



# Winnetka Neighborhood Council

## GENERAL MEETING AGENDA

Tuesday, July 11, 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](mailto:board@winnetknc.com) | [www.winnetkaNC.com](http://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 Sriramy	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](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.

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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]
    - a. The WNC has a vacant position on the Board. In accordance with Article V, Section 6, of the Winnetka NC By-Laws we are officially calling for submissions of written requests to be considered for the position to the Board President at [board@winnetkanc.com](mailto:board@winnetkanc.com). The written request should include the following: A statement outlining why you wish to serve on the Board and confirmation/explanation of your stakeholder status. We will consider all applications at the August 2017 Board meeting that are received no later than July 30, 2017. The President hereby directs the WNC Webmaster to send out a call for candidates to fill this vacant position.
    - b. The following Board members have completed required Ethics Training on or before June 30, 2017: Lace, Perez, Uebersax. All are eligible to fully participate in the meeting.
  6. **APPROVAL OF MINUTES** [5 min]
    - a. Motion to reconsider approval of minutes for January 2017 and March 2017 (Popowich): Mr. Popowich confirmed these minutes were not distributed for review. (WNC-2017-071117-01)
    - b. Motion to approve minutes for January 201 and March 2017. (WNC-2017-071117-02)
    - c. Motion to approve minutes for June 13, 2016 (Popowich) (WNC-2017-071117-03)
  7. **GOVERNMENT REPRESENTATIVES** [5 min each, 20 min max]
    - a. 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.

8. **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]
9. **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]
10. **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. [15min]
  - a. The WNC approves the following items on the Financial Consent Calendar. (Popowich) (WNC-2017-071117-04)
    - i. Moore Business Results Invoices (Outreach)
      1. July 1, 2017 invoice for June Activity expense: \$464.53
    - ii. Valentino's expenses for meeting food for the following months:
      1. July 11, 2017 meeting in the amount of \$50.00
    - iii. ExtraSpace Storage fees for the following months:
      1. July Storage expense: \$210.00

#### 11. NON-CONSENT CALENDAR

- a. Discussion and possible action to approve the 2017-2018 Budget as submitted by the Budget & Finance Committee (See Attachment 1) The Board will consider amendments to the Committee's proposed budget including the following:
  - i. Funding request by Tess Reyes Dunn for the 2017 Disaster Preparedness Fair. Ms. Reyes-Dunn proposes up to \$500 to assist with funding the fair and up to \$4000 for WNC branded first aid or disaster kits.
  - ii. Funding request by Mr. Uebersax for a locked bulletin board to be placed near the Winnetka Convention Center entrance (pending approval by property owner) to display WNC events and agendas. Estimated cost is up to \$500.00.

[30 min]

- b. Discussion and possible action to finalize the 2017-2018 Strategic Plan. (See Attachment 2). The Strategic Plan consists of the following sections: Big Vision, Big Goals, Big Solutions, and Big Score.

The Board adopted the Big Vision and Big Goals section of the Strategic Plan at the Joint Board/Budget & Finance Committee meeting on June 28, 2017 (10-0-1). We will be discussing the Big Solutions and Big Score sections. The Big Budget section will be populated based on the Board's adopted budget. [30 Min]

- c. Discussion and possible action on what action, if any to take regarding our current webmaster in light of a posting error that occurred for the time of the Special Joint Board / Budget & Finance Committee meeting of May 25, 2017. The meeting was scheduled for 6:30 PM, but some postings at that time indicated it started at a different time. (Perez) (10 min)
- d. Discussion and possible action to consider a proposed resolution issued by LANCC DWP Committee regarding taking a position on the recent actions taken by the City Council to adopt a new MOU for DWP employees. The motion to be discussed is as follows:
  - i. Whereas the DWP Board of Water & Power Commissions approved the new labor agreement between the DWP and IBEW Local 18 at a Special Meeting on Tuesday, June 20, 2017;
  - ii. Whereas the Notice of this Special Meeting was not given until Monday, June 19, 2017;
  - iii. Whereas the documentation concerning the new labor agreement was not placed online until the day of the meeting;
  - iv. Whereas the City Council approved the new agreement on June 28, 2017;
  - v. Whereas the DWP, the City Council, and the Mayor did not conduct any outreach to the Neighborhood Councils or the Ratepayers;
  - vi. Whereas the lack of transparency erodes the trust of confidence of Ratepayers and Angelenos in the Department, the City Council, and the Mayor;
  - vii. Therefore, the Winnetka NC calls for a full presentation and discussion on the new labor agreement to the Neighborhood Councils and Ratepayers

[15 min]

- e. Discussion and possible action to select a new Secretary for the Winnetka NC. The position was vacated by Mathew Gregorchuck effective June 2017. The Board will hear from interested Board members and conduct a vote to select the new Secretary. (15 min)
- f. Discussion and possible action to select a new Outreach Committee Chair. The past Chair, Eric Lewis, has resigned from the Chair position. (15 min)

**12. 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.

- a. Discussion, review, and approve any outstanding Monthly Expense Reports (MER) May 2017 and June 2017

**WNC-2017-071117-05:** "The Winnetka NC Board has reviewed the May 2017 and June 2017 Monthly Expenditure Reports including the associated bank statements. The Board approves the report and authorizes the Treasurer to submit the report to DONE." (Uebersax/Pelaez)

- b. Discussion and possible action regarding the Treasurer and Assistant Treasurer position. This may be an update only, or may be an action to appoint a Board member to either position.

### 13. REGULAR COMMITTEE REPORTS & MOTIONS

- a. **Planning & Land Use Management Committee (PLUM) Report** (Popowich) [45 min]

NOTICE: The PLUM Committee Meeting: 3rd Tuesday of each month at 7 PM

- i. The PLUM Committee does expect to meet on July 18, 2017 at 6:30 PM at the Winnetka Convention Center.

- b. **Public Safety Committee (PSC) Report** (Pelaez) [15 min]

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

- i. No Report this month

- c. **Public Works & Transportation Committee (PWT) Report** (Uebersax) [25 min]

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

- i. Presentation by Hilary Norton, Executive Director of FAST (Fixing Angelenos Stuck in Traffic – [www.fastla.org](http://www.fastla.org)), an organization which pulls together advocates and decision makers to consider and promote strategies to reduce traffic congestion. The Winnetka NC PWT Committee is in the process of gathering input from Winnetka Stakeholders as to approaches to maximize vehicular traffic flow on Vanowen Street and Victory Blvd., as part of a comprehensive regional approach relating to public transportation, bicycles, and pedestrians while maintaining safety (in the spirit of the City of Los Angeles “Vision Zero” program). [15 - 20 min]

- ii. Monthly Report: Which will include an update on discussions at recent PWT meetings, in accordance with Jeff Jacobberger, Legislative Deputy for Councilmember Blumenfeld, regarding efforts to develop suggestions and prioritization of various recommendations leading to the following:

- WNC has reviewed all controlled intersections within the project area, and hopes to broaden the discussion to parking status, preferably to include further outreach to stakeholders for additional suggestions and consensus
- Final list will be presented to the WNC Board for endorsement and follow up to include a report to CD3 and appropriate agencies
- WNC/PWT Committee to consider joining with other area NC’s and organizations, along with FAST, to develop regional solutions and/or prioritization of these and other Transportation concept as part of a regional task force.

[10 min]

- iii.

- d. **Outreach & Social Media Committee (OSM) Report** (Lewis) [15 min]

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

- i. No report this month:

- e. **Youth Advocacy Committee (YAC) Report** (Lace) [15 min]

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

- f. **Budget & Finance Committee (B&F) Report** (Uebersax) [20 min]  
NOTICE: The B&F Committee Meeting: TBD (Location to be decided)
  - i. Report this month
- g. **Rule, Elections & By-Laws Committee (REB) Report** (Uebersax) [5 min]  
NOTICE: The REB Committee Meeting: TBD (Location to be decided)
  - i. No Report this month
- h. **Budget Advocate/Budget Rep Report** (Green)
  - i. LA City budget day is June 24th 7:30am to 4:00pm at City Hall. (Green) [10 mins]

#### 14. OFFICER & LIAISON REPORTS

- a. President's Report (Popowich) [5 min]
- b. Secretary's Report (Vacant/Green) [4 min]
- c. LA City Council District 3 Beautification Action Team Liaison Report: (No Rep) [5 min]
- d. LA DWP Memorandum of Understanding Oversight Committee Report (Uebersax) [5min]
- e. LA Neighborhood Council Coalition (LANCC) Report: (Uebersax): [5 min]
- f. LA Public Works Liaison Report: (Uebersax) [5 min]
- g. Reserve Animal Control Officer (RACO) Liaison Report (Vacant) [5 min]
- h. Valley Alliance of Neighborhood Councils (VANC) Report: (??) [5 Min]

#### 15. GOOD OF THE ORDER [2 min]

#### 16. 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](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.









Use drop down to select your Neighborhood Council  
 Budget for Fiscal Year 2017-2018  
 APPROVED on 08/01/17

<b>Total Annual Allocation</b>	\$	41,190
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Date	General & Operational	Total
	Office	15,840
	Outreach	20,250
	Elections	-
<b>GENERAL &amp; OPERATIONAL SUB TOTAL:</b>		<b>87.62% \$ 36,090</b>

Community Improvement Projects (CIP)		
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<b>CIP SUB TOTAL:</b>		<b>0.00% \$ -</b>

Neighborhood Purpose Grants (NPG)		
Jul-17	Public School Graduation Events (6 Schools) - 2017	1,800
Jan-18	Public School Graduation Events (6 Schools) - 2018	1,800
Oct-17	Winnethka Recreation Center Halloween Event	1,000
Jul-17	Valley Village - Approved in 2017	500
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<b>NPG SUB TOTAL:</b>		<b>12.38% \$ 5,100</b>
<b>GRAND TOTAL:</b>		<b>100% \$ 41,190</b>

**Budget Narrative:**

Revised 7/01/17



**WINNETKA NEIGHBORHOOD COUNCIL**  
c/o Valley Village  
20830 Sherman Way, Winnetka, CA 91306  
[www.winnetkanc.com](http://www.winnetkanc.com)



ATTACHMENT 1 FOR JULY 11, 2017 WNC Board  
Agenda

## Winnetka NC 2017-2018 Strategic Plan

### What is your Neighborhood Council's Big Vision?

The WNC exists to improve the livability of Winnetka through a focus on safety, manageable growth, community and youth involvement, holding the City accountable for providing services, and providing direction to the City Council and City departments on how to make Winnetka a pleasurable place to live.

### The Big Goals

1. Partner with local community organizations to promote a safe community by providing community events, information, and tips (i.e. the Halloween event for 100-150 kids as an alternative to trick or treating, promoting Neighborhood Watch programs, etc.).
2. Increase our outreach efforts by ensuring we publish two newsletters to be mailed to all Winnetka residents and increase our electronic contact database by 10-15%, continue to increase our Facebook followers, and continue to promote ourselves on Twitter. Continually evaluate new social media platforms to make sure we are optimizing our effectiveness.
3. Monitor proposed developments, conditional permits, zoning changes, and planning ordinance changes and work with developers, stakeholders, and City officials and departments to ensure that growth is smart, includes sustainable infrastructure and resource plans, consistent with the community look and feel, and appropriate. Report out on the number of cases heard/discussed.
4. Ensure the WNC urges local and / state representatives, public officials, police, and community leaders to attend meetings and to hold their representatives accountable by communicating concerns and ideas to their representatives.
5. Holding the City accountable for maintaining and improving the infrastructure and aesthetics of our community including major sidewalk repairs, major tree trimmings, potholes, and bike lanes/sharrows.
6. Work with the diverse resources in our community such as local charities and community organizations to promote a more livable environment such as:

- a. An Annual Winnetka Spring Clean event with at least 25 community volunteers, and additional cleaning events
  - b. Develop a Winnetka Moves Program
  - c. Increase WNC participation in the annual Canoga Park/West Hills Chamber of Commerce Memorial Day Parade, and
  - d. At least one new event.
7. The WNC will work with other regional, city wide groups, other Neighborhood Councils, coalitions, and community resources to improve services and address the needs of the community (such as develop an LA River Watch, partner with area Councils on homeless issues, disaster preparedness awareness, etc.).

**The Big Solutions:**

**Winnetka Neighborhood Council**

**WNC**

- 1) Problem: Lack of stakeholder involvement:
  - Solution: Formalize a set meeting location
  - Solution: Develop social media contacts to reach a new generation.
  - Solution: Develop cross generational outreach events
- 2) Problem: Lack of Stakeholder awareness and involvement in planning and planning ordinance changes
  - Solution: Continue to diligently monitor City early notification regarding proposed development.
  - Solution: Monitor City Committee agendas, proposed county and state regulations for proposed ordinance, updates, and changes.
  - Solution: Share regular updates with the community through our website and social media contacts
  - Solution: Ensure we continue to hold regular meetings to educate stakeholders and solicit input to share with the City.
- 3) Problem: Scheduling local and state representatives for meet and greets
  - Solution: Continue efforts to actively reach out to representatives to encourage them attend our meetings
  - Solution: Identify common areas of interest and reach out to specific representatives who wish to address their plans and concerns
  - Solution: Create an enticing environment with significant community involvement to ensure that the meet and greet has sufficient critical mass to make it attractive to representatives

**Celebrating Diversity with Unity  
and Dedication to the Community**

- 4) Problem: Lack of visible effort by the City to maintain local infrastructure, enforce codes and laws, and develop sustainable plans for infrastructure and aesthetic improvement

Solution: Encourage stakeholders to bring problems to our attention so we can address the issues

Solution: Continue efforts to make stakeholders aware of the process to report problems to the City.

Solution: Continue efforts to reach out to City departments and engage them in a conversation about alternative solutions to ongoing problems.

Solution: Create an environment wherein the City and the community can have constructive discussions about future improvement and planning opportunities to improve the infrastructure and aesthetics of our community.

## Winnetka Neighborhood Council

### The Big Budget:

- 1) Outreach \$ 22,457.00
- 2) Operations \$ 10,393.00
- 3) Neighborhood Purpose Grants (NPGs) \$ 4,150.00
- 4) Community Improvement Project \$ 0.00
- 5) Recurring Monthly Expenditure \$ 200.00
- 6) S/Election \$ 0.00

### The BIG Score:

Measure your progress and your final performance with these performance metrics. Evaluate your journey based on results that are specific, measurable and meaningful!

- 1) Citywide Initiatives:
  - a. Count # of streets/alleys cleaned
  - b. Count # of 311 reports filed by the Board members
  - c. Count # of incidents reported to the WNC Board and report out on the responsiveness of the each City Department Responsible.
- 2) Website:
  - a. Measure traffic:
  - b. Increase Traffic by 10%
- 3) Contacts:
  - a. Count the # of people on our email distribution list.
  - b. Increase the number of stakeholders by 10%
- 4) Meetings:

- a. Count the # of people attending our regular Board meeting
  - b. Count the # of people attending our regular Committee meetings
- 5) Public Events:
- a. Count the # of events supported or held by the WNC
  - b. Set a goal of increasing the number of events by 2%
- 6) Partners:
- a. Count # of partners we worked with over the fiscal year
  - b. Increase our network by 5%

Include these citywide performance metrics measures for Neighborhood Councils so we can see Neighborhood Councils Big Impact on Los Angeles! Remember set specific, measurable and meaningful goals.

## Winnetka Neighborhood Council

- 7) Community Impact Statements: Our Neighborhood Council will file 8 Community Impact Statements this year.
- 8) Requests for Action: Our Neighborhood Council will file 5 Request for Action to our elected and City departments this year. This number should not include Community Impact Statements.
- 9) Meetings: Our Neighborhood Council will conduct 20 general board meetings and committee meetings this year.
- 10) Collaborations: Our Neighborhood Council will collaborate on 10 events with Electeds, City departments, community organizations or non-profits and schools. You can be more specific and name the collaborators, too!
- 11) Stakeholders: Our Neighborhood Council will increase our stakeholder database from 300 to 350 this year.
- 12) Communication: Our Neighborhood Council will contact our stakeholders at 70 times throughout the year about what's going on with the Neighborhood Council and the City.

We'll be incorporating your metrics into your monthly Neighborhood Council Profiles so you can measure your progress and evaluate your success each year.

The BIG Reminder: Align your behavior with your Vision. Everything you do should be advancing you toward your Vision. If something you are doing is not aligned, it is a potential obstacle or challenge that will interfere with your goals.

At every turn, ask “Does this promote more citizen participation in government and make government more responsive to local needs.” If the answer is yes, then you are bringing your Vision to life!

