



AGENDA – WHWCNC FULL BOARD MEETING

Wednesday, June 14, 2017, 6:30 p.m.

American Legion Hall

5320 Fallbrook Ave, Woodland Hills, CA 91367

Stakeholders and the public are permitted to address the Council on any item on the Agenda prior to the Board taking an 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
Pledge of Allegiance
Roll Call

Approval of Minutes: May 10, 2017

1. Organization, Operation, Policies, & Procedures:

Public Announcements:

- LAPD Topanga Division
- Office of Councilman Bob Blumenfield
- Office of other Local and State Officials and Other Public Announcements and Presentations

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

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

President, Joyce Fletcher
Vice-President - Dennis DiBiase
Treasurer - Heath Kline
Secretary - Linda Kouy-Ghadosh
Parliamentarian - Aaron Williams

Presentation – Woodland Hills - Community Plan Update

Department of City Planning, Valley Policy Planning Section

The Department of City Planning is embarking on a community plan update for Woodland Hills. The City Planners will provide a comprehensive presentation of the Plan and how it could affect Woodland Hills neighborhoods, commercial areas, zoning and other related factors. There will be a question and answer period so the Planners can receive comments and questions from the NC Board/Stakeholders and provide answers and updates. Please prepare your questions prior to the meeting.

2. Items for Board discussion and possible action:

Item No. (1) Joyce Fletcher, President WHWCNC (16-175) NC Budget Package

Discussion and possible action:

Motion to approve the 2017/2018 Budget Package as required by EmpowerLA.

Item No. (2) Don Patterson, Chair – Governance Committee (16-176) Alternate Board Member appointments

Motion to appoint to the WHWCNC Board:

Eva Morris Huffman as Alternate Representative for Area 3
and Lauren Coffman as Alternate Representative for Area 6.

Item No. (3) Dennis DiBiase and August Steurer, Co-chairs, WHIP Committee (16-177) Community Plan Schedule Extension

Discussion and possible action:

Motion for the Board to approve a letter to Councilmember Bob Blumenfield and other Government officials and bodies requesting a Community Plan Schedule Extension

Discussion and possible action regarding sending a letter to Councilmember Blumenfield requesting that the current deadline for the first draft of the updated Canoga Park-Winnetka-Woodland Hills-West Hills Community Plan be extended 6 months from October 2017 to April 2018. The extension will enable proper outreach to the community and appropriate opportunity for input from all interested parties. Furthermore, the letter will also state that funding needs to be evaluated that would support costs for mailing, public forums and other outreach efforts.

Letter:

Based on information provided by the Department of City Planning during a presentation at the meeting of the Woodland Hills-Warner Center Neighborhood Council on May 10, 2017, we are requesting the deadline of October 2017 for release of the first draft of the Canoga Park-Winnetka-Woodland Hills-West Hills Community Plan be extended by at least six months. We believe the extension is required so that satisfactory outreach can be arranged and sufficient input from the Community can be compiled. The possible affects to the stakeholders and their interests must be sufficiently considered when revising a Community plan that hasn't been updated in almost twenty years.

Specifically, we are requesting the Councilmember's timely action at the City Council level or by the CD3 staff including communications to the Department of City Planning as required to effectuate the deadline extension.

We are requesting this action because the original premise of revising a Community Plan in three years did not take into account the environmental analysis required in the California Environmental Quality Act. In addition, the various reviews

required by the Planning Commission, City Council Committees, the City Attorney's Office and the City Council are time consuming and burden a three year schedule goal. These tasks represent 2 ½ years of the proposed three year process. Leaving an insufficient ½ year at the beginning of the schedule for education of the community, gathering relevant data and input from stakeholders including the four Neighborhood Councils involved, and the writing of the Plan by the Planning Department will risk compromising the final result of the process.

In particular the outreach to the community in the form of public presentations and discussions, along with a coordination of efforts between the Neighborhood Councils and the Planning Department will require sufficient time but also sufficient funding. The funding component will be necessary to provide mailings and other outreach and expenses associated with public forums including venue costs, reproductions, etc.

Therefore, we would appreciate serious consideration of a reasonable schedule and proper funding for this process and we look forward to working with you on this effort.

Item No. (4) Karen Koe, Chair and Marty Lipkin, Vice Chair – PLUM Committee
(16-178) Case No. DIR-2016-3785-SPP,
Chick-fil-A Restaurant, 20101 Ventura Blvd., Woodland Hills, CA 91367

Discussion and possible action:

Case No. DIR-2016-3785-SPP, Chick-fil-A Restaurant, 20101 Ventura Blvd., Woodland Hills, CA 91367: Discussion and possible action regarding application for demolition of remaining gas station structures and grading and preparation of the building site. This motion is only for demolition and clean-up of the site structures and the application for the complete project will be considered in a separate motion when the Applicant submits final plans for the structure and for traffic and safety mitigations in the future.

PLUM Motion: As pertaining to Case DIR-2016-3785 – SPP, having held two public hearings for the application filed by Chick-fil-A for 1) A PROJECT PERMIT COMPLIANCE (SPP) PER LAMC SECTION 11.5.7 – to allow for the demolition of multiple gas station related buildings and grading (500 cubic yards of cut and 250 cubic yards of fill. *250 yards will be exported from the site.*) on an [E] 39,890 sf former gas station site, and 2) an Environmental Assessment Form (EAF) at 20101 Ventura Blvd., the Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, the application requests approval for demolition of the existing structures on the site, as well as grading of the site (including 500 cubic yards of cut, 250 cubic yards of fill, and 250 cubic yards of export); and,

WHEREAS, the applicant is requesting approval for demolition and grading only; and,

WHEREAS, the applicant would like to initiate the process and is requesting approval to move ahead with the demolition and grading; and,

WHEREAS, they have met all the criteria required for beginning demolition and grading;

THEREFORE, IT IS HEREBY RESOLVED that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein, finds that the submitted demolition application from Chick-fil-A for the proposed project at 20101 Ventura Boulevard, should receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council for the requested actions.

PLUM Motion: Gilbert Yablon PLUM Second: Ray Cole

Vote: Aye 9 Nay 0 Abstain 0

**Item no. (5) Karen Koe, Chair and Marty Lipkin, Vice Chair – PLUM Committee
(16-179) Case No. DIR 2016-4787-SPP
Home 2 Suites Hotel by Hilton, 5957 Variel Ave, Woodland Hills, CA 91367**

Discussion and possible action:

Regarding application for construction of a limited service/extended stay hotel in the Commerce District of Warner Center.

Motion: Having held three public hearings for the application concerning DIR-2016-4787-SPP, filed by FPG Development Group, Inc. to build a 7-story Home 2 Suites Hotel by Hilton, with 170 guest rooms in a 101,492 square foot structure that also incorporates one level of subterranean parking at 5957 Variel Ave. in the Commerce District of Warner Center, Woodland Hills, CA 91367, the Board of the Woodland Hills-Warner Center Neighborhood Council hereby finds that:

WHEREAS, the Applicant has designed and submitted a proposed extended-stay hotel project that substantially complies with the applicable regulations, findings, standards, and provisions of the Warner Center 2035 Plan; and,

WHEREAS, the project is not requesting any exceptions, variances or density bonuses; and,

WHEREAS, the developer has addressed the issues raised by the PLUM Committee and has incorporated those changes into his revised development plans; and,

WHEREAS, the Applicant has presented parking and landscaping plans that conform to, or exceed the WC2035 Plan and is pre-wiring for future installation of car lifts; and,

WHEREAS, the Applicant has provided for pedestrian mobility through the western motor court to the adjacent property;

THEREFORE, IT IS HEREBY RESOLVED that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein, finds that the submitted application and plans by FPG Development Group, Inc. for the proposed project at 5957 Variel Ave., receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council for the requested actions contingent upon the following conditions:

Conditions

- 1.) All current and future property owner(s) accept responsibility to provide Publicly Accessible Open Space and agree to make reasonable accommodations to the project to facilitate the future integration of pedestrian access between the project and the adjacent properties.
- 2.) All plans presented on June 14, 2017 at the Board Meeting of the Woodland Hills – Warner Center Neighborhood Council (WHWCNC) shall be dated as such and re-submitted to Planning as an (updated) project application submittal.
- 3.) The applicant will not submit any significant, further updated plans without presenting them to the WHWCNC for support.
- 4.) Additionally, all conditions herein shall be printed on one of the Project Summary pages as a commitment to and acceptance of these conditions.
- 5.) The Applicant will submit his proposed lighting plans and signage plans to the Neighborhood Council and to Planning when specifics have been determined at a time before construction begins on the proposed project,

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 supporting recommendation to approve this application as presented on June 1, 2017. Motion: Karen Koe / Marty Lipkin Second: Don Patterson
Vote: Aye 7 Nay 0 Abstain 0 Recused 1

Item No. (6) Heath Kline, Treasurer

(16-180) Report by Treasurer of final FY17 spending and corresponding necessary budget re-allocations.

Discussion and possible action:

Pursuant to Motion 16-157 passed on 4/19/17 the Treasurer will be report on final Q4 FY17 spending of the WHWCNC along with corresponding adjustments to the budget allocations [Column J – changes highlighted in yellow] to enable the authorized spending and fully maximize the NC's FY17 \$42,000 budget allocation.

Item No. (7) Heath Kline, Treasurer

(16-181) Ratify FY17 NC spending and approve final budget re-allocations to support such spending.

Discussion and possible action:

Motion to approve the final FY17 budget allocations on the attached budget [Column J] and ratify the NC's total spending by budget category for FY17 also reflected by [Column J] and detailed by month in columns L through W the attached budget included as part of the [June 17 MER Financial Attachment](#). The Treasurer is further directed to submit this budget re-allocation to the Funding Unit of the City Clerk as required.

Item No. (8) Peter Fletcher, Outreach Chair & Heath Kline, Treasurer

(16-182) Approve Payments for Professional Portrait Photographer

Discussion and possible action

Motion to approve the payment of up to \$998.00 to Devine Shots Photography a professional portrait photographer to take pictures of the Board and Sub-Committee Members for the new NC website with professional lighting and backdrop with basic retouching and cleanup of images. This expense was originally estimated by the Outreach Committee and approved by the NC Board at a cost of \$600 in motion 16-169 that this motion replaces. [Budget Line 118]

Item No. (9) Dennis Di B, WHIP Chair & Heath Kline, Treasurer

(16-183) Approve Payment for WH Community Plan Update Mailer-Brochures

Discussion and possible action:

Motion to ratify the payment of \$2,262.11 to Color FX Printing for the printing of 29,000 4-color mailer-brochures regarding the pending updates to the Community Plan for Woodland Hills to educate Stakeholders and any other printed outreach materials needed by NC Committees. This expenditure is pursuant to Motions 16-157 and 16-167 [Budget Line 110]

Item no. (10) Heath Kline, Treasurer

(16-184) Approval of Monthly Expense Reconciliation [MER] for May 2017

Discussion and possible action:

Motion to approve the WHWCNC Budget for Fiscal Year 2016 - 2017 Monthly Expense Reconciliation [MER] for May 2017 that is part of the [June 17 MER Financial Attachment](#) to this Agenda (2 pages). Motion may be amended to include other necessary budget items.

Item No. (11) Heath Kline, Treasurer

(16-185) Approval of Monthly Expense Reconciliation [MER] for June 2017

Discussion and possible action:

Motion to approve the WHWCNC Budget for Fiscal Year 2016 - 2017 Monthly Expense Reconciliation [MER] for June 2017 that is part of the [June 17 MER Financial Attachment](#) to this Agenda (2 pages). Approval of this motion is brought forward one month because of the City's FYE requirements that the NC complete all its June and FY spending by 6/11/17 which the NC has done. As part of the City's FYE procedures the City has cut off access to the NC's bank account and statements to the NC, therefore, the June MER cannot be tied out to the NC's bank statement which is the norm. Motion may be amended to include other necessary budget items.

Item No. (12) Heath Kline, Treasurer

(16-186) Approval of the WHWCNC Budget Allocation for FYE 18

Discussion and possible action:

Motion to approve the WHWCNC Budget for Fiscal Year 2017-2018 Annual Budget Allocation based on an expected annual funding from the City of \$42,000 after reviewing the NC's spending for FY17 and taking into account the plan and goals of the NC for FY18, which includes a special emphasis on informing, educating, and collecting feedback from the community on the City's plan of updating the Community Plan for Woodland Hills that will control how the Woodland Hills Warner Center community will develop and change for the next several decades. The FY-18 budget allocation is shown in Colum K, shaded in green, of the NC's FY 17 Budget. Upon approval of the budget the Treasurer is authorized to transfer this information to the City's budget forms and submit it Funding Unit of the City Clerk as required

4. Board Member Area Reports:

Area 1 – Dennis DiBiase, Karen DiBiase, Linda Kouy-Ghadosh
Area 2 – Sean McCarthy, Raymond Cole, Brian Drapkin
Area 3 - Nancy McLean, Herbert Madsen, Martin Lipkin
Area 4 – Don Patterson, Albert Saur, Cameron Gil
Area 5 – Dorothy Keotz, Richard Hollander, Mercy Alpert
Area 6 – Pat Patton, Heath Kline, Gilbert Yablon
Area 7 – Aaron Williams, Joyce Fletcher, Marie Pierre, Peter Fletcher
At Large – Sheppard Kaufman

5. Committee Reports:

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 – Don Patterson, Chair
Outreach Committee - Peter Fletcher, Chair
PLUM I Committee - Karen Koe, Chair and Martin Lipkin, Vice-Chair
Public Safety Committee – Sheppard Kaufman, Chair
WHIP Committee – Dennis DiBiase and August Steurer, Co-Chairs
Ad Hoc Senior Services – Linda Kouy-Ghadosh and Al Saur, Co-Chairs
Ad-hoc Website Redesign Committee – Peter Fletcher, Chair
Ad-hoc WHWCNC Newsletter – Dennis DiBiase, Chair
Ad-hoc Westfield Promenade 2035 Project – Joyce Fletcher, Chair

Agenda may be amended prior to the Board meeting to include further items:

Announcements:

The next Board meetings will be held on Wednesday, July 12, 2017 at the American Legion Hall, 5320 Fallbrook Ave, Woodland Hills, CA 91367. 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 website)

Adjournment of meeting:

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 bases 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 (72 hours) 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 the board in advance of a meeting may be viewed at the www.whcouncil.org. calendar page.

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 should be checked frequently.

If you would like a copy of any record related to an item on the agenda, please contact: l.kouyghadosh@whcouncil.org