



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

**Wednesday, January 11, 2023, 6:30 pm**  
**VIRTUAL MEETING BY TELECONFERENCE**

Zoom Meeting Online or By Telephone  
(<https://us02web.zoom.us/j/96493712127>)  
Dial (1 669 900 6833) to Join the Meeting  
Then Enter This Webinar ID: 964 9371 2127 and Press #

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

In conformity with the September 16, 2021 Enactment of California Assembly Bill 361 (Rivas) and due to concerns over COVID-19, the Woodland Hills-Warner Center Neighborhood Council meeting will be conducted entirely telephonically with a call-in option or internet based service option.

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.

**AB 361 Updates:** Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

**Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.**

**\*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.*

**\*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.

**General Public Comment is limited to (1) minute per speaker and 20 minutes total unless adjusted by the presiding officer of the board.**

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**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>
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## **AGENDA**

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

*Call to Order – Dena Weiss, 6:34pm*

*Pledge of Allegiance – Paul Lawler*

*Roll Call – Karen DiBiase*

*Quorum at time of meeting called to order: 26*

*Aaron Quantz (left early 9:30pm), Karen DiBiase, Reina Cerros-McCaughey, Arturo Velasquez, Paul Lawler (left early 9:53pm), Sean McCarthy, Philip Swain, Mark Bell, John Sandy Campbell, Annemarie Donkin, Don Patterson, Martin Lipkin, Dena Weiss, Rachel Tabac, Christopher Waddy, Julie Waltrop, Theresa Campbell, Gretchen Gesell, Leslie Simon (arrived late 7:07pm), Mihran Kalaydjian, Heath Kline, Aaron Williams (left early 8:53pm), Houtan Hormozian, Christine Robinson, August Steurer, Bobbie Wasserman, Talia Isaacs (left early 9:30pm)*

*Absent: Mark Schwartz*

### **Public Announcements:**

*Office of Councilmember Bob Blumenfield – Seth Samuels, Rep*

*Feb 23 – Bicycle Event*

*Office of Assemblymember Jesse Gabriel - Jack Trent Dorfman, Field Rep, Election Presentation*

*Office of LA County Supervisor Lindsey Horvath – Blake Clayton, Rep*

*Josh Nadel – Co-Chair of Workgroup for Pilot Program: Hybrid NC Meetings*

*AB361 - State declaration of emergency ends on March 1<sup>st</sup>, possible return to in-person meetings*

*Empower LA update about 2023 Election – Marilu Guevara & Joseln Alvarado, Reps for WHWCNC*

*June 18<sup>th</sup> – Elections for Region 3 (WHWCNC Area 1, 3, 5 and 7)*

*Candidate filing begins Feb 18<sup>th</sup> thru April 4<sup>th</sup>*

*Will be a hybrid election process: vote by mail and in-person*

*Marilu will send out election info and link to NC election documents*

*[Clerk.election@lacity.org](mailto:Clerk.election@lacity.org), 213-978-0444*

*Glenn Bailey – NC Budget Advocate Office, Feb 18<sup>th</sup> is a virtual Budget Meeting*

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

*Andrew Rosen, re: In-N-Out Burger. Request to reconsider motion to include additional stakeholder comments*

*Brodie Vehling – Troop 246, Eagle Scout Project at Fire Station 105*

Suggestions for Agenda Items to be considered at committees and / or next board meeting.

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## **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 12, 2022

See posted support document

**Motion:** Dena Weiss, Second: Mihran Kalaydjian

### **Roll Call Vote**

**PASS**      Yes: 21              No: 0              Abstain: 2              Ineligible: 4              Total: 27

- **YES:** Aaron Quantz, Karen DiBiase, Reina Cerros-McCaughey, Arturo Velasquez, Paul Lawler, Sean McCarthy, Mark Bell, Annemarie Donkin, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Theresa Campbell, Leslie Simon, Mihran Kalaydjian, Heath Kline, Aaron Williams, Houtan Hormozian, August Steurer, Talia Isaacs
- **NO:**
- **ABSTAIN:** John Sandy Campbell, Christine Robinson
- **INELIGIBLE:** Philip Swain (Alt), Rachel Tabac (Alt), Gretchen Gesell (Alt), Bobbie Wasserman (Alt)

*Note: Leslie Simon arrived late at 7:07pm, and is eligible to vote on Minutes.*

### **B. Officer Reports**

**President – Dena Weiss** - Theme for month: INTENTION. Why am I on the board and what is my intention to the community and Board? We should give all that we can to make a difference. We do this by having committee meetings and invite stakeholders. Directive to the board: NPG and how can we spend money in our community/neighborhood

**Vice President – Mihran Kalaydjian** – Let's have a good 2023

**Treasurer – Paul Lawler** – The NC Budget is available to view

**Parliamentarian – Leslie Simon** – We should gather NPG requests

**Secretary -Karen DiBiase** – Thank you to our new NC members for completing their City training

## **2. Items for Discussion and Possible Action:**

### **Item No. 1 Dena Weiss, President**

**(23-001)**

At its November 1, 2022, meeting, the Board of Neighborhood Commissioners approved a recommendation to invite 21 Neighborhood Councils to participate in an Empowered Virtual Governance pilot program. The WHWCNC board has been one of the 21 neighborhood council boards invited to participate in the Empowered Virtual Governance Hybrid pilot program. Posted on the Empower LA website are many details regarding this pilot program. The Board needs to investigate further and ascertain whether it wants to move forward with participation or not. The Board needs to choose an appropriate meeting place.

**Discussion:**

- 1) *We need to establish an appropriate meeting place(s) for Board and committee meetings.*
- 2) *Don Patterson said that hybrid meetings have run successfully for 2 years for various organizations and has increased public participation. We want to make it easy for the community to be able to attend meetings. Several NC board members agreed with this.*
- 3) *Leslie Simon is concerned with equipment needed for hybrid and in-person meetings.*
- 4) *Marilu Guevara/Glenn Bailey said that per AB2449, in-person meetings begin as of 3-01-23. There are limitations on not attending NC meetings in-person and must document “just cause” if missing a meeting.*
- 5) *Aaron Williams asked if AB2449 is compliant?*
- 6) *Julie Waltrip requested that personal information and “just cause” reasons should be kept private.*
- 7) *Christopher Waddy said we need more information regarding the pilot program*

***Motion:*** *August Steurer, Second: Heath Kline*

***Motion:*** *Move that the WHWCNC Board express its interest in participation in this virtual Governance Pilot Program*

**Roll Call Vote**

**PASS**      Yes: 23              No: 0              Abstain: 0              Ineligible: 4              Total: 27

- **YES:** Aaron Quantz, Karen DiBiase, Reina Cerros-McCaughey, Arturo Velasquez, Paul Lawler, Sean McCarthy, Mark Bell, John Sandy Campbell, Annemarie Donkin, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Theresa Campbell, Leslie Simon, Mihran Kalaydjian, Heath Kline, Aaron Williams, Houtan Hormozian, Christine Robinson, August Steurer, Talia Isaacs
- **NO:**
- **ABSTAIN:**
- **INELIGIBLE:** Philip Swain (Alt), Rachel Tabac (Alt), Gretchen Gesell (Alt), Bobbie Wasserman (Alt)

**Item No. 2 Planning, Planning, Land Use, and Mobility Committee (PLUM)- Don Patterson, Chair**

**(23-002) ENV-2008-3471; ADM-2022-7181, 6109, 6149 DeSoto. 21010, 21003 Erwin Request Administrative Clearance for a Change of Use at the “Q Erwin.”**

Discussion and possible action:

**BOARD MOTION:**

Affirm the PLUM Committee’s negative vote on the following PLUM Motion, not supporting the requested support for Administrative Clearance for a change in use. (A “Yes” vote does not support the proposed change in use; a “no” vote supports the change in use.)

**PLUM MOTION:**

The Planning Land Use and Mobility meeting held a virtual meeting on the Administrative Clearance for a Change of Use, *from 8 retail spaces to 8 live-work units*, for the “Q” Erwin on January 5th, having found no reason to deny the requested action for an Administrative Clearance.  
THEREFORE: Be it resolved that the Planning, Land Use, and Mobility Committee recommend that the Board of the Woodland Hills – Warner Center Neighborhood Council advise the Los Angeles Department of City Planning and Council District 3 Councilmember Bob Blumenfield of its findings and supporting recommendation for the Administrative Clearance requested as presented to the WHWCNC Board on January 11th, 2023.

[See posted support document](#)

***Original Motion:*** Don Patterson, Second: Leslie Simon

***Amendment Motion:*** Karen DiBiase, Second: Sean McCarthy

***Amendment Motion:*** For a better explanation of the PLUM motion, after “Administrative Clearance for a change in use”, add “from 8 retail spaces to 8 live-work units”.

**Roll Call Vote**

**PASS**      Yes: 18              No: 3              Abstain: 1              Ineligible: 4              Total: 26

- YES: Aaron Quantz, Karen DiBiase, Reina Cerros-McCaughey, Arturo Velasquez, Paul Lawler, Mark Bell, Annemarie Donkin, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Leslie Simon, Heath Kline, Houtan Hormozian, Christine Robinson, August Steurer, Talia Isaacs
- NO: Sean McCarthy, John Sandy Campbell, Theresa Campbell,
- ABSTAIN: Mihran Kalaydjian
- INELIGIBLE: Philip Swain (Alt), Rachel Tabac (Alt), Gretchen Gesell (Alt), Bobbie Wasserman (Alt)

*Note: Aaron Williams left the meeting at 8:53pm, and did not to vote on Item#2.*

***Original Motion, as Amended:*** Don Patterson, Second: Leslie Simon

**Roll Call Vote**

**PASS**      Yes: 20              No: 1              Abstain: 1              Ineligible: 4              Total: 26

- YES: Aaron Quantz, Karen DiBiase, Reina Cerros-McCaughey, Arturo Velasquez, Paul Lawler, Mark Bell, John Sandy Campbell, Annemarie Donkin, Don Patterson,

*Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Theresa Campbell, Leslie Simon, Heath Kline, Houtan Hormozian, Christine Robinson, August Steurer, Talia Isaacs*

- *NO: Sean McCarthy*
- *ABSTAIN: Mihran Kalaydjian*
- *INELIGIBLE: Philip Swain (Alt), Rachel Tabak (Alt), Gretchen Gesell (Alt), Bobbie Wasserman (Alt)*

### **3. Area Reports –**

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

Area 2 - Arturo Velasquez, Paul Lawler, Sean McCarthy, Philp Swain

Area 3 – Mark Ball, John Sandy Campbell, Annemarie Donkin

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

Area 5 – Christopher Waddy, Julie Waltrip, Theresa Campbell, Gretchen Gesell

Area 6 – Leslie Simon, Mihran Kalaydjian, Heath Kline

Area 7 – Aaron Williams, Houtan Hormozian, Christine Robinson

At-Large –August Steurer, Bobbie Wasserman

Youth Member – Talia Isaacs

#### **Summary of Area Report comments:**

*Monthly 1<sup>st</sup> Saturday cleanup was successful. A video was made highlighting the cleanup. We want transparency on what we do on social media and would like to increase the NC presence and purpose. Coyotes are back. They are currently not causing problems at Woodland Hills Park, but stay aware. Due to rain, there is a concern of mud slides on the hillside areas.*

*Boething Treeland: Time has passed, so will need a new builder for the site. Possible transfer to a conservancy to keep as open space.*

*When available, we would like an update of any changes planned for the Westfield Village and Promenade sites due to the new ownership.*

*There has been an increase of Neighborhood Watch participation in our community.*

*There are concerns of speeding vehicles on Well Dr at night. Need to get support from the Police. Be careful when out.*

### **4. Committee Reports -**

Budget Committee – Paul Lawler - Chair

Community Services Committee – Rachel Tabak - Chair, Houtan Hormozian - Co Chair

Education Committee –Mihran Kalaydjian - Chair

Environmental & Beautification Committee – Karen DiBiase, Chair, *will be adding new members*

Governance Committee – Dena Weiss- Chair

Outreach Committee – August Steurer - Chair, Bobbie Wasserman - Co Chair

Public Health and Homelessness Committee –Aaron Quantz- Chair

Public Safety and Transportation – Houtan Hormozian - Chair, Rachel Tabak - Co Chair, *Will be adding new members, next meeting on Jan 16<sup>th</sup>*

PLUM Committee – Don Patterson - Chair

WHIP Committee – Heath Kline – Chair, *VANC is meeting the same time, so WHIP will not meet on Jan 12<sup>th</sup>*

Ad-hoc Committee – Flight Path and Noise Advisory Committee - Martin Lipkin, Chair

*Announcements:*

**The next Regular Board meeting will be held on February 8, 2023, 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 the 2023 year: Full Board meeting 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.

**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.**

*Discussion of ideas for future NC meetings:*

- 1) *Heath Kline: Officers should agenda their meeting to make sure Brown Act is followed*
- 2) *August Steurer: Whereas stakeholder Andrew Rosen is requesting reconsideration of item from Dec 2022 NC meeting for In-N-Out:  
Motion to reconsider: August Steurer, Second Heath Kline  
Parliamentarian: Leslie Simon: Will be place don Feb agenda. We can not discuss prior.*
- 3) *Theresa Campbell: Health and wellness is important as we leave Covid restrictions. Maybe we can do a 5K community run/walk?*
- 4) *Sean McCarthy: We should run our NC to run more efficiently. Pay for clerical and admin help.*
- 5) *Aaron Williams: Have a possible “special” NC meeting to discuss In-N-Out issues.*
- 6) *Heath Kline: Send In-N-Out back to PLUM.  
Parliamentarian: Leslie Simon: Inappropriate. PLUM had public comments. It is the NC Board that can discuss.*
- 7) *John Sandy Campbell: All NC members should use zoom with video.*
- 8) *Dena Weiss: let’s do these art the Feb’23 NC board meeting*

**Adjournment of Meeting: 9:56pm**

*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 Dena Weiss, at email



address [d.weiss@whcouncil.org](mailto:d.weiss@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, if available, related to an item on the agenda, please contact Dena Weiss, at email address [d.weiss@whcouncil.org](mailto:d.weiss@whcouncil.org).

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- 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 of the window of the West Valley Warner Center Chamber located at 6100 Topanga Canyon Blvd, Ste 2330, Woodland Hills, CA 91367. The Chamber is located at the Promenade Mall outside the east entrance of the mall and to the left of Ruth Chris Restaurant. The Chamber office 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](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 Dena Weiss al [d.weiss@whcouncil.org](mailto:d.weiss@whcouncil.org) o por correo electrónico avisar al Concejo Vecinal.

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