

CITY OF LOS ANGELES

CALIFORNIA

Neighborhood Council Governing Board Officers:

President - Dena Weiss
Vice President - Vacant
Secretary - Karen DiBiase
Treasurer - Heath Kline,
Parliamentarian - Don Patterson



200 N. Spring Street Los
Angeles, CA 90012

WOODLAND HILLS
WARNER CENTER
NEIGHBORHOOD COUNCIL

Email: NCsupport@lacity.org
Website: www.empowerla.org

MINUTES - Special Full Board Meeting

**City of Los Angeles Fire Station # 84,
in the Community Room
[West side of building – Parking
available across the street]**

**21050 Burbank Blvd., Woodland Hills, CA,
91367**

**February 15, 2024
6:30 p.m. - 9:30 p.m.**

IN PERSON BOARD MEETING

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Karen DiBiase, Secretaria, al **818-639-9444** o por correo electrónico www.whcouncil.org para avisar al Concejo Vecinal.

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 unless adjusted by the President. Public comment can only be made one time and will be heard at the beginning of an agenda item.

***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.

Board Members:

- Area 1 - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Reina Cerros-McCaughey
- Area 2 – Julian Tu, Paul Lawler, Peter Haber, Masha Dowell
- Area 3 – Tracey Rosen, Dean Mathew, Harout Aristakessian
- Area 4 – Don Patterson, Martin Lipkin, Dena Weiss,
- Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers, Allan Biggins
- Area 6 –Bill Barnett, Heath Kline
- Area 7 – Kate Kennedy, Joyce Fletcher, Schyler Katz
- At-Large – August Steurer, Bobbie Wasserman
- Youth Member – Vacant seat

AGENDA

- Call to Order – *Dena Weiss, 6:31pm*
- Pledge of Allegiance – *Heath Kline*
- Roll Call – *Karen DiBiase*

Quorum at time of meeting called to order: 22

Karen DiBiase, Geoffrey Hobson, Shelley Schwartz, Reina Cerros-McCaughey, Julian Tu, Peter Haber, Masha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnette, Heath Kline, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer, Bobbie Wasserman

Absent: Paul Lawler, Harout Aristakessian, Christopher Waddy

Public Announcements:

Office of Councilmember Bob Blumenfield – *Seth Samuels, Planning and Field Deputy-Woodland Hills 1)*

- Looking for people to help run festivals, contact CD3 office if interested.*
- 2) Mid-Valley Senior Center: Assistance available for storm/fire needs.*
- 3) New traffic signals on Venture Blvd are missing a part, so are not turned on yet.*
- 4) Will follow up concerning bike lanes connectivity vs access.*

Office of LA County Supervisor for Third District, Lindsey Horvath – *Daniel Vicente, Rep*

- 1) One Generation facility is open during rain in Reseda*
- 2) Results of Homeless Count should be available in May/June 2024.*

Empower LA – *Prabhjot Chamber, Rep for WHWCNC, not present but will send update of EmpowerLA notices*

Fire Station 84 – *Captain Joe Lopez*

- 1) Expecting rain again next week. Sandbags are available at Fire Station 106 (Fallbrook/Victory)*

General Public Comment, by the Public, on Non-Agenda Items: *None*

General Public Comment is limited to (2) minutes per speaker and 10 minutes total due to limited timing at the fire station venue.

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 – January 10, 2024

See posted support document

Motion: Dena Weiss, Second: Martin Lipkin

Roll Call Vote

PASS Yes: 17 No: 0 Abstain: 3 Ineligible: 2 Total: 22

- YES: Karen DiBiase, Geoffry Hobson, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer
- NO:
- ABSTAIN: Schelley Schwartz, Don Patterson, Allan Biggins
- INELIGIBLE: Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt)

B. Officer Reports

President – Dena Weiss – Theme for the month is **“Pride in our Community”**. *Pride in the changes you make, pride in the giving of our time, and continue with pride in everything you do.*

Vice President – Vacant

Treasurer – Heath Kline – *will talk during item#1 for MER*

Secretary -Karen DiBiase - *none*

Parliamentarian – Don Patterson – *explanation of timer: yellow=30 seconds left to speak*

2. Items for Discussion and Possible Action:

Item No. 1

Heath Kline, Treasurer

(24-012) Approval of MER for January, 2024

For discussion and possible action:

Motion for the Board to approve the January 2024 Monthly Expense Report (MER).

See **January 24 MER (20 pages)** included in supporting documents.

Motion: *Heath Kline, Second: Dena Weiss*

Roll Call Vote

PASS *Yes: 19* *No: 0* *Abstain: 1* *Ineligible: 2* *Total: 22*

- *YES: Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Bill Barnett, Heath Kline, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer*
- *NO:*
- *ABSTAIN: Allan Biggins*
- *INELIGIBLE: Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt)*

Item No. 2

Dena Weiss, Chair of Governance Committee

(24-013) Stakeholder Appointment to Area 3 Alternate Representative Seat

Discussion and possible action:

Motion for the Board to approve Jayce Baron to the Area 3 Alternate Representative Seat.

Qualification at Governance Committee: vote- unanimous (3)

Dena Weiss YES, Karen DiBiase YES, Don Patterson YES

Motion: *Dena Weiss, Second: Don Patterson*

Roll Call Vote

PASS *Yes: 20* *No: 0* *Abstain: 0* *Ineligible: 2* *Total: 22*

- *YES: Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE: Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt)*

Item No. 3

Dena Weiss, Chair of Governance Committee

(24-014) Board member Heath Kline’s Seat Switch in Area 6, to Business Seat

Discussion and possible action:

Motion for the Board to approve Heath Kline to switch from Area 6 CBO seat to the Area 6 Business representative seat.

Qualification at Governance Committee: vote- unanimous (3)

Dena Weiss YES, Karen DiBiase YES, Don Patterson YES

Motion: *Dena Weiss, Second: Shelley Schwartz*

Roll Call Vote

PASS Yes: 20 No: 0 Abstain: 0 Ineligible: 3 Total: 23

- *YES: Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE: Reina Cerros-McCaughey (Alt), Jayce Baron (Training), Bobbie Wasserman (Alt)*

Item No. 4

Dena Weiss, Chair of Governance Committee

(24-015) Board member Bobby Wasserman's seat switch to Area 6 CBO seat

Discussion and possible action:

Motion for the Board to approve Bobby Wasserman to switch from At Large Alternate seat to Area 6 CBO seat.

Qualification at Governance: vote- unanimous (3)

Dena Weiss YES, Karen DiBiase YES, Don Patterson YES

Motion: *Dena Weiss, Second: Julie Waltrip*

Roll Call Vote

PASS Yes: 20 No: 0 Abstain: 0 Ineligible: 3 Total: 23

- *YES: Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE: Reina Cerros-McCaughey (Alt), Jayce Baron (Training), Bobbie Wasserman (Alt)*

Item No. 5

Dena Weiss, Chair of Governance Committee

(24-016) Stakeholder Appointment to Area 6 Alternate Representative Seat

Discussion and possible action:

Motion for the Board to approve Janice Mendell to the Area 6 Alternate Representative Seat.

Qualification at Governance Committee: vote- unanimous (3)

Dena Weiss YES, Karen DiBiase YES, Don Patterson YES

Motion: *Dena Weiss, Second: Heath Kline*

Roll Call Vote

PASS Yes: 21 No: 0 Abstain: 0 Ineligible: 2 Total: 23

- YES: *Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer*
- NO:
- ABSTAIN:
- INELIGIBLE: *Reina Cerros-McCaughey (Alt), Jayce Baron (Training)*

Item No. 6

Dena Weiss, Chair of Governance Committee

(24-017) Stakeholder Appointment to Area 7 Alternate Representative Seat

Discussion and possible action:

Motion for the Board to approve Rosaleen O’Sullivan to the Area 7 Alternate Representative Seat.

Qualification at Governance Committee: vote- unanimous (3)

Dena Weiss YES, Karen DiBiase YES, Don Patterson YES

Motion: *Dena Weiss, Second: Don Patterson*

Roll Call Vote

PASS Yes: 21 No: 0 Abstain: 0 Ineligible: 3 Total: 24

- YES: *Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer*
- NO:
- ABSTAIN:
- INELIGIBLE: *Reina Cerros-McCaughey (Alt), Jayce Baron (Training), Janice Mendell (Training)*

Item No. 7

Dena Weiss, President

(24-018) Oath of Office and Seating of New Board Member

Administer NC Oath of Office and seat newly appointed board members.

NOTE: Seth Samuels, Planning and Field Deputy-Woodland Hills for the Office of Councilmember Bob Blumenfield-CD3, administered the Oath of Office to our newest Board members: Jayce Baron, Allan Biggins, Janice Mendell and Rosaleen O'Sullivan. He also distributed Certificates of Recognition, signed by Bob Blumenfield.

Item No. 8

Dena Weiss, Chair of Governance Committee

(24-019) Election Of Vice President and Apoint the New VP to Serve as Alternate Signor Financial Officer

Discussion and possible action:

Nominations will be accepted for the position of Vice President.

Description Per the Bylaws:

Section 2: Duties and Powers

Vice-President. The Vice-President shall act as a presiding officer in the absence of the President. In case of vacancy in the office of President, or in the case of the President's unavailability due to sickness, disability, death or resignation, the Vice-President shall perform the duties of the President and when so acting shall have all the powers and perform such other duties the Bylaws and Standing Rules and EmpowerLA may prescribe. The Vice-President shall be responsible for the oversight and compliance of the Standing Committees of the WHWCNC.

Election of Vice President:

The Officers must be *elected* members of the Board ... or

an *appointed* member of the board can be elected as an Officer, should no elected member agree to be nominated for a specific Officer position or no elected member is elected by a majority vote of the board for a specific Officer position.

The Youth Member and Alternate Representatives cannot serve as an Officer of the Board.

The Youth Member can vote in the election.

Alternate Representatives cannot vote in the election unless one of their area reps is absent.

If there are more than two (2) candidates for an office and none receives a majority vote on the first election, a run-off election shall be held immediately between the two (2) candidates receiving the highest number of votes.

See posted list of elected board members and appointed board members eligible for nomination for Vice President.

Motion: Julie Waltrip, Second: Reina Cerros-McCaughey **Motion**
to nominate Tracey Rosen as WHWNCN Vice President.

Roll Call Vote

PASS Yes: 21 No: 0 Abstain: 0 Ineligible: 4 Total: 25

- YES: Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer
- NO:
- ABSTAIN:
- INELIGIBLE: Reina Cerros-McCaughey (Alt), Jayce Baron (Training), Janice Mendell (Training), Rosaleen O'Sullivan (Training)

Item No. 9

Dena Weiss, Chair of Governance Committee

(24-020) Appointment to Reina Cerros- McCaughey as NC Homelessness Liaison

Discussion and possible action:

Motion for the Board to approve Reina Cerros- McCaughey, the current co-chair of the homelessness committee, to be appointed as a Homelessness Liaison.

Homelessness Liaisons play a vital role in addressing homelessness-related issues within our community. Homelessness is a complex and pressing challenge that affects communities across the nation, including our own. To better address this issue, foster collaboration, and facilitate communication, we have established a series of Neighborhood Council Homelessness Liaison Meetings. These meetings provide a platform for Neighborhood Council leaders to come together, share insights, and collectively work towards solutions to homelessness in our area. Homelessness Liaisons will serve as the bridge between your council and the broader community efforts to combat homelessness. They will participate in our upcoming meetings, share insights from your neighborhood, and collaborate with others to develop and implement effective strategies.

To appoint your Homelessness Liaisons, please designate one or more individuals from your Neighborhood Council who are passionate about addressing homelessness and willing to actively engage in our community efforts.

Approval at Governance Committee: vote- unanimous (3)

Dena Weiss YES, Karen DiBiase YES, Don Patterson YES

Motion: Dena Weiss, Second: Julie Waltrip

Roll Call Vote

- PASS** Yes: 21 No: 0 Abstain: 0 Ineligible: 4 Total: 25
- *YES: Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer*
 - *NO:*
 - *ABSTAIN:*
 - *INELIGIBLE: Reina Cerros-McCaughey (Alt), Jayce Baron (Training), Janice Mendell (Training), Rosaleen O’Sullivan (Training)*

Item No. 10

Dena Weiss, Board President & Chair of Governance Committee

(24-021) Motion to pass the required enabling Board President Attestation and Board Justification CIS Resolution to give the WHWCNC the option to have virtual-hybrid and virtual remote meetings.

The Governance Committee of the Woodland Hills – Warner Center Neighborhood Council unanimously recommends to the full board of the NC that they **(a.)** pass by not less than a 2/3 majority [16] of the 23 seats on the WHWCNC the following Board Resolution & Community Impact Statement [CIS] declaring the NC's decision to have the option to conduct its full board and/or committee meetings in a hybrid-virtual and/or fully virtual format for all the reasons set forth below as authorized by California Senate Bill 411 and Council File 231114; and **(b.)** authorize and direct the NC Board President to complete and file the related Attestation Statement below, and take all such necessary actions to affect the implementation and intent of this motion.

Attestation Statement

I, **Dena Weiss** declare that I am the President of the **Woodland Hills-Warner Center Neighborhood Council** and that on _____ (date adopted), at a Brown Act noticed public meeting was held by this NC with a quorum of ___ (number) board members present and that by a vote of ___ (number) yes, ___ (number) no, and ___ (number) abstentions adopted the following resolution:

Whereas, this resolution is the official statement adopted by this Neighborhood Council. The **Woodland Hills Warner Center NC** satisfies the 2/3 board requirement of SB 411 and approves meeting virtually for board and/or committee meetings **for all the reasons set forth below in our adopted Community Impact Statement [CIS] Resolution:**

WHWCNC CIS & Resolution

Whereas, the Woodland Hills - Warner Center Neighborhood Council has a long-standing commitment to engaging our community members transparently and accessibly; and,

Whereas, the COVID-19 pandemic necessitated the transition to virtual meetings to protect public health, leading to increased accessibility and participation by Angelenos in Neighborhood Council activities; and,

Whereas, the expiration of State of Emergency modifications to the Brown Act resulted in a significant drop in participation from board members and community stakeholders, disproportionately affecting disadvantaged communities; and,

Whereas, Members of our Board have resigned due to the inability for various reasons to meet in person; and,

Whereas, Board vacancies are more difficult to fill due to the requirement to meet in person; and,

Whereas, California Senate Bill 411, passed by the State Legislature, allows Neighborhood Councils the option to conduct virtual meetings, ensuring public participation during future emergencies or exceptional circumstances; and,

Whereas, the City Council, through the approval of Council File 23-1114, endorses and supports Neighborhood Councils in making decisions regarding virtual meetings; and,

Whereas SB 411 requires this Board to formally approve meeting virtually but must also physically meet annually at least once; and,

Whereas, our local libraries and fire stations' meeting rooms often have limited availability, limit the use of audiovisual equipment, have no or limited parking for public meetings and thereby are not conducive to effective committee or board meetings; and,

Whereas, the City does not allow free use of private facilities; and,

Whereas, private facilities are expensive to rent, poorly equipped for public meetings, and may lack ADA-approved facilities; and,

Whereas, virtual meetings provide the opportunity to receive testimony from distant experts and officials, enriching the quality of our discussions and decision-making; and,

Whereas, Board Members and community members with senior care or parental duties may struggle to secure alternate care in the evenings, limiting their participation and achieving a diversity of opinions; and,

Whereas, Los Angeles is a vast city, where Board Members and community stakeholders often face long commutes, making it difficult for them to attend in-person meetings on time or at all; and,

Whereas, dedicated board members and committee stakeholders may often travel for their day jobs, preventing them from participating in person due to scheduling conflicts; and,

Whereas, utilization of Virtual Meetings and Hybrid Virtual/Physical Meetings mitigates the above stated factors limiting community participation; and,

Whereas, the original intent of the Brown Act was to open meetings to the public for transparency not afforded by secret meetings and Virtual Meetings extend transparency beyond in-person meetings by allowing more of the public to participate and observe;

Now, therefore, it is resolved that the Woodland Hills - Warner Center Neighborhood Council, under California Senate Bill 411 and Council File 23-1114, authorizes the use of virtual and hybrid-virtual meetings as a valid and necessary means to conduct the council's Board and Committee meetings.

Community Impact Statement

The decision to implement virtual meetings will have several positive impacts on our community:

1. **Enhanced Accessibility:** Virtual meetings will facilitate participation for residents, including those with mobility issues or busy schedules.
2. **Increased Engagement:** Remote meetings will attract a wider and more diverse range of community members, fostering richer and more inclusive discussions.
3. **Safety:** Virtual meetings will protect our community members during health emergencies, ensuring

their safety while engaging in civic matters.

4. **Improved Facilities:** Virtual meetings address limitations of public and private facilities, including the lack of ADA-approved facilities and limited availability during convenient hours.
5. **Access to Expertise:** Virtual meetings enable access to testimony from distant experts and officials, enhancing decision-making and informed choices.
6. **Board Member Participation:** Board members with day job commitments involving travel can fully participate, strengthening our council.

In conclusion, adopting virtual meetings aligns with our Neighborhood Council's commitment to enhancing community engagement, ensuring accessibility, addressing facility limitations, and accommodating the schedules of dedicated board members. This decision will ultimately strengthen our council and provide a better platform for our community to shape our neighborhood's future.

Passed by the Governance Committee in two parts;

Attestation Statement Motion: *Don Patterson, Second: Dena Weiss*

PASS Yes: 4 No: 0 Abstain: 0 Total: 4 • YES: Weiss, Kline, DiBiase, Patterson • NO: • ABSTAIN:

Resolution & Community Impact Statement Motion: *Heath Kline, Second: Dena Weiss*

PASS Yes: 4 No: 0 Abstain: 0 Total: 4 • YES: Weiss, Kline, DiBiase, Patterson • NO: • ABSTAIN:

Motion: Dena Weiss, Second: Heath Kline

Roll Call Vote

PASS *Yes: 21* *No: 0* *Abstain: 0* *Ineligible: 4* *Total: 25*

- *YES: Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE: Reina Cerros-McCaughey (Alt), Jayce Baron (Training), Janice Mendell (Training), Rosaleen O'Sullivan (Training)*

Item No. 11) Community Outreach Committee – Chair, Tracey Rosen

(24-022) Funding Request - WHWCNC Outreach- MOTION TO APPROVE FUNDING FOR THE 2024 SEASON OF VALLEY CULTURAL CENTER CONCERTS IN THE PARK

Discussion and possible action:

Motion to approve \$3,500 in funding from the Board approved WHWCNC 2023-2024 Budget (General Outreach Expenditure) to purchase a WHWCNC outreach booth at the Valley Cultural Foundation – Spring-Summer Concert Series held in Warner Center Park. This amount will allow us to have a booth, tent, chairs, signage and recognition at each of the (10) concerts + 5 Movies in the Park to promote the WHWCNC and engage with

stakeholders. We will also be acknowledged as a co-sponsor at one concert where we will be provided the opportunity to speak from the stage to promote the NC. **Payment due by April 6, 2024, for NC to be included in preprinted event programs and event signage.**

Vote at Community Outreach Committee: unanimous.

See VCC info included in Feb. supporting documents.

Motion: Tracey Rosen, Second: Dena Weiss

Roll Call Vote

PASS Yes: 20 No: 0 Abstain: 0 Recused: 1 Ineligible: 4 Total: 25

- **YES:** Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Schyler Katz, August Steurer
- **NO:**
- **ABSTAIN:**
- **RECUSED:** Joyce Fletcher
- **INELIGIBLE:** Reina Cerros-McCaughey (Alt), Jayce Baron (Training), Janice Mendell (Training), Rosaleen O'Sullivan (Training)

NOTE: Joyce Fletcher is recused for Item#11. She is on the Board of the Valley Cultural Center.

Item No. (12) Community Outreach Committee – Chair, Tracey Rosen

(24-0023) Funding Request - WHWCNC Outreach- MOTION TO APPROVE FUNDING FOR ONE GENERATION SENIOR SYMPOSIUM ON MAY 18, 2024

Discussion and possible action:

Motion to approve \$1,000 in funding from Board approved WHWCNC 2023-2024 Budget (General Outreach Expenditure) to allow participation in the One Generation Senior Symposium on June 2023 at its soccer field located at: 17400 Victory Blvd., Van Nuys, CA 91406. This amount will allow us to have a booth, tent, signage, and logo recognition at this event to promote the WHWCNC and engage with stakeholders. **Payment due by April 1, 2024, for the NC to be included in pre-event social media and print promotion and event signage.**

Vote at Community Outreach Committee: unanimous.

See One Generation info included in Feb. supporting documents. Roll Call Vote

Motion: Tracey Rosen, Second: Dena Weiss

Roll Call Vote

PASS Yes: 21 No: 0 Abstain: 0 Ineligible: 4 Total: 25

- **YES:** Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell,

Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer

- *NO:*
- *ABSTAIN:*
- *INELIGIBLE: Reina Cerros-McCaughey (Alt), Jayce Baron (Training), Janice Mendell (Training), Rosaleen O’Sullivan (Training)*

Item No. (13) Education & Youth Committee – Chair, Julie Waltrip
(24-024) Motion to Approve \$2000.00 NPG Woodlake Elementary Community Charter School PTSA

For discussion and possible action:

Whereas, The Education & Youth Committee received an NPG Application from the Parent Teacher Student Association (PTSA), the 501(c)(3) non-profit organization for Woodlake Elementary Community Charter School (Area-4 south of Victory between Platt and Fallbrook) requesting funding of \$2,000 toward their \$4,200 arts showcase event called Night of the Arts (NOTA) on Saturday evening May 4, 2024.

Terra Collins, PTSA Community Outreach, and Jennifer Richmond, PTSA President, provided the committee a detailed presentation of the elements of the event, showcasing students’ artwork in an outdoor “art gallery.” The community is invited to view the art, create art of their own at make-and-take stations, and enjoy choral music, dance, and musical theater performances. “Out of this world” is this year’s theme for the arts event coordinating with the day for celebrating Star Wars: “May the Fourth be with you.” Art supplies, signage, onsite art stations, refreshments and more will be provided by the PTSA and the event will be run by Woodlake art and music teachers and retained outside vendors.

NOTA serves the families of all 590 Woodlake students: TK through 5th grade, including displaced Ukrainian and Israeli students and students with special educational needs; and Art supplies left over for the event will replenish some of the inventory used during Studio Art instruction inside the classrooms and outside the classrooms in their Recycled Art Garden; and

Whereas, Terra Collins has offered a sign or banner to be made and hung year-round advertising the WHWC Neighborhood Council as a community sponsor of the school and welcomes us to table with our booth and physical presence at the event if we support this grant request; and The WHWC Neighborhood Council has granted this request in the past; and

Whereas, The Education Committee, after receiving input and having discussion over two meetings voted unanimously to recommend to the full Board passage and funding of the attached NPG.

Therefore, The Education Committee, moves that the full board approve the attached Woodlake NPG for \$2000.00 and direct the treasurer to submit the NPG and supporting documentation to the City Clerk for funding.

Committee Vote: **5 Ayes:** Waltrip, Cerros-McCaughey, Kline, Schwartz, Biggins **0 Nays;** **0 Abstains;** **0 See Woodlake NPG (8 pages) included in Feb. supporting documents.**

Motion: Julie Waltrip, Second: Tracey Rosen

Roll Call Vote

PASS Yes: 21 No: 0 Abstain: 0 Ineligible: 4 Total: 25

- *YES: Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE: Reina Cerros-McCaughey (Alt), Jayce Baron (Training), Janice Mendell (Training), Rosaleen O'Sullivan (Training)*

NOTE: Presentation given by Jennifer Richman, PTSA President

Item No. 14

Heath Kline, Treasurer

(24-025) Motion to reallocate funds in our 23-24 FY Budget to provide funds within and between City Clerk defined budget categories to provide available funds to support newly authorized board expenditures.

The WHWCNC treasurer is aware several new spending items will be placed on February 15 Special Meeting agenda that were not previous on the NC's budget and accounted for under the City Clerk's prescribed budget categories.

To determine available funds the treasurer prepared the attached **"2/15 Test Budget"** that reflects our actual FYYTD spending & commitments, with their required corresponding budget allocation amounts. Next, the treasurer added all the proposed 2/15 spending amounts with their required budget allocations, assuming they were all to pass. (The proposed new 2/15 spending items appear in **BOLD Blue text with Yellow background fill**.) This exercise reveals that if some or all of February's spending motions pass it will create the need for treasurer to reallocate unspent funds within some and between different budget categories to have the necessary funds available for the Clerk to approve and carry out the NC's spending requests.

Therefore, the treasurer is requesting the board to work with him at the meeting to make and approve the necessary budget reallocations allowing him to submit an updated balanced budget to the City Clerk, preventing delay waiting for a future budget reallocation before he can submit approved spending requests.

Motion: The WHWCNC has updated its budget allocations for their 23-24 FY budget effective 2/15/24. We direct the treasurer to use this updated budget going forward and file it with the City Clerk as required. [See 2/15 Test Budget \(1 page\) included in Feb 24 supporting documents for this agenda.](#)

Original Motion: Heath Kline, Second: Joyce Fletcher

Substitute Motion: Heath Kline, Second: Don Patterson

Substitute Motion: Substitute Motion to reallocate \$5600 within the Outreach category on the WHWCNC Budget. Increase the VCC line to \$3,500 and decrease the Webmaster line to \$1,500.

Roll Call Vote

PASS Yes: 21 No: 0 Abstain: 0 Ineligible: 4 Total: 25

- **YES:** Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Schyler Katz, Joyce Fletcher, August Steurer
- **NO:**
- **ABSTAIN:**
- **INELIGIBLE:** Reina Cerros-McCaughey (Alt), Jayce Baron (Training), Janice Mendell (Training), Rosaleen O'Sullivan (Training)

Item No. 15

Heath Kline, WHIP Chair

(24-026) WHIP Submits a CIS for consideration regarding composition of Ventura/Cahuenga Boulevards Specific Plan Review Board

For discussion and possible action:

A Community Impact Statement to SUPPORT an action of the Ventura/Cahuenga Boulevards Corridor Specific Plan Review Board regarding a pending amendment affecting the board structure. Action pertains to a City Planning report adopted by the City Planning Commission and submitted to the City Council in Council File 17-1071-S1 recommending amendments to the Ventura/Cahuenga Boulevards Corridor Specific Plan. This Motion pertains only to changes regarding the Plan Review Board.

(At-Large Board Member August Steurer is recused)

Summary for CIS Portal:

The Board of the Woodland Hills -Warner Center Neighborhood Council (WHWCNC) supports a 13-member VCBCSP Review Board structure found in the Letter of Communication issued by the Plan Review Board (PRB) [see PRB Letter in supporting docs] of the Ventura/Cahuenga Boulevards Corridor Specific Plan (VCBCSP). **The WHWCNC does not support the structure proposed by the City Planning Department and City Planning Commission**, which has only a 7-member PRB, without Neighborhood Council appointees, because it allows a possibility of one Council Member appointing 6 out of 7 Board Members. The alternative structure, now supported by the affected Neighborhood Councils, will ensure that even if the whole VCBCSP was in one Council District, a single Council Member could appoint only 6 out of 13 members. The PRB letter supports an alternative PRB membership structure compared to the one from City Planning. City Council President Paul Krekorian first proposed the 13-member VCBCSP Review Board consisting of one Board Member to be appointed by the Mayor, one Board Member to be appointed by the City Council Member(s) for each of the Specific Plan's defined six communities (Woodland Hills, Tarzana, Encino, Sherman Oaks, Studio City, and Cahuenga) within their Council District, AND one Board Member to be appointed by each Neighborhood Council representing one of the Plan's six communities. Should more than one Council Member represent a community, the multiple Council Members

shall jointly choose their joint appointee for that community regardless of where the Council District boundaries fall in the VCBCSP community.

WHWCNC CIS Submission:

The City Council is reviewing proposed amendments to the Ventura-Cahuenga Boulevards Corridor Specific Plan (VCBCSP), found in Council File 17-1071-S1. Some of the changes negatively affect the structure of its Plan Review Board (PRB) for community representation by reducing the affected community's direct influence regarding the administration of the Specific Plan.

What does the PRB do?

- The PRB oversees the city's spending of fees collected from properties and projects within the Specific Plan. Currently, most fees are devoted to safety and traffic improvements.
- The PRB advises City Planning on cases requiring discretionary actions for zone changes, variances, and exceptions.
- After Neighborhood Councils were created, the PRB delegated its project review responsibilities to the relevant affected Neighborhood Councils within the Plan.
- The PRB notifies the local City Council Members when it discovers amendments are needed to the Specific Plan. The PRB recognized the need to revise the Board Membership rules over 5 years ago. The City Council initiated the amendment process from City Planning based on recommendations made by the PRB.

Why does the PRB structure need to be revised?

Before the City's 2022 redistricting of City Council Districts, the PRB had nine members, with some of the Specific Plan's communities having only one representative and some having two. Because the Specific Plan is now within just two Council Districts, the PRB, under the current rules, has been reduced to only five members, with two Specific Plan communities having no representation.

Against the recommendation of the PRB, the amendment submitted by the City Planning Department (and subsequently approved by the City Planning Commission) alters the structure of the PRB to have only seven members. The City Council Member(s) for the six communities defined in the amended plan (Woodland Hills, Tarzana, Encino, Sherman Oaks, Studio City, and Cahuenga) will appoint one member for each community, and the City Mayor will appoint one member.

The PRB and Neighborhood Councils in the Plan are concerned the proposed structure does not best serve the interests of their communities. Currently, there are only two council districts along the Boulevard. Council District 4 contains four communities along the eastern roughly 10.5 miles of the Plan, and Council District 3 has two communities along the western 6.5 miles. Under the proposed structure, one council district would control most of the Board. Notably, near the end of the 2022 redistricting process, a map was briefly considered with only one Council District encompassing the Specific Plan, giving just one Council Member supermajority control of the Board and a lack of diverse opinions.

As proposed by City Planning, the future Board Memberships should satisfy various demographic categories for "diversity." However, the changes lack any emphasis or requirement for selecting appointees familiar with the Specific Plan and/or knowing the community's experience and issues with the Specific Plan. There was some

concern by the PRB that appointments could be made for political purposes, which does not serve the affected communities well.

When City Planning Department staff first provided the PRB with proposed changes, the PRB members recognized the potential issues arising from their proposed restructuring. They voiced those issues to the staff. Later, after a City Planning Commission approval of a 7-member PRB, the current PRB members unanimously passed a motion to send a Letter from the PRB (see attachment) to support their preferred 13-member structure for the PRB. Council President Paul Krekorian initially proposed it when he represented a portion of the Specific Plan. Community organizations and Neighborhood Councils along the Boulevard(s) currently support the PRB letter.

What is the WHWCNC & PRB members preferred PRB structure?

The favored, alternative PRB structure expands upon the 7-member Board structure to have a 13-member Board. Under the expanded structure, the relevant Neighborhood Councils would each appoint a Board Member to improve their representation on the PRB. Because Neighborhood Councils perform case reviews of projects along the Specific Plan, they can best appoint members with appropriate experience related to the Boulevard(s). This alternative prevents any City Council Member from controlling a majority of the PRB whenever redistricting reduces the number of Council Members within the borders of the Plan to one or two.

Any limitations put on the terms of PRB members can be detrimental since the City's slow processes often take many years to accomplish projects. Some past PRB projects took over a decade for Members to champion successfully to completion.

A 7-member board offers less diversity of experience. A smaller board presents a larger burden on each PRB member to address and review the needs and issues within the Specific Plan. Also, when only one member represents a community, any absence of that member leaves the community without representation during PRB discussion.

We note from discussions with PRB members that the Planning Department provides minimal support for reviewing the plan, as exemplified by the fact that the annual report from staff, as required by the Plan, has not been presented to the PRB for many years.

The WHWCNC believes that a 13-member board would require minimal additional support in this digital era compared to supporting a 7-member board. The larger board could function better. A 13-member Board will give greater attention to the needs of the Specific Plan.

THEREFORE,

The Woodland Hills Issues and Policies Committee recommends that the Woodland Hills – Warner Center Neighborhood Council join in supporting the position of the Ventura/Cahuenga Boulevards Corridor Specific Plan PRB Members, other Neighborhood Councils in the Specific Plan, the Woodland Hills Homeowners Organization, to have a 13-member Plan Review Board whereby:

- The City Mayor appoints one member.
- One member is appointed for each of the six communities by the City Council Member for the Community.
- One member is appointed for each of the six communities by the relevant Neighborhood Council for the Community. Appointed members must qualify as stakeholders of the community.

- There are no limits to the number of 3-year, staggered Board Member terms.
- The Officers for PRB are to be the President, 1st Vice President, and 2nd Vice President.

FURTHERMORE,

The Board of the Woodland Hills – Warner Center Neighborhood Council is to file an impact statement to CF 171071-S1 stating its support for a 13-member Plan Review Board and notify the Mayor, all City Council Members, City Planning Director Vince Bertoni, plus Shana Bonstin, Director of Community Planning and other appropriate Planning and City Council staff.

Link to CF 17-1071-S1:

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=17-1071-S1>

WHIP Committee Motion adopted 2-11-2024. **4 Eligible; 3 Ayes:** Kline, Waltrip, Williams; **0 Nays; 0 Abstains; 1 Recused:** Steurer

See PRB Letter (1 page) included in Feb 24 supporting documents for this agenda.

Motion: Heath Kline, Second: Steve Sommers

Roll Call Vote

PASS Yes: 20 No: 0 Abstain: 0 Recused: 1 Ineligible: 4 Total: 25

- **YES:** Karen DiBiase, Geoffry Hobson, Shelley Schwartz, Julian Tu, Peter Haber, Mascha Dowell, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Steve Sommers, Allan Biggins, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Schyler Katz, Joyce Fletcher
- **NO:**
- **ABSTAIN:**
- **RECUSED:** August Steurer
- **INELIGIBLE:** Reina Cerros-McCaughey (Alt), Jayce Baron (Training), Janice Mendell (Training), Rosaleen O’Sullivan (Training)

NOTE: August Steurer is recused for Item#15. He is a member of the PRB.

2. Committee Reports,

Budget Committee – Heath Kline, Chair

Community Services Committee – Joyce Fletcher, Chair

Community Outreach Committee – Tracey Rosen, Chair – *All Committees need to submit their Mission Statements and send an update on your committee activities for the Quarterly Newsletter*

Education and Youth Committee – Julie Waltrip, Chair – *First Meeting will be on March 21st, 11am*

Environmental & Beautification Committee – Karen DiBiase, Chair

Governance Committee – Dena Weiss, Chair

Public Health and Homelessness Committee –Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs
Public Safety and Transportation –No Chair
PLUM Committee – Don Patterson and Marty Lipkin, Co-Chairs WHIP
Committee – August Steurer and Heath Kline, Co-Chairs

3. **Area Reports**

Area 1 - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz, Reina Cerros-McCaughey

Area 2 – Julian Tu, Paul Lawler, Peter Haber, Masha Dowell – *Rams have started construction at their practice site*

Area 3 – Tracey Rosen, Dean Mathew, Harout. Aristakessian – *Pending update on Reimagine Ventura Blvd. Be careful crossing Ventura Blvd.*

Area 4 – Don Patterson, Martin Lipkin, Dena Weiss – *Currently there is no land moving in Area 4 due to rain*

Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers, Allan Biggins – *First Saturday Cleanup successfully cleaned up on Ventura Blvd/median/street gutters. Working on starting up a neighborhood watch.*

Area 6 –Bill Barnett, Heath Kline – *March 17th is expected more rain. Be careful of mud flows.*

Area 7 – Kate Kennedy, Joyce Fletcher, Schyler Katz – *Casalina Restaurant is working on their parking issues, and are using the Woodland Hills Library parking lot. Will need to contact CD3 for help with this issue.* At-Large – August Steurer, Bobbie Wasserman

Adjournment of Meeting: 9:09pm

Minutes submitted by Karen DiBiase, Secretary

The next Regular Board meeting will be held in person on **March 13, 2024**, at the **Fire Station #84**, unless otherwise indicated. Please visit the calendar page at whcouncil.org for the complete details and to confirm the date, time & location.

Meeting dates for the 2024-2025 year: Full Board meetings 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.

*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 based on 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 the availability of services, please make your request at least 3 business days (72 hours) before the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@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 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 the President and / or Dena Weiss, at email address d.weiss@whcouncil.org.

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

- 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>
- **A copy of this agenda is also physically posted at the lobby entrance of LA Fire Station 84, 21050 Burbank Blvd., [west of DeSoto], Woodland Hills, CA 91367. The Chamber is under construction but the sign is still there and it is located at the Promenade Mall outside the east entrance of the mall and to the left of Ruth Chris Restaurant. The entrance 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

- 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 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. For assistance, please contact the Ethics Commission at (213) 978- 1960 or ethics.commission@lacity.org.