



# Winnetka Neighborhood Council

## GENERAL MEETING AGENDA

Tuesday, June 11, 2019, 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	Treasurer	Secretary	Parliamentarian
David Uebersax	Samantha Ludwig	Lisa Reeber	Erick Lace
Vice-President	Assistant Treasurer	Assistant Secretary	Assistant Parliamentarian
JJ Popowich	Gregory Coley	Victor Lerma	Sayed Amir Malekpour
Board Members			
Steven Fuhrman	Franklin Solis	Judith Giglio	Tamicka Easley
Ajantha Sriramya	John Poer	<b>Youth Representative: Vacant</b>	

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]  
The Board may take action on any item on the agenda, and agenda items may be taken out of order.
  6. **APPROVAL OF MINUTES** [5 min]
    - We will review and approve the May Minutes if available. (WNC-2019-061119-01)
  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 Stern, 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 for discussion. [N/A]

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. (Uebersax) (**WNC-2019-061119-02**)
  - i. Moore Business Results Invoices (Outreach)
    - Moore Business Results – Invoice #WNC-2019-0528 in the amount of \$269.50 (for activity in the month of May)
  - ii. Valentino’s expenses for meeting food for the following months:
    - May 14, 2019 meeting in the amount of \$50.00
    - June 11, 2019 meeting in the amount of \$50.00
  - iii. ExtraSpace Storage fees for the following months:
    - May Storage expense: \$244.00

11. **TREASURER’S REPORT:** (Ludwig/Coley/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 Monthly Expense Report (MER) for March 2019:

**WNC-2019-061119-03:** “The Winnetka NC Board has reviewed the March 2019 Monthly Expenditure Reports. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Ludwig/Coley/Uebersax)

- Discussion, review, and approve Monthly Expense Report (MER) for April 2019:

**WNC-2019-061119-04:** “The Winnetka NC Board has reviewed the April 2019 Monthly Expenditure Reports. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Ludwig/Coley/Uebersax)

- Discussion, review, and approve Monthly Expense Report (MER) for May 2019:

**WNC-2019-061119-05:** “The Winnetka NC Board has reviewed the May 2019 Monthly Expenditure Reports. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Ludwig/Coley/Uebersax)

## 12. **NON-CONSENT CALENDAR**

- Discussion & possible action to approve NPG for the Winnetka Recreation Center Annual Halloween Party in the amount of \$1,000.
- Discussion & possible action to request City Clerk increase monthly credit card spending limit (including individual transaction limit) to \$16,000 for June 2019.
- Discussion & possible action to approve purchase of custom WNC branded promotional giveaways to replenish inventory in an amount not to exceed \$12,000.
- Discussion & possible action to approve purchase of custom WNC branded canopies, tables, and table skirts to replace worn inventory in an amount not to exceed \$3,000.

- Discussion & possible action to approve reimbursement request for 2018 shirt purchase by Erick Lace from Avo's Custom Tees in the amount of \$98.08.
- Discussion & possible action to approve 2019-2020 Office of the City Clerk Neighborhood Council Funding Program Fiscal Year Administrative Packet.
- Discussion and possible action to determine level of support for and or participation in the 2020 Memorial Day Parade in Canoga Park. Proposal is to build on participation in previous years, is to consider funding at amount between \$125 and \$1000.
- Discussion and possible action to determine level of support of the 2019 Congress of Neighborhoods, to consider funding at amount between \$500 and \$1000.
- Discussion and possible action to determine level of support of the 2020 Neighborhood Council Budget Day, to consider funding at amount between \$500 and \$1000.
- Discussion and possible action to review Board Member attendance policy per our By Laws.
- Discussion and possible action to schedule a Board Workshop, along the lines of the Department Of Neighborhood Empowerment 'Board Retreat' concept, as a means for the current Board to coalesce into an ever more dynamic team to further the interests and needs of the stakeholders of the WNC and the Winnetka community.
- Overview of WNC Committees currently active, with a goal of updating Board Member participation.

### 13. REGULAR COMMITTEE REPORTS & MOTIONS

- **Planning & Land Use Management Committee (PLUM) Report** (Popowich) [5 min]
- NOTICE: The PLUM Committee Meeting: 3rd Tuesday of each month at 6:30 PM
  - i. Meetings suspended until further notice.
- **Public Safety Committee (PSC) Report** (Ludwig) [15 min]
- NOTICE: The PS Committee Meeting: TBD (Location to be decided)
  - i.
- **Public Works & Transportation Committee (PWT) Report** (Uebersax) [10 min]
- NOTICE: The PWT Committee Meeting is held at the Winnetka Convention Center
  - i. Discussion as to scheduling of possible Transportation Town Hall.
- **Outreach & Social Media Committee (OSM) Report** (Eisley) [15 min]
- NOTICE: The OSM Committee Meeting: TBD (Location to be decided)
  - i.
- **Youth Advocacy Committee (YAC) Report** (Lace) [15 min]
- NOTICE: The YAC Committee Meeting: TBD (Location to be decided)
  - i.

- **Budget & Finance Committee (B&F) Report** (Uebersax) [5 min]  
NOTICE: The B&F Committee Meeting: TBD (Location to be decided)
  - i. No Report this month
- **Rule, Elections & By-Laws Committee (REB) Report** (Uebersax) [5 min]  
NOTICE: The REB Committee Meeting: TBD (Location to be decided)
  - i.
- **Budget Advocate/Budget Rep Report** (Eisley)
  - i. Update Budget Representative designation for 2019-2020

**2. OFFICER & LIAISON REPORTS**

- President's Report (Uebersax) [5 min]
- Secretary's Report (Reeber/Lerma) [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 818-992-1650, or via email at duebersax@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.