



# Winnetka Neighborhood Council

## GENERAL MEETING AGENDA

Tuesday, March 13, 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](mailto:board@winnetknc.com) | [www.winnetkaNC.com](http://www.winnetkaNC.com) | @winnetkaNC



President	Vice-President	Treasurer	Parliamentarian	Secretary
JJ Popowich	David Uebersax	Christopher Persaud	Franklin Solis	Vacant
Board Members				
Steven Fuhrman	Erick Lace	Joshua Belkin	Tess Reyes-Dunn	Tamicka Easley
John Poer	Ajantha Sriramya	Matthew Gregorchuk	Jaime Pelaez	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.

- 
1. **MEET & GREET** (Refreshments) [10 min] \_\_\_\_\_ # of Guests
  2. **CONVENE MEETING**
  3. **PLEDGE OF ALLEGIANCE** [1 min]
  4. **BOARD MEMBER ROLL CALL** [2 min]

- NOTE: At our April 2018 meeting we will be looking at Board member attendance and making a determination, based on our bylaws, whether anyone is not in compliance and whether any action s should be taken.

5. **MEETING RULES & ANNOUNCEMENTS** [2 min]

6. **APPROVAL OF MINUTES** [5 min]

- Motion to approve minutes for November 14, 2017 (Popowich) (**WNC-2018-031318-01**)
- Motion to approve minutes for January 9, 2018 (Popowich) (**WNC-2018-031318-02**)
- Motion to approve minutes for February 13, 2018 (Popowich) (**WNC-2018-031318-03**)

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 Henry Stern (S FP), the LAPD, LAFD, LAUSD, Dept. of Neighborhood Empowerment (DONE), Board of Neighborhood Commissioners (BONC), and any other local, state, or federal agencies in attendance.
- Samantha Veloz, from the LA City Attorney's Office Victim Assistance Program, and assigned to the LAPD Topanga station will address the Board.
- Jason Liss, Director of Winnetka Park Recreation Center, will be in attendance to discuss possible partnerships at the park.

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-2018-031318-04**)
    - i. Moore Business Results Invoices (Outreach)
      - March 1, 2018 invoice (WNC 2018 0201) for February 2018 activity expense: \$528.26
    - ii. Winnetka Convention Center:
      - Winnetka Convention Center (Monday 02/26/18 PWT-Committee): \$100
      - Winnetka Convention Center (Monday 02/27/18 Outreach-Committee): \$100
    - iii. Valentino's expenses for meeting food for the following months:
      - March 13, 2018 meeting in the amount of \$50.00
    - iv. ExtraSpace Storage fees for the following months:
      - March Storage expense: \$221.00

#### 11. NON-CONSENT CALENDAR

- i. Discussion and possible action to consider allocating up to \$3100 to purchase up to 10 banners to be placed along Sherman Way or Winnetka Ave. (**WNC-2018-031318-05**)
  - ii. Discussion and possible action to consider an NPG request from the Southern California Preparedness Foundation for \$850 to support the Valley Disaster Preparedness Fair to be held on September 29, 2018 from 9:00-3:00 PM at the Northridge Fashion Center Parking lot. The WNC will discuss whether funds can be approved from this year's budget for this project since the project is currently in the planning stages and work is ongoing. (**WNC-2018-031318-06**)
  - 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-2018-031318-07**)
12. **TREASURER'S REPORT:** (Persaud/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-2018-031318-08:** "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.” (Persaud/Uebersax) (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 February 2018

**WNC-2018-031318-09:** “The Winnetka NC Board has reviewed the February 2018 Monthly Expenditure Reports. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Persaud/Uebersax)

- Discussion and possible action regarding the Assistant Treasurer position. (**WNC-2018-031318-10**)

### 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. Important Notes: We will be meeting on March 20, 2018 to discuss the latest proposed design for the development of the property located at 7111 N. Winnetka Ave., Winnetka, CA and a proposed project for 20116 Sherman Way (corner Winnetka/Sherman Way). This meeting replaces the meeting that we missed in February. **This meeting will be held at Limerick Elementary School due to a scheduling conflict with the Winnetka Convention Center** (this is an emergency exception to the rule for holding meetings at WCC due to the need to take action before these two projects are heard by the City Planning Commission.)

- **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-2018-031318-11**)

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

- Discussion and possible action regarding the 2018 Spring Clean Event. to be held on Saturday, April 21, 2018, from 10am (set up and snacks at 9am) to 2pm, with food served following. The Board will be discussing how we will allocate the \$1000 in funding in the following manner: \$200 each for Supplies, Drinks/Snacks, and \$600 or remainder for food, most likely pizza. (**WNC-2018-031318-12**)
- Discussion and possible action to partner with Councilmember Blumenfield to plant trees in specific areas of Winnetka, along the parkways. Councilmember Blumenfield is committing half of the expected \$39,040 cost. The Committee is recommending the Board approve funding this project for up to \$19,520, between the 2017-2018 and 2018-19 Budget Years. Councilmember Blumenfield’s Field Deputy Svetlana Pravina will be on hand to discuss the program. (**WNC-2018-031318-13**)

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

- Discussion and possible action on funding for the Winnetka Movie night, tentatively scheduled for the Saturday before school resumes in August 2018. The NPG will in the amount of \$5,000. **(WNC-2018-031318-14)**
- Update, discussion and possible action on the status of the Winnetka NC newsletter. The newsletter will focus on the: Spring Clean, Movie Night- Save the Date, Elections, Winnetka fun facts, Open Seat on Board and possible items from stakeholders, as well as normal Committee updates. This may include a discussion to approve funding for the newsletter an amount ranging from \$4000 to \$6000 dollars. **(WNC-2018-031318-15)**
- **Youth Advocacy Committee (YAC) Report** (Lace) [15 min]  
NOTICE: The YAC Committee Meeting: TBD (Location to be decided)
  - i. Discussion and possible action on an update from the Committee regarding the status of obtaining the 2018 NPG for the local schools. NPGs need to be signed and obtained before the end of the fiscal year. This may include action to approve funds for any NPG received at the meeting in accordance with the budget. **(WNC-2018-031318-16)**
- **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)

#### 14. 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]

#### 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.

#### **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.