



**SPECIAL MEETING - MINUTES**  
**Woodland Hills-Warner Center Neighborhood Council**  
**FULL BOARD MEETING**

**Wednesday, August 11, 2021 - 6:30 p.m. - 10:00 p.m.**  
**VIRTUAL MEETING BY TELECONFERENCE**

**VIRTUAL MEETING TELECONFERENCING and PHONE NUMBER FOR PUBLIC PARTICIPATION**

In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the Woodland Hills-Warner Center Neighborhood Council meeting will be conducted entirely telephonically.

**A copy of this agenda is also physically posted on the outside of the window of the UPS Store located at 22200 Ventura Blvd, Woodland Hills, CA 91364. (On Ventura Blvd. – 1/2 Block West Of De Soto Street on the North Side.) Parking is available on the street and in the nearby parking lot.**

Every person wishing to address the Neighborhood Council must either **dial +1 669 900 6833** or go online via Zoom and enter **Webinar ID # 964 9371 2127** and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting. When calling-in telephonically, the public is requested to dial \*9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Zoom users should use the "raise hand" feature.

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

- [www.whcouncil.org](http://www.whcouncil.org) and go to the calendar page and click on the date, board meeting and agenda
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

---

**AGENDA**

*Additional Supporting Documents for certain agenda items can be found at: [www.whcouncil.org](http://www.whcouncil.org)*

Call to Order – *Joyce Fletcher, 6:35pm*

Pledge of Allegiance – *Paul Lawler*

Roll Call – *Karen DiBiase*

*Quorum at time of meeting called to order: 23*

*Aaron Quantz (left early 9:10pm), Karen DiBiase, Mark Schwartz, Reina Cerros-McCaughey (left early 9:10am), Arturo Velasquez, Paul Lawler, Sean McCarthy (left early 9:30pm), Kathleen Barth, Nancy McLean, Angela Dawson, John Sandy Campbell (left room 8:35pm) Alex Farassati (left early 8:30pm), Brian Archibald, Martin Lipkin, Dena Weiss, Lisa Meyer (left early 9:46pm), Peter Fletcher, Leslie*

*Simon (left early 9:47pm), Mihran Kalaydjian, Heath Kline (left early 9:00pm), Lauren Coffman (arrived late 6:40pm), Joyce Fletcher, Houtan Hormozion (arrived late 6:50pm), Sam Evans, Eric Spitzer (left early 9:30pm)*

*Absent: Ginny Sand*

*Resigned: Alan Semsar, Austin Rocker*

\*\*\*\*\*

**Presentation: Scott Schmerelson, Board Member, Board District 3 - LAUSD Board of Education**

Mr. Schmerelson provided a 15-minute update on Area 3 schools. Due scheduling commitments Mr. Schmerelson was not be able to provide Q&A during this visit. **6:45 to 7:00pm**

\*\*\*\*\*

**Public Announcements:**

Office of Councilmember Bob Blumenfield - *Veronica Vos, Rep*

Office of LA County Supervisor Sheila Kuehl – *Blake Clayton, Rep*

Los Angeles Public Library, Woodland Hills – *Barbara Metzenbaum*

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

*General Public Comment is limited to (1) minute per speaker and 20 minutes total.*

---

**I. Organization, Operation, Policies, & Procedures:**

**A. Approval of Minutes:** Board Meeting – July 14, 2021

[See posted support document.](#)

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

**Roll Call Vote**

**PASS** Yes: 18      No: 0      Abstain: 2      Ineligible: 5      Total: 25

- **YES:** *Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, John Sandy Campbell, Brian Archibald, Martin Lipkin, Dena Weiss, Lisa Meyer, Peter Fletcher, Leslie Simon, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Sam Evans*
- **NO:** 0
- **ABSTAIN:** *Aaron Quantz, Houtan Hormozian*
- **INELIGIBLE:** *Reina Cerros-McCaughy, Kathleen Barth, Alex Farassati, Lauren Coffman, Eric Spitzer*

## B. Officer Reports

President – Joyce Fletcher

Alan Semsar and Austin Rocker have resigned from the board.

Open seats on the WHWCNC board – Area 4 Alternate, Area 5 Residential, Area 5 Alternate, and Area 7 Alternate.

The Governance Committee will accept applications until October 19<sup>th</sup>. If the seats are not filled, after October 19<sup>th</sup> the seats will remain open for stakeholder applications.

Vice President – Dena Weiss

Treasurer – Paul Lawler

Secretary – Karen DiBiase

Parliamentarian – Sean McCarthy

## 2. Items for Discussion and Possible Action:

### **Item No. (1) Treasurer, Paul Lawler** **(21-065) Approval of the June 2021 MER**

Discussion and possible action:

Motion to approve the WHWCNC Budget/Fiscal Year 2020-2021 Monthly Expense Reconciliation [MER] for June 2021.

[See posted support document](#)

*Motion: Paul Lawler, Second: Martin Lipkin*

### **Roll Call Vote**

**PASS** Yes: 18      No: 0      Abstain: 2      Ineligible: 5      Total: 25

- **YES:** Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, Brian Archibald, Martin Lipkin, Dena Weiss, Lisa Meyer, Peter Fletcher, Leslie Simon, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Sam Evans
- **NO:** 0
- **ABSTAIN:** John Sandy Campbell, Houtan Hormozian
- **INELIGIBLE:** Reina Cerros-McCaughey, Kathleen Barth, Alex Farassati, Lauren Coffman, Eric Spitzer

### **Item No. (2) PLUM Committee – Lauren Coffman Chair** **(21-066) XA-2012-161-CU-CZ** **5225 N. Kelvin Avenue , Woodland Hills 91364**

Discussion and possible action:

Continued use and operation of a synagogue with studio unit residence with parking variance as approved per case file ZA-2021-161-CU-ZV. Condition No. 8 requires Plan Approval. Applicant requests no further review.

## Motion

As pertaining to Case ZA-2012-0161-CU-ZV and ENV-2012-160, having held two virtual public PLUM meetings for the application filed by the representatives Gary Werner and Brad Rosenheim of Rosenheim and Associates for the Applicant Rabbi Joseph Gordon for Plan Approval as required by Condition No. 8 of the Letter Of Determination *and no further Plan Approvals* for Chabad Of Woodland Hills, located at 5225 N. Kelvin Avenue, Woodland Hills, CA 91364, the Planning, Land Use and Mobility committee hereby finds that:

WHEREAS, the applicant is seeking Plan Approval as required by Condition No. 8 of their Letter Of Determination issued July 15, 2013, by the City Of Los Angeles Planning Department, *and no further Plan Approvals*; and,

WHEREAS, as per Attachment A prepared and submitted by the applicant's representative Rosenheim & Associates, the applicant has been in compliance with all the Conditions Of Approval, as stated in the Letter Of Determination for Case No. ZA-2012-0161-CU-ZV; and,

WHEREAS, as per Attachment B / Plan Approval Findings, prepared by the applicant's representative Rosenheim & Assoc, the applicant has followed all Operational Conditions imposed on this use (see page 6-7); and,

WHEREAS, any complaints received and logged in, those being in regard to playground noise and parking along Bascule, were addressed and resolved; and,

WHEREAS, the required off-site parking lease, which was initiated 11.29.14 for three years, has been extended by means of an addendum signed on 2.27.2019 for five years; and,

WHEREAS, the committee delivered 37 notices and agenda to the neighborhood and received comment from 5 persons;

THEREFORE, IT IS HEREBY RESOLVED, that the Planning, Land Use and Mobility committee, for the findings stated herein, finds that the submitted application submitted by the applicant Rabbi Joseph Gordon / Chabad of Woodland Hills ***receive the support*** of the Board of the Woodland Hills -Warner Center Neighborhood Council for the requested action with the following conditions:

- 1) Prominent posting of approved locations for parking and any restrictions to parking.
- 2) Reinstatement of parking restrictions limited to 1500 feet per the original Conditional Use.
- 3) Consideration by Planning for requirement(s) for having a manned complaint phone line during facility use.

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 Council member Bob Blumenfield of its findings, and its subsequent recommendation to ***support*** this application as presented.

**See posted support documents**

**NOTE:** The PLUM meeting on 8-05-21 was voided by EmpowerLA due to non-posting of a paper agenda at a public location. No discussion was made on this item.

**Item No. (3) Treasurer, Paul Lawler**  
**(21-067) WHWCNC Pole Banners**

Discussion and possible action:

In relation to a *previously board approved* motion to install WHWCNC banners on Ventura Blvd. City Clerk request for the board to reaffirm payment of \$4,990.88 to AAA Flag and Banner for invoice # INV263834 for various costs related to creation and installation of WHWCNC pole banners. As the payment could not be made from last year's budget due to City and City Clerk deadlines, the funds to pay the invoice has been rolled into this fiscal year for board reaffirmation to create a new roll call vote/Board Action Certificate (BAC) required for payment.

The (10) double banners were installed on Ventura Blvd. in June 2021.

[See attached invoice and support documents](#)

*Motion: Paul Lawler, Second: Dena Weiss*

**Roll Call Vote**

**PASS** Yes: 18      No: 2      Abstain: 0      Ineligible: 5      Total: 25

- YES: Aaron Quantz, Karen DiBiase, Mark Schwartz, Arturo Velasquez, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, Martin Lipkin, Dena Weiss, Lisa Meyer, Peter Fletcher, Leslie Simon, Mihran Kalaydjian, Heath Kline, Joyce Fletcher, Houtan Hormozian, Sam Evans
- NO: John Sandy Campbell, Brian Archibald
- ABSTAIN: 0
- INELIGIBLE: Reina Cerros-McCaughey, Kathleen Barth, Alex Farassati, Lauren Coffman, Eric Spitzer

**Item No. (4) Joyce Fletcher, President**  
**(21-068) Meet Your NC Representatives**

Board member introductions ... meet your representative!

*(All board members are to give an introductory talk on their background and interests)*

We invite each board member to tell us about themselves and interests, why they chose public service on the Woodland Hills-Warner Center Neighborhood Council and what they hope to accomplish within the area they represent and the Woodland Hills community.

**3. Area Reports – (20 minutes)**

Area 1 - Aaron Quantz, Karen DiBiase, Mark Schwartz, Reina Cerros-McCaughey

Area 2 – Arturo Valasquez, Paul Lawler, Sean McCarthy, Kathleen Barth

Area 3 – Nancy McLean, Angela Dawson, John Sandy Campbell, Alex Farassati

Area 4 – Brian Archibald, Martin Lipkin, Dena Weiss

Area 5 – Austin Rocker, Lisa Meyer, Peter Fletcher

Area 6 – Leslie Simon, Mihran Kalaydjian, Heath Kline, Lauren Coffman

Area 7 – Ginny Sand, Joyce Fletcher, Houtan Hormozian

At-Large – Sam Evans, Eric Spitzer

Youth Member – Vacant

#### **4. Committee Reports - (20 minutes)**

Budget Committee – Paul Lawler and Joyce Fletcher, Co-Chairs  
Community Services Committee – Dena Weiss, Chair  
Education Committee – Reina Cerros McCaughey, Chair & Mihran Kaladjian, Vice Chair  
Environmental & Beautification Committee – Brian Archibald, Chair  
Governance Committee – Joyce Fletcher, Chair  
Public Health and Homelessness Committee – Sam Evans, Chair  
PLUM Committee – Lauren Coffman, Chair  
Public Safety and Transportation Committee – Houtan Hormozian, Chair  
Social Media & Community Outreach Committee – Peter Fletcher, Chair & Kathleen Barth, Vice Chair  
WHIP Committee – Heath Kline, Chair  
Alliance – West Valley Neighborhood Alliance on Homelessness (WVNAH) – Vacant  
Ad-hoc - Westfield Promenade 2035 Project – Joyce Fletcher, Chair  
Ad Hoc Committee – Measure A. Parks Program - Peter Fletcher, Chair  
Ad Hoc Committee – Arts Fees and Cultural Amenities - Lauren Coffman, Chair  
Ad-hoc Committee – Flight Path and Noise Advisory Committee - Martin Lipkin, Chair

#### *Announcements:*

The next Regular Board meeting will be held on September 8, 2021, by teleconference. Please visit the calendar page at [whcouncil.org](http://whcouncil.org) for the complete details and to confirm the date and time.

Meeting dates for 2021 -2022 year: Full Board meeting are held the second Wednesday of every month at 6:30pm. 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.

Due to COVID 19 ALL in person meetings have been moved to virtual teleconference. HOWEVER, please check the [www.whcouncil.org](http://www.whcouncil.org) website calendar page for any changes that may occur.

#### **Adjournment of Meeting: 9:53pm**

*Minutes submitted by Karen DiBiase, Secretary*

\*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) 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>

**\*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](http://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 Joyce Fletcher de la Mesa Directiva, al [j.fletcher@whcouncil.org](mailto:j.fletcher@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](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)