



Winnetka Neighborhood Council

GENERAL MEETING AGENDA

Tuesday, January 9, 2018, 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	Treasurer	Parliamentarian	
JJ Popowich	David Uebersax	Jaime Pelaez	Franklin Solis	Joshua Belkin
Board Members				
Steven Fuhrman	Erick Lace	Eric Lewis	Tess Reyes-Dunn	Tamicka Easley
John Poer	Ajantha Sriramya	Matthew Gregorchuk	Christopher Persaud	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.

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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]
 6. **APPROVAL OF MINUTES** [5 min]
 - Motion to approve minutes for September 12, 2017 (Popowich) **(WNC-2018-010918-01)**
 - Motion to approve minutes for October 10, 2017 (Popowich) **(WNC-2018-010918-02)**
 - Motion to approve minutes for November 14, 2017 (Popowich) **(WNC-2018-010918-03)**
 7. **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.
 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]

- The WNC approves the following items on the Financial Consent Calendar. (Popowich) **(WNC-2018-010918-04)**
 - i. Moore Business Results Invoices (Outreach)
 - November 1, 2017 invoice (WNC 2017 1101) for September activity expense: \$522.62
 - December 1, 2017 invoice (WNC 2017 1201) for September activity expense: \$359.39
 - January 2, 2017 invoice (WNC 2018 0102) for December 2017 activity expense: \$216.66
 - ii. Winnetka Convention Center:
 - N/A
 - i. Valentino's expenses for meeting food for the following months:
 - December 12, 2017 meeting in the amount of \$50.00
 - January 9, 2018 meeting in the amount of \$50.00
 - ii. ExtraSpace Storage fees for the following months:
 - December Storage expense: \$221.00
 - January Storage expense: \$221.00

11. NON-CONSENT CALENDAR

- i. Discussion and possible action regarding the October 18, 2017 charge from Best Western (the Winnetka Convention Center) Invoice #445, in the amount of \$150.00. Our informal agreement with Best Western was for one meeting at no charge (the regular Board meeting) and subsequent charges for all other meetings. This charge appears to be for the regular Board meeting and may need to be disputed. **(WNC-2018-010918-05)**
- ii. Discussion and possible action regarding a \$0.94 "Foreign Transaction Fee" that appeared on the September 2017 MERS report. It is possible this is a charge from ICDSOFT. **(WNC-2018-010918-06)**
- iii. 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) **(WNC-2018-010918-07)**
- iv. Discussion and possible action to create WNC Board Procedure 003 as follows:

Board Procedure 003: Automatic Cancellation of Board Meeting Due to Lack of Quorum

The Winnetka NC will cancel any scheduled meeting if no quorum can be reached within 30 minutes of the published start time of the meeting. Ex. If the WNC Board meeting is scheduled to start at 6:30 PM, and no quorum is reached by 7:00 PM, the meeting will be considered canceled for lack of quorum and the Board members in attendance will disperse. Any agenda items on that night's agenda will be carried over automatically to the following Board Meeting. (WNC-2018-010918-08)

- v. Discussion and possible action regarding the DONE request to complete an inventory of WNC equipment purchased over the last three years.

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.

- Discussion, review, and approve any outstanding Monthly Expense Reports (MER) for September 2017

WNC-2018-010918-09: "The Winnetka NC Board has reviewed the September 2017 Monthly Expenditure Reports. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk." (Uebersax/Pelaez) (This item was tabled in October to address the \$0.94 "Foreign Transaction Fee"

- Discussion, review, and approve any outstanding Monthly Expense Reports (MER) for October 2017

WNC-2018-010918-10: "The Winnetka NC Board has reviewed the October 2017 Monthly Expenditure Reports. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk."

- Discussion, review, and approve any outstanding Monthly Expense Reports (MER) for November 2017

WNC-2018-010918-11: "The Winnetka NC Board has reviewed the November 2017 Monthly Expenditure Reports. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk."

- Discussion, review, and approve any outstanding Monthly Expense Reports (MER) for December 2017

WNC-2018-010918-12: "The Winnetka NC Board has reviewed the December 2017 Monthly Expenditure Reports. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk."

- 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

- **Planning & Land Use Management Committee (PLUM) Report** (Popowich) [45 min]
- NOTICE: The PLUM Committee Meeting: 3rd Tuesday of each month at 6:30 PM

i. Update on the proposed development of the property located at 7111 N. Winnetka Ave., Winnetka, CA.

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

i. Discussion and possible action on a request to approve an Neighborhood Purpose Grant (NPG) in the amount of \$5000.00 for the California Highway Patrol – Woodland Hills station’s Senior Volunteer Program. These funds would be earmarked for the purchase of equipment and educational materials for the Age Well Drive Safe Program for Seniors. **(WNC-2018-010918-14)**

- **Public Works & Transportation Committee (PWT) Report** (Uebersax) [25 min]
NOTICE: The PWT Committee Meeting is held at the Winnetka Convention Center

i. Discussion and possible action based on PWT Motions regarding traffic safety issues, particularly relating to recent fatalities, to coordinate with CD3 office, and Department of Transportation, with possible communication with LAPD, and coordination with the WNC Public Safety Committee for additional concerns.

a. Winnetka Avenue, south of Vanowen Street:

a. After many years of monitoring the unanticipated creation of a third lane of traffic during certain hours, in a stretch where there remains an unfulfilled promise of having a bike lane (including the intersection with Gilmore was the site of a fatality involving a bicyclist), the PWT wishes to have an update as to when the required traffic study will be implemented and completed, to allow the street to be restriped to 2 lanes, and the addition of a bike lane.

b. Additionally, not only has the third lane been used during hours where parking is allowed, there not only continues to be cases where drivers weave between that third lane and primary lanes, there are also drivers who use the center divider (designated for left turns) as an extra lane for an extended distance. As such, attention from the LAPD for traffic enforcement is requested.

b. Roscoe Street between DeSoto and Mason: Following a fatality last month apparently involving a drunk driver and high speed, underscored by an email received by a stakeholder who lives nearby, the PWT Committee Moved to consider the following suggestions:

- a. Installation of signs emphasizing the posted speed limit (signs currently on W/B Roscoe at Mason, and E/B at DeSoto), with a radar unit linked to an electronic display showing speed of oncoming vehicles, flashing if they are speeding.
 - b. Conducting an updated Speed Study for the area.
 - c. Increased DUI checkpoints in the areas in and around Winnetka.
 - d. Also discussed were the practicality of installation of speed bumps – usually not advisable on an artery such as Roscoe, or Rumble Strips. The latter, being recently installed as somewhat of a pilot program on Plummer Street between Topanga Canyon Boulevard and Canoga Avenue—but also seen on streets in other areas where speed could be an issue, may warrant specific discussion with CD3 and/or DOT.
- c. Following another fatality, on Sherman Way at Oakdale, involving a hit and run driver, similar consideration might be warranted, as more is learned in that case.
- ii. Discussion and possible action related to the (tabled) Motion by the LANCC DWP Committee included on the WNC July Board Meeting, but adopted by PWT, relating to the process whereby the recent DWP Contract with IBEW was proposed and adopted:
 - 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;
 - Whereas the Notice of this Special Meeting was not given until Monday, June 19, 2017;
 - Whereas the documentation concerning the new labor agreement was not placed online until the day of the meeting;
 - Whereas the City Council approved the new agreement on June 28, 2017;
 - Whereas the DWP, the City Council, and the Mayor did not conduct any outreach to the Neighborhood Councils or the Ratepayers;
 - Whereas the lack of transparency erodes the trust of confidence of Ratepayers and Angelinos in the Department, the City Council, and the Mayor;
 - Therefore, the Winnetka NC calls for a full presentation and discussion on the new labor agreement to the Neighborhood Councils and Ratepayers.
- **Outreach & Social Media Committee (OSM) Report** (Lewis) [15 min]
 NOTICE: The OSM Committee Meeting: TBD (Location to be decided)
- vi. Discussion and possible action to approve the recommendation of the Outreach & Social Media Committee to appoint Tamika Easley, Chair of the Committee as the point of contact for

the content for the webmaster who maintains our website. (NOTE: This item was tabled at the October meeting) **(WNC-2018-010918-15)**

- vii. Discussion and possible action to approve the OSM Committee recommendation outlined below and to adjust the Winnetka NC Annual Budget to move appropriate funds from the budgeted meeting location funds to the appropriate outreach category to fund the motion.

- “WNC-OSM-092617-02: To allocate \$800 to support the Disaster Preparedness Fair as our combined efforts with Outreach and Public Safety coming from existing line item and remaining pulled from unused meeting funds.” (Solis/Persuad – Approved 5-0) (NOTE: This item was tabled at the October meeting) **(WNC-2018-010918-16)**

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

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

- i. Discussion and possible action to approve the Winnetka NC Youth Advocacy Committee recommendation to pay the Winnetka Recreation Center \$1,000 for the 2017 Halloween Party that the Winnetka NC sponsored. This item is allotted for in the current FY 2017-2018 budget. **(WNC-2018-010918-17)**
- ii. Discussion and possible action to approve the Winnetka NC Youth Advocacy Committee recommendation to process NPGs for each of the LAUSD elementary schools and Sutter Middle School for \$300 each to cover commencement expenses for the 2016-2017 school year and \$300 each to cover commencement expenses for the 2017-2018 school year. Both of these are allotted for in the current FY 2017-2018 budget. **(WNC-2018-010918-18)**

- **Budget & Finance Committee (B&F) Report** (Uebersax) [20 min]

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

- i. Report this month

- **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

- **Budget Advocate/Budget Rep Report** (Green)

2. OFFICER & LIAISON REPORTS

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

3. GOOD OF THE ORDER [2 min]

4. 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.