

CITY OF LOS ANGELES  
CALIFORNIA

**Neighborhood Council  
Governing Board Officers:**

President Dena Weiss  
Vice President Tracey Rosen  
Secretary, Karen DiBiase  
Treasurer Heath Kline  
Parliamentarian Don Patterson



WOODLAND HILLS  
WARNER CENTER  
NEIGHBORHOOD COUNCIL

200 N. Spring Street Los  
Angeles, CA 90012

Email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)  
Website: [www.empowerla.org](http://www.empowerla.org)

**MINUTES,v2**  
**Regular Full Board Meeting**  
**City of Los Angeles Fire Station #84,**  
**in the Community Room**  
**21050 Burbank Blvd., Woodland Hills, CA,**  
**91367**  
**July 10, 2024**  
**6:30 p.m.- 09:00 p.m.**  
**IN PERSON BOARD MEETING**

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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](http://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, Peter Haber, Masha Dowell  
Area 3 – Tracey Rosen, Dean Mathew, Harout Aristakessian, Jayce Baron  
Area 4 – Don Patterson, Martin Lipkin, Dena Weiss, Aava Dekordi  
Area 5 – Julie Waltrip, Steve Sommers  
Area 6 –William Barnett, Heath Kline, Bobbie Wasserman, Janice Mendell  
Area 7 – Kate Kennedy, Joyce Fletcher, Rosaleen O’Sullivan  
At-Large – August Steurer  
Youth Member – Vacant seat

**AGENDA**

Call to Order – *Dena Weiss, 6:34pm*  
Pledge of Allegiance – *Heath Kline*  
Roll Call – *Karen DiBiase*

*Quorum at time of meeting called to order: 19*

*Present: Karen DiBiase, Shelley Schwartz, Julian Tu, Masha Dowell, Peter Haber, Tracey Rosen, Dean Matthew, Harout Aristakessian, Jayce Baron, Don Patterson, Martin Lipkin, Dena Weiss, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Rosaleen O’Sullivan, Joyce Fletcher*

*Absent: Geoffrey Hobson, Reina Cerros-McCaughey, Aava Dekordi, Julie Waltrip, Janice Mendel, August Steurer*

*Note: Allan Biggins has resigned*

**Public Announcements:**

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

- 1) *Restoration of the Peanuts panels have been completed on the bridge over-cross by Wilber School*
- 2) *CD3 has not yet issued a letter on the Citywide Housing Incentive Program (CHIP) Ordinance. Waiting to hear back from public comment.*

Office of LA County Supervisor for Third District, Lindsey Horvath – *Daniell Vicente, West Valley Field Office and Barri Worth Girvan (Outreach)*

- 1) *Motion was passed to increase Board of Supervisors, to go into effect in 2030*
- 2) *Establishing an Ethics Committee for the Board of Supervisors*
- 3) *Town Hall event is in the planning stages*

Office of Assemblymember Jesse Gabriel – *Jack Trent Dorfman, Field Rep*

- 1) *Working with agencies regarding brush clearance*

LAPD - *SLO Brittany Gutierrez*

1) MYLAPD: report vehicle theft issued (make sure you always lock your vehicle and don't keep valuables in car!)

2) Send Brittany any pictures of possible issues of trespass/burglary from your RING or other cameras.

Empower LA – Prabhjot Chamber, DONE Rep for WHWCNC – not present, but Tracey read an email

1) Regional Outreach Roundtable is on July 25th

2) Congress of Neighborhoods is on Sept 28, 2024

3) If you have a possible Conflict of Interest issue, you must contact DONE and the City Attorney

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

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

Mihran Kaladjian - NC Budget Advocate

Rosie Hernandez – Hope of the Valley, Rescue Mission

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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 – June 12, 2024**

See posted support document

**Motion:** Dena Weiss, Second: Heath Kline

#### **Roll Call Vote**

**PASS**      Yes: 13              No: 0              Abstain: 4              Ineligible: 2              Total: 19

- **YES:** Karen DiBiase, Shelley Schwartz, Julian Tu, Masha Dowell, Tracey Rosen, Dean Matthew, Harout Aristakessian, Martin Lipkin, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Joyce Fletcher
- **NO:**
- **ABSTAIN:** Peter Haber, Don Patterson, Dena Weiss, Kate Kennedy
- **INELIGIBLE:** Jayce Baron (Alt), Rosaleen O'Sullivan (Training)

#### **B. Officer Reports**

**President – Dena Weiss – Theme:** Will you be my neighbor? We all come to the WH to be a community from all areas in the valley. Governance is looking at attendance.

**Vice President – Tracey Rosen – AdHoc sign up** will be passed around tonight to review the Standing Rules+Hybrid Meeting Technology+Concerts in the Park. Send goals from each committee.

**Treasurer – Heath Kline – In August 2024,** we will get our roll-over funds of \$4,555.64

**Secretary -Karen DiBiase – Thanks to those who have completed their NC training.** Emails have been sent out to those still pending. Reminder: you need to be current on training in order to vote!

**Parliamentarian – Don Patterson** – *Per Bylaws, if miss 3 regularly scheduled board meetings in a 12 month period, will be reviewed by the Governance committee.*

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

**Item No. 1**

**Heath Kline, Treasurer**

**(24-063) Approval of MER for June 2024**

*For discussion and possible action*

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

See posted June MER [46 pages] included in supporting documents via the Board Calendar Event post.

**Original Motion:** *Heath Kline, Second: Karen DiBiase*

**Substitute Motion:** *Heath Kline, Second: Dena Weiss*

**Substitute Motion:** *Motion for the Board to approve the June 2024 Monthly Expense Report (MER) making note in the minutes of the following change for item (6) West Valley Family YMCA: The MER description should read “Motion for the Board to fund and support an YMCA NPC in the amount of \$3,000 for the Food Distribution Program”.*

*The Treasurer has informed the City Clerk of this correction and requested they make this change to the NC Funding database records if possible so when accessed by City Staff or members of the public they will see the correct description. The submitted funding documents that follows the MER for item (6) shows all of the correct information.*

*See posted June MER (46 pages) included in supporting documents via the Board Calendar Event post.*

**Roll Call Vote on Substitute Motion:**

**PASS**      Yes: 17              No: 0              Abstain: 0              Ineligible: 2              Total: 19

- **YES:** *Karen DiBiase, Shelley Schwartz, Julian Tu, Masha Dowell, Peter Haber, Tracey Rosen, Dean Matthew, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Joyce Fletcher*
- **NO:**
- **ABSTAIN:**
- **INELIGIBLE:** *Jayce Baron (Alt), Rosaleen O’Sullivan (Training)*

**Item No. 2**

**Dena Weiss, Chair of Governance Committee**

**(24-064) Board member Steve Sommer’s Seat Switch in Area 5 to Business Residential Seat**

*For discussion and possible action*

Motion for the Board to approve Steve Sommers to switch from Area 5 CBO seat, to the Area 5 Residential seat.

Qualification at Governance Committee: vote- unanimous (4)  
Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES

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

### **Roll Call Vote:**

**PASS**    Yes: 17            No: 0            Abstain: 0            Ineligible: 2            Total: 19

- YES: Karen DiBiase, Shelley Schwartz, Julian Tu, Masha Dowell, Peter Haber, Tracey Rosen, Dean Matthew, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Joyce Fletcher
- NO:
- ABSTAIN:
- INELIGIBLE: Jayce Baron (Alt), Rosaleen O'Sullivan (Training)

### **Committee Reports:**

Budget Committee – Heath Kline, Chair

Arts and Culture Committee – Masha Dowell, Chair

Community Services Committee – Joyce Fletcher, Chair, *working on improvements to Warner Park, possible Family Forum, “Motors for Toys” toy drive/car show*

Community Outreach Committee – Tracey Rosen, Chair, *2<sup>nd</sup> Quarterly WHWCNC Newsletter will go out by end of this week*

Education and Youth Committee – Julie Waltrip, Chair

Environmental & Beautification Committee – Karen DiBiase, Chair, *next First Sat Community Cleanup will be on Aug 2<sup>nd</sup>, on Victory Blvd/Pierce College. Will work on update of SSFL Cleanup status.*

Governance Committee – Dena Weiss, Chair, *will be following up on attendance of Board members*

Government Relations Committee- Bobbie Wasserman, Chair, *working on a Community Town Hall with LA County Supervisor Lindsey Horvath*

Public Health and Homelessness Committee – Geoffrey Hobson, Chair, *Reina has resigned as Chair of the committee*

Public Safety and Transportation – Julie Waltrip and Shelley Schwartz, Co-Chairs, *2<sup>nd</sup> Wed is LAPD Community Watch at the Topanga Police Station*

PLUM Committee – Don Patterson and Marty Lipkin, Co-Chairs, *PLUM Case load is small. Community Plan: working on major steps forward.*

WHIP Committee – August Steurer and Heath Kline, Co-Chairs

Ad Hoc Committee for Standing Rules- August Steurer and Heath Kline, Co-Chairs, *gathering copies of Standing Rules from other NC's for reference purposes*

Ad Hoc Committee for technology use at Virtual Meetings- pending- Dean Matthew volunteered

### **Area Reports:**

Area 1 - Karen DiBiase, Geoffrey Hobson, Rochelle / Shelly Schwartz, Reina Cerros-McCaughey, *1) Pierce College has cleared the brush on the hillside by the Stadium and Cross Country Track, 2) there have been several break-ins so a Neighborhood Watch meeting is being set up*

Area 2 – Julian Tu, Peter Haber, Masha Dowell, *1) working to improve Warner Park with water stations and*

*additional lights*

Area 3 – Tracey Rosen, Dean Mathew, Harout Aristakessian, Jayce Baron, 1) *Farmers Market on Sat on Shoup Blvd.*

Area 4 – Don Patterson, Martin Lipkin, Dena Weiss, Aava Dekordi, 1) *Pending removal of weeds. Asked Santa Monica Mountain Conservancy to be active, 2) still having issued with RV parking on Valley Circle*

Area 5 – Julie Waltrip, Steve Sommers, 1) *The 8<sup>th</sup> Annual 4<sup>th</sup> of July Block Party was successful*

Area 6 – William Barnett, Heath Kline, Bobbie Wasserman, Janice Mendell, 1) *Pending brush clearance. Working getting a needed inspection*

Area 7 – Kate Kennedy, Joyce Fletcher, Rosaleen O’Sullivan, 1) *Still having issued with parking/valet issued with restaurant, 2) WH Library has many free events that are family-friendly*

**Adjournment of Meeting: 8:43pm**

*Minutes submitted by Karen DiBiase, Secretary*

The next Regular Board meeting will be held virtually on **August 14, 2024**. 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 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](mailto: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](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 the President and / or Dena Weiss, at email address [d.weiss@whcouncil.org](mailto:d.weiss@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>

**A copy of this agenda is also physically posted in the plexiglass case fixed to the front door of the Fire station 84 located at 21050 Burbank Blvd., Woodland Hills, CA, 91367**

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- **\*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.
- **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).