



MINUTES - FULL COUNCIL MEETING

Monday, May 16, 2016, 6:30 p.m.

Westfield Community Center

6600 Topanga Canyon Blvd., Woodland Hills, CA 91367

Call to Order – President, Scott Silverstein called the meeting to order at 6:45

- **Pledge of Allegiance - Dennis DiBiase**
- **Welcoming remarks – Congressman Brad Sherman's Office and Councilmember Bob Blumenfield**
- **Recognition of outgoing Board – Councilmember Bob Blumenfield**
- **Closing Remarks – President, Scott Silverstein**
- **Roll Call - 18 present, quorum is reached**
 - Dennis DiBiase, Linda Kouy-Ghadosh, Raymond Cole, Diane Walton, Sean McCarthy, Nancy McClean, Martin Lipkin, Don Patterson, Al Saur, Dorothy S. Koetz, Richard Hollander, Mercy Alpert, H.D. Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman, Karen DiBiase , (Alternate); Quorum is reached with 18 members and 1 alternate
- **Swearing in of new incoming Board members - Neighborhood Council Board Member Oath administered by Councilman Bob Blumenfield**

1. Election of Board Officers

The following Officers were elected by a unanimous vote of the Board:

- a) President - Joyce Fletcher
- b) Vice-President - Dennis DiBiase
- c) Treasurer - Heath Kline
- d) Secretary - Linda Kouy-Ghadosh
- e) Parliamentarian - Aaron Williams

2. Organization, Operation, Policies, & Procedures:

- **Public Announcements**
- CD3 Field Deputy, Office of Councilman Bob Blumenfield
- Rosalba Gonzalez, Field Deputy, Office of State Senator Fran Pavley

Public Comment Period:

2 minutes each

- Aaron Williams - concerns about Mulholland Drive median and dead landscaping
- Conrad Sack - concerns regarding Rehabilitation Centers being operated in neighborhoods
- Katelyn Dembowski

3. Items for which committee meetings were held:

Item no. (1) Karen Koe, Chair, Martin Lipkin, Vice-Chair, PLUM 1 Committee
(16-027) Case No. ZA 2010--2633-CUB-PA1

The PLUM Committee recommends the Full Board of the Woodland Hills-Warner Center Neighborhood Council SUPPORT the approval of the Application for the continued sale of beer and wine for on-site consumption at the Sharky's Restaurant located at 6219 Erwin Street, Woodland Hills, that is 2,190 square feet with 93 total seats (58 indoors; 35 outdoors) and to support a change of hours to 10:30am to 10:00pm.

Seconded by: Sean McCarthy

Vote:

Ayes: 18 Nays:0 Abstain: 0 Ineligible: 1

Item no. (2) Karen Koe, Chair, Martin Lipkin, Vice-Chair, PLUM 1 Committee
(16-028) Case No. DIR-2016-261-CU-F

Application for a Conditional Use Permit for the continued use of an existing Pre-school/Day Care with over-height fence, expansion of existing structure to 971 sq. ft., and increase in number of students from 40 to 64.

As pertain to Case No. DIR-2016-261-CU-F, having held two public hearings for the application for the continued use of a pre-school/day care center, the construction and enlargement to the east wall of the existing garage to 971 sq. ft., and an increase in occupancy from the currently permitted 40 students to 64 students, the Planning, Land Use and Mobility Committee

recommend the Woodland Hills-Warner Center Neighborhood Council SUPPORT the application with the following considerations and proposals:

WHEREAS, the proposed structure increase will still meet the requirements of the area Community Plan; and

WHEREAS, the existing fence is already over-height and will remain; and

WHEREAS, the applicant has agreed that the child count shall not exceed the 64-child limit; and

WHEREAS, the applicant has agreed to implement the following improvements and conditions at set forth below;

THEREFORE, IT IS HEREBY RESOLVED, that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein, finds that the proposed application for the issuance of a Conditional Use Permit and the relief from City Code Section 12.08 for an over-height front yard fence receive the support of the Board of the Woodland Hills-Warner Center Neighborhood Council for the requested actions with the following conditions:

- 1.) Plant and maintain Creeping Fig vines along the cyclone fence on the Fallbrook Ave. property line and add drip irrigation system.
- 2.) Add planting containers with greenery on blacktop area along Hatteras St. fence.
- 3.) Provide trash enclosure with sidewalls, and locate it away from all abutting residential

properties.

Seconded by: Martin Lipkin

Vote:

Ayes: 18

Nays:0

Abstain: 0

Ineligible: 1

Item no. (3) Heath Kline, Treasurer, WHWCNC

(16-029) Appointment of Financial & Banking Officers

Motion to approve Joyce Fletcher, the newly elected President of the WHWCNC, as the second Funding Officer, Authorized Signer, and Cardholder, for the WHWCNC, together with the NC's newly elected Treasurer Heath Kline the primary Funding Officer.

Seconded by: Dennis Dibiase

Roll Call Vote:

Ayes: 18 Dennis DiBiase, Linda Kouy-Ghadosh, Raymond Cole, Sean

McCarthy, Nancy McClean, Martin Lipkin, Don Patterson, Al Saur, Dorothy S. Koetz,

Richard Hollander, Mercy Alpert, H.D. Pat Patton, Heath Kline, Aaron Williams, Joyce

Fletcher, Peter Fletcher, Sheppard Kaufman,

Nays:0

Abstain: 0

Ineligible: 1 Diane Walton

Item no. (4) Heath Kline, Treasurer, WHWCNC

(16-030) Approval of Monthly Expense Reconciliation [MER] for April 2016

Motion to approve the WHWCNC Budget for Fiscal Year 2015/2016 Monthly Expense Reconciliation [MER] for April 2016 (attached - last page of agenda). Motion may be amended to include other necessary Budget items that may be presented for approval.

Seconded by: Sean McCarthy

Roll Call Vote:

Ayes: 18 Dennis DiBiase, Linda Kouy-Ghadosh, Raymond Cole, Sean

McCarthy, Nancy McClean, Martin Lipkin, Don Patterson, Al Saur, Dorothy S. Koetz,

Richard Hollander, Mercy Alpert, H.D. Pat Patton, Heath Kline, Aaron Williams, Joyce

Fletcher, Peter Fletcher, Sheppard Kaufman,

Nays:0

Abstain: 0

Ineligible: 1 Diane Walton

Item no. (5) Heath Kline, Treasurer, WHWCNC

(16-031) Updated FY15-16 Budget as of 5/16/15

Motion to approve the reallocation of funds in the WHWCNC FY 2015/2016 Annual Budget. This shall reflect the actual spending YTD (July-April) and the projected spending for the balance of the FY (May-June) for the updated planned activities, goals, and needs of the WHWCNC as shown on the attached budget with new and changed items highlighted in purple.

Seconded by: Sean McCarthy

Roll Call Vote:

Ayes: 18 Dennis DiBiase, Linda Kouy-Ghadosh, Raymond Cole, Sean

McCarthy, Nancy McClean, Martin Lipkin, Don Patterson, Al Saur, Dorothy S. Koetz,

Richard Hollander, Mercy Alpert, H.D. Pat Patton, Heath Kline, Aaron Williams, Joyce

Fletcher, Peter Fletcher, Sheppard Kaufman,
Nays:0 Abstain: 0 Ineligible: 1 Diane Walton

Item no. (6) Heath Kline, Treasurer, WHWCNC
(16-032) Purchase of Apple iPad & Accessories

Motion to fund the purchase of an Apple iPad Pro 12.9", w/AT&T 4G, WiFi, Keyboard, ePencil, Apple Care, & Case for up to \$1,680. To be used by the NC Treasurer to streamline the work flow of creating, conducting, tallying, completing and submitting roll call votes motions and other required documentation plus the ability to provide streaming of NC events and an alternative and complimentary coverage WiFi hot spot to the NC’s Verizon hot spot device. [Budget Cat 100: Operations-Com]

Seconded by: Sean McCarthy
Roll Call Vote:

Ayes: 18 Dennis DiBiase, Linda Kouy-Ghadosh, Raymond Cole, Sean McCarthy, Nancy McClean, Martin Lipkin, Don Patterson, Al Saur, Dorothy S. Koetz, Richard Hollander, Mercy Alpert, H.D. Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman,

Nays:0 Abstain: 0 Ineligible: 1 Diane Walton

Item no. (7) Heath Kline, Treasurer, WHWCNC
(16-033) Purchase of NC Tote Bags

Motion to fund the Purchase 1,000 (500 Blue & 500 Green) personalized WHWCNC tote bags from Halo Branded Solutions for \$1,602.30. ½ payment due at order placement ½ due at delivery. No set-up charges use artwork on file. [Budget Cat 200 Outreach-BAG]

Seconded by: Sean McCarthy
Roll Call Vote:

Ayes: 18 Dennis DiBiase, Linda Kouy-Ghadosh, Raymond Cole, Sean McCarthy, Nancy McClean, Martin Lipkin, Don Patterson, Al Saur, Dorothy S. Koetz, Richard Hollander, Mercy Alpert, H.D. Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman,

Nays:0 Abstain: 0 Ineligible: 1 Diane Walton

Item no. (8) Heath Kline, Treasurer, WHWCNC
(16-034) Printing NC Newsletters

Motion to approve payment of \$8,600 to Color Fx to print 41,000 16-page 4-Color WHWCNC newsletters. Payment must be received by 5/27/16 to lock in current paper prices. Payment must be received before any pre-press services are provided and printing plates. Newsletters will be mailed to all 37,824 Woodland Hills USPS deliverable addresses and at the NC’s booth at Concerts in the Park and other NC events. [Budget Cat 200: Outreach-New]

Seconded by: Sean McCarthy
Roll Call Vote:

Ayes: 18 Dennis DiBiase, Linda Kouy-Ghadosh, Raymond Cole, Sean McCarthy, Nancy McClean, Martin Lipkin, Don Patterson, Al Saur, Dorothy S. Koetz, Richard Hollander, Mercy Alpert, H.D. Pat Patton, Heath Kline, Aaron Williams, Joyce

Fletcher, Peter Fletcher, Sheppard Kaufman,
Nays:0 Abstain: 0 Ineligible: 1 Diane Walton

Item no. (9) Heath Kline, Treasurer, WHWCNC
(16-035) Postage and Mailing of NC Newsletters

Motion to approve payment of \$8,454.47 to MP Print & Mail for list acquisition of all residential & commercial addresses within the boundaries of the WHWCNC, with names where available, then process, address, sort, deliver to three local Post Offices, deposit Postage to mail 37,824 16-page newsletters. Payment must be received in advance of obtaining mailing lists and depositing postage per industry custom and our past dealings. [Budget Cat 200: Outreach-New]

Seconded by: Sean McCarthy
Roll Call Vote:

Ayes: 18 Dennis DiBiase, Linda Kouy-Ghadosh, Raymond Cole, Sean McCarthy, Nancy McClean, Martin Lipkin, Don Patterson, Al Saur, Dorothy S. Koetz, Richard Hollander, Mercy Alpert, H.D. Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman,

Nays:0 Abstain: 0 Ineligible: 1 Diane Walton

Item no. (10) Heath Kline, Treasurer, WHWCNC
(16-036) Progress Payment for New NC Website

Motion in accordance with directions and requirements of the DONE-Empower LA, approve the payment(s) of up to \$2,500 prior the NC’s June general meeting to Port Town Websites toward the design, creation and implementation of a new website for the WHWCNC, funding for which is provided for in the WHWCNC FY15-16 [Budget under the category 200: Outreach-Web. Ref: 16SP001]

Seconded by: Sean McCarthy
Roll Call Vote:

Ayes: 18 Dennis DiBiase, Linda Kouy-Ghadosh, Raymond Cole, Sean McCarthy, Nancy McClean, Martin Lipkin, Don Patterson, Al Saur, Dorothy S. Koetz, Richard Hollander, Mercy Alpert, H.D. Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman,

Nays:0 Abstain: 0 Ineligible: 1 Diane Walton

Item no. (11) Heath Kline, Treasurer, WHWCNC
(16-037) NPG for Pacific Boy’s Lodge

Motion to approve an NPG payment of \$750.00 to the Pacific Boys Lodge to support their program to provide vocational training to youth in their custody in the field of bicycle repair and restoration wherein they collect old-broken bicycles, restore them and then give them away to the needy in the local community as explained in the attached NPG application. [Budget Cat: 400 Neighborhood Purpose Grants-GRT]

Seconded by: Mercy Alpert
Roll Call Vote:

Ayes: 18 Dennis DiBiase, Linda Kouy-Ghadosh, Raymond Cole, Sean McCarthy, Nancy McClean, Martin Lipkin, Don Patterson, Al Saur, Dorothy S. Koetz,

Richard Hollander, Mercy Alpert, H.D. Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman,

Nays:0

Abstain: 0

Ineligible: 1 Diane Walton

Item no. (12) Heath Kline, Treasurer, WHWCNC
(16-038) Approval of Payment for May Meeting Space

Motion to approve the payment of up to \$150.00 to Westfield Corporation for the use of their community room to conduct the WHWCNC May meeting on 5/16/16.

Seconded by: Sean McCarthy

Roll Call Vote:

Ayes: 18 Dennis DiBiase, Linda Kouy-Ghadosh, Raymond Cole, Sean McCarthy, Nancy McClean, Martin Lipkin, Don Patterson, Al Saur, Dorothy S. Koetz, Richard Hollander, Mercy Alpert, H.D. Pat Patton, Heath Kline, Aaron Williams, Joyce Fletcher, Peter Fletcher, Sheppard Kaufman,

Nays:0

Abstain: 0

Ineligible: 1 Diane Walton

5. **Approval of the Record of Proceedings:** none, continued to the next meeting

6. **Committee Reports:**

7. **Committee Membership Information:** Dennis DiBiase

This agenda is subject to correction of non-material information.

Announcements: Board meetings will continue to be held on the second Wednesday of each month at 6:30 p.m., location tbd. Adjournment of meeting. Please check www.whcouncil.org

Adjournment of Meeting: Meeting was adjourned by New President Joyce Fletcher at 9:05 p.m.

Minutes Respectfully Submitted by: New 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 (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 of the board in advance of a meeting may be viewed at 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 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*