



**Winnetka Neighborhood Council
SPECIAL JOINT BOARD/BUDGET & FINANCE
COMMITTEE MEETING**

Wednesday, June 28, 2017, 6:30 PM

Winnetka Convention Center,

20122 Vanowen St. Winnetka, CA 91306

(Located next to Winnetka Bowl, ground floor of hotel)

board@winnetknc.com | www.winnetkaNC.com |

@winnetkaNC



President	Vice-President	Secretary	Treasurer	Parliamentarian
JJ Popowich	David Uebersax	Vacant	Jaime Pelaez	Franklin Solis
Board Members				
Steven Fuhrman	Erick Lace	Eric Lewis	Carlos Perez	Tess Reyes-Dunn
Tamicka Green	John Poer	Ajantha Sriramya	Matthew Gregorchuk	Jonathan Lewis

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. 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. **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]
7. **STRATEGIC PLAN PACKAGE:** Review of previous Fiscal Year (2016-2017) to foster preparation of same for current FY (2017-2018) [60 min]
 - a. Vision
 - b. Goals
 - c. Solutions
 - d. Budget
 - e. Score,
8. **FINANCIAL CONSENT CALENDAR:** Board members or members of the public may request any item listed on the consent calendar to be pulled for discussion before the meeting or at the time it is brought up for discussion. [15min]

a. **Motion** to approve proposed 2017-2018 Standard Expenditures for Category 100 - Operations

Frequency	Vendor	Amount	Note
Monthly	ExtraSpace Storage	\$2,640.00	Currently @ \$210 but anticipating rate increase at some point during the year
Monthly	TBD	\$1,200.00	Office Supplies
Monthly	Winnetka Convention Center	\$1,800.00	Meetings for PWT Committee
Monthly	Winnetka Convention Center	\$1,800.00	Meetings for PLUM Committee
Monthly	Winnetka Convention Center	\$1,800.00	Meetings for Budget & Finance Committee
Monthly	Winnetka Convention Center	\$1,800.00	Meetings for Public Safety Committee
Monthly	Winnetka Convention Center	\$1,800.00	Meetings for Youth/Outreach Committee
One Time	TBD	\$1,500.00	Laptop/Carrying case with wheels for use of PWT Chair/designee for usage including working with data for BSS tracking spreadsheets, as recommended by PWT per 5/22 Meeting
Monthly	ExtraSpace Storage	\$2,640.00	Currently @ \$210 but anticipating rate increase at some point during the year

b. **Motion** to approve proposed 2017-2018 Standard Expenditures for Category 200 – Outreach

Frequency	Vendor	Amount	Note
Monthly	Various	\$900.00	Food for meetings may include B&F as well as Board, and may be Valentino's Pizza and/or other vendor as needed.
Monthly	Various (including monthly Moore Business Results, annual payments for ICDSOFT Ltd and Constant Contact	\$6,000.00	Website and other expenses
Bi-Annual	MP Printing and Mailing	\$10,000.00	Two WNC Newsletters
Annual	City of LA Publishing Srvcs	\$500.00	Business Cards for WNC Board Members
Annual	Standard Office Supply	\$100.00	Name Badges for WNC Board Members
Annual	TBD	\$300.00	Shirts for WNC Board Members
One Time	TBD	\$500.00	Purchase of additional pop-up canopy as recommended by PWT per 5/22 Meeting

c. **Motion** to approve proposed 2017-2018 Committee Expenditures for Category 200 – Outreach

Committee	Vendor	Amount	Note
PWT	TBD	\$500.00	Outreach Materials, such as Posters and other Collateral
PWT	Various (E.g. Smart & Final, Valentino's Pizza)	\$1,200.00	Food/Snacks/Water, supplies, Fliers & Certificates for Spring Clean 2018
PWT	Moore Business Results	\$500.00	Web support for surveys relating to PWT engagement with Stakeholders/Ratepayers
Youth Advocacy	Various	\$500.00	WNC Annual 5th Grade Spelling Bee

d. Motion to approve proposed 2017-2018 Committee Expenditures for Category 400 - Neighborhood Purpose Grants

Committee	Vendor	Amount	Note
Youth Advocacy	Various	\$1,800.00	Public School Graduation Event from 2017
Youth Advocacy	Various	\$1,800.00	Public School Graduation Event for 2018
Youth Advocacy	Winnetka Recreation Center	\$1,800.00	Winnetka Rec Center Halloween Festival
Public Safety	Leichman CTC	\$500.00	
Public Safety	CHP West Valley	\$5,000.00	Explorer Program
Public Safety	CHP West Valley	\$5,000.00	Senior Citizens Program
TBD	TBD	\$2,000.00	Quarterly NPG's
TBD	Valley Village	\$500.00	Unpaid NPG from NPG approved for 2016-2017 Budget
TBD	TBD	\$5000.00	Cleanups along major streets

9. **GOOD OF THE ORDER** [2 min]

10. **MEETING ADJOURNED**

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, or
- The Winnetka NC President at 818-648-6219, or via email at 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 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.

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.