

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



200 N. Spring Street Los
Angeles, CA 90012

WOODLAND HILLS
WARNER CENTER
NEIGHBORHOOD COUNCIL

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

Regular Full Board Meeting

BY ZOOM
June 12, 2024
6:30 p.m.- 09:00 p.m.
VIRTUAL BOARD MEETING

Zoom Meeting Online or By Telephone
Please click the link below to join the webinar:
[https://us02web.zoom.us/j/964 9371 2127](https://us02web.zoom.us/j/96493712127)
Or Dial (669) 900-6833 to Join the Meeting
Code is 964 9371 2127 and Press #

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.

IN CONFORMITY WITH THE OCTOBER 6, 2023 ENACTMENT OF CALIFORNIA SENATE BILL 411 (PORTANTINO) AND LA CITY COUNCIL APPROVAL ON NOVEMBER 1, 2023, THIS WOODLAND HILLS WARNER CENTER NEIGHBORHOOD COUNCIL COMMITTEE MEETING WILL BE AVAILABLE VIRTUALLY.

Every person wishing to address the Committee must enter the meeting via the above Zoom link or dial (669) 900-6833 and enter 964 9371 2127 and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Meeting of the Woodland Hills – Warner Center Neighborhood Council [WHWCNC] meeting, the public will be requested to dial *9 by phone or use the Raise Hand option on Zoom, to 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.

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 WHWCNC Board or Board meeting. Public comment is limited to 1 minutes per speaker, unless adjusted by the presiding officer of the Board.

SB 411 Updates:

In the event of a disruption that prevents the Board from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the Board control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the Board shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the Board from broadcasting the meeting may be challenged pursuant to Section 54960.1.

The Board shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the Board and offer comments in real time.

Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the Board, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(i) If the Board provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraphh to provide public comment until that timed public comment period has elapsed.

(ii) If the Board does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.

(iii) If the Board provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.

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, Dean Mathew, Harout Z. Aristakessian, Jayce Baron

Area 4 – Don Patterson, Martin Lipkin, Dena Weiss, Aava Dekordi

Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers, Allan Biggins

Area 6 –William Barnett, Heath Kline, Bobbie Wasserman, Janice Mendell

Area 7 – Kate Kennedy, Lillian / Joyce Fletcher, Rosaleen O’Sullivan

At-Large – August Steurer, Vacant Seat for Alternate

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.

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 Meetings –Both the regular and special meetings held on May 8, 2024 and May 22, 2024 .

(estimated time 5 minutes)

See posted support document

Roll Call Vote

B. Officer Reports

(estimated time 5 minutes)

President – Dena Weiss- absent

Vice President – Tracey Rosen

Treasurer – Heath Kline

Secretary -Karen DiBiase

Parliamentarian – Don Patterson- absent

2. Items for Discussion and Possible Action:

Item No. 1

Heath Kline, Treasurer (24-058) Approval of MER for May 2024

For discussion and possible action

(estimated time 5 minutes)

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

See posted May 24MER [34 pages] supporting documents via the Board Calendar Event post.

Roll Call Vote

Item No. 2

Heath Kline, Treasurer

(24-059) Motion to Adopt the WHWCNC FY24-25 Initial \$32,000 Board Budget Allocation and Submit to the City Clerk

For discussion and possible action

(estimated time 5 minutes)

WHEREAS, the Woodland Hills-Warner Center Neighborhood Council (WHWCNC) Board has reviewed the Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025 and will follow the City Clerk's rules for creating budgets and spending public funds, as explained on pages 6 & 7† of the packet; and

WHEREAS, the WHWCNC Board has carefully examined the WHWCNC FY2023-2024 Annual Budget & Month by Month Spending Report†, which shows the Board's monthly spending (Columns F-Q) and total year-to-date spending (Column R) for each budget item. Using this information, along

with the knowledge of experienced Board members and the Board's plans for the next fiscal year, the Board has created an initial FY24-25 Budget allocation (Column R1) for the \$32,000 in annual funding provided by the City; and

WHEREAS, the initial FY24-25 Budget allocation amounts are listed in Column R1 of the WHWCNC FY2024-2025 Draft Budget Allocation† document; and

WHEREAS, the WHWCNC understands that the adopted budget for Office/Operational Expenses allows for payment without additional board motions. However, for all other expenses (Outreach, Election, Neighborhood Purposes Grants, and Community Improvement Projects), separate board motions must be made and passed before the expenditure is made, even if the expense is within the allocated budget for that category;

THEREFORE, the Woodland Hills-Warner Center Neighborhood Council adopts the initial Fiscal Year 2024-2025 Budget allocation amounts shown in the WHWCNC FY2024-2025 Draft Budget Allocation document. The Board directs its funding officers to include this budget in the Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025 and submit it to the City Clerk. The Treasurer is instructed to file this adopted budget with the City Clerk and use it as the operating budget for the Neighborhood Council until it is replaced by a new budget reallocation. The Treasurer will also ensure that separate board motions are made and passed before any non-Office/Operational expenditures are made.

†See referred to items [5 pages] in the supporting documents via the Board Calendar Event post.

Roll Call Vote

Item No. 3

Tracey Rosen, Vice President

(24-060) Attendance

For discussion and possible action

(estimated time 10 minutes)

On May 21, 2024, the Governance Committee reviewed attendance in view of ongoing absences by Board Members recorded in the attendance chart. It was noted that per our Bylaws and Standing Rules, there are no “excused” absences. As guardian of rule enforcement, the Governance Committee voted to uphold our attendance requirements and request anyone who has had prolonged absences to explain these absences satisfactorily to the Board or be subject to a vote of removal. Motion for Paul Lawlor to be removed from the Board absent explanation for protracted absences from Board meetings.

Vote at Governance: 3 to 2:

Dena Weiss- abstain, Tracey Rosen- yes, Don Patterson- yes, Heath Kline- yes, Karen DiBiase- abstain.

Roll Call Vote

Item No. 4
Tracey Rosen, Vice President
(24-061) Virtual v. In Person Board Meetings

For discussion and possible action

(estimated time 10 minutes)

Discussion and possible vote regarding schedule of virtual, as opposed to in person, meetings for every other monthly board meeting.

Roll Call Vote

Item No. 5, Bobbie Wasserman, Chair
(24-062), Government Relations Committee (GRC), Motion to approve a Community Forum

For discussion and possible action

(estimated time 10 minutes)

The Government Relations Committee (GRC) moves to approve that the Woodland Hills - Warner Center Neighborhood Council (WHWCNC) host a community forum with Supervisor Lindsey Horvath. Supervisor Horvath is confirmed to attend on Wednesday, September 4, from 7:00 to 8:30 PM, at Woodland Hills high school (location pending final confirmation).

Other Neighborhood Councils (NCs) involved as co-sponsors/co-hosts will contribute to covering the costs of snacks and other incidentals (e.g., water). The GRC has been informally leading this initiative with four other NCs and intends to use this event as a foundation for future collaborative efforts.

Vote in Committee: 3 yes, 0 no, 1 absent

Roll Call Vote

Committee Reports

(10 minutes)

- Arts and Culture Committee – Masha Dowell, Chair
- 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
- Governmental Relations – Bobbie Wasserman, Chair
- Public Health and Homelessness Committee – Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs
- Public Safety and Transportation – Julie Waltrip, Chair
- PLUM Committee – Don Patterson and Marty Lipkin, Co-Chairs
- WHIP Committee – August Steurer and Heath Kline, Co-Chairs

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, Dean Mathew, Harout Z. Aristakessian, Jayce Baron
Area 4 – Don Patterson, Martin Lipkin, Dena Weiss, Aava Dekordi
Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers, Allan Biggins
Area 6 –William Barnett, Heath Kline, Bobbie Wasserman, Janice Mendell
Area 7 – Kate Kennedy, Lillian / Joyce Fletcher, Rosaleen O’Sullivan

Adjournment of Meeting

The next Regular Board meeting will be held in person on **July 10, 2024**, once more at the Firestation # 84, unless otherwise indicated. 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 in the plexiglass case fixed to the front door of the Firestation 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

- **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.