



## MINUTES - FULL COUNCIL MEETING

Wednesday, July 13, 2016, 6:30 p.m.

5320 Fallbrook Ave, Woodland Hills, CA 91367

(parking in the rear of the building)

Stakeholders and the public are permitted to address the Council on any item on the Agenda prior to the Board taking action on said item. It is requested speakers complete a "Speaker Card" and hand it to the Chair. Comments from Stakeholders and the Public on Agenda items will be heard only when the respective item is being considered. Comments within the Board's subject matter jurisdiction on other matters not appearing on the Agenda will be heard during the Public Comment period. Public Comment is limited to 20 minutes. Each speaker is limited to two minutes, unless waived by the presiding officer of the Council.

The opinions, positions or actions taken by the Woodland Hills-Warner Center Neighborhood Council do not represent or imply similar opinions held by the Owner, Landlord, L.A.U.S.D, or representatives of any venue hosting a meeting of the Neighborhood Council Board, or affiliated committees.

### AGENDA

**Call to Order** – President, Joyce Fletcher called the meeting to order at 6:55 p.m.

**Pledge of Allegiance** - conducted by Sean McCarthy

**Roll Call** - conducted by Linda Kouy-Ghadosh - 21 Members, Quorum is reached

- Dennis DiBiase, Linda Kouy-Ghadosh, Larry Kraus, Karen DiBiase, Diane Walton, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Dorothy Koetz, Richard Hollander, Mercy Alpert, Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Marie Pierre, Shepard Kaufman
- Approval of Minutes: April 2016, May 2016, June 2016- continued to next meeting

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### 1. Organization, Operation, Policies, & Procedures:

#### Public Announcements:

- CD3 Field Deputy, Tim Glick, Office of Councilman Bob Blumenfield
  - office is analyzing, updates coming soon;
  - LAPD Enforcement Patrol is based on phone calls in each area, therefore if you see something, say something;
  - 4th of July Event was a success, VCC has events all summer;
  - Phone calls regarding gas leaf blowers have been received. Wants an open dialogue;
  - Has received complaints regarding Mulholland Drive and they are working on getting it cleaned up;
  - A sign up list regarding air conditioning tune ups will be given out;
  - Sidewalk repairs - no further improvements will be made.

#### Public Comment Period (on items not on the agenda): (2) minutes per speaker

- Larry Kraus - would like the speaker to address the council and guests;
- Aissa Fernandez - West Valley Boys and Girls Club regarding the college bound program, families are never turned away for lack of financial ability

**Organization, Operation, Policies, & Procedures, Officer Reports:**

President - Joyce Fletcher - Board Training and Board Retreat may be held in September  
Vice-President - Dennis DiBiase - Committees have been scheduled but adjustments will be made as needed

Treasurer - Heath Kline - none

Secretary - Linda Kouy-Ghadosh - none

Parliamentarian - Aaron Williams - none

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**2. Items for Board discussion and possible action:**

**Item no. (1) The Bureau of Street Services, - Joyce Fletcher, President (16-050)**

The Bureau of Street Services has scheduled a Small Asphalt Repairs (SAR) truck for the Woodland Hills-Warner Center Neighborhood Council District to perform small asphalt repairs on **8/24/16**. Board member submittal. The completed form must with 15 sites to be submitted to [bss.nci@lacity.org](mailto:bss.nci@lacity.org) by **8/17/16**.

- President appointment to Community Services Committee Chairs Mercy Alpert and Joyce Fletcher for co-ordination.

DISCUSSION - Mercy Alpert - volunteers are needed to make list based on board member reports; pictures and addresses are needed to scale and to determine size; Tim Glick wants to be involved

**Item no. (2) EmpowerLa WHWCNC Monthly Profile and EmpowerLA GM/General Manager Report – Joyce Fletcher, President**

Board review and discussion of the EmpowerLa Woodland Hills-Warner Center Monthly Report and EmpowerLa GM/General Manager Report (see attached reports)

DISCUSSION - report has been handed out to board

**Item no. (3) The Ventura-Cahuenga Blvd. Corridor Specific Plan Review Dennis DiBiase – Vice President**

Presentation and Discussion Item- Begin to discuss the possible reopening or amendment to the Ventura- Cahuenga Boulevard Corridor Specific Plan. The Plan Review Board for the Specific Plan will be taking action on this on August 4<sup>th</sup>. The Plan was adopted in 1991 and amended in 1996 and 2001. The City Council Offices affected by this Specific Plan are requesting consideration of a possible reopening of the plan because it has been 15 years since last amended. Some of the items needing attention include how building height is measured, where pedestrian oriented areas are located, the reduction of the need for retail and the increase in need for services including medical services, restaurants and grocery stores, and how the collected development funds can be spent, to name a few.

DISCUSSION - Dennis DiBiase - will be voting on whether the Ventura-Cahuenga should be opened up (it is a 17 mile area); August Steurer - SB1818 is the only way to develop Ventura Blvd.

### **3. Funding items:**

#### **Item no. (4) - Heath Kline, Treasurer - Approval of Monthly Expense Reconciliation [MER] for June 2016 – (16-051)**

Motion to approve the WHWCNC Budget for Fiscal Year 2015 - 2016 Monthly Expense Reconciliation [MER] for June 2016 included at the end of the agenda. Motion may be amended to include other necessary Budget items that may be presented for approval.

Roll Call Vote: Motion made by Heath Kline, Seconded by Dennis DiBiase

- Yes: 19 - Dennis DiBiase, Linda Kouy-Ghadosh, Larry Kraus, Diane Walton, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Dorothy Koetz, Richard Hollander, Mercy Alpert, Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Shepard Kaufman
- No: None
- Abstain: none
- Ineligible: none

#### **Item no. (5) Heath Kline, Treasurer - Approval of Updated FY15-16 Budget as of 6/30/16 - Heath Kline, Treasurer (16-052)**

Motion to approved the reallocation of funds to the WHWCNC FY15-16 Annual Budget to reflect the actual spending for the 2015-2016 FY Budget (July-June), based on spending down the actual Union Bank Balance at FYE, as shown on the budget that follows this agenda with new and changed items highlighted in pink.

Roll Call Vote: Motion made by Heath Kline, Seconded by Sean McCarthy

- Yes: 19 - Dennis DiBiase, Linda Kouy-Ghadosh, Larry Kraus, Diane Walton, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Dorothy Koetz, Richard Hollander, Mercy Alpert, Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Shepard Kaufman
- No: None
- Abstain: none
- Ineligible: none

#### **Item no. (6) Heath Kline, Treasurer - Approval of Payments to Staples and Office Depot for Office Supplies (16-053)**

Motion to ratify the purchases of office supplies from Staples in the amount of \$38.08 and from Office Depot in the amount of \$18.84. [Budget line 59-64]

Roll Call Vote: Motion made by Heath Kline, Seconded by Sean McCarthy

- Yes: 19 - Dennis DiBiase, Linda Kouy-Ghadosh, Larry Kraus, Diane Walton, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Dorothy Koetz, Richard Hollander, Mercy Alpert, Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Shepard Kaufman
- No: None
- Abstain: none
- Ineligible: none

**Item no. (7) Heath Kline, Treasurer - Approval of Payment for (1) Year of Constant Contact Mass Email & Online Survey Services (16-054)**

Motion to approve payment of \$546 to Constant Contact for 1-year of mass email creation and sending services for the 501-2500 contacts tier, and online survey design and hosting services, for the period July 16 through June 17. (1-year prepayment obtains 30% discount from the monthly payment plan previously used by the NC, saving \$234 annually. [Budget line 36]

This motion supersedes and replaces Motion 16-044 passed in June for \$420 because Constant Contact had a price increase effective 7/1/16.

Roll Call Vote: Motion made by Heath Kline, Seconded by Sean McCarthy

- Yes: 19 - Dennis DiBiase, Linda Kouy-Ghadosh, Larry Kraus, Diane Walton, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Dorothy Koetz, Richard Hollander, Mercy Alpert, Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Shepard Kaufman
- No: None
- Abstain: none
- Ineligible: none

**Item no. (8) Heath Kline, Treasurer - Approval of Progress Payment for New NC Website (16-055)**

Motion in accordance with directions and requirements of the DONE-EmpowerLA, approve the payment(s) of up to \$2,500 prior to the NC's August Meeting to Port Town Websites toward the design, creation and implementation of a new website for the WHWCNC, funding for which will be provided for in the WHWCNC FY16-17 Budget.

Roll Call Vote: Motion made by Heath Kline, Seconded by Joyce Fletcher

- Yes: 19 - Dennis Dibiase, Linda Kouy-Ghadosh, Larry Kraus, Diane Walton, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Dorothy Koetz, Richard Hollander, Mercy Alpert, Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Shepard Kaufman

- No: None
- Abstain: none
- Ineligible: none

**Item no. (9) Heath Kline, Treasurer - Approve Payments for Website Hosting Platforms, Domain Registration Renewals & Phone System (16-056)**

Motion to approve payments of:

\$51.51 to GoDaddy for three year renewal of the whcouncil.net domain registration

\$14.99 to 1&1 for renewal of registration of the NC's top level alternate domain name "whcouncil.com." (1 & 1 did not process this payment transaction last year FY.)

\$180 to Syntax Systems for webhosting and support of the NC's "old" legacy website for FY17-Q1. [July-Sept 16].

Up to \$100 to Grasshopper for the NC's virtual phone system for the July & August billings.

Several of the expenses above require payment in early July to keep these services active. As of the time of drafting these motions DONE has not provided the NC with any of it FY17 funding therefore it may be necessary for willing Board Member(s) to advance these funds to keep the services active and then have the NC reimburse the Board Member(s) when it receives its Q1 funding. Funding for these expenses will be provided for in the FY17 Budget.

Roll Call Vote: Motion made by Heath Kline, Seconded by Sean McCarthy

- Yes: 19 - Dennis Dibiasse, Linda Kouy-Ghadosh, Larry Kraus, Diane Walton, Sean McCarthy, Nancy McLean, Herb Madsen, Martin Lipkin, Don Patterson, Al Saur, Dorothy Koetz, Richard Hollander, Mercy Alpert, Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Shepard Kaufman
- No: None
- Abstain: none
- Ineligible: none

**Item no. (10) Heath Kline, Treasurer - Approve Payments for Videography Services (16-057)**

Motion in accordance with directions and requirements of the DONE-EmpowerLA, approve the payment(s) of up to \$700.00 to Ben Disinger toward shooting and editing an introductory video to appear on the homepage of the new website for the WHWCNC, funding for which is provided for in the WHWCNC FY16-17 [Budget lines to Come]

Roll Call Vote: Motion made by Heath Kline, Seconded by Joyce Fletcher

- Yes: 17 - Dennis DiBiase, Linda Kouy-Ghadosh, Larry Kraus, Diane Walton, Nancy McLean, Herb Madsen, Martin Lipkin, Al Saur, Dorothy Koetz, Richard Hollander, Mercy Alpert, Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Shepard Kaufman
- No: None
- Abstain: Sean McCarthy, Don Patterson
- Ineligible: none

#### **4. Board Member Area Reports:**

At Large – Sheppard Kaufman

Area 1 – Dennis DiBiase, Karen DiBiase, Linda Kouy-Ghadosh, Larry Kraus - demolition of Oso School, Restricted Parking 11 p.m. to 6 a.m. on Oxnard, Pierce is going through accreditation, Pierce farm is under development

Area 2 – Diane Walton, Sean McCarthy, Raymond Cole - Westfield has been silent on Promenade , there is a homeless problem in the area, safety fair, working with Mercy for brochures, car vandalism suspect in area has been caught, Sears entrance is unknown - possible for retail counters

Area 3 - Nancy McLean, Herbert Madsen, Martin Lipkin - Walnut Acres has been experiencing problems with developers, drug rehab centers in area are causing problems, speeding is a big problem on our streets

Area 4 – Don Patterson, Albert Saur - 101 on ramp for Valley Circle is a problem between the hours of 6:45-7:30, wants to force hidden hills to do something about the problem, there is a problem with drag racing which has been reported to the police

Area 5 – Dorothy Koetz, Wayne Lipschitz, Richard Hollander, Mercy Alpert - rain gutter next to Jasmine Thai has a lot of trash, Winnetka Square has been robbed 3-4x since March 2016 so security is needed in the area, area near Taft H.S. is filled with shopping cars and trash, across Woodland Hills Market is being renovated, there is a problem with mail theft

Area 6 – Pat Patton, Gordon Murley, Heath Kline - Area 6 has the worst streets in all of Woodland Hills, there is a mud problem and the DBS won't do anything about it, many potholes in area to be fixed.

Area 7 – Aaron Williams, Joyce Fletcher, Marie Pierre, Peter Fletcher - issues replicate a lot of issues of other areas, we have mail theft, dirty streets, gas leaf blowers, spoke with street services and Mulholland Dr. may be cleaned up soon, there is a problem with marijuana dispensaries in the area.

At-Large- clean-up is needed, maybe coordinate with Calabasas

#### **5. Committee Reports:** many committees have not met yet.

Animal Services Committee–Dorothy Koetz and Linda Kouy-Ghadosh, Co-Chairs

Beautification Committee – Sean McCarthy, Chair

Budget Committee - Heath Kline, Chair

Community Outreach Committee – Peter Fletcher, Chair

Community Services - Joyce Fletcher and Mercy Alpert, Co-Chairs

Education Committee – Aaron Williams, Chair

Environmental Committee – Karen DiBiase, Chair

Governance Committee – Pat Patton, Chair

Outreach Committee - Peter Fletcher, Chair  
PLUM I Committee - Karen Koe, Chair and Martin Lipkin, Vice-Chair  
PLUM II Committee – Dennis DiBiase and August Steurer, Co-Chairs  
Public Safety Committee – Sheppard Kaufman, Chair  
Ad Hoc Senior Services – Linda Kouy-Ghadosh and Al Saur  
Ad-hoc Website Redesign Committee – Peter Fletcher, Chair  
Ad-hoc WHWCNC Newsletter – Dennis DiBiase, Chair

**Announcements:**

The next Board meetings will be held on Wednesday, August 10 at the Prince of Peace Church, Woodland Hills, CA. Meeting dates for or the upcoming 2016/2017 year; the proposed Board meeting dates are: TBD (Date, Time, location subject to change or cancellation. Please check the [www.whcouncil.org](http://www.whcouncil.org) website)

**Adjournment of meeting: 9:35 p.m.**

**Minutes: submitted by Secretary Linda Kouy-Ghadosh**

Disabilities Act Notification: 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 three business days (72hours) prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at (818) 756-9628, (818) LA HELPS.

Brown Act Notification: In compliance with Government Code 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 [www.whcouncil.org](http://www.whcouncil.org).

Agendas for meetings will be posted here and at specific locations 72 hours in advance of the scheduled meeting. Meetings are subject to change and the WHWCNC website [www.whcouncil.org](http://www.whcouncil.org) should be checked frequently.

If you would like a copy of any record related to an item on the agenda, please contact: [j.fletcher@whcouncil.org](mailto:j.fletcher@whcouncil.org)