



## WINNETKA NEIGHBORHOOD COUNCIL

20122 Vanowen St., Winnetka, CA 91306

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



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	Vacant (Youth Rep)

## REGULAR GENERAL MEETING AGENDA

Tuesday, May 12, 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 at **Winnetka Recreation Center**, 8401 Winnetka Ave., Winnetka, 91306.

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]
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. Free Conservation Programs, A Presentation by Pacific Lodge Youth Services [10 min]
  - Pacific Lodge Youth Services has a team of students who are working to connect business and residential stakeholders with rebates and incentives. The team includes foster youth and their advisors who will share information on the rebate and incentive programs currently available through the LADWP. Thousands of dollars in savings are available through these programs for those who install a variety of specially designed equipment. Free information is available.
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]
  - WNC Outreach funds from FY'13-'14 approved by City Council
  - LA City Education and Neighborhoods Committee Town Hall, 5/9/15, re: Council File# 15-0524 (Wesson-O'Farrell)
8. **Vice-President's Report** (Lace) [2 min]
  - NC Presidents' Round-Table Discussion: Stipulations Worksheet & Other Topics of Interest, 4/24/2015

## CONSENT CALENDAR

Any items not agreed to shall be moved to the end of the agenda for further consideration.

9. The Winnetka NC shall have a free outreach booth at the *Salute to Kids*, Lanark Park, 10am-2pm, on Sat., May 16th.
10. The Winnetka NC shall participate, as planned, in the 2015 Memorial Day Parade, on Mon., May 25th.
11. The Winnetka NC shall hold a Blood Drive in conjunction with the American Red Cross at the Winnetka Convention Center, on Thur., July 2nd.
12. The Winnetka NC shall hold a Stakeholder Recruitment Workshop, open to all board members and stakeholders, at the WNC Outreach & Social Media Committee meeting, 7pm, Tue., May 26th.
13. Motion to approve all items within the Consent Calendar: "The Winnetka NC Board hereby approves all items contained in the Consent Calendar for May, 2015." (Lewis) [4 min] **WNC-2015-051215-##**

## REPRESENTATIVE REPORTS

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

14. **LA City Council District 3 Beautification Action Team Liaison** (Ross-Blumer) [5 min]
  - Discussion and possible action regarding the discovery that many species of trees in LA are becoming infected with diseases, including bacterial leaf scorch on many of Winnetka's liquid amber trees growing along Mason Ave.
15. **LA DWP Committee/Memorandum of Understanding Cmte Representative** (Uebersax) [5 min]
  - LADWP Cmte/MOU Cmte meetings: 1<sup>st</sup> Sat of each month, 8:30AM, 6501 Fountain Av., Hollywood
  - LADWP Ratepayer Advocate discussion, additional meeting notes combined with item 16 below.
16. **LA Neighborhood Councils Coalition (LANCC) Representative** (Uebersax) [5 min]
  - LANCC meetings: 1<sup>st</sup> Sat of each month, 10:00AM, 6501 Fountain Ave., Hollywood
  - LA City Controller's Report on Safety and Training Trusts, CAO Office's Livability Report, and more topics

## REGULAR COMMITTEE REPORTS & MOTIONS

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

17. **Planning & Land Use Management Committee Report** (Popowich/Ross-Blumer) [3 min]
  - PLUM Cmte meetings: 3<sup>rd</sup> Tue of each month, 6:30PM, Winnetka Convention Center.
  - PLUM Cmte Meeting Report
  - Discussion and possible action regarding the following motion approved by the PLUM Committee 5-2:
    - **WNC-PLUM-041215-01**: The PLUM Committee recommends the WNC approve the project to add wireless rooftop antennas on the building located at 20431 Saticoy Ave, Winnetka Ave, Winnetka, CA. as presented. (LA City Planning Commission Case #: ZA-2015-835-CUW and ENV-2015-836-EAF). (Popowich) [4 min]
  - For information only: In the matter of the property located at 20460 Sherman Way - commonly referred to as the "Winnetka Pit" on the corner of Mason Ave and Sherman Way the Committee made the following motion (7-0) to provide direction to the developer who has purchased the property.
    - **WNC-PLUM-042115-02**: The WNC PLUM Committee cannot support the project as presented. The PLUM Committee would support a structure that is similar in height to the surrounding buildings along Sherman Way with an example being three stories total along that portion of Sherman Way with a step back to two stories along the south side of the property over the parking. The Committee would also support the sidewalk seating and encourage the City to allow this. (Popowich) [2 min]

**18. Public Safety Committee Report** (Pelaez/Reyes-Dunn) [3 min]

- Public Safety Cmte meetings 1st Thur of each month, 7:30PM, Limerick Elementary School, 8530 Limerick Ave., Winnetka.
- Community committee members needed. Contact the board president if interested.
- PS Cmte Meeting Report:
  - 7/2/2015 Blood Drive planning
- Discussion and possible action regarding planning, preparing, publicizing, and participating in a Blood Drive with the American Red Cross, on Thu., July 2nd. This includes but is not limited to the need for flyers and outreach, volunteers and refreshments, and financial and event forms for DONE. (Pelaez) [6 min]

**19. Youth Advocacy Committee Report** (Owen/Lace) [3 min]

- YA Cmte meetings: 1st Thur of each month, 7:00PM, Limerick Elementary School.
- Community committee members needed. Contact the board president if interested.
- YA Cmte Meeting Report:
  - Honoring Marilyn Robinson, Budget discussions, LAUSD Neighborhood Purpose Grant progress report, Junior Blind Olympics NPG update
- Discussion and possible action regarding reallocating unused funds from the current fiscal year designated for a summer job fair, to instead be used for alternate youth-oriented purposes within Winnetka. (Owen) [6 min]

**20. Outreach & Social Media Committee Report** (Lewis/Pelaez) [3 min]

- OSM Cmte meetings: 4<sup>th</sup> Tue of each month, 7:00PM, Winnetka Convention Center.
- OSM Cmte Meeting Report:
  - 2015 Lecture Series, Website and Social Media, Newsletter, Outreach flyer, Recruitment Workshop, Election, Committee Budget, Blood Drive.
- Discussion and possible action regarding the city's new requirement that NC website's utilize a special city-related toolbar that will cost up to \$200 to implement through our web manager. (Pelaez) [4 min]
- Discussion and possible action regarding an Outreach & Social Media Committee recommendation, from April 28th, to reallocate \$5,030, budgeted in this fiscal year for a second newsletter, to be used instead to print and mail our new Outreach Flyer to all mailboxes in Winnetka, plus print additional copies for future outreach use. (Pelaez) [4 min]
- Discussion and possible action regarding an Outreach & Social Media Committee recommendation, from April 28th, to reallocate unused funds, budgeted in this fiscal year for miscellaneous, office equipment, and outreach uses, to be used instead to purchase a projector for the WNC, business cards for board members, and vertical WNC outreach banners for WNC meetings and events. (Lewis) [6 min]

**21. Public Works & Transportation Committee Report** (Uebersax/Poer) [6 min]

- PWT Cmte meetings: 4th Mon of each month, 7:00PM, Limerick Elementary School.
- Community committee members needed. Contact the board president if interested.
- PWT Cmte Meeting Report:
  - 2016 Spring Clean planning, Distribution of Letter regarding Metro Bus service in Winnetka & surrounding areas on Sundays & holidays, and subsequent propagation & lobbying, and more
- Discussion and possible action regarding spending up to \$800 for food from White Rabbit and/or Guido's Pizza for 2015 Spring Clean volunteers. (Uebersax) [3 min]
- Discussion and possible action regarding spending up to \$200 for snacks, water, and/or ice from Smart & Final for 2015 Spring Clean volunteers. (Uebersax) [3 min]
- Discussion and possible action regarding reallocating unused funds from the current fiscal year designated for Public Works committee purposes, to instead be used for alternate public works or WNC purposes. (Uebersax) [4 min]

## **ADDITIONAL NEW & RETURNING AGENDA ITEMS**

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

22. Discussion and possible action on the following motion: "The Winnetka Neighborhood Council moves to support COUNCIL FILE: 14-0078-S5 TITLED "**Utilizing Recycled Water from Hyperion Treatment Plant**" (Poer) [6 min]
23. Discussion and possible action on the following motion: "The Winnetka Neighborhood Council moves to support COUNCIL FILE: 13-0936 TITLED "**60 Day Billing Cycle to 30 Day Billing Cycle / Department of Water and Power.**" (Poer) [1 min]
24. Discussion and possible action on the following motion: "The Winnetka Neighborhood Council moves to support COUNCIL FILE: 15-0198 TITLED "**Committee on Cooling and Urban Heat Impacts.**" (Poer) [1 min]
25. Discussion and possible action on the following motion: "The Winnetka Neighborhood Council moves to support COUNCIL FILE: 15-0467 TITLED "**Health of Trees in Los Angeles / Urban Forest Management Plan.**" (Poer) [1 min]
26. Discussion and possible action regarding how the WNC can help Winnetka's homeless population. (Popowich) [1 min]
27. Discussion and possible action regarding a Neighborhood Purposes Grant for Valley Village, Winnetka. (Lewis) [4 min]
28. Discussion and possible action regarding reallocating any unused budget items from the current fiscal year to be used for alternate WNC operational or outreach purposes. (Lewis) [6 min]

## **ADDITIONAL REPORTS AND MOTIONS**

Discussion and board action is possible on the following reports.

29. **Secretary's Report** (Moreno/Pelaez) [2 min]
  - Discussion and approval of the Winnetka NC Minutes for April 14, 2015 **WNC-2015-051215-##**
30. **Parliamentarian's Report** (Owen) [1 min]
31. **Treasurer's Report** (Popowich/Uebersax) [1 min]
  - Update, discussion, and action as needed regarding Winnetka NC finances.
  - For upcoming budget planning, the WNC Treasurer reports that the WNC Treasurer's laptop is in need of a tune-up, or possible replacement.
  - Presentation of the Treasurer's Report including discussion and possible action to approve the past month's expenditure report. (Popowich)
    - Motion: "The Winnetka NC Board has reviewed the April 2015 Monthly Expenditure Report including the US Bank Statement for the month ending in April, 2015. The Board approves the report and authorizes the Treasurer to submit the report to DONE." **WNC-2015-051215-##**
32. **Rules, Elections, & By-Laws Committee** (Lewis)
  - Discussion and possible action regarding updates to the WNC Rules and Code of Conduct. (Lewis) [3 min]
  - Discussion and possible action regarding completing and submitting the WNC 2016 Elections Procedures Stipulation Worksheet. (Lace) [5 min]
  - Discussion and possible action regarding performing an inventory and completing a WNC Inventory Log for submission to DONE. (Popowich) [1 min]
33. **Budget & Finance Committee** (Uebersax)
  - Discussion regarding the protocols for setting the NPG portion of the WNC budget. [3 min]
  - Discussion regarding reviewing the Strategic Plan, budget, and goals from the WNC FY'14-'15 Budget. [10 min]
  - Discussion and possible action regarding preparation for the WNC FY'15-'16 Budget. [20 min]
  - Discussion and possible action regarding setting a B&F Committee meeting prior to the June WNC meeting. [1 min]

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

**35. Future Agenda Items & other Calendar Events** [1 min]

**36. 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.