



**Community Services Committee  
Members**

Joyce Fletcher, Chair  
Karen Di Biase  
Kate Kennedy  
Julian Tu

CITY OF LOS ANGELES  
CALIFORNIA



**WOODLAND HILLS  
WARNER CENTER  
NEIGHBORHOOD  
COUNCIL**

**Community Services Committee  
Meeting Agenda  
Monday, Sept 15, 2025  
6:30 pm to 9:00pm**

Meeting at: Fire Station 84  
21050 Burbank Blvd, Woodland Hills, CA 91367  
Inside the Community Room  
Parking available in the lot across the street

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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 a Joyce Fletcher de la Mesa Directiva, [j.fletcher@whcouncil.org](mailto:j.fletcher@whcouncil.org) o por correo electrónico avisar al Concejo Vecinal.

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. Public comment is limited to two (2) minutes per speaker, unless adjusted by the presiding officer of the Board.

- I. CALL TO ORDER AND COMMITTEE ROLL CALL**  
Members: Joyce Fletcher-Chair, Karen DiBiase, Kate Kennedy, Julian Tu
- II. APPROVAL OF MINUTES – June 2, 2025**  
**July 21, 2025**  
**August 18, 2025**
- III. GENERAL PUBLIC COMMENT** – Two-minute comments from the public on non-agenda items that are within the WHWCNC's Board jurisdiction and within the committee's jurisdiction. Each speaker will also be allowed a two (2) minute comment on each agenda item.

#### IV. AGENDA ITEMS

For discussion and possible action:

1. Update, discussion and possible action related to Area 7 stakeholder request, per the Tobacconist Smoke Shop, 5319 Topanga Canyon Blvd. and the Learning House Pre-School, 5317 Topanga Canyon Blvd in Woodland Hills, CA 91364. CD3 and City Planning request to clarify and define ordinances and laws related to how close a smoke shop can be located next to a school and children's activities. If there is no law, then request to City Council to take up the matter and create an ordinance restricting the number of feet a tobacco smoke shop can be located from a school in all zones. Kate
2. Revised Request: **The cost of a booth at the event is \$500**  
Funding request to reapprove previously approved agenda item for \$250 to a new revised request for **up to \$500.00** from the 2025/2026 Budget to purchase a booth at the Grateful Hearts Event. West Valley-Warner Center Chamber of Commerce Community Benefit Foundation Presents the 16th Annual Grateful Hearts – a fundraiser for our local first responders. Funds generated from this community event help provide essential items for firefighters and officers which are not covered by City budgets. Saturday, November 8, 2025 9 AM-3 PM at 5800 Topanga Canyon Boulevard Woodland Hills CA.
3. Discussion related to securing a historical designation for the American Legion Hall as it was once a horse stable and then a makeup room at the Warner Brothers Studio in Woodland Hills. In 1951 the building was personally donated by Harry Warner and moved to its current location. Discussion includes a NPG for American Legion Hall with previously approved \$500 funding for a project. Julian
4. Discussion and possible action to provide funding per an NPG for Los Angeles Fire Station 84.
5. Discussion and possible action to write a recommendation to City Council to support an expanded City Budget to include new equipment for the fire department and addition of more fire fighters.
6. How many events does the committee wish to participate in during the 2025.2026 fiscal year.
7. New Business – to be discussed at the next committee meeting.

#### ADJOURNMENT

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

### **Public Posting of Agendas**

*The Community Services Committee meets on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month. However, visit our website calendar page at [whcouncil.org](http://whcouncil.org), to review all committee meeting dates, as the date may change. Neighborhood Council agendas are posted for public review as follows:*

**Fire Station 84 front window located at 21050 Burbank Blvd. Woodland Hills CA 91367.**

On the Woodland Hills-Warner Center Neighborhood Council website at calendar page at [www.whcouncil.org](http://www.whcouncil.org). You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

### **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 Section 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)

### **Public Access of Records**

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all 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 related to an item on the agenda, please get in touch with Dena Weiss by email to

[j.fletcher@whcouncil.org](mailto:j.fletcher@whcouncil.org) **Reconsideration and Grievance Process**

For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website [www.whcouncil.org](http://www.whcouncil.org).