



## MINUTES - WHWCNC FULL BOARD MEETING

Wednesday, January 9, 2019 - 6:30 p.m. – 9:30 p.m.

American Legion Hall

5320 Fallbrook Ave, Woodland Hills, CA 91367

Call to Order – 6:50pm by Joyce Fletcher

Pledge of Allegiance – Paul Lawler

Roll Call – Karen DiBiase

- Karen DiBiase, Linda Kouy-Ghadosh, Brian Drapkin, Paul Lawler, Sean McCarthy, Nancy McLean, Martin Lipkin (late 6:56pm), Mercy Alpert (late 7pm), Gilbert Yablon (late 7:05pm), Heath Kline, Lauren Coffman, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman, Gina Thornburg (left early 8:50pm), Ved Kulkarni
- Quorum - 17

**Approval of Minutes:** Board Meeting – November 14, 2018

*Motion by Joyce Fletcher, second by Sheppard Kaufman*

PASS Yes: 13 No: 0 Abstain: 2 Ineligible: 1

Special Board Meeting – November 14, 2018

*Motion by Joyce Fletcher, second by Sean McCarthy*

PASS Yes: 12 No: 0 Abstain: 3 Ineligible: 1

Special Board Meeting - December 12, 2018

*Motion by Joyce Fletcher, second by Mercy Alpert*

PASS Yes: 13 No: 0 Abstain: 2 Ineligible: 1

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### 1. Organization, Operation, Policies, & Procedures:

#### Public Announcements:

LAPD Topanga Division – *not present*

Office of Councilmember Bob Blumenfield – *Veronica Vos and Cameron Gil*

- 1) *Feb 6<sup>th</sup> Workshop – Improve/Redesign the Bus System*
- 2) *United Chambers of Commerce: Inspirational Women of San Fernando Valley nominations are being taken*
- 3) *Jan 22<sup>nd</sup> – Annual Homeless count, met at 8pm. Need volunteers. Will require a driver + counter/per vehicle. “THEYCOUNTWILL YOU.ORG”*

Empower LA representative for WHWCNC – Gibson Nyambura – *not present*

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

*Barbara Metzenbaum-Announcements of LA Public Library.*

*There are lots of free activities scheduled at the Woodland Hills Library:*

*Film Class, Ukulele class, Bi-lingual (Farsi/English) class, Music Program.*

*A job posting board for the community is located in the lobby.*

*The monthly schedule events is listed on a flyer and available to the public at back of meeting room*

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

**Marty Lipkin:** Jan 23<sup>rd</sup> – Bob Blumenfield giving the State of the Valley talk at the WHHO meeting, 7:30pm

**Aaron Williams:** Asked if Councilman Blumenfield is looking into “pot shops” who are out of compliance.

*Veronica Vos said she would ask Elizabeth at their office to follow up on this question*

**Sean McCarthy:** NC didn’t get a chance to make comments on a “conditional use permit” on pot+alcohol shops.

*Suggests we contact Dept of Canibus as a follow-up.*

**Joyce Fletcher:** Asked Sean McCarthy to draft a letter on this subject, as we have concerns that we are not able to weigh in on the proliferation of pot shops without NC input.

**Joyce Fletcher:** Concerns that big printed advertising banners are covering windows on businesses on Ventura Blvd.

**Josh Raper,** Special Representative of the Southwest Regional Council of Carpenters spoke about having concerns that the Carpenter's Union is not be hired for local work in Warner Center.

Various additional members of the **Carpenters Union** also spoke to re-affirm the need for all contractors to uphold the full area standards, stating it is a benefit to the whole community. The Union offers training and apprenticeships to youth, and support a "community work-force agreement" to become successful members of our community.

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**Presentation and Q&A – 30 minutes**  
**Los Angeles Department of Transportation (LADOT)**  
**The Winnetka Avenue Street Improvement Project**

The Winnetka Ave. street improvements project aims to increase safety, connectivity, and mobility options by closing a critical gap in the West San Fernando Valley's bicycle network. The project team is considering a minor roadway reconfiguration between Vanowen St. and Victory Blvd. that would replace peak-hour traffic lanes with bike lanes and full-time parking. The team is also considering adding a new controlled crossing on Winnetka at Gilmore St.; currently there is no safe opportunity to cross for a half mile. This project would help connect key destinations and regional transportation facilities, including Pierce College, the Metro Orange Line busway, the Metro Orange Line bike path, and the L.A. River Greenway. The new roadway configuration could also help calm traffic speeds and create a buffer between pedestrians on the sidewalk and fast-moving traffic lanes. In response to requests from Neighborhood Councils and other organizations within the area, the Office of Councilmember Bob Blumenfield has directed LADOT to begin studying this project. The need for safety improvements along Winnetka have been a long time concern.

*Presentation began at 8:45pm.*

*Lameese Chang from LA DOT and Jeff Jacobberger from Councilmember Bob Blumenfield's office presented an overview of the Winnetka Ave. Street Improvement Project.*

- 1) They have presented the project to the Winnetka NC already*
- 2) Was not able to complete this project until the bridge over the LA River was completed*
- 3) LA DOT is proposing removing two traffic lanes along Winnetka and replacing them with a bike lane and unrestricted parking at the curb.*
- 4) Suggests extending the bike lanes from Vanowen and Oxnard.*
- 5) The Traffic Impact Study has been completed between Vanowen to Victory, Victory to Calvert, and Calvert to Oxnard.*
- 6) It is an active transportation network, and there is a concern to add bike paths.*
- 7) It will create mobility options for the community*
- 8) Stated that there is a need to link the bike path from Vanowen to Pierce College.*
- 9) There currently is no signal for pedestrians to cross Winnetka except at Vanowen or Victory, so they are looking into possibly adding a signal or push button/flashing red lights to cross the street near the LA River bridge.*
- 10) A Public Hearing will be held on Jan 29<sup>th</sup> at Councilmember Bob Blumenfield's office, 6pm -7:30pm.*
- 11) Public comment period ends on Sunday, Feb 3<sup>rd</sup>.*

*Comments after the presentation to Ms. Lameese:*

- 1) There is a concern of connecting Victory to Oxnard as Warner Center is getting more dense. This project fails to deal with this densification.*
- 2) This will force traffic past Winnetka thru the nearby neighborhoods.*
- 3) The existing bike lanes on Oxnard are not usable due to the steep hills*
- 4) By eliminating a traffic lane, it will clog a major artery*
- 5) If bike lanes are added, it is very difficult to remove later*
- 6) After this project is done, will there be a review of the actual bike usage?*
- 7) It is a mistake to add a signal and jamb up traffic*
- 8) Why are resources not being used to connect bike lanes and the Orange Line?*
- 9) This area already exceeds the volume of normal traffic due to new housing in Chatsworth traveling on Winnetka*

- 10) Concern of changing the current restrictive parking on Winnetka. Will never be able to change it back later.
  - 11) By removing the parking restrictions on Winnetka, it will increase over-night RV parking in the area
  - 12) Believe many of the public are against this
  - 13) There will be tremendous pressure on Councilman Bob Blumenfeld to revise this project.
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## **Organization, Operation, Policies, & Procedures:**

### **Officer Reports:**

President - Joyce Fletcher – *No report*

Vice-President – Sheppard Kaufman

*1/19/19 is a voter registration/polling center from 2-4pm at Reseda Rec Center*

Treasurer – Paul Lawler - *No Report*

Secretary - Linda Kouy-Ghadosh - Assistant Secretary, Karen DiBiase – *No report*

Parliamentarian – Don Patterson - *Absent*

**Committee Reports:** *Moved until the end of the meeting*

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## **2. Items for Board discussion and possible action:**

### **Item No. (1) PLUM Committee – Lauren Coffman and Don Patterson, Co-Chairs** **(19-001) 4601 Ensenada Street, Woodland Hills, CA 91364 – New home construction**

MOTION - As pertaining to case ZA-2018-3908-ZAD-DRB-SPP, having held one public meetings for the application filed by the property applicant Charles Lee, concerning the new construction of a three story, 2,939 sq. ft. residence, which includes an 895 sq. ft. four car, attached garage, at 4601 Ensenada Drive, Woodland Hills, 91364, the Planning, Land Use and Mobility committee hereby finds that:

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

*WHEREAS*, the applicant has agreed to implement and will note on their plans, suggested improvements and modifications and conditions (see below) to the submitted application; and

*WHEREAS*, the applicant has agreed to implement and will note on their plans, that there will be no equipment located on the pitched roof; and

*WHEREAS*, the applicant has provided an initial haul route for grading, a staging area plan for receiving and storing construction materials, and a parking plan for construction workers along with an estimated timeline for construction; and

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

*THEREFORE IT IS HEREBY RESOLVED*, that the Planning, Land Use and Mobility committee, for the findings and conditions stated herein, finds that the submitted application submitted by the applicant, Charles Lee, for the new construction of a three story, 2,939 sq. ft. residence, which includes an 895 sq. ft. four car, attached garage receive the support of the Board of the Woodland Hills Warner Center Neighborhood Council for the requested action contingent upon the following conditions:

### **Conditions**

1. All plans presented on January 9, 2019 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.

2. Additionally, all conditions herein shall be printed on the Project Summary page as a commitment to and acceptance of these conditions.

3. Required oak trees, if any, shall be planted far enough away from structures and retaining wall footings so that the canopies and root balls can develop to maturity.
4. The applicant and owner will not submit any significant further updated plans or changes without first presenting them to the WHWCNC for support.
5. The applicant will verify the side yard requirement and provide verification at their Planning hearing.
6. The applicant will optionally provide additional trees, above what is currently shown on the Landscape Plan, such as California Sycamore, with a proper irrigation system.

The Planning, Land Use and Mobility Committee recommends that the Board of the Woodland Hills Warner Center Neighborhood Council advise the City of Los Angeles Planning Department and Council District 3 Council member Bob Blumenfield of its findings, and its subsequent supporting recommendation to approve this application as presented on January 9, 2019.

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**DOCUMENTS REQUIRED FROM APPLICANT AT JANUARY 9 WHWCNC BOARD PRESENTATION:**

1. Rough map of estimated haul route
2. Staging area plan for construction materials (and signed letter of agreement if using neighboring lot)
3. Map showing parking for construction crew (and signed letter of agreement if using neighboring lot)
4. Estimated timeline for grading and construction.

*Discussion between Lauren Coffman-PLUM Co-Chair and Applicant concerning above items:*

- 1) *Haul Route Map*
- 2) *Staging Plan – can drop off material at site, but park off-site.*
- 3) *Parking Plan - Contractors are to avoid Friday parking due to trash pickup*
- 4) *Construction schedule – expect building to take one year*

*Motion by Lauren Coffman, Second by Sean McCarthy*

*PASS Yes: 16 No: 0 Abstain: 0 Ineligible: 0 (Gina Thornburg left meeting at 8:50pm)*

**Item No. (2) Election Committee and Outreach Committee – Ray Cole and Peter Fletcher**  
**(19-002) Funding for 2019 WHWCNC Election**

Motion for the Board to approve an expenditure up to \$700.00 for the promotion of the 2019 WHWCNC election in the Warner Center News from Line Item 65 of the current 2018/2019 WHWCNC Budget. This funding has been previously allocated and approved by the Board.

*Motion by Joyce Fletcher, Second by Aaron Williams*

*PASSED*

*ROLL CALL VOTE:*

*Yes: 15 Karen DiBiase, Linda Kouy-Ghadosh, Brian Drapkin, Paul Lawler, Sean McCarthy, Nancy McLean, Marty Lipkin, Mercy Alpert, Gilbert Yablon, Heath Kline, Lauren Coffman, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman*

*No: 0 Abstain 0 Ineligible: 1 Ved Kulkarni*

**Item No. (3) Election Committee and Outreach Committee – Ray Cole and Peter Fletcher**  
**(19-003) Funding for 2019 WHWCNC Election**

Motion for the Board to approve the expenditure of up to \$500.00 for Facebook ads and other social media ads for promotion of the 2019 WHWCNC election. To be spent from the \$1,000 in our current 2018/2019 budget allocated to social media advertising on line 64 of the budget. This funding has been previously allocated and approved by the Board.

*Motion by Peter Fletcher, Second by Martin Lipkin PASSED*

*ROLL CALL VOTE:*

*Yes: 15 Karen DiBiase, Linda Kouy-Ghadosh, Brian Drapkin, Paul Lawler, Sean McCarthy, Nancy McLean, Marty Lipkin, Mercy Alpert, Gilbert Yablon, Heath Kline, Lauren Coffman, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman*

*No: 0 Abstain 0 Ineligible: 1 Ved Kulkarni*

**Item No (4) Election Committee and Outreach Committee – Ray Cole and Peter Fletcher**  
**(19-004) Funding for 2019 WHWCNC Election**

Motion for the Board to approve the expenditure of up to \$500.00 for the purchase of banners to promote the 2019 WHWCNC election. To be spent from the \$3,000 in our current 2018/2019 budget allocated to elections on line 96 of the budget. This funding has been previously allocated and approved by the Board.

*Comment by Arron Williams: Make banners reusable, not specific to each event*

*Motion by Peter Fletcher, Second by Mercy Alpert PASSED*

*ROLL CALL VOTE:*

*Yes: 15 Karen DiBiase, Linda Kouy-Ghadosh, Brian Drapkin, Paul Lawler, Sean McCarthy, Nancy McLean, Marty Lipkin, Mercy Alpert, Gilbert Yablon, Heath Kline, Lauren Coffman, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman*

*No: 0 Abstain 0 Ineligible: 1 Ved Kulkarni*

**Item No. (5) Election Committee and Outreach Committee – Ray Cole and Peter Fletcher**  
**(19-005) Funding for 2019 WHWCNC Election**

Motion for the Board to approve the expenditure of up to \$500.00 for the design and printing of promotional flyers for the 2019 WHWCNC election. To be spent from the \$3,000 in our 2018/2019 budget allocated to elections on line 96 of the budget. This funding has been previously allocated and approved by the Board.

*NOTE: WHWCNC printer to be moved to Paul Lawler's office*

*Motion by Peter Fletcher, Second by Sean McCarthy PASSED*

*ROLL CALL VOTE:*

*Yes: 15 Karen DiBiase, Linda Kouy-Ghadosh, Brian Drapkin, Paul Lawler, Sean McCarthy, Nancy McLean, Marty Lipkin, Mercy Alpert, Gilbert Yablon, Heath Kline, Lauren Coffman, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman*

*No: 0 Abstain 0 Ineligible: 1 Ved Kulkarni*

**Item No. (6) Election Committee and Outreach Committee – Ray Cole and Peter Fletcher**  
**(19-006) Funding for 2019 WHWCNC Election**

Motion for the Board to approve the expenditure of up to \$2,000.00 the design and printing of city bus bench signs for the promotion of the 2019 WHWCNC election. To be spent from the \$3,000 in our 2018/2019 budget allocated to elections on line 96 of the budget. This funding has been previously allocated and approved by the Board.

*NOTE: City Bus Bench signs are for one month only. To be displayed locally by Feb 1<sup>st</sup> and May 1<sup>st</sup>  
Suggest adding to the signs: Get Involved. Be a community leader*

*Motion by Peter Fletcher, Second by Mercy Alpert PASSED*

*ROLL CALL VOTE:*

*Yes: 15 Karen DiBiase, Linda Kouy-Ghadosh, Brian Drapkin, Paul Lawler, Sean McCarthy, Nancy McLean, Marty Lipkin, Mercy Alpert, Gilbert Yablon, Heath Kline, Lauren Coffman, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman*

*No: 0 Abstain 0 Ineligible: 1 Ved Kulkarni*

**Item No. (7) Joyce Fletcher, President**  
**(19-007) Case No. AA-2018-0397-PMLA (ENV-2018-0398-CE)**

**Lot Split Request located at 21332 West Oxnard Street. Woodland Hills, CA 91367 – Warner Center**

Motion for the WHWCNC Board to approve the PLUM Committee to submit a recommendation for Case No. AA-2018-0397-PMLA without prior Board approval: as the case has already been heard by the City and the case file is being held open until Jan 11, 2019 for a WHWCNC recommendation as requested by the Council office. The WHWCNC has formally requested the City hold the case open until after the February 13<sup>th</sup> Board meeting (February 15<sup>th</sup>) for a Board approved recommendation and is waiting for a response. The later date after the current deadline is required for the PLUM Committee to further review the case and submit a recommendation. However if the City declines to extend the deadline date until February 15<sup>th</sup>, this motion requests the Board approve a PLUM recommendation to be submitted in lieu of a Board recommendation.

*Should the City approve the extension of the requested deadline: The PLUM Committee will submit a recommendation to the Board for a Board vote on February 13<sup>th</sup>.*

**NOTE: Item No. 7 was removed by Joyce Fletcher**

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*WHWCNC meeting is adjourned to hold the Special Meeting, at 9:10pm.*

*WHWCNC meeting is reconvened after the Special Meeting, at 9:15pm*

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#### **Committee Reports:**

Beautification Committee – Sean McCarthy, Chair

Budget Committee – Paul Lawler and Joyce Fletcher, Co-Chairs – *Budget Committee Meeting will be scheduled for January 31<sup>st</sup> to reallocate 2018/2019 Budget*

Community Outreach Committee – Ray Cole, Chair – Peter Fletcher, Vice Chair

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

Education Committee – Bill Anderson, Chair

Environment Committee – Karen DiBiase and Gina Thornburg, Co-Chairs

Governance Committee – Don Patterson, Chair

Homelessness Committee – Ray Cole, Chair

PLUM Committee – Don Patterson and Lauren Coffman, Co-Chairs

Public Safety Committee – Sheppard Kaufman, Chair

WHIP Committee – August Steurer, Chair

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

Ad-hoc SSFL Committee – Karen DiBiase, Chair

Ad-hoc Election Committee – Chair/Candidate Process, Joyce Fletcher – Chair/Election Process, Don Patterson

**Election Committee will participate in partnership with the Community Outreach Committee:**

**Joyce Fletcher, Chair for campaign, Don Patterson, Chair for election, Joyce Fletcher to arrange meeting date/place for next meeting**

**Feb 3<sup>rd</sup> thru March 4<sup>th</sup> – candidate registration for areas 1, 3, 5 and 7 - May 19<sup>th</sup> – election date**

#### **4. Board Member Area Reports: none given**

Area 1 – Karen DiBiase, Linda Kouy-Ghadosh, Tamara Johnson

Area 2 – Sean McCarthy, Raymond Cole, Brian Drapkin, Paul Lawler

Area 3 - Nancy McLean, Herbert Madsen, Martin Lipkin

Area 4 – Don Patterson, Bill Anderson

Area 5 – Dorothy Strackbein, Mercy Alpert

Area 6 – Pat Patton, Heath Kline, Gilbert Yablon, Lauren Coffman

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

At Large – Sheppard Kaufman, Gina Thornburg

Youth Member- Ved Kulkarni

**Announcements: The next Board meeting will be held on Wednesday, February 13, 2018.**

Meeting dates for or the upcoming 2019/2020 year; the Board meeting meets the second Wednesday of each month at 6:30 pm at the American Legion Hall located at 5320 Fallbrook Ave, Woodland Hills, CA 91367. (Date, Time, location subject to change or cancellation. **Please check the [www.whcouncil.org](http://www.whcouncil.org) website calendar page for any changes.**

**Adjournment of meeting:** 9:25pm, by Joyce Fletcher

**Minutes provide by:** Assistant Secretary, Karen DiBiase

**\*THE AMERICAN WITH DISABILITIES ACT** - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Joyce Fletcher, at (818-340-6554 or email [j.fletcher@whcouncil.org](mailto:j.fletcher@whcouncil.org) or the Department of Neighborhood Empowerment at (213) 978-1551 [EmpowerLa@LACity.org](mailto:EmpowerLa@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](http://www.whcouncil.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Joyce Fletcher at (818) 340-6554 or email [j.fletcher@whcouncil.org](mailto:j.fletcher@whcouncil.org)

**\*PUBLIC POSTING OF AGENDAS** – agendas are posted for public review as follows:

- [www.whcouncil.org](http://www.whcouncil.org) – 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.
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

**\*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 Board meetings and our website at [www.whcouncil.org](http://www.whcouncil.org)