



**Winnetka Neighborhood Council  
GENERAL BOARD MEETING MINUTES  
Tuesday, October 11, 2022, 6:30 PM  
Virtual Meeting Teleconference using Zoom**



The public is encouraged to join the meeting by:

[1] going to [WNC Zoom](#) Password: WNCBOARD

[2] Calling US Toll-free: 833 548 0282, 877 853 5257, 888 475 4499 or 833 548 0276

Local: 669-900-6833, 253-215-8782, 346-248-7799, 312-626-6799, 929-205-6099, 301-715-8592

Meeting ID: 815 4199 4845 Password: 70345092

[board@winnetkanc.com](mailto:board@winnetkanc.com) | [www.winnetkaNC.com](http://www.winnetkaNC.com) | @winnetkaNC

President	Treasurer	Secretary	Parliamentarian
David Uebersax	Samantha Ludwig	Elizabeth Chapman	Mikhail Anthony Maniyan
Vice-President	Assistant Treasurer	Assistant Secretary	Assistant Parliamentarian
Erick Lace	Jonathan Vickburg	Victor Lerma	Melissa Pressman
Board Members			
Judith Giglio	Alexander Tsao	Shania Accius	Ajantha Sriramya
Keith Sader	Vacant	Youth Representative - Vacant	

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.

**VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION**

IN N CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE WINNETKA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Neighborhood Council must join by going to [WNC Zoom](#) (<https://us02web.zoom.us/j/81541994845?pwd=Nmw5MjRkL1piUjRkKbGhOeWY1SVN6Zz09>, Meeting ID: 815 4199 4845, Password: WNCBOARD) or by dialing either (669) 900 6833 or (253) 215 8782 or (346) 248 7799 or (312) 626 6799 or (929) 205 6099 or (301) 715 8592, entering 815 4199 4845 and then press # to join the meeting, followed by the password 70345092 and then #. One tap mobile: +16699006833,81541994845#,,,,,0#,,70345092# US (San Jose)+13462487799,,81541994845#,,,,,0#,,70345092# US (Houston)

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS**

Instructions on how to sign up for public comment will be given to listeners at the start of the meeting, or per the following:

[1] emailing [board@winnetkanc.com](mailto:board@winnetkanc.com), [2] by clicking the 'raise hand' button via Zoom during the period allotted for public comment, or [3] by dialing \*9 (if joining the meeting via telephone) to 'raise hand' during the period allotted for public comment when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard when the respective item is being considered.

**GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS**

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 3 minutes per speaker, unless adjusted by the presiding officer of the Board. AB 361 UPDATES: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

**PUBLIC POSTING OF AGENDAS**

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). Additionally, supporting documents distributed to Board Members pertaining to Agenda Items will be posted for Download as well. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at the website: <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

1) **GENERAL WELCOME** [5 min]

2) **CONVENE MEETING and PLEDGE OF ALLEGIANCE** [1 min]

Erick led the pledge.

3) **BOARD MEMBER ROLL CALL** [2 min]

Board Member	Sep 14	Oct 12	Nov 09	Dec 14	Jan 11	Feb 8	Mar 8	Apr 12	May 10	May 18†	Jun 14	Jul 12	Aug 10	Sep 13	Oct 11
Ajantha Sriramya	E	E	L/LE	A	A	X	A	A	X	A	A	A	L	A	A
David Uebersax	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Erick Lace	X	X	X	X	X	X	X	X	A	A	X	X	A	X	X
Judith Giglio	LE	A	LE	X	X	LE	X	X	X	X	L	X	X	X	X
Samantha Ludwig	X	X	X	X	X	X	X	X	X	X	X	LE	X	X	X
Alexander Tsao	X	X	X	L	X	X	L	X	X	A	X	A	X	X	X
Jonathan Vickburg	X	X	X	X	X	X	X	X	X	A	X	X	X	X	X
Shania Accius	X	X	X	X	X	X	X	X	X	E	X	X	X	X	X
Victor Lerma	L	A	X	A	L	A	LE	L	L	L	X	L	L	LE	L
Mikhail Maniyan	E	X	LE	A	X	X	X	X	E	X	X	X	X	X	X
Elizabeth Chapman	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Melissa Pressman	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X
Keith Sader	/	/	/	/	/	/	/	/	X	X	A	X	X	A	X
Marwa Mulk	X	X	A	LE	LE	A	A	A	LE	LE	X	X	X	/	/
Jill Kline	X	X	X	X	X	A	L	E	X	A	/	/	/	/	/
Lisa Reeber	X	X	/	/	/	/	/	/	/	/	/	/	/	/	/

X = Present, A = Absent, E = Excused, /=Not on the Board at this time, L = Late, LE = Left early, †=Special Meeting

Victor arrived at 6:40 due to technical difficulties.

4) **MEETING RULES & ANNOUNCEMENTS:** The Board may take action on any item on the agenda, which may be taken out of order.

Welcome by David and explanation of the rules of the meeting.

5) **APPROVAL OF MINUTES:** We will review and approve the Minutes as available.

A Motion to approve minutes for September 13, 2022 (**WNC-2022-1011-5A**)

Erick moves to approve with a noted spelling error, Judith seconded.

Board Member	Yes	No	Abstain	Ineligible	Recused	Absent
Ajantha Sriramya						X
David Uebersax			X			
Erick Lace	X					
Judith Giglio	X					
Samantha Ludwig			X			
Alexander Tsao	X					
Jonathan Vickburg	X					
Shania Accius	X					
Victor Lerma						X
Mikhail Maniyan	X					
Elizabeth Chapman	X					
Melissa Pressman	X					

Keith Sader	X					
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Approved (9 Yes, 2 Abstain, 2 Absent)

**6) GOVERNMENT REPRESENTATIVES:**

- A Updates/reports from officials/representatives of the offices of Mayor Garcetti, City Council District 3 Councilmember Bob Blumenfield, State Senator, State Assembly Jesse Gabriel, US Congress member Brad Sherman, LA County Supervisor Sheila Keuhl, LAUSD Board Member Scott Schmerelson, LAPD and/or CPAB, LAFD, Dept. of Neighborhood Empowerment (DONE), Board of Neighborhood Commissioners (BONC), Neighborhood Council Budget Advocates (NCBA), Winnetka Chamber of Commerce, other local, state, or federal agencies.

**Aaron Carrera with Councilmember Blumenfield:** Runnymede park is being considered for shorter hours. Crosswalks are being considered.

Independence and Osborne: For 1 year it is a 41.18 zone.

De Soto and Van Owen - private parcel is being used by homeless individuals. As it is private property, they are barred from entering by the City without private permission. They are pursuing as many methods as possible to clean it up.

Penfield Alley Care+ on Oct 20.

Winnetka Park - no new updates. Designs for projects are nearing completion. Contracts are going out to bid shortly.

Eviction moratorium extended through Feb 1, 2023. Tenants should have an additional 12 month period to pay off accrued debt.

New Planning and Land Use team member Ashley Mashian.

**Ashley:** Urban Planning background. Now Planning Deputy.

**David:** Blake sent us an update on the Food and Sidewalk guidelines through email.

**Myrna Gutierrez on behalf of Supervisor Keuhl's office:** Any questions in regard to the update on food vending, please send to Myrna for follow up.

The Supplemental Budget recently was approved. Care First, Jail Last. Addressing homelessness. Website has more information.

Adopt-ober. \$13 cat adoptions.

**Officer Poepke:** Regular meetings will be restarting soon. In the last 5 days there have been 16 car

break ins. All of them were left unlocked in the driveway. Do not leave your keyfob in the car. Do not leave your purse in the car.

Runnymede Park - there is a guy who is lighting fires in the park. He's received a citation, but that's not enough for a stay-away order.

Dodgers at the playoffs will pull officer administrative staff away from the area.

Coffee with a cop at Nordstroms on Thursday 10-12. Oct 20 11-1 Starbucks on Fallbrook and Victory. More flyers coming.

Toy Dropoff on Nov 19th.

**Juan Lopez:** Is there an opportunity for the Safety committee member in CPAB? Also, how do we prevent officers from being pulled for Dodger duty?

**Officer Poepke:** Send her an email about CPAB. Dodgers - there's nothing that the community can do. Safety is important for the thousands of people who attend the Superbowl. They do not deploy the patrol officers. The resources get pulled from detectives, administrative, and leadership.

**Mario Hernandez from DONE:** Conflict rules. Dept has sent out an update on guidelines on how to agendize the issue at a NC meeting regarding the City Council impropriety.

Training - Keith was able to do one mandatory training, but still has funding and code of conduct.

Code of Conduct, Ethics and Funding - required before the next NC meeting.

New license for zoom - no new updates. In person protocols are still being developed.

**David as Budget Advocate:** Participated in training. If we have a particular budget item of note or interest, let him know.

**Glenn Bailey as Budget Advocate:** Function of the budget is to advise the city of community input on the budget.

Recent Congress of Neighborhoods recordings are posted on the website.

**Officer Zamora:** They are going to be out of the office until Oct 24. Desks are missing brackets and can't be assembled. Pasta Dinner was a success and supported SOLID. Another event at CPK. Flyers will be sent out. Froyo with a SLO at Yogurtland will also be coming up. No crime stats. Basic Car meeting is next week. Still meeting by zoom, waiting for approval.

7) **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 agency. [3 min each]

**Glenn:** Link sent out the Legislative Report tonight.

<https://drive.google.com/file/d/18DwGCFKjqeHYS7aicBwX3KpV0o4H8zu/view>

**Elizabeth:** Officer Poepke will be meeting with local neighbors on Oct 23 at 10am near Runnymede.

- 8) **TREASURER'S REPORT:** (Ludwig/Uebersax) Discussion and possible Action regarding the status of Winnetka NC finances, Funding portal, and any additional reports as needed.
- A Discussion, review, and approval of Monthly Expense Reports (MER) for August 2022
- **MOTION:** "The Winnetka NC Board has reviewed the August 2022 Monthly Expenditure Report. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk." (Ludwig//Uebersax) (**WNC-2022-1011-8A**)

**Samantha:** Presented August MER

Erick motions to approve, Judith seconded

Board Member	Yes	No	Abstain	Ineligible	Recused	Absent
Ajantha Sriramya						X
David Uebersax	X					
Erick Lace	X					
Judith Giglio	X					
Samantha Ludwig	X					
Alexander Tsao	X					
Jonathan Vickburg	X					
Shania Accius	X					
Victor Lerma	X					
Mikhail Maniyan	X					
Elizabeth Chapman	X					
Melissa Pressman	X					
Keith Sader				X		

Approved (11 Yes, 1 Abstain, 1 Absent)

- B Discussion, review, and approval of Monthly Expense Reports (MER) for September 2022
- MOTION: “The Winnetka NC Board has reviewed the September 2022 Monthly Expenditure Report. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Ludwig//Uebersax) (**WNC-2022-1011-8B**)

**Samantha:** The September MER was unavailable due to a credit card review. Tabled until next meeting.

#### **10)NON-CONSENT CALENDAR:**

- A Discussion and action with regards to the filling of the Board seat currently vacant. Also DONE roster updates, Monthly Profile report, especially regarding lapsed or unrecorded training; and/or those not showing as fulfilling attendance or Committee Membership obligations.

**Erick:** There are a few candidates for the Youth seat. They hope to have a candidate to present at the next meeting.

**David:** Next meeting is a conflict with the Election, and absences for election work is anticipated.

Steven Wheatley is still interested in being considered for the vacant seat.

Another person indicated interest in joining us by email.

Discussion about whether Steven’s board membership would change the Outreach committee membership.

Alex motions to consider Steven Wheatley for the vacant seat. Erick seconded the motion.

Board Member	Yes	No	Abstain	Ineligible	Recused	Absent
Ajantha Sriramya						X
David Uebersax	X					
Erick Lace	X					
Judith Giglio	X					
Samantha Ludwig	X					
Alexander Tsao	X					
Jonathan Vickburg	X					
Shania Accius						X
Victor Lerma	X					
Mikhail Maniyan	X					
Elizabeth Chapman	X					
Melissa Pressman	X					
Keith Sader	X					

Approved (11 Yes, 2 Absent)

Erick administered the Oath for Steven.

- B Discussion and Action per 2023 Elections Ad Hoc Committee. City Clerk has indicated 2023 Neighborhood Council Elections will be conducted through a hybrid election model, which provides At-Poll elections along with the option to Vote-By-Mail for every NC.
- C Discussion and possible action with regards to issues relating to Winnetka as part of cooperation and outreach with CM Blumenfield and staff.
  - City Council actions relating to Ordinance([Section 41.18 of the Los Angeles Municipal Code](#)) relating to use/maintenance of public right-of-way; Part 2 determinations and signage ([CF 20-1376-S1](#)); various locations, including Winnetka Park and Penfield Alley.

**Aaron Carrera:** They are working hard to ensure that they work closely with all of the appropriate agencies to address the needs of the area.

- Proposed change to the opening and closure times of Runnymede Park.

**Aaron Carrera:** working with the LAPD with regards to the opening and closing of the park. The City office is proposing to possibly change the designation of Runnymede to closed within an hour after sunset until an hour before sunrise. This would allow LAPD to cite people who are loitering and remove them. Or they could change it to closed at sunset and open at sunrise.

Hours at the park: Currently, the park is closed after 10:30 until 5am.

Elizabeth enquired about walking through the park to get to nearby streets and if it would be a violation with the park closing. Technically, yes although that is not the intent of the change.

David enquired about the other parks in Winnetka.

**Jonathan:** Neighborhood watch meeting on the 22nd. Runnymede is on the radar of the Public Safety committee.

- Upcoming pedestrian safety project in Winnetka.

**Aaron Carrera:** Signalized Crosswalk at Saticoy Street and McNulty Ave/Cozycroft. Only one parking space would be impacted to allow for the crosswalk installation. The curb would need to be extended to allow for the install.

**Steven:** Will there be any disabled spaces be impacted?

\*Many thanks to Aaron for all of the communication and hard work in our area.

**Aaron:** No, no disabled spaces will be removed.

- D Discussion and possible Action with regards to the purchase of WNC branded items in an amount up to \$5000, to be used as supplies are being expended again for in-person events.

**Erick:** Would like to discuss this to replenish supplies. He can get a bid on some hats and quotes.

**Samantha:** What sorts of items should be bought again or buy more - to have branded items to send home with people. Samantha would prefer to decide what we need and then approach the board with a specific item in mind.

**David:** Go ahead and work up a wish list to present to the board. Hats, bandanas.

**Alex:** Might be good to develop a slogan, something catchy.

- E Discussion, update, and possible Action with regards to working with community groups and coordination of WNC Committees in support of efforts such as cleanup events and/or issues relating to encampments and unhoused at the following locations:
- Winnetka and Quimby Parks.
  - Alleys at Penfield Alley (North of Roscoe, east from Winnetka) and behind businesses on the Northwest corner of Mason and Roscoe.

**Erick:** This has been pretty quick to get cleaned up.

- Los Angeles River cleanups by LA River Walkers and Watchers ([larww.org](http://larww.org)) and Volunteers Cleaning Communities (<https://volunteerscleaningcommunities.com>) on the last Saturday of each month; Friends of the LA River (FOLAR); and others tbd.

**David:** They are starting back up again. Encouraging members to join.

## 11) REGULAR COMMITTEE REPORTS & MOTIONS:

- A Outreach & Social Media Committee (OSM) Report (Ludwig)



- NOTICE: Meetings are held as needed on the 1st Tuesday of each month at 7:00 PM
  - ◇ General update on Committee plans and activity.
  - ◇ Motion and possible action to approve supporting Winnetka Chamber of Commerce “Trunk or Treat” event on Sunday, October 23<sup>rd</sup>, 2022, from 3-6pm in the Winnetka Bowl Parking Lot in an amount up to \$2500.

**Samantha:** Update for the Trunk or Treat event.

**Dara:** First year to try a trunk or treat. They want to have it grow every year. The Chamber is going to buy all of the candy. There are 6500 kids in the neighborhood. They want to have a free and affordable option for the kids.

**Samantha:** Great opportunity for the NC to partner with the Chamber of Commerce. Only concern is the overall view of the year, \$2,500 is a bit much for the overall budget.

**Jonathan:** This is a good opportunity to change up our spending and partner with the Chamber of Commerce.

**Dara:** Winnetka Chamber is 90 years old. It’s all volunteers. They have sent flyers for the 100th anniversary. Bob Blumenfield may come, and other City reps may come.

Really want to encourage us all to participate, have a booth, games, etc.

Erick motions to sponsor the event at \$2,500, seconded by Samantha.

Board Member	Yes	No	Abstain	Ineligible	Recused	Absent
Ajantha Sriramya						X
David Uebersax	X					
Erick Lace	X					
Judith Giglio	X					
Samantha Ludwig	X					
Alexander Tsao	X					
Jonathan Vickburg	X					
Shania Accius						X
Victor Lerma	X					
Mikhail Maniyan	X					
Elizabeth Chapman	X					
Melissa Pressman	X					
Keith Sader				X		
Steven Wheatley				X		

Approved (10 Yes, 2 Ineligible, 2 Absent)

- ◇ Motion and possible action to approved hosting/co-hosting a “100 trees for 100 Years” Winnetka Centennial Event with TreePeople, LA City Plants, and LADWP on Saturday,

November 12<sup>th</sup>, 2022 (exact time TBD) at the Winnetka Recreation Center in an amount between \$1000 and \$2500.

**Samantha:** This would be in honor of the centennial. People who show up would be able to get up to 7 trees for their address. Part of the taking of the tree is to attend a tree care class.

She would like to also plant some trees at the Winnetka Park. Trees to be planted at the park would need to be donated at a cost of 50-150 per tree, with up to 5 trees.

Samantha motions to support this event in either November or December with up to \$1,000 for trees and refreshments, Erick seconded.

Board Member	Yes	No	Abstain	Ineligible	Recused	Absent
Ajantha Sriramya						X
David Uebersax	X					
Erick Lace	X					
Judith Giglio	X					
Samantha Ludwig	X					
Alexander Tsao	X					
Jonathan Vickburg	X					
Shania Accius						X
Victor Lerma	X					
Mikhail Maniyan	X					
Elizabeth Chapman	X					
Melissa Pressman	X					
Keith Sader				X		
Steven Wheatley				X		

Approved (10 Yes, 2 Ineligible, 2 Absent)

- ◇ Motion and possible action to approve participating in the Halloween Festival on Saturday, October 29<sup>th</sup>, 2022, from 11am-2pm at the Winnetka Recreation Center (no cost).

**Samantha:** Want to set up a booth and participate. They want to have costumes and volunteers. No financial component.

Want to make a motion to have a booth at the event, Erick seconds.

Approved by Consensus.

- ◇ Discussion and possible Action regarding of design and posting of banners celebrating Winnetka Centennial on streetlight standards (WNC previously worked with Triple A Flag and Banner, CD3, and/or other City Departments).

No update today.

**Alex:** Some events at the YMCA are also occurring. Oct 22 is at the YMCA. Nov 5 is a Fun Run at Pierce College.

**B Public Safety Committee (PSC) Report (Vickburg)**

- NOTICE: Meetings as needed on the 4th Wednesday of the month
  - ◇ General update on Committee plans and activity.

**Jonathan:** They need some non-board members. 26th on October.

**C Public Works & Transportation Committee (PWT) Report Uebersax)**

- NOTICE: Meetings are held at the WCC on the 3<sup>rd</sup> Wednesday of each month at 7:00 PM
  - General update on Committee plans and activity.

**David:** They have space for more members as well.

**D Rules Elections & By-Laws Committee (REB) Report (Lace)**

- NOTICE: Meeting TBD
- Discussion and possible Action regarding translation of Bylaws into area predominant language(s) such as Spanish

**E Planning & Land Use Management Committee (PLUM) Report (Uebersax)**

- NOTICE: Meetings are held as needed on the 3<sup>rd</sup> Tuesday of the month.
  - ◇ General update on Committee plans and activity.
  - ◇ Update training being implemented for those who serve on NC PLUM committees.

**David:** Meeting next week. Stretch of Ingomar.

**F Youth Advocacy Committee (YAC) Report (Lace)**

- NOTICE: The YAC Committee Meeting as needed.
  - ◇ General update on Committee plans and activity.

**G Budget & Finance Committee (B&F) Report (Ludwig)**

- NOTICE: Meeting TBD

**12)REPORTS, APPOINTMENT AND CONFIRMATION OF LIAISONS:**

- A LA DWP Memorandum of Understanding Oversight Committee Report
- B LA Neighborhood Council Coalition (LANCC)

**David:** A lot of info about green goals are coming.

**C Los Angeles Budget Advocate**

**D Community Impact Statement Signatories**

E Valley Alliance of Neighborhood Councils (VANC)

**Melissa:** Attending the meeting this week. New election dates have been released. Vote by mail and in person will be offered. City will pay up to \$150 for the poll space. Application for poll workers must be made 30 days prior. No ballot drop boxes. Proof of vaccine or neg test to vote inside. Otherwise you can vote curbside. Official results 13 days after vote.

- F West Valley Neighborhood Alliance on Homelessness
- G LA City Council District 3 Beautification Action Team Liaison
- H Sustainability Alliance
- I Emergency Preparedness
- J Data Liaison
- K Grievance Panel

**13)GOOD OF THE ORDER [2 min]**

**Erick:** Dara can you please send the flyer to the board?

**Dara:** Yes.

**Alex:** Response to the City Council events.

**Melissa:** Can we have a special meeting?

**Jonathan:** In favor of a meeting to address CIS.

**Glenn:** Thursday is VANC meeting, which might be valuable input.

Special Meeting proposed for Thursday at 7pm to address the issues here.

**14)MEETING ADJOURNED**

Adjourned 9:56pm

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**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 Department of Neighborhood Empowerment by email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org) or phone: (213) 978-1551 and/or either:

- The Winnetka NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com), or
- The Winnetka NC President at 818-992-1650, or via email at [duebersax@winnetkanc.com](mailto: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 Winnetka Recreation Center, 8401 Winnetka Ave., CA 91306 and are available on our website at [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 [ECHAPMAN@WINNETKANC.COM](mailto:ECHAPMAN@WINNETKANC.COM) or email [duebersax@winnetkanc.com](mailto:duebersax@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  
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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 AVISAR AL CONCEJO VECINAL 3 DIAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. POR FAVOR CONTACTE VICTOR LERMA AL (818) 314-0333 O POR CORREO ELECTRÓNICO SECRETARIA ELIZABETH CHAPMAN [ECHAPMAN@WINNETKANC.COM](mailto:ECHAPMAN@WINNETKANC.COM) PARA AVISAR AL CONCEJO VECINAL O SI NECESITA AYUDA CON ESTA AGENDA,

#### **Notice to Paid Representatives**

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).