



**Winnetka  
Neighborhood Council  
GENERAL BOARD  
MEETING AGENDA  
Tuesday, August 8 2023,  
6:30 PM**



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

**With Live Streaming Teleconference using Zoom**

The public is encouraged to join the meeting **in person**, or 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

<b>President</b>	<b>Treasurer</b>	<b>Secretary</b>	<b>Parliamentarian</b>
Mihran Kalaydjian	Samantha Ludwig	Elizabeth Chapman	Mikhail Anthony Maniyan
<b>Vice-President</b>			
Erick Lace			
<b>Board Members</b>			
David Uebersax	Janet Burt	Roy Hadavi	Ajantha Sriramya
Jonathan Vickburg	Robert Stewart	Vacant - 2025	
Victor Lerma	Vacant - 2025	Holden Tsao - Youth Representative	

**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**

Every person wishing to address the Neighborhood Council may join **IN PERSON** or by going to [WNC Zoom](#) (<https://us02web.zoom.us/j/81541994845?pwd=Nmw5MjRkL1pjUjRkGhOeWY1SVN6Zz09>, 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<sup>1</sup> 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

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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]**

6:39 called to Order

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

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

Board Member	Sep 13	Oct 11	Oct 13 †	Nov 8	Dec 13	Jan 10	Feb 8 †	Feb 14	Mar 14	Apr 11	May 9	May 16 †	Jun 13	July 11	Aug 08
Ajantha Sriramya	A	A	A	A	X	X	X	X	L	X	V	X	A	A	A
David Uebersax	X	X	X	X	X	X	X	X	X	X	X	A	X	X	X
Erick Lace	X	X	X	E	X	X	X	X	X	X	X	X	A	X	X
Samantha Ludwig	X	X	X	X	X	X	X	X	X	X	X	X	X	A	X
Jonathan Vickburg	X	X	X	X	X	X	X	X	X	X	X	A	X	X	X
Victor Lerma	LE	L	L	X	A	L	A	L	L	X	X	A	X	X	E
Mikhail Maniyan	X	X	A	X	A	X	A	X	X	X	X	X	X	X	E
Elizabeth Chapman	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X
Stephen Wheatly	/	X	X	L	X	L	X	L	X	V	A	A	L	/	/
Holden Tsao	/	/	/	/	/	X	X	A	X	LE	X	X	A	X	X
Mihran Kalaydjian	/	/	/	/	/	/	/	/	/	/	/	/	/	X	X
Janet Burt	/	/	/	/	/	/	/	/	/	/	/	/	/	X	X
Roy Hadavi	/	/	/	/	/	/	/	/	/	/	/	/	/	X	X
Robert Stewart	/	/	/	/	/	/	/	/	/	/	/	/	/	X	X
Judith Giglio	X	X	X	X	X	A	A	X	X	V	V	A	X	X	/
Alexander Tsao	X	X	X	X	X	X	X	X	X	LE	X	X	X	X	/
Keith Sader	A	X	A	X	X	A	A	X	A	X	X	X	A	A	/
Shania Accius	X	LE	X	X	X	X	A	X	X	X*	/	/	/	/	/
Melissa Pressman	X	X	E	X	X	X	X	X	X	/*	/	/	/	/	/
Marwa Mulk	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/

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

AJ online - marked absent as per Mario's direction

- 4) Secretary:** Approval of Minutes: We will review and approve the Minutes as available.  
A Motion to approve minutes for Board Meeting – July 11, 2023 (WNC-2023-0808-4A)  
Roll Call Vote

Moved to approve as written by Erick, seconded by Jonathan  
Approved by Consensus

**5) GOVERNMENT REPRESENTATIVES:**

A Updates/reports from officials/representatives of the offices of Mayor Bass, City Council District 3 Councilmember Bob Blumenfield, State Senator Caroline Menjivar, State Assembly Jesse Gabriel, US Congressman Brad Sherman, LA County Supervisor Lindsey Horvath, LAUSD Board Members Scott Schmerelson and/or Nick Melvoin, 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 Carerra (Bob Blumenfield's office):** Runnymede Park updates - scheduled to be done by mid-Sept

Winnetka Park - lighting and cameras project is a higher priority. Increasing the tree canopy project is making progress in deciding species in the proposal with planting potentially this fall.

Private parcel DeSoto and VanOwen - working with La Building and Safety

Events this week announced - Movies and concerts occurring at Woodland Hills

West Nile documented in this area - keep an eye out for standing water or dead animals - contact the LA City office. <https://www.glamosquito.org/west-nile-virus-activity-2023>

LA Sanitation Dept is enforcing new recycling rules as far as what can be put into the various bins. Flyer available.

**Mario from DONE:** Conflict of Interest Rules.

Mural Project - even more difficult because it's on private property. Proposed Solution of leasing the back wall to the City to allow the City to treat that wall as City property.

Crisis Response team training starting Sept 9.

NC training is ongoing.

Meet & Greet on August 31st - opportunity to meet the City Depts. City Attorneys, funding, board of commissioners. Parking at City Hall.

Congress of Neighborhoods - in person Sept 23 at City Hall. Free and open to the public. Registration starting soon

AB2449 - online participation needs to be an action item to be counted as present.

**6) 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. [2 min each]

President of Political Collectibles (Steven): Show & Sale on Saturday October 21

7) Discussion and possible action to fill One vacant board seat. (President)

Mihrahn motions to allow Judith to introduce herself for the vacant seat, Erick seconded

Judith introduced herself and requested consideration for a vacant seat.

Mihrahn motion to appoint Judith to the vacant seat, Jonathan seconded

Board Member	Yes	No	Abstain	Ineligible	Recused	Absent
Ajantha Sriramy						X
David Uebersax	X					
Erick Lace	X					
Samantha Ludwig	X					
Jonathan Vickburg	X					
Victor Lerma						X
Mikhail Maniyan						X
Elizabeth Chapman	X					
Holden Tsao	X					
Mihran Kalaydjian	X					
Janet Burt	X					
Roy Hadavi	X					
Robert Stewart	X					

(10 yes, 3 absent) Motion Passes

Aaron presented Judith's swearing in oath

**8) TREASURER’S Action Item’s (Ludwig)**

**A** - Discussion and possible action to approve 2023-2024 Administrative Packet.  
**(WNC-2023-0808-8A)**

Samantha presented 2023-2024 Administrative Packet  
Jonathan - Alternate signer  
Mihran as President will be a bank card holder  
David will be a bank card holder

Meeting Location - Winnetka Convention Center  
Storage - Extra Space

Samatha motions to approve the administrative packet as discussed in the meeting, Erick seconded.

Board Member	Yes	No	Abstain	Ineligible	Recused	Absent
Ajantha Sriramy						X
David Uebersax	X					
Erick Lace	X					
Samantha Ludwig	X					
Jonathan Vickburg	X					
Victor Lerma						X
Mikhail Maniyan						X
Elizabeth Chapman	X					
Holden Tsao				X		
Mihran Kalaydjian	X					
Janet Burt	X					
Roy Hadavi	X					
Robert Stewart	X					
Judith Giglio	X					

(10 yes, 3 absent, 1 ineligible) Motion Passes

**B** - Discussion and possible action to approve 2023-2024 Budget. **(WNC-2023-0808-8B)** **C** - The Winnetka NC Board has reviewed the July 2023 Monthly Expenditure Report. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk. **(WNC- 2023-0808-C8)**

Samantha presented 2023-2024 Budget  
\$32,000 to allocate  
Office / Operational Expenses: \$17,744  
Outreach Expenses: \$9,256  
Election Expenditures: \$None needed this year  
Neighborhood Purpose Grants: \$5,000

Community Improvement Projects: \$None allocated

Samatha motions to approve the 2023-24 Budget as discussed in the meeting, Erick seconded

Board Member	Yes	No	Abstain	Ineligible	Recused	Absent
Ajantha Sriramy						X
David Uebersax	X					
Erick Lace	X					
Samantha Ludwig	X					
Jonathan Vickburg	X					
Victor Lerma						X
Mikhail Maniyan						X
Elizabeth Chapman	X					
Holden Tsao				X		
Mihran Kalaydjian	X					
Janet Burt	X					
Roy Hadavi	X					
Robert Stewart	X					
Judith Giglio	X					

(10 yes, 3 absent, 1 ineligible) Motion Passes

Samatha presented the July MER Report

Samantha motions to approve the July MER, Erick seconded

Board Member	Yes	No	Abstain	Ineligible	Recused	Absent
Ajantha Sriramy						X
David Uebersax	X					
Erick Lace	X					
Samantha Ludwig	X					
Jonathan Vickburg	X					
Victor Lerma						X
Mikhail Maniyan						X
Elizabeth Chapman	X					
Holden Tsao				X		
Mihran Kalaydjian	X					
Janet Burt	X					
Roy Hadavi	X					
Robert Stewart	X					
Judith Giglio	X					

(10 yes, 3 absent, 1 ineligible) Motion Passes

**9) Officer Reports (3 minutes)**

## **President – Mihran Kalaydjian**

International Night Out - booth was very active. More we engage with the community, the more we connect to our members.

Committee members - please email Mihran with agenda items

Emails received to “board” - please do not respond to avoid Brown Act

NPG must go first to committee, then bring it to the Board for the report and voting

## **Vice President – Erick Lace**

Youth Committee met last Tuesday - some committee members have changed

Holden was elected as Secretary of the Committee

Would like to call a Rules & Bylaws Committee Meeting to go over some rules changes

Executive meeting to go over shirts, hats and business cards

## **Treasurer – Samantha Ludwig**

## **Parliamentarian – Mikhail Maniyan**

## **Secretary – Elizabeth Chapman**

**10)** Presentation, Discussion, and possible Action regarding 7911 N WINNETKA AVE: Expansion of an existing public charter school for two 2-story buildings of 11 classrooms; library; & support space; w/ 11 parking spaces and max. enrollment of 750 students: **(10 Minutes)**

◇ CPC-2023-3232-CU-ZAA -

<https://planning.lacity.org/pdiscaseinfo/search/encoded/MjY3MTk00>

◇ ENV-2023-3233-EAF -

<https://planning.lacity.org/pdiscaseinfo/search/encoded/MjY3MTk10>

Presentation Citizens of the World at 7911 Winnetka Ave - West Valley site.

Started in 2020 with kids through 4th grade.

Currently just under 400 students enrolled this year, with 115 students on waiting list

Community based school - with local partnerships

Expansion project planned - add a couple of buildings and request an extension of conditional use permit. 2 new buildings proposed. One building is 16,000 sq ft. Exceptions are needed for side clearance and height. New play equipment for the field. Elevators will be installed. 2 new signs will be added to the street side for both the church and the school.

Gymnasium on site needs significant repair - this is going to be funded along with this project.

TK through 2nd have to be on the first floor. 3rd and up would be on the 2nd floor.

Expected timeline for Phase 1 - hope to have approved by Spring 2024 with opening by 2025.

Phase 2 would need to wait until approval and funding.

Enrollment is open to any Student in CA. Public lottery handles the enrollment. Free & reduced lunch students have a preference, or lives in Winnetka Elementary school districts, and siblings

Grades - Charter is approved for Elementary and Middle. The Winnetka site is for Elementary School. Current site is on a long term lease with the church on the site. Once this building is approved and built, it will be on a 30 year lease. Current lease is 15 years.

Budget for this project 9-10 million for the total buildings + field and gymnasium renovation Charter gets funded primarily by the State of CA on a per student basis.

David motions to recommend the project as presented with a strong recommendation for solar, Erick seconded.

Board Member	Yes	No	Abstain	Ineligible	Recused	Absent
Ajantha Sriramya						X
David Uebersax	X					
Erick Lace	X					
Samantha Ludwig		X				
Jonathan Vickburg	X					
Victor Lerma						X
Mikhail Maniyan						X
Elizabeth Chapman	X					
Holden Tsao	X					
Mihran Kalaydjian	X					
Janet Burt	X					
Roy Hadavi	X					
Robert Stewart	X					
Judith Giglio	X					

Approved (10 yes, 1 no, 3 absent)

**11) Presentation on the California Low-Cost Auto Insurance Program (CLCA) by Arminé Sargsyan (5 Minutes)**

Presentation by California Dept of Insurance - State agency that regulates insurance. Auto insurance is required by all drivers on CA roads. Low Cost insurance qualified by:

1. Have a drivers license or
2. Vehicle value 25K or less
3. Income guidelines
4. At least 16

[mylowcostauto.com](http://mylowcostauto.com)

**12) Discussion and possible action to have a retreat for our board members in September or October. Mario Hernandez, our Done Representative, sent over a few possible dates in September or October for consideration. (President Mihran Kalaydjian)**



Motion for a board retreat to begin planning by Mihran, seconded by Erick  
Discussion of Sept 30, Oct 7 or Oct 14. Usually done after elections - there is a presentation about  
3-4 hrs.  
Approved by Consensus

**Announcement of Committee Creation**

**13) Discussion and possible action to Establish an Ad Hoc Homelessness committee, and if approved appointment of Robert Stewart as Chair of Ad Hoc Homelessness Committee.  
(President – Mihran Kalaydjian)**

Motion for formation of Ad Hoc Homelessness Committee with Robert Stewart as Chair by  
Mihran, seconded by Erick  
Approved by Consensus

**14) Discussion and possible Action to Establish an Ad Hoc Environmental & Beautification Committee, and if approved appointment of Samantha Ludwig as Chair of the Ad Hoc Environmental & Beautification Committee.  
(President – Mihran Kalaydjian)**

Motion for formation by Environmental & Beautification Committee with Samantha Ludwig as  
Chair by Mihran, seconded by Erick  
Approved by Consensus

**15) Discussion and possible action to write a letter to support CicLAvia in the process of applying for a Metro Open Street grant in partnership with LADOT for our 2024/2025 events.**

Motion for letter of support to CicLAvia by Mihran, seconded by Erick  
Approved by Consensus

Jonathan motions to table, seconded by Erick

**16) Youth Committee – Action Items ( Erick Lace)**

A) Discussion & possible action to recommend to the Council to change the name of our committee to “Youth and Education” Committee and to so reflect in our Bylaws.

Erick motions to change the name of the committee, seconded by Jonathan.  
Approved by Consensus

B) Discussion and possible action to appointment to the Council our current Youth Representative Holden Tsao as Youth Representative for the upcoming term of September 1, 2023, to August 31, 2024 (Erick Lace)

Erick motions to appoint current Youth Representative Holden Tsao as Youth Representative for the current term 9/1/23 - 8/31/24, seconded by Jonathan.

Approved by Consensus

C) Discussion and possible action to approve to co-sponsor a Winnetka-wide “spelling bee” among elementary schools in our area with prizes with the sponsor of Councilman Bob Blumenfield and School Board members Scott Schmerelson and Nick Melvoin.

Holden motions to co-sponsor a Winnetka-wide “spelling bee” among elementary schools, seconded by Jonathan.

Approved by Consensus

D) Discussion and possible action to approve the sponsorship of a coffee break with donuts Welcome for all our teachers and staff coming back to public school with budget of up to \$1600 to pay for such.

Erick motions to approve sponsor a Coffee with the principal with donuts at the 6 public schools within Winnetka Public schools with a budget of up to \$1600, seconded by Jonathan.

Withdrawn

17) LA Neighborhood Council Coalition (LANCC) - Discussion and possible action to endorse the proposed Declaration of Neighborhood Council Rights. The Working Group for Constructive Change (WG4CC) is a city-wide steering committee, created under the auspices of LANCC to identify areas of concern within the Neighborhood Council (NC) system which impact NCs, their board members and stakeholders: (Mihran & David)

<http://www.lancc.org/resources/LANCC%20Declaration%20of%20Neighborhood%20Council%20Rights%202023.06.03%20revised%20final.pdf>

David presented the proposed Neighborhood Council rights.

Tabled

18) Update and possible action in relation to previous action for the Community Impact Statement (CIS) regarding the Municipal Lobbying Ordinance. Newly elected President of the Reseda Neighborhood Council, Jamie York has been instrumental in moving the City Council to renew conversations about reforms and updates. She has now been nominated to the City Ethics Commission, and WNC has received a request to support Council File 23-1200-S130 and consider submitting a CIS in that regard or sending a letter of support.

David presented CIS Ethics Commission.

David motions to approve a CIS or letter of support for this Ethics reform, seconded Judith

Board Member	Yes	No	Abstain	Ineligible	Recused	Absent
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Ajantha Sriramy						X
David Uebersax	X					
Erick Lace	X					
Samantha Ludwig	X					
Jonathan Vickburg	X					
Victor Lerma						X
Mikhail Maniyan						X
Elizabeth Chapman	X					
Holden Tsao	X					
Mihran Kalaydjian	X					
Janet Burt	X					
Roy Hadavi	X					
Robert Stewart	X					
Judith Giglio	X					

Approved (11 yes, 3 absent)

## 19)REGULAR COMMITTEE REPORTS & MOTIONS (Up to each 10 Minutes)

### A Planning & Land Use Management Committee (PLUM) Report (David Uebersax)

- PLUM Committee recommendation to adopt support for presentation at the April 18<sup>th</sup> meeting regarding the Vesting Zone Change and Vesting Tentative Tract for 20112 Chase Street: Request for the construction use and maintenance of a 5 Lot Small Lot Subdivision for 5 single family homes:
  - (a) VTT-83673-SL-HCA - <https://planning.lacity.org/pdiscaseinfo/search/encoded/MjYyODIz0>
  - (b) ENV-2022-8498-EAF - <https://planning.lacity.org/pdiscaseinfo/search/encoded/MjYyODIy0>
- ◊ Motion to support the project presented with confirmation of City recommendations.
- General update on Committee plans and activity.

David - no meeting next week.

### B Public Works & Transportation Committee (PWT) Report David Uebersax)

- NOTICE: Meetings as needed currently on the 3<sup>rd</sup> Wednesday of each month at 7:00
- Motion to renew our assent to the DWP/Neighborhood Council Memo Of Understanding based on updated version, following discussion at the May 17 PWT Meeting: [https://www.ladwp.com/cs/idcplg?IdcService=GET\\_FILE&dDocName=OPLADWPCCB789710&RevisionSelectionMethod=LatestReleased](https://www.ladwp.com/cs/idcplg?IdcService=GET_FILE&dDocName=OPLADWPCCB789710&RevisionSelectionMethod=LatestReleased)
- Planning and logistics for participation in various cleanup events, including the ongoing Los Angeles River cleanups by LA River Walkers and Watchers ([larww.org](http://larww.org)) and on the last

Saturday of each month, and planning for 2024 Spring Clean being considered for April 6 or April 13.

- General update on Committee plans and activity.

### **C** Los Angeles Budget Advocates

#### **20)** Public Safety Committee (PSC) Report (Jonathan Vickburg)

- Discussion: New Meeting date to be announced
- General update on Committee plans and activity.

[Jonathan - now meets on the 4th Monday of the month](#)

#### **21)** Outreach & Social Media Committee (OSM) Report (Roy Hadavi)

- Discussion and possible about social media and digital new roles and assignments •
- General update on Committee plans and activity, including status of the Newsletter. •
- Update on giveaways items to be purchased for our ongoing committee events.

[Roy - working on new promotional items, business cards and shirts](#)

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

- NOTICE: Meeting to be scheduled
- Update and discussion regarding costs for translation of Bylaws into Spanish. •
- Discuss amendments to by laws

[Erick - needs to call a REB meeting for these items](#)

#### **23)** Budget & Finance Committee (B&F) Report (Ludwig)

- Updates on any budget report.

#### **24)** LIAISONS; REPORTS

**A** LA DWP Memorandum of Understanding Oversight Committee (David)

**B** LA Neighborhood Council Coalition (LANCC) (Mihran & David)

[David - town hall coming up](#)

**C** Los Angeles Budget Advocate (David)

**D** Valley Alliance of Neighborhood Councils (VANC) (Mihran)

[Mihran - meeting coming up](#)

**E** LA City Council District 3 Beautification Action Team Liaison  
**F** Sustainability Alliance (Mihran, Sam & Janet)  
**G** Emergency Preparedness (Jonathan)

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

**26)MEETING ADJOURNED**

9:35

#### **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 President via email at [mkalaydjian@winnetkanc.com](mailto:mkalaydjian@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 President NC via email at [mkalaydjian@winnetkanc.com](mailto:mkalaydjian@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

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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 Presidente [mkalaydjian@winnetkanc.com](mailto:mkalaydjian@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).