



## WINNETKA NEIGHBORHOOD COUNCIL

c/o Winnetka Convention Center  
20122 Vanowen St., Winnetka, CA 91306  
[WinnetkaNC.com](http://WinnetkaNC.com) @WinnetkaNC  
Board@WinnetkaNC.com



President	Vice-President	Secretary	Treasurer	Parliamentarian
JJ Popowich	Benjamin Hill	Matthew Gregorchuk	Jaime Pelaez	Franklin Solis
Board Members				
Steven Fuhrman	Erick Lace	Eric Lewis	Carlos Perez	Tess Reyes-Dunn
Tamicka Green	John Poer	Ajantha Sriramy	David Uebersax	Vacant (Youth Rep)

## GENERAL MEETING AGENDA

Tuesday, July 12, 2016, 6:30 PM

Winnetka Convention Center, 20122 Vanowen St. Winnetka, CA 91306  
(Located next to Winnetka Bowl, ground floor of hotel)

The Winnetka Neighborhood Council holds its regular meetings on the second Tuesday of every month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. The agenda for a regular or special meeting is posted for public review within Winnetka, 91306, at the following location: **Winnetka Recreation Center, 8401 Winnetka Ave., CA 91306** and are available on our website at [www.winnetkanc.com](http://www.winnetkanc.com). You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at the website below:

<http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

The public may comment on a specific item listed on this agenda when the Board considers that item. When the Board considers the agenda item entitled "Public Comments," the public has the right to comment on any matter that is not specifically listed on this agenda yet is within the Board's jurisdiction. The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. The Speaker Card ensures that each speaker's name is complete and correct in the meeting's Minutes. Public Comment is limited to 3 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker. Before a Board vote on any item, any member of the public who has not filled out a Speaker Card will be accorded 1 minute to make a statement. This period will last no longer than 5 minutes total.

1. **MEET & GREET** (Refreshments) [10 min] \_\_\_\_\_ # of Guests
2. **CONVENE MEETING**
3. **PLEDGE OF ALLEGIANCE** [1 min]
4. **BOARD MEMBER ROLL CALL** [2 min]
5. **MEETING RULES & ANNOUNCEMENTS** [2 min]
6. **GOVERNMENT REPRESENTATIVES** [5 min each, 20 min max]

Updates: The latest information from representatives of the offices of Mayor Garcetti, Councilman Bob Blumenfield (CM BB), Congressman Brad Sherman (CMN BS), State Senator Fran Pavley (S FP), State Assemblyman Matt Dababneh (ASM MD), the LAPD, LAFD, LAUSD, Dept. of Neighborhood Empowerment (DONE), Board of Neighborhood Commissioners (BONC), and any other local, state, or federal agencies in attendance.

7. **PUBLIC COMMENT:** Comments from the public on any items **not specifically listed** on this agenda. Board Members should not address or discuss these comments other than to direct matters to the appropriate Winnetka NC committee or other government agency. [3 min each, 20 min max]

8. **CONSENT CALENDAR:**

Board members or members of the public may request any item listed on the consent calendar to be pulled for discussion. If you wish to pull an item for discussion please advise the Secretary before the meeting or request the item be pulled at the of discussion. [5 min]

9. **FINANCIAL CONSENT CALENDAR:**

Board members or members of the public may request any item listed on the consent calendar to be pulled for discussion. If you wish to pull an item for discussion please advise the Secretary before the meeting or request the item be pulled at the time it is brought up for discussion. [15 min]

10. **REGULAR COMMITTEE REPORTS & MOTIONS**

A. **Planning & Land Use Management Committee (PLUM) Report** (Popowich) [15 min]  
NOTICE: The PLUM Committee Meeting: 3<sup>rd</sup> Tuesday of each month at 7 PM  
(Location to be decided)

- 1) No Report this month:
- 2)

B. **Public Safety Committee (PSC) Report** (Pelaez) [15 min]  
NOTICE: The PS Committee Meeting: TBD (Location to be decided)

- 1) No Report this month
- 2)

C. **Public Works & Transportation Committee (PWT) Report** (Uebersax) [15 min]  
NOTICE: The PWT Committee Meeting: TBD (Location to be decided)

- 1) No Report this month

D. **Outreach & Social Media Committee (OSM) Report** (Lewis) [15 min]  
NOTICE: The OSM Committee Meeting: TBD (Location to be decided)

- 1) No Report this month:
- 2)

E. **Youth Advocacy Committee (YAC) Report** (?) [15 min]

NOTICE: The PWT Committee Meeting: TBD (Location to be decided)

- 1) No Report this month
- 2)

**F. Budget & Finance Committee (B&F) Report (?) [15 min]**

NOTICE: The B&F Committee Meeting: TBD (Location to be decided)

- 1) No Report this month
- 2)

**G. Rule, Elections & By-Laws Committee (REB) Report (?) [15 min]**

NOTICE: The REB Committee Meeting: TBD (Location to be decided)

- 1) No Report this month
- 2)

## 11. NON-CONSENT CALENDAR

- A. Discussion and possible action to create an Ad Hoc committee to review options for meeting locations for the WNC. The committee will be comprised of no more than 5 Board members. The Committee will be asked to bring back up to three recommendations to include costs and a list of pros and cons of each recommendation. The Committee can consider any option as long as the location is within the Winnetka NC boundaries. Recommendations will be due for the August 2016 Board meeting. The Committee will remain in place until a solution has been developed and implemented. (Popowich) (20 min)
- B. Discussion and possible action to elect an Assistant Parliamentarian. Mr. Lewis has tendered his resignation from this position. (Popowich) [3 min]
- C. Discussion and possible action to create a Homeless Ad Hoc Committee to consist of no more than 5 individuals consisting of a mix of Board and Stakeholders to be appointed by the President. The Committee will be tasked with working with other West Valley NCs to develop recommendations for the Board's consideration to coordinate efforts to address the homeless problem within the Western San Fernando Valley. The Committee will also be responsible for selecting one member to be a representative to coordinate efforts with the Mayor's Office in their efforts to address the homeless problems. The Committee will be required to present a monthly report to the Board of their efforts and submit any recommendations to the Board for approval. (Popowich) [20 min]
- D. Discussion and possible action to appoint a Hospitality Coordinator, whom could assist with ordering meeting food, including the collection and submission of invoices to the Treasurer in a timely manner. (Lace) [3 min]
- E. Treasurer's Report (Pelaez/Uebersax)

Update, discussion, and possible action regarding the status of Winnetka NC finances, the WNC checking account, and the Treasurer's bank account access, plus any additional financial reports as needed other than the MERs.

- 1) *Discussion and possible action on the following action to approve the Treasurer's Report for June 2016 (Pelaez/Uebersax) [10 min]*

**MOTION:** "The Winnetka NC Board has reviewed the June 2016 Monthly Expenditure Report including the US Bank Statement for the month ending in June 2016. The Board approves the report and authorizes the Treasurer to submit the report to DONE."

- F. Discussion and possible action for the approval of payment of invoices for food provided at WNC Board meetings by Village Café. The exact amount and dates for services provided will be discussed at the meeting. (Lace/Uebersax/Pelaez) [5 min]
- G. Discussion and possible action to set a time line and plan to draft a 2016-2017 FY Budget for submission to DONE. This discussion will include an overview and agreement on process for drafting the budget, setting deadlines, and discussing overall budget principals. (Popowich) (20 min) (Popowich) [20 min]
- H. Discussion and possible action regarding the current status of all WNC computer-related equipment and potential upcoming needs of the incoming group of Officers. (Popowich) [2 min]
- I. Discussion and possible action regarding setting a date for available board volunteers to meet at the WNC storage unit to assist with an inventory of all WNC-owned items. (Popowich) [2 min]
- J. Discussion and possible discussion to schedule a Special Meeting for June to address the unfinished agenda items on today's agenda. (Popowich) [5 min]
- K. President's Report (Popowich) [5 min]
  - 1) Mayor's Neighborhood Council Outreach event.
- L. Secretary's Report (Gregorchuck/Green) [4 min]
  - 1) *Discussion and possible action to approve the Winnetka NC Minutes for June 8, 2016.*
  - 2) *Discussion and possible action to approve the Winnetka NC Minutes for June 21, 2016.*
- M. LA City Council District 3 Beautification Action Team Liaison Report: (No Rep) [5 min]
- N. LA DWP Memorandum of Understanding Oversight Committee Report (Uebersax) [5 min]
- O. LA Neighborhood Councils Coalition (LANCC) Report: (Uebersax): [5 min]
- P. LA Public Works Liaison Report: (Uebersax) [5 min]

Q. Mayor's Budget Representatives Report (??) [5 min]

R. Reserve Animal Control Officer (RACO) Liaison Report (Vacant) [5 min]

S. Valley Alliance of Neighborhood Councils (VANC) Report: (??) [5 Min]

## **12. GOOD OF THE ORDER [2 min]**

## **13. MEETING ADJOURNED**

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### **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 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 and 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 you wish to attend by contacting the either:

- The Winnetka NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com), or
- The Winnetka NC President at 818-648-6219, or via email at [jpopowich@winnetkanc.com](mailto:jpopowich@winnetkanc.com).

### **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.winnetkanc.com](http://www.winnetkanc.com) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Winnetka NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com).

### **RECONSIDERATION AND GRIEVANCE PROCESS**

The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action.

If the motion to reconsider an action is to be scheduled at the meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a {Proposed} Action should the motion to reconsider be approved. A Board member who has previously voted on the prevailing side of the original action taken can only make a motion for reconsideration.

If a motion for reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

### **PROCESS FOR FILING A GRIEVANCE**

Any grievance by a Stakeholder must be submitted in writing to the Secretary of the Board of Directors. The Secretary shall then within no more than 30 days refer the matter to an ad-hoc grievance panel comprised of 3 Stakeholders who are randomly selected by the Council Secretary from a list of Stakeholders who have previously expressed an interest in serving from time to time on such a grievance panel. The Secretary will coordinate a time and a place, not to exceed 10 days, for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall promptly prepare a written report to be forwarded by the Secretary to the Board to be heard at the next board meeting outlining the panel's collective recommendations for resolving the grievance. The Board of Directors may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at the Board meetings. This grievance process is intended to

address matters involving procedural disputes, e.g., the Board's failure to comply with the Board's Rules or Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, state law, and/or federal law.

In the event that a grievance cannot be resolved through this grievance process, the complainant has the right to appeal the matter to the Department of Neighborhood Empowerment for consideration or dispute resolution.

#### **SERVICIOS DE TRADUCCION**

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 Dias de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL (310) 562-3268.

