



MINUTES - FULL COUNCIL MEETING

Wednesday, April 12, 2017, 6:30 p.m.

Changed to

West Valley-Warner Center Chamber office

Westfield Promenade, 6600 Topanga Canyon Blvd, Canoga Park, CA 91303

Call to Order - 6:40 by Joyce Fletcher

Pledge of Allegiance - by Aaron Williams

Roll Call - by Linda Kouy-Ghadosh

- Dennis DiBiase (late), Linda Kouy-Ghadosh, Karen DiBiase (late, alternate voting for C.B.O. Representative of Area 1), Brian Drapkin, Sean McCarthy, Nancy McLean, Don Patterson, Al Saur, Cameron Gil, Mercy Alpert, Pat Patton, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman - QUORUM 15 at 6:45

Approval of Minutes:

February 8, 2017	Vote: Yes 15	No 0	Abstain 0
March 8, 2017	Vote: Yes 15	No 0	Abstain 0

1. Organization, Operation, Policies, & Procedures:

Public Announcements:

- ☐ LAPD Topanga Division - Sheppard Kaufman on behalf of Brent Rygh and Sean Dinse
 - Homeless is a social issue and not a police issue
- ☐ Office of Councilman Bob Blumenfeld - Tim Glick
 - Collection event at district office for oil filters and e-waste Saturday 9a - 3p
 - Blumenfeld Bike Ride rescheduled again to 4/22/17 8:30-11
 - Handed out the following flyers:
 - Limits on vehicular living
 - Fighting crime in the west valley
 - Homeless
 - Tree planting in Tarzana 5/13/17 9a-12p
- ☐ Office of other Local and State Officials and Other Public Announcements and Presentations
 - Cameron Gil for Matt Dababneh's office - Brad Sherman will hold a town hall at Reseda High School

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

- Barry Stone
 1. Youth training will be held to teach youth how to be neighborhood council board members, must register by 5/24, ages 14-24
 2. Make sure that trainings and code of conduct compliance is complete
 3. Be aware of the following deadlines:
 - 5/1 - bylaw changes
 - 6/1 - funding request forms
 - 6/7 - last day to issue checks
 - 6/11 - last day to issue Union Bank Card
 - 6/30 - last day to submit Budget

Organization, Operation, Policies, & Procedures, Officer Reports:

President, Joyce Fletcher

1. Board Retreat will be held on June 2, 2017 9a-3p at BJ's Restaurant, Meeting Room
2. End of year Budget - Unspent funds and Committee funds must be spent or reallocated into the Budget
Final Committee funding requests must be on May 10, 2017 Board Meeting agenda
3. Announcement – seating of Alternate Board members: Area 6 Alternate Gilbert Yablon to Area 6 Board Member
and Area 4 Alternate Al Saur to Area 4 Board Member per WHWCNC Bylaws.

Vice-President - Dennis DiBiase - None

Treasurer - Heath Kline - funding changes will be discussed during items in the agenda

Secretary - Linda Kouy-Ghadosh - None

Parliamentarian - Aaron Williams - None

2. Items for Board discussion and possible action:

Item No. (1) – Don Patterson, Chair - Governance Committee **(16-132) WHWCNC Bylaws change**

Motion for the Board to approve a WHWCNC Bylaws change to Article 5, Section 3D as follows:

Article 5, Section 3 D, delete the following stricken out text:

In the event that an Elected Representative is absent or recuses him/herself, the Alternate for the corresponding area shall take his/her place. There shall be no alternate representative for the At-Large Area Representative.

Motion by: Don Patterson, Second by: Sean McCarthy

Vote: Yes: 17 No: 0 Abstain: 0 PASSED

Item No. (2) – Don Patterson, Chair – Governance Committee **(16- 133) WHWCNC Bylaws Change**

Motion for the Board to approve a WHWCNC Bylaws change to Article 5, Section 8, by adding the following paragraph prior to CENSURE:

Reprimand: The Council Executive Board may take action to reprimand a Board member for actions in the course of Council business by holding an Executive meeting, writing and voting on a written reprimand. The written reprimand will be sent by certified mail to the reprimanded Board member. The written reprimand serves as a warning.

Motion by: Don Patterson

Second by: Dennis DiBiase

Vote: Yes: 17 No: 0 Abstain: 0 PASSED

Item No. (3) - Don Patterson, Chair – Governance Committee **(16-134) WHWCNC Bylaws Change**

Motion for the Board to approve a WHWCNC Bylaws change to Article 10, Section A, by adding the word “area” and deleting the following stricken out text:

Alternates: For each area, one

(1) Alternate Representative shall be selected pursuant to the Elections Rules and Procedures. The Alternate Representative must attend all Board meetings of the Neighborhood Council. The Alternate Representative shall be a voting member of the Neighborhood Council at any Neighborhood Council Board meeting from which the

Representative is absent and, if a Representative resigns or is removed from office, the Alternate Representative shall become the Representative for the remainder of the Representative's elected term.

Motion by: Don Patterson Second by: Heath Kline
Vote: Yes: 17 No: 0 Abstain: 0 PASSED

Item no. (4) - Don Patterson, Chair – Governance Committee
(16-135) Standing Rules

Motion for the Board to adopt the WHWCNC Standing Rules as presented on the attached document.

Motion by: Don Patterson Second by: Dennis DiBiase
Vote: Yes: 17 No: 0 Abstain: 0 PASSED

Item no. (5) – Karen Koe, Chair and Marty Lipkin Vice Chair - PLUM Committee
(16-136) Case No. AA-2016-2170-PMLA
Lot Split in a residential neighborhood – Walnut Acres
23042 Calvert Street, Woodland Hills, CA 91367

Application for Parcel Map change to subdivide one parcel with a single-family dwelling in the RA-1 zone of Walnut Acres into two lots (one a flag lot configuration) and construct a single-family dwelling on the new, separate lot.

PLUM Motion: The Planning, Land Use and Mobility Committee, for the findings and conditions stated below, finds that the submitted application for the subdivision of a single RA zoned parcel into two lots, **not receive** the support of the Board of the Woodland Hills-Warner Center Neighborhood Council. 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 non-supporting recommendation for this application as presented on March 16th, 2017.

As pertaining to Case AA-2016-2170-PMLA, having held 2 public hearings for the application to permit the subdivision of one parcel, at 23042 Calvert St., Woodland Hills, into two lots in an RA-1 zone, the Planning, Land Use and Mobility Committee hereby finds that:

[Important Notice: During the second hearing, the Applicant formally announced he was withdrawing his application for the lot split at this location; 23042 Calvert St. Woodland Hills, Ca 91367. His announcement was witnessed by Andrew Pennington, Director of Planning for the Area-3 City Councilman, the PLUM Committee members and an audience of Walnut Acres stakeholders.

However, the applicant then declined to write letters verifying his commitment to withdraw his application to Planning, the Area-3 City Councilman and the WHWCNC.] – Friendly Amendment by Gilbert Yablon

FURTHERMORE:

WHEREAS, based on the materials provided by the applicant dated 7/25/2016 and 2/23/2017 (E-mail with an undated attachment) the lot split does not involve a parcel landlocked by topography; and,
WHEREAS, Professional Planners commonly agree that, except where required by topography, irregular lot lines as proposed by the applicant are bad policy; and,
WHEREAS, we find that any splitting of a lot in this area violates the intent of the RA use, we therefore find the application inconsistent with the integrity of the zoning; and,
WHEREAS, the proposed lot split will result in a flag lot increasing the density, in a designated very low density residential community, in direct conflict with the design purpose of an RA zoned parcel, and the General Plan; and,
WHEREAS, the proposed lot split will potentially create privacy issues and conflicts with adjoining residents; and,
WHEREAS, the proposed lot split will promote development that adds extra stress on the infrastructure, including streets and utilities designed for very low density usage; and,

WHEREAS, the proposed lot split and subsequent development will impinge on the animal keeping privileges of adjoining property owners; and,

WHEREAS, the proposed lot split will become the beginning of a negative trend for future development of the neighborhood that will destroy the character and semi-rural atmosphere of the entire RA zoned community; 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.

THEREFORE, IT IS HEREBY RESOLVED, that the Planning, Land Use and Mobility Committee, for the findings and conditions stated hereinabove, finds that the submitted application for the subdivision of a single RA zoned parcel into two lots, **not receive** the support of the Board of the Woodland Hills-Warner Center Neighborhood Council. 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 **non-supporting** recommendation for this application as presented on March 16th, 2017.

Motion: Henry Rice Second: Dennis DiBiase **Vote:** Aye 10 Nay 0 Abstain 0

Motion carries unanimously

Motion by: Karen Koe Second by: Don Patterson

Vote: Yes: 17 No: 0 Abstain: 0 **PASSED**

Special Meeting: Board will hold a brief Special Meeting:

Special Meeting held from 8:00 pm to 8:30 pm

Item No. (6) – Heath Kline, Treasurer and Joyce Fletcher, President
(16-137) Reallocation of the 2016/2017 Budget

Motion for the Board to approve a reallocation of available funds and available Committee funds in the WHWCNC 2016/2017 Budget.to (Line Item 900 - Unallocated) to be disbursed at this Board Meeting the next Officers/Budget meeting as best serves the goals of the WHWCNC.

The date of the next Officers/Budget meeting to be determined and approved at the April 12, 2017 Board Meeting.

Please be reminded that we have some deadlines coming up with respect to funding and because the NC Funding will be transitioning from the current Retail Union Bank Account to a Commercial Union Bank Account, we need to hold these dates firm.

June 1, 2017 - Last day to submit a funding request (FRF) to NC Funding;

June 7, 2017 - Last day to issue a Union Bank Account online check payment;

June 11, 2017 - Last day to use the Neighborhood Council Bank Card.

Committee funds available:

PLUM 1	\$40.00
WHIP	\$500.00
Governance	\$500.00
Public Safety	\$991.62 (see Board agenda)
Community Services	\$1,290.00
(Fire Station 84 Foundation (\$1,500) - West Valley Food Bank (\$750) – American Legion Veterans Day Booth (\$150.00)	
Education	\$1,000.00
Senior Ad hoc	\$1,000.00
Beautification	\$879.32 (see Special Meeting expenditures)
Environmental	\$1,000.00
Animal Services	\$1,000.00

Amended Motion: Joyce Fletcher amended the motion as follows:

Motion for the for the Board to approve a reallocation of available funds and available Committee funds in the WHWCNC 2016/2017 Budget at a NC Full Board Meeting and Budget Committee Meeting to be held on April 19, 2017.

Seconded by Sheppard Kaufman

Vote: Yes: 17 No: 0 Abstain: 0 **PASSED**

Item no. (7) Shepard Kaufman, Chair - Safety Committee
(16-138) Budget Request

Discussion only:

The results of the WHWCNC Public Safety Survey to date and the Safety Town Hall held on April 4, 2017

Shepard provided an update and analysis of the Survey and the Safety Town Hall Meeting.

Motion: The WHWCNC Public Safety Committee requests that as the Board has left over funds from the 2016/2017 Budget that the Board approve the reallocation of funds for the expenditure of up to \$2,000 for the purchase of up to 20 WHWC branded Neighborhood Watch signs, that meet city guidelines, to be made available to new and existing Neighborhood watch groups that meet certain conditions to be set forth by the Board of WHWC Neighborhood Council. THIS COST IS ABOUT \$55-65 per sign depending on final specs and shipping cost. (PS Committee Approved 3 - 0)

Continued to the April 19, 2017 NC Full Board Meeting and April 19, 2017 Budget Committee Meeting.

Item No. (8) Shepard Kaufman, Chair - Safety Committee
(16-139) Budget Request

Motion: The WHWCNC Public Safety Committee requests that the Board approve the expenditure of up to \$500 from the Safety Committee 2016-2017 Budget, or an amount approved by the board, for the purchase of WHWCNC Branded safety vests (or shirts) for use by board members and stakeholders participating in community events such as neighborhood watch style safety walking groups, beautification cleanups, and other events where visibility is important. THIS COST IS ABOUT \$9-20 per vest depending on the vest/printing combination. (PS Committee Approved by a vote of 3 - 0)

Continued to the April 19, 2017 NC Full Board Meeting and April 19, 2017 Budget Committee Meeting.

Item No. (9) - Shepard Kaufman, Chair - Safety Committee
(16-140) Budget Request

Motion: The WHWCNC Public Safety Committee is proposing that as the Board has left over funds from the 2016/2017 Budget; the Board consider the reallocation of unspent Budget funds for the purchase of an on vehicle magnetic mounted high intensity display billboard for use by the NC to promote Council and community events, to warn traffic about NC clean-up crews ahead, for general notification and for a pilot street safety program with the LAPD mounting the sign on the patrol cars notifying motorists of special traffic enforcement or other mutually agreed programs ahead.

Continued to the April 19, 2017 NC Full Board Meeting and April 19, 2017 Budget Committee Meeting.

Item No. (10) - Shepard Kaufman, Chair - Safety Committee
(16-141) Budget Request

Motion: The WHWC NC Public Safety Committee is proposing that as the Board has left over funds from the 2016/2017 Budget; the Board consider the reallocation of unspent funds for the purchase of:

1) WHWCNC Branded color stickers to be affixed to handouts provided, but not created, by the NC at events.

COST Approximately \$30.00 for 1000

2) Reusable NC Signs with arrows and space for an "add on logo" to post outside of venues where an NC Event is taking place (i.e. Board meeting, committee meeting, NC sponsored forum, etc).

COST Approximately \$25.00 each including stand

Continued to the April 19, 2017 NC Full Board Meeting and April 19, 2017 Budget Committee Meeting.

3. Funding Items:

Item no. (11) – Heath Kline, Treasurer

(16-142) Approval of Monthly Expense Reconciliation [MER] for March 2017

Motion to approve the WHWCNC Budget for Fiscal Year 2016 - 2017 Monthly Expense Reconciliation [MER] for March 2017. Motion may be amended to include other necessary budget items (2 pages posted with this agenda.)

Motion by: Heath Kline

Second by: Dennis DiBiase

Yes - 15 Dennis DiBiase, Karen DiBiase, Brian Drapkin, Sean McCarthy, Nancy McLean, Don Patterson, Al Saur, Cameron Gil, Mercy Alpert, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman No – 0 Abstain – 0 Ineligible – Linda Kouy-Ghadosh

Item No. (12) - Heath Kline, Treasurer

(16-143) Confirm Payment to Valley Cultural Center for WHWCNC fall 2016 outreach participation at the Grateful Hearts event

Motion for approval of a \$250.00 check payment to Valley Cultural Center for WHWCNC outreach participation at the Fall 2016 Grateful Hearts WSFV first responders' recognition event including a dedicated booth, collateral materials and pre-event outreach & promotion. [Budget Line 92]

Motion by: Heath Kline

Second by: Sean McCarthy

Yes - 15 Dennis DiBiase, Karen DiBiase, Brian Drapkin, Sean McCarthy, Nancy McLean, Don Patterson, Al Saur, Cameron Gil, Mercy Alpert, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman No – 0 Abstain – 0 Ineligible – Linda Kouy-Ghadosh

Item No. 13) - Heath Kline, Treasurer

(16-144) Confirm Payment to Blue Host for WHWCNC email and website hosting and domain registrations.

Motion to approve \$238.08 payment to Blue Host for email hosting for all NC members, committees, and committee members and hosting of the NC's new Word Press website. In addition, approve payment(s) of up to \$100.00 to BlueHost, GoDaddy and 1&1 for transfer and maintaining the NC's top level domain name registrations. [Budget Lines 125 & 121]

Motion by: Heath Kline

Second by: Don Patterson

Yes - 15 Dennis DiBiase, Karen DiBiase, Brian Drapkin, Sean McCarthy, Nancy McLean, Don Patterson, Al Saur, Cameron Gil, Mercy Alpert, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman No – 0 Abstain – 0 Ineligible – Linda Kouy-Ghadosh

Item No. (14) Heath Kline, Treasurer

(16-145) Confirm Payment to Port Town Websites for WHWCNC Website Development

Motion to approve \$1,592.50 payment to Port Town Websites for final revisions to the WHWCNC website which resolved issues regarding hosting and publishing agendas, minutes and images, custom programming for mobile member's page and training/documentation.

Motion by: Heath Kline

Second by: Don Patterson

Vote: Yes - 15 Dennis DiBiase, Karen DiBiase, Brian Drapkin, Sean McCarthy, Nancy McLean, Don Patterson, Al Saur, Cameron Gil, Mercy Alpert, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman No – 0 Abstain – 0 Ineligible – Linda Kouy-Ghadosh

4. Board Member Area Reports: NOT HELD

5. Committee Reports: NOT HELD

Agenda may be amended prior to the Board meeting to include further items:

Announcements:

The next Board meetings will be held on Wednesday, May 10, 2017 at the American Legion Hall, 5320 Fallbrook Ave, Woodland Hills, CA 91367. Meeting dates for or the upcoming 2016/2017 year; the proposed Board meeting dates are: TBD (Date, Time, location subject to change or cancellation. Please check the www.whcouncil.org website)

Adjournment of meeting: Joyce Fletcher adjourned the meeting at 9:40 pm

Disabilities Act Notification: As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the bases of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at (818) 756-9628, (818) LA HELPS.

Brown Act Notification: In compliance with Government Code 54957.5, non-exempt writings that are distributed to a majority or all the board in advance of a meeting may be viewed at the www.whcouncil.org. calendar page. Agendas for meetings will be posted here and at specific locations 72 hours in advance of the scheduled meeting. Meetings are subject to change and the WHWCNC website www.whcouncil.org should be checked frequently.

If you would like a copy of any record related to an item on the agenda, please contact: l.kouyghadosh@whcouncil.org