



MINUTES – WHWCNC FULL BOARD MEETING

Wednesday, June 14, 2017, 6:30 p.m.

American Legion Hall

5320 Fallbrook Ave, Woodland Hills, CA 91367

Call to Order - 6:40 p.m. by Joyce Fletcher, President

Pledge of Allegiance - by Heath Kline

Roll Call - by Linda Kouy-Ghadosh

- Dennis DiBiase, Linda Kouy-Ghadosh, Karen DiBiase, Brian Drapkin, Ray Cole, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson (late), Al Saur, Richard Hollander, Pat Patton, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman - QUORUM 18

Approval of Minutes: May 10, 2017

- Yes - 18 No – 0 Abstention - 0
-

1. Organization, Operation, Policies, & Procedures:

Public Announcements:

☐ Office of Councilman Bob Blumenfield

- Tim Glick:
 - There will be added security at the 4th of July Event at Warner Park
 - Planning Meeting 6/17/17 9:00am - 12:00 p.m. - to inform community about the planning process
 - LA Reading Radio 23rd anniversary wants to donate radios to blind veterans 6/27/17 2 p.m. Radio Broadcast, 4 p.m. movie
 -

☐ Office of other Local and State Officials and Other Public Announcements and Presentations

- Kevin Taylor from Mayor Garcetti's office
 - Prop 47 - \$6million grant has been approved
 - Hire LA Youth Program ages 14-24
 - Port of LA - Robert Garcia is trying to attain the most sustainable port

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

- All Speaker card requests related to Community Plan presentation and therefore was addressed during the Presentation

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

President, Joyce Fletcher - thanked the board for attending the retreat

Vice-President - Dennis DiBiase - NONE

Treasurer - Heath Kline - NONE

Secretary - Linda Kouy-Ghadosh - NONE

Parliamentarian - Aaron Williams - NONE

Presentation – Woodland Hills - Community Plan Update

Department of City Planning, Valley Policy Planning Section

The Department of City Planning is embarking on a community plan update for Woodland Hills. The City Planners provided a comprehensive presentation of the Plan and how it could affect Woodland Hills neighborhoods, commercial areas, zoning and other related factors. There was a question and answer period so the Planners could receive comments and questions from the NC Board/Stakeholders and provide answers and updates.

2. Items for Board discussion and possible action:

Item No. (1) Joyce Fletcher, President WHWCNC **(16-175) NC Budget Package**

Motion to approve the 2017/2018 Budget Package as required by EmpowerLA.

Amendment – The Board approves Board President, Joyce Fletcher to fill out the required documents and submit to EmpowerLa, per her discretion, as the Budget Package was reviewed and discussed by the Board at the June Board Retreat. A copy of the submitted Budget Package will be provided to the Board.

Amendment - Motion by Joyce Fletcher, Seconded by Heath Kline

Vote: Yes – 17 No - 0 Abstain – 1 Ineligible - 1

Motion by: Motion by Joyce Fletcher Seconded by Heath Kline

Vote: Yes - 17, Dennis DiBiase, Karen DiBiase, Brian Drapkin, Ray Cole, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Richard Hollander, Pat Patton, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman

No - 0 Abstain – 1 Ineligible – 1 PASSED

Item No. (2) Don Patterson, Chair – Governance Committee **(16-176) Alternate Board Member appointments**

Motion to appoint to the WHWCNC Board:

Eva Morris Huffman as Alternate Representative for Area 3

Motion by Don Patterson Seconded by Sheppard Kaufman

Vote: Yes – 18 No – 0 Abstain – 0 PASSED

Lauren Coffman as Alternate Representative for Area 6.

Motion by Don Patterson Seconded by Dennis DiBiase

Vote: Yes – 19 No – 0 Abstain – 0 PASSED

Item No. (3) Dennis DiBiase and August Steurer, Co-chairs, WHIP Committee **(16-177) Community Plan Schedule Extension**

Motion for the Board to approve a letter to Councilmember Bob Blumenfield and other Government officials and bodies requesting a Community Plan Schedule Extension

Discussion and possible action regarding sending a letter to Councilmember Blumenfield requesting that the current deadline for the first draft of the updated Canoga Park-Winnetka-Woodland Hills-West Hills Community Plan be extended 6 months from October 2017 to April 2018. The extension will enable proper outreach to the community and

appropriate opportunity for input from all interested parties. Furthermore, the letter will also state that funding needs to be evaluated that would support costs for mailing, public forums and other outreach efforts.

Letter:

Based on information provided by the Department of City Planning during a presentation at the meeting of the Woodland Hills-Warner Center Neighborhood Council on May 10, 2017, we are requesting the deadline of October 2017 for release of the first draft of the Canoga Park-Winnetka-Woodland Hills-West Hills Community Plan be extended by at least six months. We believe the extension is required so that satisfactory outreach can be arranged and sufficient input from the Community can be compiled. The possible affects to the stakeholders and their interests must be sufficiently considered when revising a Community plan that hasn't been updated in almost twenty years.

Specifically, we are requesting the Councilmember's timely action at the City Council level or by the CD3 staff including communications to the Department of City Planning as required to effectuate the deadline extension.

We are requesting this action because the original premise of revising a Community Plan in three years did not take into account the environmental analysis required in the California Environmental Quality Act. In addition, the various reviews required by the Planning Commission, City Council Committees, the City Attorney's Office and the City Council are time consuming and burden a three-year schedule goal. These tasks represent 2 ½ years of the proposed three-year process. Leaving an insufficient ½ year at the beginning of the schedule for education of the community, gathering relevant data and input from stakeholders including the four Neighborhood Councils involved, and the writing of the Plan by the Planning Department will risk compromising the final result of the process.

In particular the outreach to the community in the form of public presentations and discussions, along with a coordination of efforts between the Neighborhood Councils and the Planning Department will require sufficient time but also sufficient funding. The funding component will be necessary to provide mailings and other outreach and expenses associated with public forums including venue costs, reproductions, etc.

Therefore, we would appreciate serious consideration of a reasonable schedule and proper funding for this process and we look forward to working with you on this effort.

Motion was tabled.

Item No. (4) Karen Koe, Chair and Marty Lipkin, Vice Chair – PLUM Committee
(16-178) Case No. DIR-2016-3785-SPP,
Chick-fil-A Restaurant, 20101 Ventura Blvd., Woodland Hills, CA 91367

Case No. DIR-2016-3785-SPP, Chick-fil-A Restaurant, 20101 Ventura Blvd., Woodland Hills, CA 91367: Discussion and possible action regarding application for demolition of remaining gas station structures and grading and preparation of the building site. This motion is only for demolition and clean-up of the site structures and the application for the complete project will be considered in a separate motion when the Applicant submits final plans for the structure and for traffic and safety mitigations in the future.

PLUM Motion: As pertaining to Case DIR-2016-3785 – SPP, having held two public hearings for the application filed by Chick-fil-A for 1) A PROJECT PERMIT COMPLIANCE (SPP) PER LAMC SECTION 11.5.7 – to allow for the demolition of multiple gas station related buildings and grading (500 cubic yards of cut and 250 cubic yards of fill. *250 yards will be exported from the site.*) on an [E] 39,890 sf former gas station site, and 2) an Environmental Assessment Form (EAF) at 20101 Ventura Blvd., the Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, the application requests approval for demolition of the existing structures on the site, as well as grading of the site (including 500 cubic yards of cut, 250 cubic yards of fill, and 250 cubic yards of export); and,

WHEREAS, the applicant is requesting approval for demolition and grading only; and,

WHEREAS, the applicant would like to initiate the process and is requesting approval to move ahead with the demolition and grading; and,

WHEREAS, they have met all the criteria required for beginning demolition and grading;

THEREFORE, IT IS HEREBY RESOLVED that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein, finds that the submitted demolition application from Chick-fil-A for the proposed project at 20101 Ventura Boulevard, should receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council for the requested actions.

PLUM Motion: Gilbert Yablon PLUM Second: Ray Cole Vote: Aye 9 Nay 0 Abstain 0

Board Motion by Karen Koe and Martin Lipkin
Vote: Yes – 19 No – 0 Abstain – 0

Seconded by Sean McCarthy
PASSED

Item no. (5) Karen Koe, Chair and Marty Lipkin, Vice Chair – PLUM Committee
(16-179) Case No. DIR 2016-4787-SPP
Home 2 Suites Hotel by Hilton, 5957 Variel Ave, Woodland Hills, CA 91367

Regarding application for construction of a limited service/extended stay hotel in the Commerce District of Warner Center.

Motion: Having held three public hearings for the application concerning DIR-2016-4787-SPP, filed by FPG Development Group, Inc. to build a 7-story Home 2 Suites Hotel by Hilton, with 170 guest rooms in a 101,492 square foot structure that also incorporates one level of subterranean parking at 5957 Variel Ave. in the Commerce District of Warner Center, Woodland Hills, CA 91367, the Board of the Woodland Hills-Warner Center Neighborhood Council hereby finds that:

WHEREAS, the Applicant has designed and submitted a proposed extended-stay hotel project that substantially complies with the applicable regulations, findings, standards, and provisions of the Warner Center 2035 Plan; and,

WHEREAS, the project is not requesting any exceptions, variances or density bonuses; and,

WHEREAS, the developer has addressed the issues raised by the PLUM Committee and has incorporated those changes into his revised development plans; and,

WHEREAS, the Applicant has presented parking and landscaping plans that conform to, or exceed the WC2035 Plan and is pre-wiring for future installation of car lifts; and,

WHEREAS, the Applicant has provided for pedestrian mobility through the western motor court to the adjacent property;

THEREFORE, IT IS HEREBY RESOLVED that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein, finds that the submitted application and plans by FPG Development Group, Inc. for the proposed project at 5957 Variel Ave., receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council for the requested actions contingent upon the following conditions:

Conditions

1.) All current and future property owner(s) accept responsibility to provide Publicly Accessible Open Space and agree to make reasonable accommodations to the project to facilitate the future integration of pedestrian access between the project and the adjacent properties.

2.) All plans presented on June 14, 2017 at the Board Meeting of the Woodland Hills – Warner Center Neighborhood Council (WHWCNC) shall be dated as such and re-submitted to Planning as an (updated) project application submittal.

3.) The applicant will not submit any significant, further updated plans without presenting them to the WHWCNC for support.

4.) Additionally, all conditions herein shall be printed on one of the Project Summary pages as a commitment to and acceptance of these conditions.

5.) The Applicant will submit his proposed lighting plans and signage plans to the Neighborhood Council and to Planning when specifics have been determined at a time before construction begins on the proposed project,

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 supporting recommendation to approve this application as presented on June 1, 2017. PLUM Motion: Karen Koe / Marty Lipkin

Second: Don Patterson Vote: Aye 7 Nay 0 Abstain 0 Recused 1

Board Motion by Karen Koe and Marty Lipkin
Vote: Yes – 1 No – 0 Abstain – 0
Recused - Dennis DiBiase, and Karen DiBiase

Seconded by Don Patterson
PASSED

Item No. (6) Heath Kline, Treasurer

(16-180) Report by Treasurer of final FY17 spending and corresponding necessary budget re-allocations.

Pursuant to Motion 16-157 passed on 4/19/17 the Treasurer will be report on final Q4 FY17 spending of the WHWCNC along with corresponding adjustments to the budget allocations [Column J – changes highlighted in yellow] to enable the authorized spending and fully maximize the NC's FY17 \$42,000 budget allocation.

REPORT ONLY. NO VOTE WAS TAKEN.

Item No. (7) Heath Kline, Treasurer

(16-181) Ratify FY17 NC spending and approve final budget re-allocations to support such spending.

Motion to approve the final FY17 budget allocations on the attached budget [Column J] and ratify the NC's total spending by budget category for FY17 also reflected by [Column J] and detailed by month in columns L through W the attached budget included as part of the [June 17 MER Financial Attachment](#). The Treasurer is further directed to submit this budget re-allocation to the Funding Unit of the City Clerk as required.

Motion by: Heath Kline **Seconded by Sean McCarthy**
Vote: Yes – (18), Dennis DiBiase, Karen DiBiase, Brian Drapkin, Ray Cole, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Richard Hollander, Pat Patton, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman
No - 0 Abstain – 0 Ineligible - 1 Linda Kouy-Ghadosh PASSED

Item No. (8) Peter Fletcher, Outreach Chair & Heath Kline, Treasurer

(16-182) Approve Payments for Professional Portrait Photographer

Motion to approve the payment of up to \$998.00 to Devine Shots Photography a professional portrait photographer to take pictures of the Board and Sub-Committee Members for the new NC website with professional lighting and backdrop with basic retouching and cleanup of images. This expense was originally estimated by the Outreach Committee and approved by the NC Board at a cost of \$600 in motion 16-169 that this motion replaces. [Budget Line 118]

Motion by: Peter Fletcher **Seconded by Don Patterson**
Vote: Yes - 18, Dennis DiBiase, Karen DiBiase, Brian Drapkin, Ray Cole, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Richard Hollander, Pat Patton, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman
No - 0 Abstain – 0 Ineligible - 1 Linda Kouy-Ghadosh PASSED

Item No. (9) Dennis Di B, WHIP Chair & Heath Kline, Treasurer
(16-183) Approve Payment for WH Community Plan Update Mailer-Brochures

Motion to ratify the payment of \$2,262.11 to Color FX Printing for the printing of 29,000 4-color mailer-brochures regarding the pending updates to the Community Plan for Woodland Hills to educate Stakeholders and any other printed outreach materials needed by NC Committees. This expenditure is pursuant to Motions 16-157 and 16-167 [Budget Line 110]

Motion by: Dennis DiBiase and Heath Kline, Seconded by Joyce Fletcher

Vote: Yes - 18, Dennis DiBiase, Karen DiBiase, Brian Drapkin, Ray Cole, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Richard Hollander, Pat Patton, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman

No - 0 Abstain – 0 Ineligible - 1 Linda Kouy-Ghadosh PASSED

Item no. (10) Heath Kline, Treasurer
(16-184) Approval of Monthly Expense Reconciliation [MER] for May 2017

Motion to approve the WHWCNC Budget for Fiscal Year 2016 - 2017 Monthly Expense Reconciliation [MER] for May 2017 that is part of the [June 17 MER Financial Attachment](#) to this Agenda (2 pages). Motion may be amended to include other necessary budget items.

Motion by: Motion by Heath Kline Seconded by Sean McCarthy

Vote: Yes - 18, Dennis DiBiase, Karen DiBiase, Brian Drapkin, Ray Cole, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Richard Hollander, Pat Patton, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman

No - 0 Abstain – 0 Ineligible - 1 Linda Kouy-Ghadosh PASSED

Item No. (11) Heath Kline, Treasurer
(16-185) Approval of Monthly Expense Reconciliation [MER] for June 2017

Motion to approve the WHWCNC Budget for Fiscal Year 2016 - 2017 Monthly Expense Reconciliation [MER] for June 2017 that is part of the [June 17 MER Financial Attachment](#) to this Agenda (2 pages). Approval of this motion is brought forward one month because of the City's FYE requirements that the NC complete all its June and FY spending by 6/11/17 which the NC has done. As part of the City's FYE procedures the City has cut off access to the NC's bank account and statements to the NC, therefore, the June MER cannot be tied out to the NC's bank statement which is the norm. Motion may be amended to include other necessary budget items.

Motion by: Motion by Heath Kline Seconded by Sean McCarthy

Vote: Yes - 18, Dennis DiBiase, Karen DiBiase, Brian Drapkin, Ray Cole, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Richard Hollander, Pat Patton, Heath Kline, Gilbert Yablon, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman

No – 0 Abstain – 0 Ineligible - 1 Linda Kouy-Ghadosh PASSED

Item No. (12) Heath Kline, Treasurer
(16-186) Approval of the WHWCNC Budget Allocation for FYE 18

Motion to approve the WHWCNC Budget for Fiscal Year 2017-2018 Annual Budget Allocation based on an expected annual funding from the City of \$42,000 after reviewing the NC's spending for FY17 and taking into account the plan and goals of the NC for FY18, which includes a special emphasis on informing, educating, and collecting feedback from the community on the City's plan of updating the Community Plan for Woodland Hills that will control how the Woodland Hills Warner Center community will develop and change for the next several decades. The FY-18 budget allocation is shown in Column K, shaded in green, of the NC's FY 17 Budget. Upon approval of the budget the Treasurer is authorized to transfer this information to the City's budget forms and submit it Funding Unit of the City Clerk as required

Motion by: Motion by Heath Kline

Seconded by Dennis DiBiase

Vote: Yes - 16, Dennis DiBiase, Karen DiBiase, Brian Drapkin, Ray Cole, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Richard Hollander, Heath Kline, Gilbert Yablon, Aaron Williams, Peter Fletcher, Sheppard Kaufman

No - (1) Pat Patton Abstain – (1) Joyce Fletcher Ineligible – (1) Linda Kouy-Ghadosh PASSED

4. Board Member Area Reports:

NONE

Area 1 – Dennis DiBiase, Karen DiBiase, Linda Kouy-Ghadosh

Area 2 – Sean McCarthy, Raymond Cole, Brian Drapkin

Area 3 - Nancy McLean, Herbert Madsen, Martin Lipkin

Area 4 – Don Patterson, Albert Saur, Cameron Gil

Area 5 – Dorothy Keotz, Richard Hollander, Mercy Alpert

Area 6 – Pat Patton, Heath Kline, Gilbert Yablon

Area 7 – Aaron Williams, Joyce Fletcher, Marie Pierre, Peter Fletcher

At Large – Sheppard Kaufman

5. Committee Reports:

Animal Services Committee–Dorothy Koetz and Linda Kouy-Ghadosh, Co-Chairs

Beautification Committee – Sean McCarthy, Chair - Next Meeting June 26, 2017 6:30 at the Chamber offices

Budget Committee - Heath Kline, Chair

Community Outreach Committee – Peter Fletcher, Chair

Community Services - Joyce Fletcher and Mercy Alpert, Co-Chairs

Education Committee – Aaron Williams, Chair

Environmental Committee – Karen DiBiase, Chair

Governance Committee – Don Patterson, Chair

Outreach Committee - Peter Fletcher, Chair

PLUM I Committee - Karen Koe, Chair and Martin Lipkin, Vice-Chair

Public Safety Committee – Sheppard Kaufman, Chair

WHIP Committee – Dennis DiBiase and August Steurer, Co-Chairs

Ad Hoc Senior Services – Linda Kouy-Ghadosh and Al Saur, Co-Chairs

Ad-hoc Website Redesign Committee – Peter Fletcher, Chair

Ad-hoc WHWCNC Newsletter – Dennis DiBiase, Chair

Ad-hoc Westfield Promenade 2035 Project – Joyce Fletcher, Chair

Announcements:

The next Board meetings will be held on Wednesday, July 12, 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: 10:08 p.m.

Minutes Submitted by: Secretary, Linda Kouy-Ghadosh