosen,*

Harout Aristakessian, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Joyce Fletcher, August Steurer

- NO:
- ABSTAIN:
- INELIGIBLE: *Masha Dowell (Training), Dean Mathew (Training), Bobbie Wasserman (Alt)*

Item No. 4

Dena Weiss, Chair of Governance Committee

(24-004) Stakeholders Appointment to Area 7 Residential Representative / Alternate / Business Seat

Discussion and possible action:

Motion for the board to appoint either Schyler Katz or Kate Kennedy to the Area 7 Residential Representative Board seat. The person with the most votes will become the Residential Representative and the runner up will become the Alternate Representative, but automatically fill the vacant Business Representative seat.

Qualification at Governance: vote- unanimous (4)

Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES

Motion: *Dena Wiess, Second: Heath Kline*

RESULTS

Kate Kennedy: Area 7 Residential Rep

Schyler Katz: Area 7 Alternate Rep

Roll Call Vote

Election *Kate Kennedy: 9 Schyler Katz: 6 No: 0 Abstain: 0 Ineligible: 4 Total: 19*

- **KATE KENNEDY:** *Karen DiBiase, Reina Cerros-McCaughey, Julian Tu, Peter Haber, Tracey Rosen, Christopher Waddy, Bill Barnett, Heath Kline, Joyce Fletcher*
- **SCHYLER KATZ:** *Harout Aristakessian, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, August Steurer*
- NO:
- ABSTAIN:
- INELIGIBLE: *Masha Dowell (Training), Dean Mathew (Training), Allan Biggins (Training), Bobbie Wasserman (Alt)*

Item No. 1 (discussed after Item#4)

Heath Kline, Treasurer

(24-001) Approval of MER for December 2023

For discussion and possible action:

Motion for the Board to approve the December 2023 Monthly Expense Report (MER).

See December MER included in supporting documents.

Motion: Heath Kline, Second: Karen DiBiase

Roll Call Vote

PASS *Yes: 13* *No: 0* *Abstain: 2* *Ineligible: 6* *Total: 21*

- *YES: Karen DiBiase, Julian Tu, Peter Haber, Tracey Rosen, Harout Aristakessian, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Joyce Fletcher, August Steurer*
- *NO:*
- *ABSTAIN: Reina Cerros-McCaughey, Christopher Waddy,*
- *INELIGIBLE: Masha Dowell (Training), Dean Mathew (Training), Allan Biggins (Training), Kate Kennedy (Training), Schyler Katz (Training), Bobbie Wasserman (Alt)*

Item No. 5

(24-005) Swearing in of new Board members

NOTE: Bob Blumenfeld-CD3 gave the Oath of Office to the 9 newly elected WHWCNC board members, and gave each person a Certificate of Appreciation.

Newly elected board members from Dec 2023:

Julian Tu, Peter Haber, Masha Dowell, Steve Sommers, Bill Barnett

Newly elected board members from Jan 2024:

Dean Mathew, Allan Biggins, Kate Kennedy, Schyler Katz

Item No. 6

PLUM, Don Patterson, Martin Lipkin, Chairs

**(24-006) AA-2023-6519-PMLA; ZA-2023-6534-ZAA
22840 W. Calvert Street, Woodland Hills CA 91367**

Discussion and possible action:

The applicant is proposing to subdivide an RA-1 zoned lot into 2 lots creating a flag lot on the rear of the property. Applicant is also requesting a Zoning Administrator adjustment regarding under width access stem at the midpoint of the rear lot.

MOTION

As pertaining to Cases AA-2023-6519-PMLA and ZA-2023-6534-ZAA, having held 1 public PLUM in person meeting for the application to permit subdivision of the parcel at 22840 Calvert St. Woodland Hills, into two lots, creating a flag lot in the rear, in an RA-1 zone, and the application for Zoning Administrator adjustment to allow 20 ft. lot width, at the midpoint of the proposed rear lot, in

lieu of the required 70 ft. minimum lot width, the Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, based on the Preliminary Parcel Map provided by the applicant, as part of the application, the proposed lot split does not involve a parcel landlocked by topography; and,

WHEREAS, the Preliminary Parcel Map provided by the applicant, as part of the application, shows 2 lots conforming to zoning regulations for minimum area. However, the rear flag lot 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 applicant intends to construct two (2) single family dwellings, totaling 10,720 sqft. on the property; 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 which they chose; 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; 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; and,

WHEREAS, flag lots, hidden from the street, tend to promote neighborhood disturbances and criminal activity; 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 and do not comply with 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 these applications; and,

WHEREAS, according to the SB 9 Fact Sheet, issued by California Department of Housing and Community Development, dated March 2022, parcels located in agricultural zones, thus RA-1 zoned properties, are not subject to SB 9 mandates; and,

WHEREAS, the applicant presented no justification that will allow the Zoning Administrator to take away rights from adjacent property owners without rezoning the property, and,

WHEREAS, due to the numerous negative impacts of flag lots on the Walnut Acres community, especially on the three properties adjoining the project site, and the immediate neighborhood over stressed by 3 existing pre-2006 flag lots within 500 feet of the project site, an adjustment of the width of the proposed rear lot from 70 ft. to 20 ft., at the midpoint, creating another nonconforming flag lot, is not warranted; and,

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 22840 Calvert Street into two lots creating a flag lot, and the application for Zoning Administrator adjustment for midpoint lot width nonconformance **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** these applications presented to the WHWCNC Board on 1-10-2024.

Vote at PLUM Committee:

Motion: Henry Rice, Second Joyce Fletcher: Aye 7, Nay zero, Abstain one.

See supporting document

***Motion:** Martin Lipkin, Second: Dena Weiss*

Roll Call Vote

PASS Yes: 15 No: 0 Abstain: 0 Ineligible: 6 Total: 21

- YES: Karen DiBiase, Reina Cerros-McCaughey, Julian Tu, Peter Haber, Tracey Rosen, Harout Aristakessian, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Joyce Fletcher, August Steurer
- NO:
- ABSTAIN:
- INELIGIBLE: Masha Dowell (Training), Dean Mathew (Training), Allan Biggins (Training), Kate Kennedy (Training), Schyler Katz (Training), Bobbie Wasserman (Alt)

Item No. (7) Community Services Committee – Chair, Joyce Fletcher (24-007) Funding Request - WHWCNC Outreach/Promotional Items

Discussion and possible action:

Motion for the board to approve funding up to \$2,500.00 from the 2023-2024 Budget - Community Services Committee fund (\$1,000.00) and the General Outreach fund (\$1,500.00) for the purchase of outreach promotional items for use at various WHWCNC events. At this time the WHWCNC has depleted its supply of outreach promotional items.

The next major event will be the Grateful Hearts event held on April 6, 2024 at Warner Park. See the posted flyer.

All board members are invited to participate and provide outreach to the stakeholders of Woodland Hills. The vendor is HALO Branded Solutions or an equivalent vendor should any issue arise per the office of the city clerk as more stringent funding requirements have been put in place.

The posted invoices include the logo imprint fee, price, tax and shipping for:
250 Kelly Green WHWCNC Logo Branded Grocery Tote Bags \$855.00
250 Royal Blue WHWCNC Logo Branded Grocery Bags \$855.00
500 Rectangle Flashlight and Keychain \$575.00

See attached support documents.

Vote at Community Services Committee:
Joyce Fletcher YES, Kren DiBiase YES, Dena Weiss YES, Tracey Rosen YES.

Motion: *Joyce Fletcher, Second: Tracey Rosen*

Roll Call Vote

PASS *Yes: 15 No: 0 Abstain: 0 Ineligible: 6 Total: 21*

- *YES: Karen DiBiase, Reina Cerros-McCaughey, Julian Tu, Peter Haber, Tracey Rosen, Harout Aristakessian, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Joyce Fletcher, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE: Masha Dowell (Training), Dean Mathew (Training), Allan Biggins (Training), Kate Kennedy (Training), Schyler Katz (Training), Bobbie Wasserman (Alt)*

Item No. (8) Community Services Committee – Chair, Joyce Fletcher
(24-008) WHWCNC Board Member Street Survey

Discussion and possible action:

Motion for the board to approve the Woodland Hills Street Survey. The Survey ~~will be filled out by each area board member and discussed to be presented~~ at the Board Retreat. Comments and concerns will be provided to the CD 3 Council office and related City Departments.

See attached survey.

Vote at Community Services Committee:
Joyce Fletcher YES, Karen DiBiase YES, Dena Weiss YES, Tracey Rosen YES.

Original Motion: *Joyce Fletcher, Second: Tracey Rosen*

Substitute Motion: *Tracey Rosen, Second: Joyce Fletcher*

Substitute Motion: *To remove the words “will be filled out by each area board member and discussed” and replaced with “to be presented”.*

Motion as amended: *Joyce Fletcher, Second: Heath Kline*

Roll Call Vote (as amended)

PASS *Yes: 13 No: 1 Abstain: 0 Out of Room: 1 Ineligible: 6 Total: 21*

- *YES: Karen DiBiase, Reina Cerros-McCaughey, Julian Tu, Peter Haber, Tracey Rosen, Harout Aristakessian, Martin Lipkin, Dena Weiss, Christopher Waddy, Steve Sommers, Bill Barnett, Heath Kline, Joyce Fletcher*
- *NO: August Steurer*
- *ABSTAIN:*
- *OUT OF ROOM FOR VOTE: Julie Waltrip*
- *INELIGIBLE: Masha Dowell (Training), Dean Mathew (Training), Allan Biggins (Training), Kate Kennedy (Training), Schyler Katz (Training), Bobbie Wasserman (Alt)*

Item No. (9) Education & Youth Committee – Chair, Julie Waltrip
(24-009) Motion to Approve the WHWCNC’s participation in Resource Fair at Woodland Hills Academy Middle School

Discussion and possible action:

Whereas, The Education & Youth Committee received an email from the Woodland Hills Academy (a Los Angeles Unified Middle school in Area-1 on De Soto) offering the Woodland Hills Warner Center Neighborhood Council a free booth to participate in their third annual West Valley Community Resource Fair Saturday February 24th, 2024, from 11AM – 2PM.

Camerino Sanchez, Counseling Assistant for Woodland Hills Academy wrote the event is earlier in the year this time around and is a great opportunity to share various services available in our community, from housing, food, healthcare, mental health support, clothing, safety, political representation, and more. The event is free and open to all. Many local agencies will be present. Families of students from all of Woodland Hills neighboring schools (elementary to high school) in LAUSD's Region North are invited to attend. A mix of both Spanish and English-speaking families are expected.

Whereas, The Education Committee, after receiving input and having discussion over a couple meetings voted with a unanimous YES to recommend to the full Board passage of this motion.

Therefore, The Education Committee, moves that the full board not only approve this motion but also with their vote, please say whether or not you will be able to come as a volunteer to work a shift at the booth that day. The Outreach Committee would need to provide items to pass out at the booth as well.

Committee’s Roll Call Vote: Julie Waltrip YES, Reina Cerros McCaughey YES, Heath Kline YES, Shelly Schwartz ABSENT, and Allan Biggins INELIGIBLE.

See flyer in supporting documents.

Motion: Julie Waltrip, Second: Heath Kline

Roll Call Vote

PASS *Yes: 15 No: 0 Abstain: 0 Ineligible: 6 Total: 21*

- *YES: Karen DiBiase, Reina Cerros-McCaughey, Julian Tu, Peter Haber, Tracey Rosen, Harout Aristakessian, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Joyce Fletcher, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE: Masha Dowell (Training), Dean Mathew (Training), Allan Biggins (Training), Kate Kennedy (Training), Schyler Katz (Training), Bobbie Wasserman (Alt)*

Item No. (10) Education & Youth Committee – Chair, Julie Waltrip

(24-010) Motion to Approve the training credential request for Stakeholder Allan Biggins

Discussion and possible action:

Whereas The Education & Youth Committee appointed Allan Biggins to Stakeholder status on the Education Committee by unanimous vote in November. Then in December, he was unanimously vetted and determined to be qualified and eligible to be seated to the Area 5 Alternate position at the Governance Committee meeting. Stakeholder and soon-to-be board member Allan Biggins needs to be given his login and password credentials to access his required training so that he can receive his voting privileges with no more delay.

Whereas, The Education Committee, after receiving Allan Biggins’ invaluable input in many discussions over several meetings voted with a unanimous YES to recommend to the full Board passage of this motion. Therefore, The Education Committee, moves that the full board not only approve this motion but also welcome him to the board as soon as possible.

Committee’s Roll Call Vote: Julie Waltrip YES, Reina Cerros McCaughey YES, Heath Kline YES, Shelly Schwartz ABSENT, and Allan Biggins INELIGIBLE.

***Motion:** Dena Weiss, Second: n/a*

NOTE: Allan Biggins was elected to the NC Board on Item#3, so item#10 is not needed.

Item No. (11) Education & Youth Committee – Chair, Julie Waltrip

(24-011) Motion to Approve Remote Committee Meetings

Discussion and possible action:

Whereas, the Education and Youth Committee has discovered that having the option to meet remotely via Zoom could increase both attendance and productivity. Furthermore, Zoom allows for recording of the committee

meeting to distribute/post it as public record. Since committee members already have all the equipment needed to conduct Zoom meetings on their personal devices, then all that's needed are login credentials for Zoom.

Our Education Committee members, our stakeholders and our grant applicants subscribe to a 9-month school calendar, so during school holidays and break times, we especially want to meet virtually to make quorum and maximize the productivity of the committee's projects despite schools being closed. Then, while school is in session, many of our committee participants are educators who taught students all day with little bandwidth leftover to come to an in-person meeting during the weeknights and would be much more inclined to join our meeting via zoom.

Together, we discovered with December's full board meeting that having the option to meet hybrid enabled our grant applicant to present her NPG virtually via Zoom despite being unable to attend the meeting in person. Her NPG was successfully funded and paid within 1 week of her online appearance to the physical board.

The Education Committee's hope is that the full board's passage of this motion could pave the way for each chair to gather their committee either in person, hybrid or virtually depending on the needs of their committee at the time. With your Yes vote, you are giving committee chairs the OPTION to meet virtually via Zoom right away. This benefits not only the Education Committee but also all other committees of the Woodland Hills Warner Center Neighborhood Council. Whereas, The Education Committee, after discussions already voted with a unanimous YES to recommend to the full Board passage of this motion. Therefore, The Education Committee, moves that the full board approve this motion.

Committee's Roll Call Vote

Julie Waltrip YES, Reina Cerros McCaughey YES, Heath Kline YES, Shelly Schwartz ABSENT, and Allan Biggins INELIGIBLE.

Motion: Dena Weiss, Second: n/a

NOTE: Per Dena Weiss, Item#11 will be continued to the next NC Board meeting.

2. Committee Reports.

Budget Committee – Heath Kline, Chair – *The City Clerk is watching all funding issues closely*

Community Services Committee – Joyce Fletcher, Chair – *Our committee meets every 2 weeks*

Community Outreach Committee – Tracey Rosen, Chair – *Working on a quarterly Newsletter with community updates*

Education and Youth Committee – Julie Waltrip, Chair

Environmental & Beautification Committee – Karen DiBiase, Chair – *We received free 2024 calendars available for all to take*

Governance Committee – Dena Weiss, Chair – *Working on review of Bylaws*

Public Health and Homelessness Committee – Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs – *We are looking into organizations to donate to*

Public Safety and Transportation – No Chair

PLUM Committee – Don Patterson and Marty Lipkin, Co-Chairs – *Big issue is affordable housing on Ventura Blvd next to Ballero, as they have not reported back to us and instead went directly to City Planning. We need to work with CD3 to rectify this problem.*

3. **Area Reports**

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, Harout Z. Aristakessian

Area 4 – Don Patterson, Martin Lipkin, Dena Weiss,

Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers

Area 6 –William Barnett, Heath Kline

Area 7 – Lillian / Joyce Fletcher

Adjournment of Meeting: 9:11pm

Minutes submitted by Karen DiBiase, Secretary

The next Regular Board meeting will be held in person on **February 14, 2024**, once more at the Fire Station #84, unless otherwise indicated. The Board will decide whether to move this meeting date, due to the fact that it lies on Valentine’s Day. 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 on the outside ground by the right side door of the West Valley Warner Center Chamber located at 6100 Topanga Canyon Blvd, Ste 2330, Woodland Hills, CA 91367. The Chamber is under construction but the sign is still there and it is located at the Promenade Mall outside the east entrance of the mall and to the left of Ruth Chris Restaurant. The entrance is accessed from Owensmouth Street. Parking is free.**
- ***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.

1184 StorQuest - Woodland Hills / Canoga
6030 Canoga Ave
Woodland Hills, CA 91367

PAYMENT RECEIPT

Account Number:
1114354

Paul Lawler

20929 Ventura Blvd. Ste 47-535
 Woodland Hills, CA 91367
 (818) 312-5601

RECEIPT ID	PAYMENT DATE	CHANGE DUE	AMOUNT
737939806	1/3/2024	\$0.00	\$271.00

Invoice	Item	Qty	Rate	Discount	Subtotal	Tax	Total	Paid
#43505	XERCOR-1 Xercor Insurance Services LLC - \$3,000.00 (1/1/2024 - 1/31/2024)		\$12.00		\$12.00	\$0.00	\$12.00	\$12.00
#43505	Unit #3149 Rent Unit 3149 - 10x7.5x0 (1/1/2024 - 1/31/2024)		\$259.00		\$259.00	\$0.00	\$259.00	\$259.00

Total Paid

Jan 03, 2024 2:48 PM Mastercard ****7237 \$271.00

Unit #3149 paid through 1/31/2024

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If you have any past due amounts for your storage unit(s), those balances will appear below.



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **November 8, 2023**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **2 (23-069)) \$1,000 Budget Reallocation to Provide Funds for Refreshments**

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion: The WHWCNC Board directs the Treasurer to make the following updates to our 23-24 NC Annual Budget and file it with the City Clerk as required:
 1.) Reduce by \$1,000 the **Outreach Expenditure Category** from \$16,050.00 to **\$15,050.00**
 2.) Increase by \$1,000 the **Office/Operational Expenditure Category** from \$11,901.56 to **\$12,901.56** and *add* the *subcategory* allocation for: **Food & Refreshments For NC Meetings, Retreats, & Outreach Events \$1,000.**

Method of Payment: (Select One)

Motion continued on next page. Check Credit Card Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business	X						
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate				X			Alternate
Vacant	Area 2 Residential							
Paul Lawler	Area 2 Business	X						
Vacant	Area 2 C. B. O.							
Vacant	Area 2 Alternate							
Tracey Rosen	Area 3 Residential	X						
Vacant	Area 3 Business							
Vacant	Area 3 C. B. O.							
Harout Aristakessian	Area 3 Alternate	X						
Don Patterson	Area 4 Residential	X						
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.	X						
Rachel Tabak - Resigned Vac ?	Area 4 Alternate							
Christopher Waddy	Area 5 Residential				X			
Julie Waltrip	Area 5 Business	X						
Theresa Campbell	Area 5 C. B. O.				X			
Vacant	Area 5 Alternate							
Vacant	Area 6 Residential							
Mihran Kalaydjian	Area 6 Business				X			
Heath Kline	Area 6 C. B. O.	X						
Vacant	Area 6 Alternate							
Vacant	Area 7 Residential							
Vacant	Area 7 Business							
Joyce Fletcher	Area 7 C. B. O.	X						
Vacant	Area 7 Alternate							
August Steurer	At-Large	X						
Bobbie Wasserman	At-Large Alternate					X		Alternate
Vacant	Youth							

	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: 12	Total:	13	0	0	4	1	0	2

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature:

Authorized Signature:

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **November 8, 2023**

Date: **November 8, 2023**



Reporting Month: January 2024

Budget Fiscal Year: 2023-2024

**NC Name: Woodland Hills-Warner
Center Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$35464.55	\$1682.11	\$33782.44	\$0.00	\$870.53	\$32911.91

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$28969.46	\$382.11	\$24421.44	\$0.00	\$24421.44
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$5000.00	\$0.00	\$5000.00	\$0.00	\$5000.00
Neighborhood Purpose Grants	\$7700.00	\$1300.00	\$4900.00	\$0.00	\$4900.00
Funding Requests Under Review: \$870.53		Encumbrances: \$0.00		Previous Expenditures: \$5665.91	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY STORQUEST - WOODLA	01/01/2024	Jan 24 rent payment for NC storage unit	General Operations Expenditure	Office	\$271.00
2	EIG CONSTANTCONTACT.CO	01/10/2024	SaaS Email sending & marketing tool January 24 monthly billing.	General Operations Expenditure	Office	\$81.00
3	GRASSHOPPER.COM	01/13/2024	Virtual Phone System SaaS for January 2024	General Operations Expenditure	Office	\$30.11
4	Lions of Lockhurst	12/21/2023	Motion: The Education Committee moves that the full board approve the attached Lockhurst NPG for \$1,300.00 and direct the treasurer to submit the NPG and supporting documentation to ...	Neighborhood Purpose Grants		\$1300.00
Subtotal:						\$1682.11

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
Subtotal: Outstanding						\$0.00



[Print](#)

Billing Activity - Invoices

Woodland Hills-Warner Center Neighborhood Council
 Attn: Heath Kline
 200 N Spring St
 Los Angeles CA 90012
 US
 P: 8183125601

Today's Date: 01/12/2024
User Name:

Invoices from 12/12/2023 to 01/12/2024

Date	Description	Charge Amount	Credit Amount
01/10/2024	Invoice #1704878413	\$81.00	
	Constant Contact - Email Plus 1501-2500 Contacts Highest contact count: 1547 From 12/10/2023 to 01/10/2024	\$81.00	

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US



[Print](#)

Billing Activity - Payments

Woodland Hills-Warner Center Neighborhood Council

Attn: Heath Kline
200 N Spring St
Los Angeles CA 90012
US
P: 8183125601

Today's Date: 01/12/2024

User Name:

Payments from 12/12/2023 to 01/12/2024

Date	Description	Charge Amount	Credit Amount
01-10-2024 04:20:15 AM	Payment - Credit Card (MasterCard) *****7237		\$81.00

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **November 8, 2023**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **2 (23-069)) \$1,000 Budget Reallocation to Provide Funds for Refreshments**

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Method of Payment: (Select One)

Motion continued on next page. Check Credit Card Board Member Reimbursement

Vote Count

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Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate				X			Alternate
Vacant	Area 2 Residential							
Paul Lawler	Area 2 Business	X						
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Vacant	Area 3 C. B. O.							
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Don Patterson	Area 4 Residential	X						
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.	X						
Rachel Tabak - Resigned Vac ?	Area 4 Alternate							
Christopher Waddy	Area 5 Residential				X			
Julie Waltrip	Area 5 Business	X						
Theresa Campbell	Area 5 C. B. O.				X			
Vacant	Area 5 Alternate							
Vacant	Area 6 Residential							
Mihran Kalaydjian	Area 6 Business				X			
Heath Kline	Area 6 C. B. O.	X						
Vacant	Area 6 Alternate							
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Vacant	Area 7 Business							
Joyce Fletcher	Area 7 C. B. O.	X						
Vacant	Area 7 Alternate							
August Steurer	At-Large	X						
Bobbie Wasserman	At-Large Alternate					X		Alternate
Vacant	Youth							

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Board Quorum: 12	Total:	13	0	0	4	1	0	2

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature:

Authorized Signature:

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **November 8, 2023**

Date: **November 8, 2023**



Account Information

WHWCNC
Peter Fletcher
20929 Ventura Boulevard
Woodland Hills, CA 91364, US

Bill Date: 01/12/24
Usage Period: 12/12/23 - 01/12/24

Charges Summary

Previous Invoice Amount: \$31.18

Current Charges:
Recurring Charges \$22.00
Non-Recurring Charges \$0.00
Usage Charges \$0.33
Sms Charges \$0.00
Taxes & Surcharges \$5.49
Federal USF \$2.29
Total Charges: \$30.11
Debits & Credits \$0.00
Payments \$30.11
Balance Due: \$0.00

Grasshopper News

At Grasshopper, we know that entrepreneurs just like you can change the world, one small business at a time.
That's why we started the Entrepreneur Movement. Watch the video at grasshopper.com/idea and tell everyone you know about Grasshopper.

Partner Offers



Detail of Current Charges

Payments & Credits		
Date	Detail	Payment/Credit
01/12/24	Monthly Payment, Paid on Master Card ending in 7237	\$30.11
Total Payments & Credits:		\$30.11

Recurring Charges		
Current Period		
Pay As You Grow Plan, 01/12/24 - 02/12/24	\$12.00	
Voicemail Transcription, 01/12/24 - 02/12/24	\$10.00	
Total Recurring Charges:		\$22.00

Minute Charges Summary						
Type	Included	Used	Overage	Rate	Charge	
Domestic	0 minutes	5.3	5.3 minutes	0.062	\$0.33	
Total Minute Charges:						\$0.33

Taxes & Surcharges		
Type	Detail	Charge
Tax	Utility Users Tax	\$1.65
Tax	FCC Regulatory Fee (Wireline)	\$0.03
Tax	CA PUC Fee	\$0.06
Surcharge	Regulatory Recovery Fee	\$3.75
Total Taxes & Surcharges:		\$5.49

Federal Universal Service Fund		
Type	Detail	Charge
Surcharge	Fed Universal Service Fund	\$2.29
Total Federal USF Contributions:		\$2.29

Summary of Minute Charges

By Number		
Number	Total Minutes	
+18186399444	5.3	
Total Minutes Used:		5.3

Explanation of Terms

Domestic: Calls that are placed inside the United States and its provinces.

Off Shore: Calls placed outside of U.S. borders.

International: Calls placed from a country other than the U.S.

Federal Universal Service Fund The USF contribution factor established by the Federal Communications Commission is applicable to telecommunications services and is adjusted by the FCC every calendar quarter.

Voice Over: Use of voice talents for recording of main greeting or extensions.

Bonus Minutes: Extra minutes that are credited to your account.

Set Up Support: Help setting up your account and customizing your features.



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **November 8, 2023**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **2 (23-069)) \$1,000 Budget Reallocation to Provide Funds for Refreshments**

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Authorized Signature:

Authorized Signature:

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **November 8, 2023**

Date: **November 8, 2023**

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a) Personal Related Expenses	Requested of NC	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
soil, seeds, trowels, shovels and gloves	\$1300.00	\$11,300.00
See attached garden budget for a breakdown of the project cost	\$	\$
	\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
Parent raised funding through multiple fundraisers over t	\$10,000	\$11,300
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$1300.00

10a) Start date: 11/30/23 10b) Date Funds Required: 02/01/24 10c) Expected Completion Date: 04/01/24
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

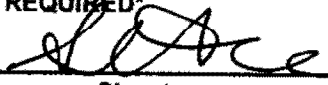
11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:


Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*
Seliene Hacker PTO President  12/19/23
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
Erika Vasquez-Chilin Secretary  12/19/23
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

Garden Budget

Budgeted amount	Total Costs	Difference
\$11,300.00	\$11,300.00	\$0.00

Name	Description	Quantity	Cost Each	Total
Plants				
Vegetables & Fruits		25	\$35.00	\$875.00
Herbs			\$9.99	\$9.99
				\$0.00
				\$884.99
Stain				
Stain & paint	for cinder blocks	1	\$200.00	\$200.00
				\$0.00
				\$0.00
				\$200.00
Trees				
Orange trees		2	\$171.50	\$343.00
				\$0.00
				\$0.00
				\$343.00
Trash Haul				
Plants removal haul	company picks up	1	\$650.00	\$650.00
				\$0.00
				\$0.00
				\$650.00
Tree Removal				
Remove trees	invasive trees	6	\$800.00	\$4,800.00
				\$0.00
				\$0.00
				\$4,800.00
Soil				
All purpose soil	30 cups per 5 feet	8	\$6.50	\$52.00
garden jute burlap	15 ft	3	\$24.59	\$73.77
				\$0.00
				\$125.77
Tools				
wheelbarrow		1	\$166.00	\$166.00
spade		2	\$9.98	\$19.96
gloves	3 pack	20	\$12.99	\$259.80
rakes		4	\$13.98	\$55.92
watering cans		10	\$4.98	\$49.80
water hoses		4	\$24.98	\$99.92

Garden Budget

		Budgeted amount	Total Costs	Difference
		\$11,300.00	\$11,300.00	\$0.00
Name	Description	Quantity	Cost Each	Total
hand trowel		30	\$4.98	\$149.40
Large shovels		3	\$29.99	\$89.97
pruners		4	\$13.98	\$55.92
				\$946.69
Compost				
Worms	500 worms per bag	4	\$68.95	\$275.80
Bins	27 gallons	10	\$18.99	\$189.90
				\$0.00
				\$0.00
				\$465.70
Herbicides/Pesticides				
Outdoor pesticide	control ants, aphids & fruit flies	2	\$29.99	\$59.98
				\$0.00
				\$0.00
				\$59.98
Lumber/planters				
Redwood	on cinder blocks (8ft Length)		\$600.00	\$400.00
planters		3	\$220.00	\$660.00
				\$0.00
				\$1,060.00
Furniture/Misc				
benches	recycled plastic (no mold/rot)	2	\$455.00	\$910.00
outdoor chalkboard		4	\$37.99	\$151.96
weather meter kit		1	\$79.95	\$79.95
Raised garden bed	1x8x11	2	\$269.99	\$539.98
Garden label tags	Bag of 100 pieces	1	\$6.99	
bird feeder		2	\$40.99	\$81.98
water meter		2	\$7.98	\$15.96
				\$1,763.87



Los Angeles Unified School District
Lockhurst Drive Charter Elementary School
6170 Lockhurst Drive, Woodland Hills, CA
Tel: (818) 888-5280 ♦ Fax: (818) 346-0283
California Distinguished School – 2006
California Gold Ribbon School - 2016

Alberto Carvalho
Superintendent
Dr. David Baca
ESC Northwest Superintendent
Krista Bella
Principal
Danny Chavez Perez
Asst. Principal/EIS

October 30, 2023

Woodland Hills Warner Center Neighborhood Council

I am writing to request your support and consideration for the Woodland Hills Neighborhood Purpose Grant. The grant funds will have a lasting effect at Lockhurst Drive Charter Elementary. With this grant my Parent Teacher Organization (PTO), Lions of Lockhurst, aims to further enhance our educational offerings, create innovative learning, and improve the overall educational experience for our students. Your generous assistance will help us realize our vision.

Lockhurst Drive Charter Elementary is a diverse learning environment for 500 students from a variety of economic, ethnic, religious backgrounds and unique learning needs. As a school located in the west San Fernando Valley, we educate transitional kindergarten through 5th students. We also have 2 preschool classes, a Kindergarten - 2nd grade, and 3rd-5th grade Special Day Programs for students with moderate to severe Autism. As a school, we work to build learners that enter the world with empathy and appreciation for diversity with a buddy system for our children with special needs.

If my Lions of Lockhurst PTO is awarded the Neighborhood Purpose Grant, they would like to help renovate the garden by purchasing materials using \$1,300. The garden has not been upgraded in over 15 years and many of the areas are not usable. We would like to take advantage of every area including a spot to teach children to grow vegetables and a sensory area for our special needs students. We will be working with a garden design landscaper so we can make the most out of the area. Our goal is to have this done by the spring so students take advantage of the planting season.

Thank you for taking the time to review this grant application for my "Lions of Lockhurst" PTO and I would greatly appreciate your support of our school.

Krista Bella, Principal
Lockhurst Charter Elementary School
Krb2221@lausd.net
(818) 888-5280

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 13 2017

LIONS OF LOCKHURST PARENT TEACHER
ORGANIZATION
6170 LOCKHURST DR
WOODLAND HILLS, CA 91367-1204

Employer Identification Number:
36-4857051
DLN:
17053188303007
Contact Person:
HENRY F SHAMBURGER ID# 31472
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
June 28, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

LIONS OF LOCKHURST PARENT TEACHER

Sincerely,

Stephen a. martin

Director, Exempt Organizations
Rulings and Agreements



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **December 13, 2023**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **10 (23-083) \$1,300.00 NPG Lions of Lockhurst PTO**

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion: The Education Committee moves that the full board approve the attached Lockhurst NPG for \$1,300.00 and direct the treasurer to submit the NPG and supporting documentation to the City Clerk for funding.

Method of Payment: (Select One)

Motion continued on next page. Check Credit Card Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
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Geoffrey Hobson	Area 1 Business	X						
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate					X		Alternate
New: Julian Tu	Area 2 Residential					X		Ineligible (Training)
Paul Lawler	Area 2 Business	X						
New: Peter Haber	Area 2 C. B. O.					X		Ineligible (Training)
New: Masha Dowell	Area 2 Alternate					X		Ineligible (Training)
Tracey Rosen	Area 3 Residential	X						
Vacant	Area 3 Business							
Harout Aristakessian	Area 3 C. B. O.	X						
Vacant	Area 3 Alternate							
Don Patterson	Area 4 Residential	X						
Martin Lipkin	Area 4 Business	X						
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Vacant	Area 4 Alternate							
Christopher Waddy	Area 5 Residential	X						
Julie Waltrip	Area 5 Business	X						
Theresa Campbell Resigned	Area 5 C. B. O.							
New: Steve Sommers	Area 5 Alternate					X		Ineligible (Training)
New: Bill Barnett	Area 6 Residential					X		Ineligible (Training)
Mihran Kalaydjian Resigned	Area 6 Business							
Heath Kline	Area 6 C. B. O.	X						
Vacant	Area 6 Alternate							
Vacant	Area 7 Residential							
Vacant	Area 7 Business							
Joyce Fletcher	Area 7 C. B. O.				X			
Vacant	Area 7 Alternate							
August Steurer	At-Large	X						
Bobbie Wasserman	At-Large Alternate					X		Alternate
Vacant	Youth							

	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: 12	Total:	13	0	0	1	7	0	7

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *Heath Kline*

Authorized Signature: *Dena Weiss*

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **December 13, 2023**

Date: **December 13, 2023**

Officers Election: President, Vice President, Treasurer, Secretary, Parliamentarian

BYLAWS: ARTICLE VI - OFFICERS

Section 1:

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 in the Bylaws, and all must be *elected* members of the Board. An appointed member of the board can be elected as an Officer should no elected member choose to be nominated for a specific Officer position or no elected member is elected by a majority vote of the board for a specific Officer position. The Youth member and Alternate members cannot serve as an Officer of the Board.

Per the Bylaws, see below the list of Elected voting board members who are eligible to be nominated for an Officer position. Appointed members, alternate members and alternate members who were elected as an alternate then later appointed to a voting board seat, are not eligible to be elected to an Officer position.

Elected

Appointed

N/A = ALT.

At-Large

None

August Steurer

Bobbie Wasserman

Area 1

Karen DiBiase
Geoffrey Hobson
Shelly Schwartz

Raina Genos-McCaughy

Area 2

Paul Lawler

Julian Tu
Peter Haber

masha Dowell

Area 3

Tracey Rosen

Dean Matthew
Harout Aristakessian

Area 4

Martin Lipkin
Dena Weiss

Don Peterson

Area 5

Christopher Waddy
Julie Waltrip

Steve Sommers

Allan Biggins

Area 6

~~Mihran~~
Heath Kline

Bill Barnett

Area 7

Joyce Fletcher

Kate Kennedy
Schyler Katz

1 (11)

(10)

(4)

total board members = 25

WHWCNC Board Attendance History for 2024

X =Present
A =Absent vs EXCUSED ABSENCE (ie: sent an email would miss the meeting)

New Board at July'23			In-Person 13-Dec	In-Person 10-Jan
			DEC	JAN
Representative				
Area	RES	Karen DiBiase	X	X
1	BUS	Geoffrey Hobson	X	Absent
	CBO	Shelly Schwartz	X	Excused
	ALT	Reina Cerros-McCaughey	X	X
Area	RES	Julian Tu	Appointed	X
2	BUS	Paul Lawler	X	Excused
	CBO	Peter Haber	Appointed	X
	ALT	Masha Dowell	Appointed	X
Area	RES	Tracey Rosen	X	X
3	BUS	Dean Matthew	-	Appointed
	CBO	Harout Aristakessian	X	X
	ALT	Open	-	-
Area	RES	Don Patterson	X	Absent
4	BUS	Martin Lipkin	X	X
	CBO	Dena Weiss	X	X
	ALT	Open	-	-
Area	RES	Christopher Waddy	X	X
5	BUS	Julie Waltrip	X	X
	CBO	Steve Sommers	Appointed	X
	ALT	Allan Biggins	-	Appointed
Area	RES	Bill Barnett	Appointed	X
6	CBO	Heath Kline	X	X
	ALT	Open	-	-
Area	RES	Kate Kennedy	-	Appointed
7	BUS	Schyler Katz	-	Appointed
	CBO	Joyce Fletcher	Excused	X
	ALT	Open		
	At-Lg	August Steurer	X	X
	Alt-Lg	Bobbie Wasserman	X	X
	Youth	Open	-	-
TOTAL AT CALL TO ORDER=			15	17

Elected on 7-12-23
 Elected on 7-12-23
 Elected on 7-12-23
 NC appointed to Board on 2-10-21, Elected Alternate 7-12-23

NC appointed to Board on 12-13-23
 NC appointed to Board on 12-13-23
 NC appointed to Board on 12-13-23

Elected on 7-12-23
 NC appointed to Board on 1-10-24
 NC appointed to Board on 10-11-23, Per Bylaws: moved from Alt to CBO Rep

NC appointed to Board on 7-13-22

NC appointed to Board on 11-09-22, Elected 7-12-23
 NC appointed to Board on 12-12-22, Elected 7-12-23
 NC appointed to Board on 12-13-23, Per Bylaws: moved from Alt to CBO Rep
 NC appointed to Board on 1-10-24

NC appointed to Board on 12-13-23

NC appointed to Board on 1-10-24
 NC appointed to Board on 1-10-24, Per Bylaws: moved from Alt to Business Rep
 Elected on 7-12-23

NC appointed to Board on 11-09-22
 NC appointed to Board on 11-09-22



INVOICE

2024
2/5/2024

21600 Oxnard Street, Suite 128
Woodland Hills, CA 91367
818-704-1358

To:
WOODLAND HILLS WARNER CENTER NC
Attn:President

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Joellen	Summer Concerts	Due on Receipt	April 6, 2024

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Outreach Booth at The Summer concert Season At Warner Park. We supply tables, tents, chairs, and lights.		\$3,500.00
1	Co Sponsor of 1 concert,, logo on flyers and ads. Full set up.		0
1	July 4th table, tent, chairs, and lights, 40k people.		0
1	Movies in the park, Full set up for the 5 movies.		
	Payment must be received by April 6, 2024 to be included in marketing materials.		

SUBTOTAL	\$3,500.00
OVER	
TOTAL DUE	\$3,500.00

Make all checks payable to: the Valley Cultural Foundation
21600 Oxnard St, #128 Woodland Hills Ca, 91367

BE GÖNGERTS

at Warner Park

2024

Season Lineup

- June 16 Linda & Friends - Tribute to Linda Ronstadt
- June 23 The Soul Juice Band
- June 30 Strange Days - Tribute to The Doors
- July 14 Foreigner Unauthorized - Tribute to Foreigner
- July 21 Twisted Gypsy - Tribute to Fleetwood Mac
- July 28 Red Corvette - Tribute to Prince
- August 4 Wanted - Tribute to Bon Jovi
- August 11 The FABBA Show - Tribute to ABBA
- August 18 Blank Space - Tribute to Taylor Swift
- August 25 Aeromyth - Tribute to Aerosmith





INVOICE

January 30, 2024

Woodland Hills Warner Center Neighborhood Council

REMIT PAYMENT TO:

ONEgeneration
17400 Victory Blvd.
Van Nuys, CA 91406
818-708-4756

**2024 Walk-Up Senior Symposium
(ONEgeneration's Event -- May 18, 2024)**

Due Date - April 1st, 2024

***Payment must be received prior to the due date
to be included in any signage, print or marketing materials***

Item	Amount
Senior Symposium Participation – Booth, Canopy, Table with 2 chairs, and inclusion of WHWCNC logo on marketing materials flyers, banners, programs and other outreach materials for the May 18, 2024 Walk-up Senior Symposium	\$1,000.00
Balance Due	\$1,000.00

ONEgeneration's Senior Enrichment Center Presents...
14th ANNUAL SENIOR SYMPOSIUM



Thank you to everyone who attended in 2023!



We look forward to seeing you at the 15th Annual Senior Symposium May 18, 2024!

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Woodland Hills Warner Center Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a)	<u>Woodlake Ave Elementary PTSA</u>	<u>95-6206846</u>	<u>California</u>	<u>10/06/1953</u>
	<i>Organization Name</i>	<i>Federal I.D. # (EIN#)</i>	<i>State of Incorporation</i>	<i>Date of 501(c)(3) Status (if applicable)</i>
1b)	<u>23231 Hatteras St</u>	<u>Woodland Hills</u>	<u>CA</u>	<u>91367</u>
	<i>Organization Mailing Address</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
1c)	<u></u>	<u></u>	<u></u>	<u></u>
	<i>Business Address (if different)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
1d)	PRIMARY CONTACT INFORMATION:			
	<u>Terra Collins, PTSA Community Outreach</u>	<u>818-425-0855</u>	<u>WoodlakeVolunteers@gmail.com</u>	
	<i>Name</i>	<i>Phone</i>	<i>Email</i>	
2)	Type of Organization- Please select one:			
	<input type="checkbox"/> Public School <i>(not to include private schools)</i> Attach Signed letter on School Letterhead	or	<input checked="" type="checkbox"/> 501(c)(3) Non-Profit <i>(other than religious institutions)</i> Attach IRS Determination Letter	
3)	<u></u>	<u></u>	<u></u>	<u></u>
	<i>Name / Address of Affiliated Organization (if applicable)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

The purpose of this grant is to help with costs and arts access for our 590 students and their arts showcase, Night of the Arts community event. Our enrollment grew by 100 students within the last school year, and we are proud to say that all arts enrichment programs were covered for every TK-5th grade class—including displaced Ukrainian and Israeli students, as well as special education students. NOTA showcases students' artwork in an outdoor "art gallery" and invites the community in to view the art, create art of their own, and enjoy choral music, dance, and musical theater performances. Art supplies, signage, on site art stations, refreshments and more need to be purchased/rented.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

To create the gallery, art pieces using watercolors, oil pastels, clay, chalk, brushes, glue, paints, spraty foam and embellishments need to be mounted to presentation boards, hung in frames, and constructed (Recycled Art Garden sculptures). Supplies for the make-and-take art stations and crafted backdrops for the choral music and musical theater numbers are also completed by students on large canvas sheets. With the assistance of this grant we are also able to help replenish some of the art supplies used during Studio Art instruction for all of our 590 students.



Woodlake Elementary Community Charter School

Los Angeles Unified School District, Region North
23231 Hatteras St., Woodland Hills, California 91367
Telephone (818) 347-7097 Fax (818) 883-3953

Alberto Carvalho
Superintendent of Schools
David Baca
Region North Superintendent
Amy Pedersen
Principal
Julie Ljubicic
AP EIS
Lorna Weise
AP

December 4, 2023

Subject: Support for PTSA NPG Request

Dear Woodland Hills Warner Center Neighborhood Council,

I am writing to express my full support for the funding request submitted by our Parent Teacher Student Association (PTSA) for Night of the Arts, 05/04/2024. As the principal of Woodlake Elementary Community Charter, I have witnessed the invaluable contributions of our PTSA in enhancing the educational experience for our students. The proposed initiative aligns seamlessly with our school's commitment to arts enrichment education, and I believe that the requested funds will significantly benefit our students with additional supplies and the opportunity to display, or perform, their work.

Our PTSA has a proven track record of successful projects that have enriched our learning environment and fostered a sense of community within our school. I have complete confidence that the proposed project will continue this tradition of excellence. I kindly urge the WHWC Neighborhood Council to consider this funding request favorably, recognizing the positive impact it will have on our students and the broader community. Your support will undoubtedly contribute to the continued success of our school.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Amy Pedersen".

Amy Pedersen

Principal



2327 L Street, Sacramento, CA 95816

(916) 440-1985 • Fax (916) 440-1986 • info@capta.org • www.capta.org

LETTER OF DETERMINATION

March 27, 2023

Terra Collins, Unit President
Woodlake Avenue Elementary PTSA [2710]

Dear Terra:

In response to request of this office concerning your PTA's tax-exempt status, a copy of our group ruling letter dated November 18, 1943, from Internal Revenue, which grants federal income tax exemption to all PTAs in California, is enclosed. You will note the Internal Revenue Code section at that time as referred to in the letter was 101(6)—now Section 501(c)(3) as indicated in all PTA bylaws in California. The group exemption number assigned to the California State PTA is GEN-0646.

Also enclosed is a copy of the February 24, 2010 letter from Franchise Tax Board confirming PTA's exemption from state franchise or income tax under Section 23701d of the Revenue and Taxation Code.

Both the federal and state exemption letters cover all of our divisions—local units (associations), councils and districts. The letters are issued to the California Congress of Parents and Teachers, Inc. The corporate name was changed as indicated on this letterhead by vote of the annual convention on May 5, 1978, and has been recorded and filed with the Secretary of State with certificate endorsed on August 14, 1978.

Woodlake Avenue Elementary PTSA is a unit in good standing. It was organized on October 6, 1953 according to our official records, and is chartered as a member organization of the California Congress of Parents, Teachers, and Students, Inc.

Woodlake Avenue Elementary PTSA located at 23231 Hatteras Street, Woodland Hills, CA, 91367 in the Thirty-First District, California Congress of Parents, Teachers and Students, Incorporated, is a nonprofit, tax-exempt association under our group ruling. The Employer Identification Number (EIN) assigned to Woodlake Avenue Elementary PTSA is 956206846 and the assigned Franchise Tax Board entity number is 9541907.

Sincerely,

A handwritten signature in cursive script that reads "Donna Broussard".

Donna Broussard
Tax Filing Assistant

cc: District President



Night Of The Arts

presents **"Out of this World"**

The Wonder & Beauty of Space

Free Community Event

Saturday, May 4, 2024

5:00pm-7:30pm

Choir Performances

Musical Theater Pieces

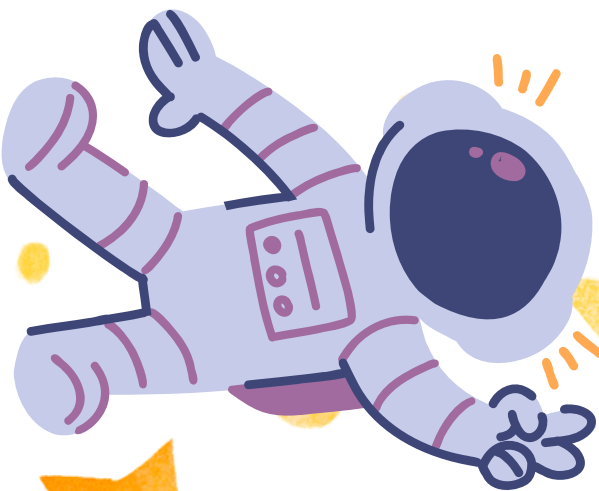
Latin & Line Dancing

Art Exhibit

Interactive Art Projects

Food & Dessert Vendors

Live Music... Family Fun!



Woodlake Elementary Community Charter

23231 Hatteras St Woodland Hills, Ca. 91367

PTSA Mission Statement

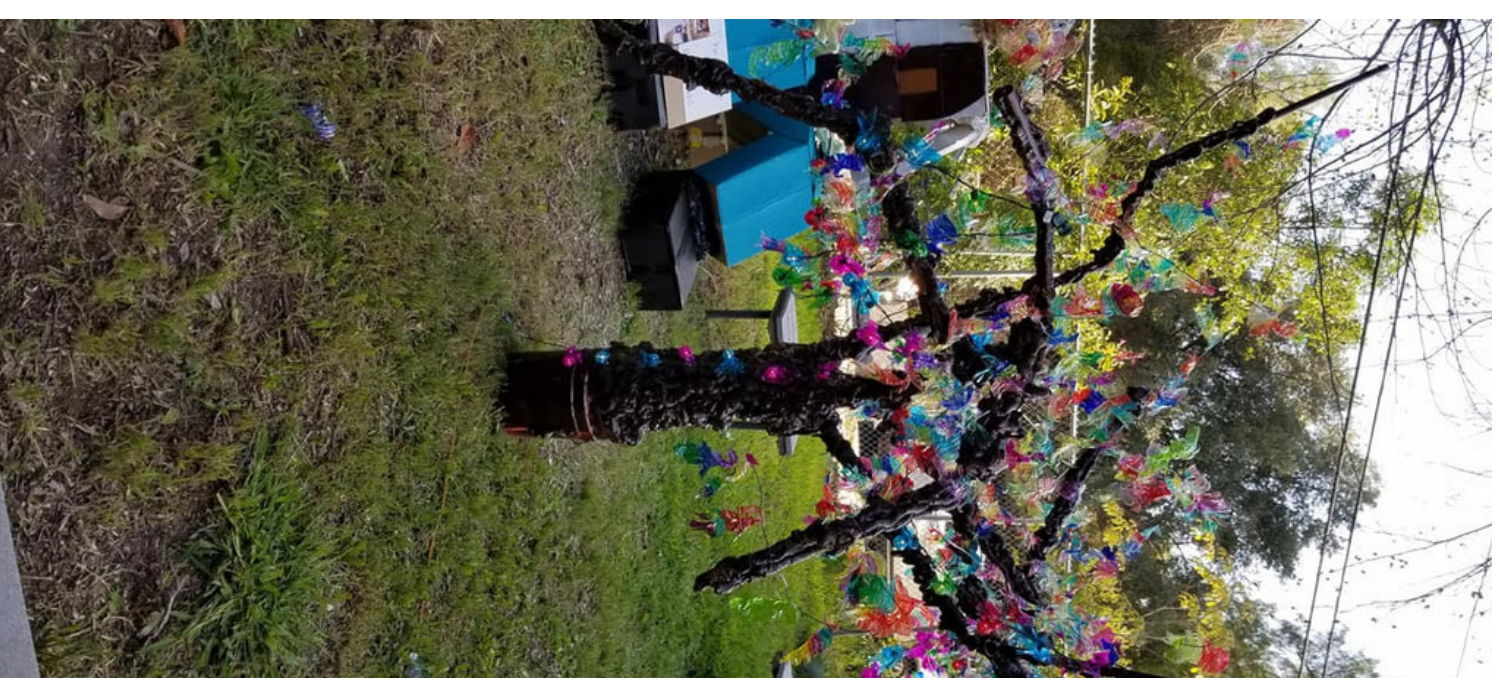
Woodlake PTSA raises money to support enrichment programs for our students through our Membership Drive and various fundraisers throughout the year. We invite every parent, teacher and neighbor to join with PTSA, as we work to make Woodlake Elementary the best it can be for our students...our most precious resource.

Woodlake Mission Statement

The faculty, staff, parents and volunteers of Woodlake Elementary Community Charter are dedicated to the ongoing pursuit of academic and artistic excellence, personal achievement, and social success for all of our students. We will continue to cultivate an atmosphere of well-being and acceptance in a safe and nurturing multicultural environment. We are committed to the partnership of home, school and community and believe this partnership is essential to helping our students work to their greatest potential.

Woodlake's mission is to provide our students with the necessary tools – based on educational research, character development and advanced technology – to become lifelong learners and productive citizens of the 21st century.

Additionally, we will develop and advance best practices for engaging students and parents, training teachers, and promoting educational excellence, collaboration, and innovation.



Benefit the community?

The grant will support 600 students in our Woodland Hills Community. Our students range from medium to low income demographics and the ages of 5 to 12yrs of age. With this enrichment opportunity, these students will be able to broaden their lives and the lives of others in the community with a new scene of passion for cultural art and awareness. Something that many of these children would never have had a chance to experience without our enrichment program.

Purpose?

PTSA is looking into grants to fund our yearly art program for our 600 students. Our district no longer pays for enrichment opportunities, that we find so important to offer to our youth. This will cover our entire Art Studio Program for all grades weekly, including all needed supplies.

PTSA is dedicated to the ongoing pursuit of academic and artistic excellence, personal achievement, and social success of all of our students, and this grant opportunity would be the world to these students.

What we fund

PTSA funds our yearly art program, music program and computer program for our 600 students. Our district no longer pays for enrichment opportunities, that we find so important to offer to our youth. This will cover our entire Art Studio Program, computer and music programs for all grades weekly, including all needed supplies.

PTSA is dedicated to the ongoing pursuit of academic and artistic excellence, personal achievement, and social success of all of our students.



Budget 2024:

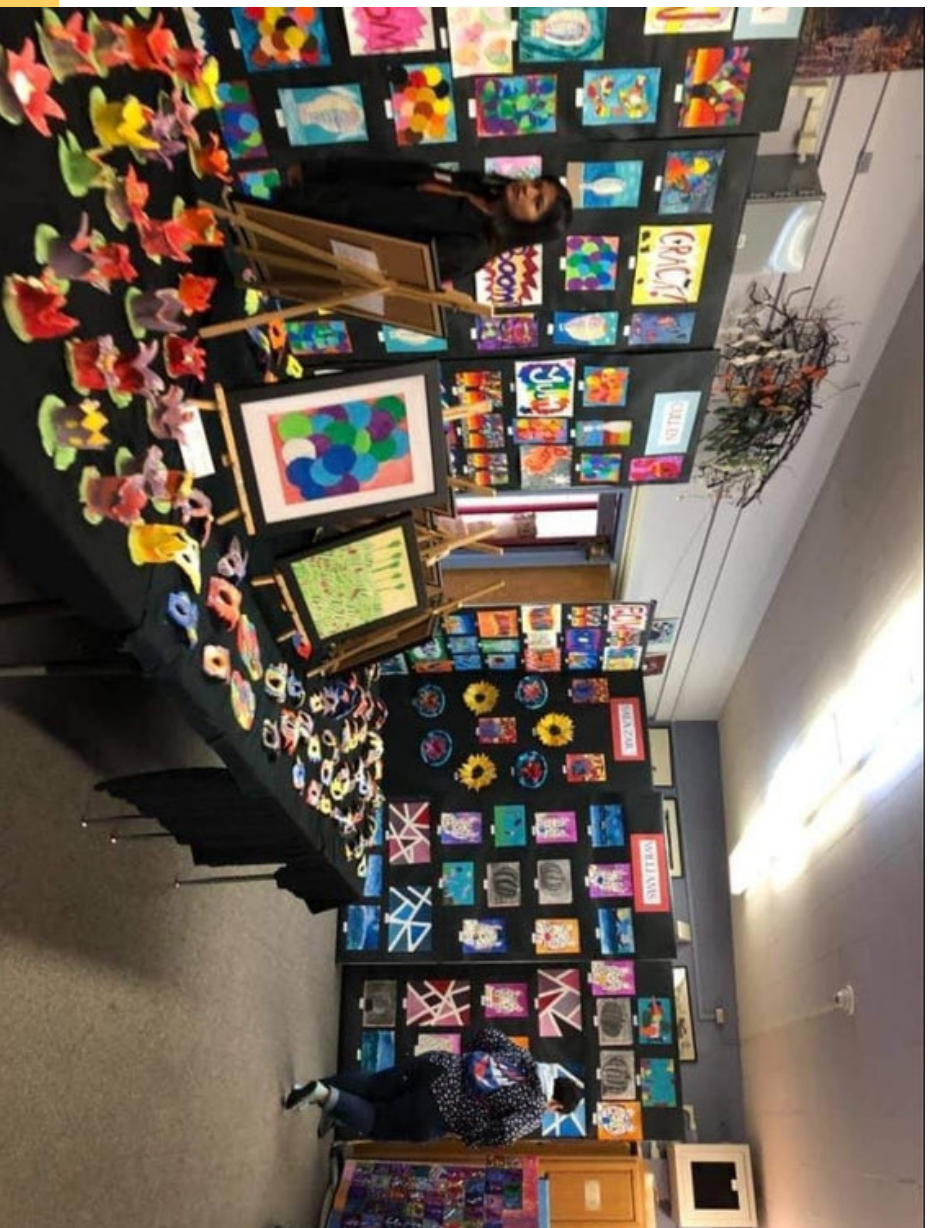
- \$1000 recycled art garden crafting materials, paint, glue, strings, boxes, signage, etc
- \$300 props to create outdoor theater
- \$500 bulk 8x10 frame purchase
- \$500 Equipment rentals (speakers, tables & chairs)
- \$300 waters & snacks
- \$400 event flyer & program printing
- \$500 for interactive art station projects for everyone who attends
- \$100 Canvas Sheets/Drop Cloths
- \$600 second semester art supplies: paint, pastels, clay, paper, cleaning supplies



Total: \$4200

Grant Request: \$2000

MOVING THIS EVENT OUTDOORS FOR COVID SAFETY INITIALLY REQUIRED EXTRA FUNDS, BUT NOW HAS PROVIDED A NEW VISION FOR THIS EVENT! HELP ENSURE WE GIVE OUR COMMUNITY A NIGHT OF ART WE ALL NEED.



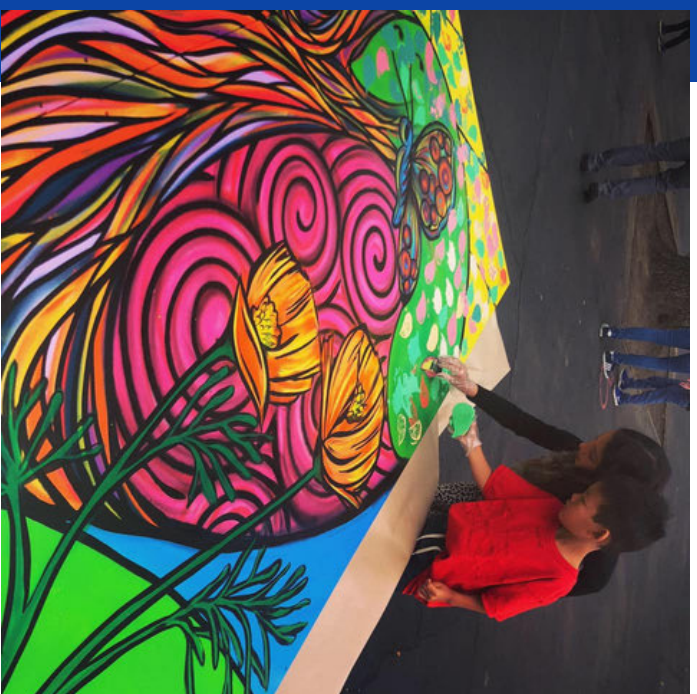
THANK YOU!



Art gallery wall

23231 Hatteras St. Woodland Hills, CA 91367

Interactive art





Woodlake Elementary: Who We Are

Woodlake Elementary Community Charter is TK-5, neighborhood public elementary school located in Woodland Hills, California within the Los Angeles Unified School District (LAUSD).

Our vision is to **empower** our students to become **creative critical thinkers** and **problem solvers** to successfully meet the challenges of a dynamic technological and global society. Developing **respect** and **responsibility** for themselves and others.





Los Angeles City Planning Department

6262 Van Nuys Boulevard, Suite 430

Van Nuys, CA 91401-2709

Internet: <http://planning.lacity.org/>

[PRB Letter 1/1]

PLAN REVIEW BOARD (PRB)

Ventura/Cahuenga Boulevard Corridor Specific Plan

Dennis DiBiase, 2nd Vice President, 3rd Council District Appointee (Woodland Hills)

Kathy Delle Donne, President, 3rd Council District Appointee (Tarzana)

Lisa Karadjian, 2nd Council District Appointee (Studio City)

Lisa Petrus, 4th Council District Appointee (Sherman Oaks)

Lisa Sarkin, 1st Vice President, 2nd Council District Appointee (Studio City)

August Steurer, Mayor's Appointee

Florence Blecher, 4th Council District Appointee (Cahuenga Pass)

To: Valley Overlay Amendment Unit - Los Angeles City Planning Department Staff

Re: Special hearing to broaden PRB membership

From: Kathy Delle Donne – Plan Review Board- President

The following motion was passed by the current members of the PRB to broaden its membership to ensure socioeconomic and demographic diversity - plus this motion will provide equitable representation for the six communities along Ventura Boulevard.

MOTION APPROVED BY THE VENTURA-CAHUENGA BOULEVARD CORRIDOR SPECIFIC PLAN REVIEW BOARD ON AUGUST 3, 2023.....

Whereas, each of the communities along the 17 miles of the Ventura-Cahuenga Boulevard Corridor Specific Plan area is unique and has different needs, the Ventura-Cahuenga Boulevard Corridor Specific Plan Review Board (VCBCSP) requests the adoption of the following make-up of the Review Board:

1. The VCBCSP Review Board shall consist of 13 members.
2. One member appointed by the mayor.
3. Six members appointed by the City Council Member(s) whose districts include the VCBCSP area. If a community is represented by more than one City Council Member, they shall choose the appointee jointly.
4. One appointed by each of the six Neighborhood Councils comprising the VCBCS area. The appointed member shall be a stakeholder of said Neighborhood Councils.

Whereas, the adoption of the appointments listed above ensures that no City Council Member will be able to appoint a majority of the Plan Review Board and that each of the six communities are represented as Section 15.A.2.a & b requires.

Whereas, the adoption of the appointments listed above will insure that when City Council Districts are changed during each 10 year process, the Plan Review Board will remain representative of Cahuenga Pass, Studio City, Sherman Oaks, Encino, Tarzana and Woodland Hills.

Whereas, no term limits shall apply to Plan Review Board Members. Whereas, the President, the 1st Vice President and the 2nd Vice President shall serve for a term of 3 years.

ATTACHMENT TO WHWCNC MOTION