



# WINNETKA NEIGHBORHOOD COUNCIL

20830 Sherman Way, Winnetka, CA 91306

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



President	Vice-President	Secretary	Treasurer	Parliamentarian
Eric Lewis	Erick Lace	Mary Ellen Moreno	JJ Popowich	Trevor Owen
Board Members				
Steven Fuhrman	Victor Lerma	Kathleen Pelaez	John Poer	Tess Reyes-Dunn
Madison Lamoreaux	Bettie Ross-Blumer	Tom Sattler	David Uebersax	(Youth Rep)

## REGULAR GENERAL MEETING AGENDA

Tuesday, February 10, 2015 6:30 PM

Winnetka Convention Center, 20122 Vanowen St., Winnetka, CA 91306

(located next to Winnetka Bowl)

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.; and might also be posted at: **Winnetka Bowl**, 20122 Vanowen St., **Express Pack & Ship**, 7657 Winnetka Ave., **Fulton Cleaners**, 20109 Roscoe Blvd., **Gil's Barber Shop**, 20433 Sherman Way.

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. [10 min] # of Guests \_\_\_\_\_
2. Convene Meeting, Pledge of Allegiance [1 min]
3. Board Member Roll-Call, Introductions, Meeting Rules & Announcements [4 min]
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. [5 min each, 20 min max]
5. Discussion and possible action to appoint a 16-17 year-old candidate to the Winnetka NC Youth Representative board seat. (Lewis) [8 min]
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. [3 min each, 15 min max]
7. **President's Report** (Lewis) [2 min]
  - Welcome to the Student Council members from Limerick Elementary School.
  - LAUSD & LACC Candidates Debate 2/17/2015.
  - Stakeholders are needed for open committee seats.
  - Sign up for electronic communication from the WNC at WinnetkaNC.com
8. **Vice-President's Report** (Lace) [2 min]
9. **Secretary's Report** (Moreno/Pelaez) [4 min]
  - Discussion and approval of the Winnetka NC Minutes for January 13, 2015 **WNC-2015-021015-01**

**10. Parliamentarian's Report** (Owen/Robinson) [2 min]

**11. Treasurer's Report** (Popowich/Uebersax) [4 min]

- Update, discussion, and action regarding Winnetka NC finances as needed.
- Presentation of the Treasurer's Report including discussion and possible action to approve the January 2015 expenditure report. (Popowich) [6 min]
  - Motion: "The Winnetka NC Board has reviewed the January 2015 Monthly Expenditure Report including the US Bank Statement for the month ending in January, 2015. The Board approves the report and authorizes the Treasurer to submit the report to DONE." **WNC-2015-021015-02**

**ADDITIONAL NEW & RETURNING AGENDA ITEMS**

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

12. Discussion and possible action regarding the creation of a Mission Statement and a Budget Principal Statement. The creation of a Mission Statement for the WNC will assist the Boards in determining where to focus their energies by providing us with a document that defines what we stand for and what we should be doing. The Budget Principal Statement will provide the Board with direction on how funds should be spent in connection to the Mission Statement. (Popowich) [10 min]
13. Discussion and possible action regarding establishing a system for receiving, reviewing, discussing, and acting on NPG requests of the Winnetka NC from the community. This may also include setting a maximum NPG amount. (Lewis) [5 in]
14. Discussion and possible action regarding the Winnetka NC Public Safety committee's recommendation to fund an NPG request for the LAPD Topanga Station's TRUE project, which would provide landscaping irrigation for the exterior of that police station. (Lerma) [5 min]
15. Discussion and possible action regarding Valley Village's NPG request, which would provide funding for the care and education of the local specially-abled adults that are served by Valley Village. (Lewis) [5min]
16. Discussion and possible action regarding One Generation's NPG request, which would provide funding for the 2015 Senior Symposium. (Lewis) [5 min]
17. Discussion and possible action regarding the Junior Blind Olympics' NPG request, which would provide funding for housing for the 2015 Junior Blind Olympics participants. (Lewis) [5 min]
18. Discussion and possible action regarding the status of the boards printing supplies. (Lewis) [4 min]
19. Discussion and possible action regarding a goal-oriented review of the current WNC Strategic Plan and fiscal year budget. (Lewis) [8 min]

**REGULAR COMMITTEE REPORTS & AGENDA ITEMS**

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

**20. Planning & Land Use Management Committee Report** (Popowich) [4 min]

- PLUM Cmte meetings: 3<sup>rd</sup> Tue of each month, 6:30PM, Winnetka Convention Center.
- PLUM Cmte Report

**21. Public Safety Committee Report** (Lerma) [4 min]

- Public Safety Cmte meetings: 3<sup>rd</sup> Tues. of each month, 6:30PM, Limerick Elementary School, 8530 Limerick Ave., Winnetka
- The Safety Committee voted at their last committee meeting to recommend that the WNC Board fund an NPG request for the LAPD Topanga Station's TRUE project in the amount of \$2000. (Lerma)[4 min]

## **22. Public Works & Transportation Committee Report (Uebersax) [4 min]**

- PWT Cmte meetings: 4th Mon of each month, 7PM, Limerick Avenue Elementary School, 8530 Limerick Ave., Winnetka
- **PWT Cmte Report**
  - Vision and planning for PWT 'Spring Cleaning' event in 2015 - Following last year's initial event, we want to move ahead with planning for our next edition! With the LA River Headwaters and Bikeway projects complete and open to the public, we hope to all these stretches to our target areas, and are hoping to schedule something around Earth Day. Additionally, in order to have a lasting beyond the immediate hubs for a few days, the Committee feels it's crucial to include as many individuals and organizations as possible, including FOLAR if possible, and perhaps adjoining NC's. Accordingly, we want to work closely with other PWT committees for this event.
  - Discussion to follow up with December PWT and Board meetings as to how we can proactively work with other NC's when it comes to projects or developments that extend across our boundaries. Particularly with PWT and PLUM, things like the Parthenia study presented in November, or various projects which may reside in one NC but have impact in another. While it would be cumbersome to formalize this as a requirement (such as the Early Notifications System), particularly if it were to be imposed on other NC's, but if committee chairs would see fit, it would be a good example, and could help us to better serve our stakeholders in the same way that Coalitions and events such as Congress of Neighborhoods or our Public Safety Fair do.
  - Report as to the recent developments in our process of utilizing funds made available by former Council Member Zine for street and sidewalk repairs, as well as tree trimming.
  - Motion\*: "The Public Works and Transportation Committee, having determined that there is a need for better bus service on Sundays in our area, hereby request that the WNC Board move to request that the City of Los Angeles, Department of Transportation, and MTA, consider adding service to bus lines 243 and 244 along Winnetka Avenue.

## **23. Outreach & Social Media Committee Report (Lewis) [4 min]**

- OSM Cmte meetings: 4<sup>th</sup> Tue of each month, 7:00PM, Winnetka Convention Center.
- Community committee members needed. Contact the board president if interested.
- 2015 WNC Lecture series begins on Feb. 24 at Winnetka Convention Center
- WNC social media has expanded: Like us on Facebook, Follow us on Twitter @winnetkanc.
- WNC Newsletter scheduled to be created and mailed prior to March Board meeting.

### **Motions:**

- Discussion and possible action regarding using existing stock of paper and toner to print flyers to promote each of the free lectures scheduled as part of the new 2015 Winnetka NC Lecture Series. (Lewis) [3min]
- Discussion and possible action to approve adding the Winnetka NC Facebook and Twitter info to all WNC documents and/or agendas as deemed appropriate. (Lewis) [3 min]

## **24. Youth Advocacy Committee Report (Owen) [2 min]**

- YA Cmte meetings: 4th Thur of each month, 6:30PM, Winnetka Child Care Center, 8361 Winnetka Ave., Winnetka
- YA Cmte Report

**25. Good of the Order** [2 min]

**26. Future Agenda Items & other Calendar Events** [2 min]

**27. Adjournment Time:** \_\_\_\_\_

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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 818-718-0629, or please send an e-mail that states the accommodations that you are requesting to [mmoreno@winnetkanc.com](mailto:mmoreno@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.*

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#### **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.