



## WINNETKA NEIGHBORHOOD COUNCIL

c/o Winnetka Convention Center  
 20122 Vanowen St., Winnetka, CA 91306  
[WinnetkaNC.com](http://WinnetkaNC.com) @WinnetkaNC  
 Board@WinnetkaNC.com



President	Vice-President	Secretary	Treasurer	Parliamentarian
Eric Lewis	Erick Lace	John Poer	JJ Popowich	Trevor Owen
Board Members				
Steven Fuhrman	Victor Lerma	Kathleen Pelaez	Carlos Perez	Tess Reyes-Dunn
Bettie Ross-Blumer	Craig Ruggless	Tom Sattler	David Uebersax	Vacant (Youth Rep)

## REGULAR GENERAL MEETING MINUTES

Tuesday, September 8, 2015, 6:30 PM

Winnetka Convention Center, 20122 Vanowen St., Winnetka, CA 91306  
 (Located next to Winnetka Bowl, ground floor of hotel)

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.

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 and Refreshments.  
# of Guests 14
2. Convene Meeting 6:43pm,  
Pledge of Allegiance led by Officer Maldonado
3. Board Member Roll-Call, Introductions, Meeting Rules & Announcements

Board Member	Jan.13 2015	Feb. 10	Mar 10	Apr 14	May12	Jun 9	Jun 23	Jul 14	Aug 11	Sep 8	Oct13
Steven Fuhrman	AE	x	x	x	x	X	X	X	AE	X	
Erick Lace	X	x	x	x	x	X	X	A	X	X	
Madison Lamoreaux	x	AE	x	x	ae	A	A				
Victor Lerma	X	x	ae	L 9:40	x	X	X	X	X	X	
Eric Lewis	X	x	x	x	x	X	X	X	X	X	

Mary Ellen Moreno	X	x	ae	x	x	A	Res				
Trevor Owen	X	x	x	x	x	A	X	A	X	x	
Kathleen Pelaez	X	x	x	x	x	A	X	X	X	X	
John Poer	X	x	x	X	x	X	X	X	X	X	
JJ Popowich	X	x	ae	Le	ae	X	X	X	X	X	
Carlos Perez								X	X	X	
Tess Reyes-Dunn	X	x	x	X	A	A	A	X	X	X	
Bettie Ross-Blumer	AE	AE	x	X	x	AE	X	X	X	A	
Craig Ruggless								X	X	X	
Tom Sattler	X	X	x	X	x	X	AE	X	X	AE	
David Uebersax	X	X	x	X	x	X	A	A	X	X	
Vacant (Youth)											
Total	11	12	11	14	11	8	9		13	12	

**4. Government Representative 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.

- **Maldonado:** Crime is on the rise in Topanga area. It has gone up 10-25% in the Valley. Gang activity increase. May be because of heat. Aggravated assault and a few robberies. Possible homicide at Lurline and Sherman Way. Call police to report suspected gang activity. Runnymede Park: people drinking and using drugs in the park. Please report this if you see it. 877-ask-lapd for non emergency. 911 for emer. Officer # at work: 818-756-3079 cell: 818-731-2569. Call Officer Maldonado after calling dispatch.
  - **Q from JJ:** LAPD seems to be moving officers away from Winnetka. CPA has been tagging different areas including the apt building behind smart and final. Maldonado responded that LAPD assigns officers according to need.
  - **Q from Carlos:** He's noticed rise in homeless population. It's against the law (misdemeanor) to have a shopping cart and property will be confiscated. If on private property an arrest can be made if homeless do not move. Maldonado responded that there is a correlation between homelessness and crime. Homeless with alcoholism and addiction will steal to pay for their booze/drugs. Do not leave valuables in car. You may be watched. It only takes 30 seconds to break a window. He also suggested

not to give money but food instead. If you give money it only encourages more crime. Owner's need to post no trespassing signs with LAPD division. Officers can then monitor situation.

- Contact owner of building in case of graffiti or call Graffiti Alliance. You can also use myla311 for graffiti removal.
- Jenny: (Blumenfield): New park opened 'Fire Station 84' at Ventura Blvd. and Canoga Ave. Councilmember secured Uberlift at LAX.
  - President Lewis commented that Uber is unsafe to use. The app should be deleted. By signing up for Uber you give permission to have them contact everyone on your list about Uber and illegal spamming.
  - Bid for 2024 Olympics submitted by city of Los Angeles. Will know in 1 or 2 years if approved. Homeless situation is a problem as well as where to build the Village.
  - Jenny said she would get more information on the homeless. She worked with the Devonshire police division and county to go to the park and speak to the homeless about medical help etc. in an effort to help. The homeless are allowed to sleep in cars.
  - (Popowich) brought out pics of homeless in Jon's parking lot. He suggests that the council should be doing something to make it as uncomfortable as possible for homeless people to live in Winnetka.
  - (Lewis): Popowich to create letter to City Council to request regulations to make it less comfortable for homeless to live/occupy the parking lots and other areas.
  - (Uebersax) mentioned that the VA should be opening up temporary housing at the WLA facility. Also there is a facility on Sherman a couple of doors down from Valley Village for seniors. Some NCs are supportive of finding local resources to get homeless off the streets. There are things that can be done. LANCC called for an emergency measure to open the VA facility but VA would not cooperate. There is a VA facility in North Hills. Can Public Safety address this some? Perhaps we need an AdHoc committee to consider? (Note: The "Senior Housing project on Sherman Way facility near Valley Village, approved by PLUM, is building a facility for some homeless but it was permitted for senior living, not homeless.
  - Stuart Thomas, stakeholder, said people are building dwellings in common areas and private property that aren't built to code. Can they be removed based on code violations?
  - (Popowich) said that the property owner has to care that people are living there.
  - Maldonado: 41.24 municipal code. Owner has to give police permission to act on their behalf and remove people from their property. Homeless encampment need to be notified 2 weeks in advance to have goods confiscated by Homeless Service Authority and Sanitation will clean area of encampment.
- Rosalba Gonzalez (Pavley): Last week for legislation in Sac. Bigger issues: End of life (SBX2-1), Animal cruelty bills, bills addressing prop 47. Dom violence bill passed. Sen will be at taste of Encino on 10/11. Monthly e-newsletter available. Stakeholder: "Please elaborate on prop 47 bills." Stakeholder was curious if it had anything to do with transients.
  - Steven: Vehicle licensing fees and transient infrastructure question.

**5. Presentation or Guest Speaker, and Q&A. None Scheduled**

**6. Public Comments:** 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.

- **Karen Gonzales** Helping Hands Against Domestic Violence. Fundraiser located at Hope Chapel near Mason and Roscoe: "Purple Event" 10/17 3-6:30. Originally there to aid survivors of domestic violence. It's community event with outreach to schools and parents. It was suggested to notify elementary schools as well. 1/3<sup>rd</sup> of parents are in prison for

domestic violence. Clothes are still encouraged to be donated for battered women along with food. Karen was curious about how to get an NPG. Referred to DONE and public safety committee. President suggested info be sent to John and for her to go to meeting with Kathleen. Info can be found for NPG on website [inpowerla.org](http://inpowerla.org). John had packet and form in folder for Karen to look at.

- Jenny Daniels Freese: Valley Village Run/walk 10/31 Race-9:00 Festival-9:30-noon at L.A. Valley College. Race starts at Sepulveda Park and Ride and ends at Valley College. There will be vendors, music, entertainment, fitness instructors. Blumenfield is grand marshal. They would like NC to sponsor the event. They asked for \$1,000 in support back in August. They submitted an NPG. President asked John to put it in next month's agenda to be voted on.
- Stuart Thomas: Spoke defending Sam (stakeholder) who had a conflict with Gregorchuk at the last PLUM meeting. Still concerned about traffic danger at the proposed project at "the pit." A stakeholder was curious about whether or not the signal safety would be addressed in the board meeting. It was suggested that she attend the committee meeting. It is on the agenda to be discussed.

There was a speaker card for L.E. Cannady, but he left before he was called to speak.

#### 7. President's Report (Lewis)

- Rules and By Laws re absences and excused absences.
- Only thing that allows for excused absence is bereavement, illness for yourself, child or spouse or attendance at another approved NC event. It was suggested that the decision would be left to President's discretion. Still open for more discussion.
  - Secretary provided copy of applicable rule to all members.
- 2015 NC Congress, Saturday September 26, 2015 from 7:45am-4:30pm at City Hall. Eric has flyers. [NCCongressla.com](http://NCCongressla.com). David mentioned that the NC awards were split into a different event. The awards are given out at City Hall.
- Discussion and possible action regarding exchanging PLUM and BOARD meetings is still open. No decision has been made as yet. No Motion.

#### 8. Vice-President's Report (Lace)

- Youth representative notice has gone out to all 5 High schools in the area.
- Shirts are in. Delivered to members who had ordered them.
- Read letter from Sunny Brae thanking WNC for our support. Letter filed in archive.

#### NEW & RETURNING AGENDA ITEMS

Discussion and board action is possible on the following agenda items.

9. Greywater – Discussion and possible action regarding filing a CIS on Council File 14-1291 "*Greywater Systems / Promoting Water Conservation Opportunities*" concerning benefits and methods of using "grey water" in the city of LA, and recommendations that new construction **require** use of "grey water" systems. Possible inclusion of other CIS filings regarding existing motions concerning "grey water" as found on the City Clerk database.  
.(Poer) [5 min]
- **MOTION:** To file a CIS approving support of Council file 14-1291 "*Greywater Systems / Promoting Water Conservation Opportunities*".
  - Motion by: Lewis                      Second: Owen
  - APPROVED by CONSENSUS.

10. Discussion and possible action regarding reallocating current budget to provide funds for purchase of special paper for printing certificates. 65# Linen Cover Stock available for \$10.89 per hundred sheets including tax (+ possible shipping charges).

**MOTION:** To authorize treasurer to spend up to \$20 for 100 sheets of 65# Linen Cover Stock

Motion by: Poer Second: Owen

**APPROVED: 12 yes,0 no,1 Absent,1 ineligible**

WNC-2015-090815-02

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	X					
Lace, Erick	X					
Lerma, Victor	X					
Lewis, Eric	X					
Owen, Trevor	X					
Pelaez, Kathleen	X					
Perez, Carlos	X					
Poer, John	X					
Popowich, JJ	X					
Reyes-Dunn, Tess	X					
Ross-Blumer, Bettie					X	
Ruggless, Craig						X
Sattler, Tom					X	
Uebersax, David	X					
Vacant, Youth						
<b>Total</b>	<b>12</b>				<b>2</b>	<b>1</b>

11. (TABLED): Discussion and possible action regarding reviewing and reporting to DONE how well the WNC achieved its goals from the previous Strategic Plan and Budget. (Lewis)

12. Discussion and possible action regarding closing the storage unit and finding other solutions for storage of Council property. (Poer/Popowich)
- [Uebersax talked to GM (Gracie). There are things that can be done to prepay for a year, or use debit card. Private residence use is not practical.]
  - [Lace: Our current location is open 6am-10pm daily. Others not open so long.]
  - [Lewis: Need to get DONE to help us find a way to pre-pay]
  - [Lewis will contact DONE to find out how to do this.]
  - [Brief comments on practicality of renting storage container to put at CD3 office.]

**REGULAR COMMITTEE REPORTS & MOTIONS**

Discussion and board action is possible on the following Winnetka NC Committee reports.

13. **Public Safety Committee Report** (Pelaez)

- PS Cmte meetings: 3<sup>rd</sup> Thurs. of each month, 7:00PM, Limerick Avenue Elementary School, 8530 Limerick Ave.
- We have filled our vacancies on the committee.

- At our last meeting we heard from a stakeholder concerned about the marked increase in B&Es in northeast Winnetka. The committee voted to write a letter expressing our concern and to invite a representative from Devonshire division to visit our next committee meeting and brief us on the situation.

#### 14. Public Works & Transportation Committee Report (Uebersax)

- PWT Cmte meetings: 4th Mon of each month, 7PM, Limerick Avenue Elementary School, 8530 Limerick Ave.
- PWT Cmte Report
- Spring Clean
  - Scheduled for Saturday, April 9, 2016
  - Currently discussing alternates for Primary and/or Secondary hubs for logistics, outreach, and post cleanup gathering.
  - Considering possibly charging businesses for participation/representation, to offset some of our expenses.
  - Owen – Possibly use church parking lot on Sherman Way. St. Joseph the Worker.
  - Possibly using Sutter Middle School property.
  - Volunteers and possible sponsors?
  - Can we get sponsors?
  - Microsoft Store might be interested in participating. Booth and banner. No confirmation of date.
  - Councilman Blumenfield's office has been advised of the date.
  -
- Pending meeting with DOT Staff still being organized.
  - Winnetka Avenue: Restoration of parking in front of homeowners' residence following the restriping back to two lanes in both directions, and completion of Bike Lanes.
  - Request for a Pedestrian Crossing signal at Winnetka and Gault.
  - Request for a Pedestrian Crossing signal at Winnetka and Arminta.
  - Request by stakeholder regarding left turn signal at Sherman Way and Mason.
  - LANCC discussing renewing Memo of Understanding between NCs and DOT.
  - Conferring with Board and/or PLUM with regards to the new Mobility Plan, which may inform some of these issues.
- Possible use of WNC website or email list to poll residents as to efficacy of DWP Smart Meters. No actual discussion of a poll was done, but there was discussion of problems people are having with the meters. If usage is too high meter may not be recycling each month. People are also able to tap into usage if living in apartments.
- Discussion and possible action re filing a CIS on the following motion:

(15-0978)

(Presented to LA City Council 8/18/2015)

*A large number of vehicles are consistently parked on both sides of Sherman Way between Winnetka and Corbin Avenues for the sole purpose of displaying them for private sale. This situation is monopolizing on-street parking and creating visual blight in these communities.*

*I THEREFORE MOVE that the Council request the City Attorney to prepare and present an ordinance amending the Los Angeles Municipal Code Section 87.55, which establishes regulations for the parking of vehicles for private sale on certain City streets or public lands, to prohibit the parking of such vehicles on both sides of Sherman Way between Winnetka and Corbin Avenues.*

PRESENTED BY:

BOB BLUMENFIELD

Councilmember, 3rd District

Second:

MARQUEECE HARRIS-DAWSON

- *(Fuhrman: The WNC supports the Motion and feels that the legislation should be broader than currently contained in the motion and cover more streets in the area.)*

- MOTION: The WNC supports the Motion and feels that the legislation should also include Winnetka Avenue, from Victory Avenue to Plummer Street and we encourage the council to study a city wide approach to this issue.
- Motion: Uebersax      Second: Reyes-Dunn
- APPROVED: 10 yes, 2 no, no abstentions

**MOTION:** To file a CIS approving the Council Motion (15-0978)

Motion by: Poer      Second: Owen

**APPROVED: 12 yes, 2 no, 0**

**WNC-2015-090815-03**

#### **15. Youth Advocacy Committee Report (Owen)**

- YA Cmte meetings: 3<sup>rd</sup> Thurs. of each month, 7:30PM, Limerick Avenue Elementary School, 8530 Limerick Ave.
- The Halloween Festival will be held at the Winnetka Recreation Center on October 31st from 10am-3pm. We will have a table for the Council which I will man but extra volunteers are always welcomed (with or without a costume). The WNC will be handing out trick-or-treat bags (for kids) and flashlights (for adults) to encourage a safe Halloween for all.
- We are still looking for a youth representative for the Council so if you know anyone who might be interested let Eric Lewis, Erick Lace or Trevor Owen know.
- I would like some input regarding how and if we are going to make contributions in 2016 to schools and the process it will entail.
- (Pelaez) We could offer additional “swag” for people who sign up for newsletter.
- (Perez) Possibly have “wheel of chance” for additional swag items.

#### **16. Planning & Land Use Management Committee Report (Popowich)**

- PLUM Cmte meetings: 3<sup>rd</sup> Tue of each month, 6:30PM, Winnetka Convention Center.
- PLUM Cmte Report
- Minutes were discussed and approved. There were conflicts about the minutes that were resolved.
- Committee meeting was attempted to get plans for acceptable ideas for developing the area called “the pit” (Sherman Way at Mason). Verbal argument between developer and stakeholder caused a disturbance and meeting was adjourned.
- He will keep that discussion on the agenda until the stakeholders and land-owner are ready to have the discussion. Popowich wished to state for the record that everyone is welcome to come to any of the meetings and he has never tried to make anyone feel unwelcome.
- People must be civil to each other. Democracy only works when there is civil discussion. As long as discussions are civil, discussions will move forward at the meetings.
- Will be hearing about a development on DeSoto Ave.
- There will be some discussion regarding some senior housing on Sherman Way. What is being built there is a different plan than that which was approved by the board in 2012, so this will be discussed in committee Board approved a low income housing unit in 2012 on Sherman Way. Current project is being presented as a very different project. Project has changed to be a mixed low income housing project and housing for homeless seniors and those with substance abuse issues and mental disabilities. This is a substantial change to what the WNC agreed.
- There’s also a new home plan on DeSoto to be discussed.

#### **17. Outreach & Social Media Committee Report (Lewis)**

- OSM Cmte meetings: 4<sup>th</sup> Tue of each month, 7:00PM, Winnetka Convention Center.
- OSM Report
- Community committee members needed. Contact the board president if interested.
- Craig Ruggless has joined the committee as of this evening.
- New Branded Marketing Items (Swag) have arrived.
- The vertical banner is in production.
- Newsletter is at the printer.

- Business relations outreach.
- Report on: Public Lecture Series Part 4: *Financial Planning*.
- Disaster Preparedness Fair. We plan to have a manned booth at No. Valley Disaster meeting on Saturday Oct. 3<sup>rd</sup> at Fire Department.
- Election for Region 3 in mid-April. Lewis recommends we use a Saturday date.

**ADDITIONAL REPORTS & MOTIONS**

Discussion and board action is possible on the following reports.

**18. Secretary’s Report (Poer/Pelaez)**

- Placards for all committee members have been created and will be given to committee chairs for use at meetings.
- Discussion and approval of the Winnetka NC Minutes for July 14, 2015.  
MOTION: To approve the Minutes for July 14, 2015  
Motion: Poer      Second: Owen  
APPROVED by consensus with 1 abstention **WNC-2015-090815-04**

- Discussion and approval of the Winnetka NC Minutes for August 11, 2015  
MOTION: To approve of the Winnetka NC Minutes for August 11, 2015  
Motion: Poer      Second: Lace

**TABLED:**

**19. Parliamentarian’s Report (Owen)**

**20. Treasurer’s Report (Popowich/Uebersax)**

- Update, discussion, and action regarding Winnetka NC finances as needed.
- Presentation of the Treasurer’s Report including discussion and possible action to approve the August expenditure report. (Popowich)
- **MOTION:** “The Winnetka NC Board has reviewed the August, 2015 Monthly Expenditure Report including the US Bank Statement for the month ending in (past month), 2015. The Board approves the report and authorizes the Treasurer to submit the report to DONE.”

Motion by: Owen      Second: Lace

**APPROVED: 12,0,0**

**WNC-2015-090815-05**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	X					
Lace, Erick	X					
Lerma, Victor	X					
Lewis, Eric	X					
Owen, Trevor	X					
Pelaez, Kathleen	X					
Perez, Carlos	X					
Poer, John	X					
Popowich, JJ	X					
Reyes-Dunn, Tess	X					
Ross-Blumer, Bettie					X	
Ruggless, Craig	X					



Sattler, Tom					X	
Uebersax, David	X					
Vacant, Youth						
Total						

- **MOTION:** “The Winnetka NC Board has reviewed the July, 2015 Monthly Expenditure Report including the US Bank Statement for the month ending in (past month), 2015. The Board approves the report and authorizes the Treasurer to submit the report to DONE.”

**MOTION:** “The Board recognizes the July 2015 MER includes a charge of \$3,677.38, which exceeds the approved expense of up to \$3,500.00 as approved in the following two motions: WNC-2014-042914-10 not to exceed \$700 (for first aid kits) and WNC-2014-042914-12 not to exceed \$2,800 (for pens and vanity bags). These charges were originally part of the 2013-2014 budget that was carried over to this year when DONE did not pay the year end check requests due to a DONE accounting error. DONE corrected this error near the end of the 2014-2015 FY and placed funds in the WNC bank account to pay the outstanding invoices. Unfortunately, there was a \$216.76 difference between the original 2014 invoice and the 2015 final invoice. This is a result of price increases that accrued in the year that it took DONE to fix their accounting error.

**The WNC has voted at its September 2015 meeting to allocate \$216.76 to cover this increase. The WNC hereby requests that DONE deposit \$216.76 to cover this increase, since it was DONE’s accounting error that lead to the delay in purchasing these approved items, and therefore they should incur the price increase.**

Motion by: Popowich

Second: Owen

**APPROVED: 12,0,0,1 ineligible**

**WNC-2015-090815-06**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	X					
Lace, Erick	X					
Lerma, Victor	X					
Lewis, Eric	X					
Owen, Trevor	X					
Pelaez, Kathleen	X					
Perez, Carlos	X					
Poer, John	X					
Popowich, JJ	X					
Reyes-Dunn, Tess	X					
Ross-Blumer, Bettie					X	
Ruggless, Craig						X
Sattler, Tom					X	
Uebersax, David	X					
Vacant, Youth						
<b>Total</b>	<b>11</b>				<b>2</b>	<b>1</b>

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- Will pay Moore Business account.
- What do we do with the broken printer? Confer with City Attorney
- GM Gracie says \$5000 will be restored over next three disbursements.

**21. Budget & Finance Committee (Uebersax)**

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**22. LA DWP Committee/Memorandum of Understanding Cmte Representative (Uebersax)**

- LADWP Cmte/MOU Cmte meetings: 1<sup>st</sup> Sat of each month, 8:30AM, 6501 Fountain Av., Hollywood

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**23. LA Neighborhood Councils Coalition (LANCC) Representative (Uebersax)**

- LANCC meetings: 1<sup>st</sup> Sat of each month, 10:00AM, 6501 Fountain Ave., Hollywood

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**24. LA Public Works Liaison (Uebersax)**

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**25. Neighborhood Watch Representative (Owen)**

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**26. Mayor's Budget Representatives (Lerma & Uebersax)**

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**27. Valley Alliance of Neighborhood Councils (VANC) Representatives (Lewis)**

- VANC meetings: 2<sup>nd</sup> Thurs of each month, 6:30PM, Sherman Oaks Hospital, 1<sup>st</sup> fl. Conference rm.
- New WNC representative to VANC needed.

**28. Good of the Order**

(Uebersax) Following motions with DWP re rate increases. We want to be able to have input.

**29. Future Agenda Items & other Calendar Events**

- Discussion and possible action on NPG for Valley Village \$1000 for Halloween event.

**30. Adjournment Time: 10:03**

Members of the public may request and receive, without undue delay, copies of any documents that are distributed to the Board, unless there is a specific exemption under the Public Records Act that prevents the disclosure of the record. (Govt. Code § 54957.5)

The Winnetka Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability. Upon request, the Winnetka Neighborhood Council will provide reasonable accommodations to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure the 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 Neighborhood Council Secretary at 818-341-6256, or please send an e-mail that states the accommodations that you are requesting to [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com).

*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.*

**PROCESS FOR RECONSIDERATION**

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.

Winnetka Neighborhood Council

**WVNC**

Celebrating Diversity with Unity  
and Dedication to the Community