

CITY OF LOS ANGELES
CALIFORNIA

**Neighborhood Council
Governing Board Officers:**

President Dena Weiss
Vice President Chris Waddy
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
Website: www.empowerla.org

Regular Full Board Meeting
**City of Los Angeles Fire Station #
84, in the Community Room**
**21050 Burbank Blvd., Woodland Hills, CA,
91367**

January 10, 2024

6:30 p.m.- 09:00 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, Rochelle / Shelly Schwartz, Reina Cerros- McCaughey
- Area 2 – Julian Tu, Paul Lawler, Peter Haber, Masha Dowell
- Area 3 – Tracey Rosen, Harout Z. Aristakessian
- Area 4 – Don Patterson, Martin Lipkin, Dena Weiss,
- Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers
- Area 6 –William Barnett, Heath Kline
- Area 7 – Lillian / Joyce Fletcher
- At-Large – August Steurer, Bobbie Wasserman
- Youth Member – Vacant seat

AGENDA

- Call to Order
- Pledge of Allegiance
- Roll Call

Public Announcements:

- Office of Councilmember Bob Blumenfield – if available **(2 minute each)**
- Office of Local and State Officials – if available **(2 minute each)**
- Other Local Agencies – if available **(2 minute each)**

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 firestation 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 – December 13, 2023 (5 minutes)

See posted support document

Roll Call Vote

B. Officer Reports (5 minutes)

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

2. Items for Discussion and Possible Action:

Item No. 1

Heath Kline, Treasurer

(24-001) Approval of MER for December, 2023

For discussion and possible action:

(5 minutes)

Motion for the Board to approve the December, 2023 Monthly Expense Report (MER).

See December MER included in supporting documents.

Roll Call Vote

Item No. 2

Dena Weiss, Chair of Governance Committee

(24-002) Stakeholder Appointment to Area 3 Business Representative Seat

Discussion and possible action:

(5 minutes)

Motion for the board to appoint Dean Mathew to the Area 3 Business Representative Board seat.

Qualification at Governance Committee: vote- unanimous (4)

Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, on Patterson YES

Roll Call Vote

Item No. 3

Dena Weiss, Chair of Governance Committee

(24-003) Stakeholder Appointment to Area 5 Alternate Representative Seat

Discussion and possible action:

(5 minutes)

Motion for the board to appoint Allan Biggins to the Area 5 Alternate Representative Board seat.

Qualification at Governance Committee: vote- unanimous (4)

Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES

Roll Call Vote

Item No. 4

Dena Weiss, Chair of Governance Committee

(24-004) Stakeholders Appointment to Area 7 Residential Representative / Alternate / Business Seat

Discussion and possible action:

(5 minutes)

Motion for the board to appoint either Schyler Katz or Kate Kennedy to the Area 7 Residential Representative Board seat. The person with the most votes will become the Residential Representative and the runner up will become the Alternate Representative, but automatically fill the vacant Business Representative seat.

Qualification at Governance: vote- unanimous (4)

Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES

Roll Call Vote

Item No. 5

(24-005) Swearing in of new Board members

(5 minutes)

Item No. 6

PLUM, Don Patterson, Martin Lipkin, Chairs

**(24-006) AA-2023-6519-PMLA; ZA-2023-6534-ZAA
22840 W. Calvert Street, Woodland Hills CA 91367**

Discussion and possible action:

(10 minutes)

The applicant is proposing to subdivide an RA-1 zoned lot into 2 lots creating a flag lot on the rear of the property. Applicant is also requesting a Zoning Administrator adjustment regarding under width access stem at the midpoint of the rear lot.

MOTION

As pertaining to Cases AA-2023-6519-PMLA and ZA-2023-6534-ZAA, having held 1 public PLUM in person meeting for the application to permit subdivision of the parcel at 22840 Calvert St. Woodland Hills, into two lots, creating a flag lot in the rear, in an RA-1 zone, and the application for Zoning Administrator adjustment to allow 20 ft. lot width, at the midpoint of the proposed rear lot, in lieu of the required 70 ft. minimum lot width, the Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, based on the Preliminary Parcel Map provided by the applicant, as part of the application, the proposed lot split does not involve a parcel landlocked by topography; and,

WHEREAS, the Preliminary Parcel Map provided by the applicant, as part of the application, shows 2 lots conforming to zoning regulations for minimum area. However, the rear flag lot is 20 ft. wide at the midpoint and thus does not conform to the lot width requirement of minimum 70 feet at the midpoint for RA-1 zoned parcels as defined by Los Angeles Municipal Code (LAMC) Article 2, Sections 12.03 (lot width definition) and 12.07. C. 4, ("RA" Suburban Zone Standards minimum width requirement); and,

WHEREAS, the applicant intends to construct two (2) single family dwellings, totaling 10,720 sqft. on the property; and,

WHEREAS, the proposed lot split and subsequent development can impinge on the animal keeping privileges of adjoining property owners authorized by the RA-1 zoning regulations, and thus deprive owners of the value of the RA-1 zoning which they chose; and,

WHEREAS, the proposed lot split will result in a nonconforming flag lot increasing the density, in a very low density residential community as designated by the General Plan, and thus deprive Walnut Acres owners of

the value of the RA-1 zoning; and,

WHEREAS, the proposed lot split and nonconforming flag lot will potentially create privacy issues and conflicts with adjoining residents, and will potentially depreciate the value of adjoining properties; and,

WHEREAS, flag lots change the character of the Walnut Acres community and have the potential to destroy the character and semi-rural atmosphere of the entire Walnut Acres RA-1 zoned community thus depriving Walnut Acres owners of the value of the RA-1 zoning; and,

WHEREAS, flag lots, hidden from the street, tend to promote neighborhood disturbances and criminal activity; and,

WHEREAS, the CD3 Council Office and the South Valley Area Planning Commission have opposed lot splits in the neighborhood in the past, and there have been no new lot splits approved in Walnut Acres since 2006; and,

WHEREAS, most existing flag lots in the Walnut Acres community pre-date and do not comply with the current regulations, and according to City Planning may not be developable because they cannot meet current fire regulations, and thus set no precedent for these applications; and,

WHEREAS, according to the SB 9 Fact Sheet, issued by California Department of Housing and Community Development, dated March 2022, parcels located in agricultural zones, thus RA-1 zoned properties, are not subject to SB 9 mandates; and,

WHEREAS, the applicant presented no justification that will allow the Zoning Administrator to take away rights from adjacent property owners without rezoning the property, and,

WHEREAS, due to the numerous negative impacts of flag lots on the Walnut Acres community, especially on the three properties adjoining the project site, and the immediate neighborhood over stressed by 3 existing pre-2006 flag lots within 500 feet of the project site, an adjustment of the width of the proposed rear lot from 70 ft. to 20 ft., at the midpoint, creating another nonconforming flag lot, is not warranted; and,

THEREFORE, IT IS HEREBY RESOLVED, that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein above, finds that the application for subdivision of an RA-1 zoned parcel at 22840 Calvert Street into two lots creating a flag lot, and the application for Zoning Administrator adjustment for midpoint lot width nonconformance **not receive** the support of the Board of the Woodland Hills Warner Center Neighborhood Council.

AND 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 Councilmember Bob Blumenfield of its findings, and its subsequent recommendation to **not support** these applications presented to the WHWCNC Board on 1-10-2024.

Vote at PLUM Committee:

Motion: Henry Rice, Second Joyce Fletcher: Aye 7, Nay zero, Abstain one.

See supporting document

Roll Call Vote

**Item No. (7) Community Services Committee – Chair, Joyce Fletcher
(24-007) Funding Request - WHWCNC Outreach/Promotional Items**

Discussion and possible action:

(5 minutes)

Motion for the board to approve funding up to \$2,500.00 from the 2023-2024 Budget - Community Services Committee fund (\$1,000.00) and the General Outreach fund (\$1,500.00) for the purchase of outreach promotional items for use at various WHWCNC events. At this time the WHWCNC has depleted its supply of outreach promotional items.

The next major event will be the Grateful Hearts event held on April 6, 2024 at Warner Park. See the posted flyer. All board members are invited to participate and provide outreach to the stakeholders of Woodland Hills.

The vendor is HALO Branded Solutions or an equivalent vendor should any issue arise per the office of the city clerk

as more stringent funding requirements have been put in place.

The posted invoices include the logo imprint fee, price, tax and shipping for:

250 Kelly Green WHWCNC Logo Branded Grocery Tote Bags	\$855.00
250 Royal Blue WHWCNC Logo Branded Grocery Bags	\$855.00
500 Rectangle Flashlight and Keychain	\$575.00

See attached support documents.

Vote at Community Services Committee:

Joyce Fletcher YES, Kren DiBiase YES, Dena Weiss YES, Tracey Rosen YES.

Roll Call Vote

**Item No. (8) Community Services Committee – Chair, Joyce Fletcher
(24-008) WHWCNC Board Member Street Survey**

Discussion and possible action:

(5 minutes)

Motion for the board to approve the Woodland Hills Street Survey. The Survey will be filled out by each area board member

and discussed at the Board Retreat. Comments and concerns will be provided to the CD 3 Council office and related City Departments.

See attached survey.

Vote at Community Services Committee:

Joyce Fletcher YES, Kren DiBiase YES, Dena Weiss YES, Tracey Rosen YES.

Roll Call Vote

Item No. (9) Education & Youth Committee – Chair, Julie Waltrip
(24-009) Motion to Approve the WHWCNC’s participation in Resource Fair at Woodland Hills Academy Middle School

Discussion and possible action: (5 minutes)

Whereas, The Education & Youth Committee received an email from the Woodland Hills Academy (a Los Angeles Unified Middle school in Area-1 on De Soto) offering the Woodland Hills Warner Center Neighborhood Council a free booth to participate in their third annual West Valley Community Resource Fair Saturday February 24th, 2024, from 11AM – 2PM.

Camerino Sanchez, Counseling Assistant for Woodland Hills Academy wrote the event is earlier in the year this time around and is a great opportunity to share various services available in our community, from housing, food, healthcare, mental health support, clothing, safety, political representation, and more. The event is free and open to all. Many local agencies will be present. Families of students from all of Woodland Hills neighboring schools (elementary to high school) in LAUSD's Region North are invited to attend. A mix of both Spanish and English-speaking families are expected.

Whereas, The Education Committee, after receiving input and having discussion over a couple meetings voted with a unanimous YES to recommend to the full Board passage of this motion.

Therefore, The Education Committee, moves that the full board not only approve this motion but also with their vote, please say whether or not you will be able to come as a volunteer to work a shift at the booth that day. The Outreach Committee would need to provide items to pass out at the booth as well.

Committee’s Roll Call Vote: Julie Waltrip YES, Reina Cerros McCaughey YES, Heath Kline YES, Shelly Schwartz ABSENT, and Allan Biggins INELIGIBLE.

See flyer in supporting documents.

Roll Call Vote

Item No. (10) Education & Youth Committee – Chair, Julie Waltrip
(24-010) Motion to Approve the training credential request for Stakeholder Allan Biggins

Discussion and possible action: (5 minutes)

Whereas The Education & Youth Committee appointed Allan Biggins to Stakeholder status on the Education Committee by unanimous vote in November. Then in December, he was unanimously vetted and determined to be qualified and eligible to be seated to the Area 5 Alternate position at the Governance Committee meeting. Stakeholder and soon-to-be board member Allan Biggins needs to be given his login and password credentials to access his required training so that he can receive his voting privileges with no more delay.

Whereas, The Education Committee, after receiving Allan Biggins’ invaluable input in many discussions over several meetings voted with a unanimous YES to recommend to the full Board passage of this motion. Therefore, The Education Committee, moves that the full board not only approve this motion but also welcome him to the board as soon as possible.

Committee’s Roll Call Vote: Julie Waltrip YES, Reina Cerros McCaughey YES, Heath Kline YES, Shelly Schwartz ABSENT, and Allan Biggins INELIGIBLE.

Roll Call Vote

Item No. (11) Education & Youth Committee – Chair, Julie Waltrip

(24-011) Motion to Approve Remote Committee Meetings

Discussion and possible action:

(5 minutes)

Whereas, the Education and Youth Committee has discovered that having the option to meet remotely via Zoom could increase both attendance and productivity. Furthermore, Zoom allows for recording of the committee meeting to distribute/post it as public record. Since committee members already have all the equipment needed to conduct Zoom meetings on their personal devices, then all that’s needed are login credentials for Zoom.

Our Education Committee members, our stakeholders and our grant applicants subscribe to a 9-month school calendar, so during school holidays and break times, we especially want to meet virtually to make quorum and maximize the productivity of the committee’s projects despite schools being closed. Then, while school is in session, many of our committee participants are educators who taught students all day with little bandwidth leftover to come to an in-person meeting during the weeknights and would be much more inclined to join our meeting via zoom.

Together, we discovered with December’s full board meeting that having the option to meet hybrid enabled our grant applicant to present her NPG virtually via Zoom despite being unable to attend the meeting in person. Her NPG was successfully funded and paid within 1 week of her online appearance to the physical board.

The Education Committee’s hope is that the full board’s passage of this motion could pave the way for each chair to gather their committee either in person, hybrid or virtually depending on the needs of their committee at the time. With your Yes vote, you are giving committee chairs the OPTION to meet virtually via Zoom right away. This benefits not only the Education Committee but also all other committees of the Woodland Hills Warner Center Neighborhood Council. Whereas, The Education Committee, after discussions already voted with a unanimous YES to recommend to the full Board passage of this motion. Therefore, The Education Committee, moves that the full board approve this motion.

Committee’s Roll Call Vote

Julie Waltrip YES, Reina Cerros McCaughey YES, Heath Kline YES, Shelly Schwartz ABSENT, and Allan Biggins INELIGIBLE.

Roll Call Vote

2. **Committee Reports.**

(10 minutes)

- Budget Committee – Heath Kline, Chair
- Community Services Committee – Joyce Fletcher, Chair
- Community Outreach Committee – Tracey Rosen, Chair
- Education and Youth Committee – Julie Waltrip, Chair
- 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** (5 minutes)

Area 1 - Karen DiBiase, Geoffrey Hobson, Rochelle / Shelly Schwartz, Reina Cerros- McCaughey
Area 2 – Julian Tu, Paul Lawler, Peter Haber, Masha Dowell
Area 3 – Tracey Rosen, Harout Z. Aristakessian
Area 4 – Don Patterson, Martin Lipkin, Dena Weiss,
Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers
Area 6 –William Barnett, Heath Kline
Area 7 – Lillian / Joyce Fletcher

Adjournment of Meeting

The next Regular Board meeting will be held in person on **February 14, 2024**, once more at the Firestation # 84, unless otherwise indicated. The Board will decide whether to move this meeting date, due to the fact that it lies on Valentine’s Day. Please visit the calendar page at 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.

*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 on the outside ground by the right side door of the West Valley Warner Center Chamber located at 6100 Topanga Canyon Blvd, Ste 2330, 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.