

WINNETKA NEIGHBORHOOD COUNCIL
CITY OF LOS ANGELES
CALIFORNIA

OFFICERS

PRESIDENT Jacque H. Lamishaw	VICE-PRESIDENT Ken Molock
SECRETARY J.J. Popowich	TREASURER Robert Basch
SERGEANT-AT-ARMS Wayne B. Schulte	
PARLIAMENTARIAN Robert Basch	



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From: J.J. Popowich, Secretary
Date: August 10, 2004
Subject: Meeting Minutes for 08/10/04

Pledge of Allegiance

- The meeting was called to order at 6:40 PM, with Jacque Lamishaw acting as chair.**
- Roll Call:** The following Board members were in attendance.

Jacque Lamishaw	Ken Molock	JJ Popowich	Armineh Chelebian
Dwight Burgess	Wayne Schulte	Chris Jurgenson	Bob Basch
Marilyn Robinson	Cynthia Conover	Richard Montaine	James Valdez
Alan Wolfe			Roland Gilbert – Absent

- Approval of Minutes for our June Regular Board meeting, the June 29th Special meeting, and the July 13th Regular meeting. Announcement of new minute journal format.**
 - Mr. Popowich introduced the new meeting minute's format and referenced the D.O.N.E. requirements for minutes. He also advised the Board that the Secretary's notes would be posted for informational purposes on the web site.
- State and local government representatives updates: Senator Alarcon's representative, Assemblyman Levine's representative, Mayor Hahn's representative, Councilman Smith's representative, Councilman Zine's representative, and other local or state government representatives that may wish to attend.**

Marisol Espinoza, from Councilman Zine's office attended.

<NOTE: For full comments please see the WNC Secretary's Meeting Notes 08104>

5. Code of Civility Signing: Voted on at our May 11, 2004, Board meeting, the Code of Civility still has not been signed by several Board members. We'll take a few moments to have everyone sign this document.

5.1. Ms. Lamishaw introduced the Code of Civility, which the Board agreed in May by a 7-0-4 decision to sign. She pointed out that several Board members and our new Board members have not signed the document and that we would take a moment to do this tonight. She asked Mr. Popowich to read the Code while it was passed around for Board members to sign.

5.1.1. Mr. Popowich read the Code.

6. Discussion and possible action on a presentation by Mr. Robert Lamishaw from JPL Zoning on behalf of West Valley Auto Center, LCC for a request to change a conditional use permit for the property located at 20126 W Sherman Way. The owner is requesting a change of use for a 3,500 sq ft portion from an existing auto (transmission) repair to an auto body and paint shop.

6.1. Ms. Lamishaw introduced the next item and recused herself due to her relationship to Mr. Lamishaw and JPL. She turned the meeting over to Mr. Molock.

6.1.1. The Board heard Mr. Lamishaw's presentation and asked questions.

6.2. Mr. Schulte made a motion to send a letter in support of this change of use. Mr. Basch seconded the motion.

6.3. The Secretary called roll and the motion was passed 11-0-1.

6.4. Mr. Molock turned the meeting over to Ms. Lamishaw.

6.5. Ms. Lamishaw requested that the Secretary send the letter out under his signature since it was a conflict of interest. The Secretary said he would do so.

7. Treasurer's Report: Board Treasurer Bob Basch will provide us with an update on our funding status and other matters pertaining to the Treasurer's duties and responsibilities

Mr. Basch announced that the WNC was officially funded.

Mr. Basch said our current status is that we have \$12,500.00 per quarter. \$6,250.00 is available for use via the debit card, and \$6,250.00 is held back by the City Controller's office to pay by check for any item over \$1,000.00. To date he has spent about \$50.57. He announced that going forward he would present a report at each meeting so that the Board and the stakeholders know how the money is being spent.

Mr. Basch has created a process and forms which he will provide to Mr. Popowich to distribute to the Board members for any expenditure requests. He described the forms and the process. He pointed out that all purchases required two copies of a receipt (one to remain on file with the Council and one for the Controller's office).

- 7.1. Mr. Durazo from D.O.N.E. was present and asked Mr. Basch to provide copies of the procedures and forms to him and asked for permission to share them with other Councils. He said another Council just had an issue where a departing Board member ran up a \$900.00 tab and said that there was a verbal agreement between the Treasurer and himself for the expenditure. He left that Council with the bill.
- 7.2. Mr. Popowich announced that he would create a Board only web site where we will post procedures and forms. Only the Board would be given the URL.
- 7.3. Mr. Basch also pointed out that the timer they were using was paid for by the funds and put together by Mr. Basch for about \$24-26.00. He commented that he had researched similar items on the internet and they were running about \$150.00.

8. Report on the Mayor’s Budget Conference held on July 31st. This will include discussion and possible action on the creation of a sub-committee under the Communications and Outreach Committee to distribute, collect, tabulate, and report on the Mayor’s Budget Survey. (Basch)

<NOTE: For full comments please see the WNC Secretary’s Meeting Notes 08104>

Mr. Basch explained that he and Ms. Conover and Mr. Jurgenson had attended the Mayor’s Budget Day Conference.

8.1.1. The Mayor is asking the NC’s to send out a budget priority survey to all of their stakeholders. He is asking each NC to return at least 200 surveys. Mr. Basch announced that the WNC has been asked to take on this task. He pointed out that not only are we expected to distribute the survey but that we would be tasked with collecting and compiling the data on a D.O.N.E. built web site.

8.1.2. Mr. Molock said that anyone can drop them off at the donut shop in the AM.

8.2. A stakeholder asked if she could get some to hand out to the community. She said she can cover a 2 block radius.

8.3. Mr. Basch made a motion to state that the WNC accept this project and that the task be handed over to the Communications & Outreach Committee (C & O Committee) to complete. Mr. Schulte seconded the motion.

8.4. The Secretary called roll and the motion was passed 12-0-1.

9. Discussion and possible action on a request to reconsider the Board’s decision not to fund the “Welcome to Winnetka” signs. (Lamishaw-Basch)

If approved the Board will discuss and possibly take action to decide to approve one of the two following motions:

- A. **The Winnetka Neighborhood Council contribute \$5,000 toward the cost of each of the Winnetka signs and \$5,000 each toward the landscaping and maintenance of the immediate area of the signs, with any funds left over after expending the landscaping and maintenance funds for the immediate area of the signs to be used for any other areas of the**

Sherman Way median in Winnetka that might require such landscaping or maintenance." (Lamishaw).

B. The Winnetka Neighborhood Council will contribute \$5,000 toward the cost of each of the Winnetka signs. The WNC will direct the President to contact the Councilman about the placement of a sign near the southern border of Winnetka on Winnetka Avenue. A sum of \$5,000.00 will be encumbered for a period of one calendar year or until such time as this project is deemed unfit by the full Board. (Jurgenson)

9.1. Ms. Lamishaw introduced the next item and explained that the Board needed to vote to reconsider the action taken at the last meeting before discussing the new recommendations.

9.2. The Secretary called the roll and the motion to reconsider came up a tie.

9.2.1. Mr. Basch pointed out that we need a 2/3 majority to reconsider. The motion failed.

9.2.2. Ms. Chelebian asked to change her vote from "abstain" to "no".

9.2.3. Mr. Popowich noted the change and the motion failed to pass 7-6-0.

SECRETARY'S NOTE: at this point Ms. Lamishaw opened the floor to a brief period of Public Comment to allow Mr. Jon Lauritzen, the LAUSD School Board representative a chance to speak to the stakeholders.

<NOTE: For full comments please see the WNC Secretary's Meeting Notes 08104>

A stakeholder took this opportunity to say that he felt the Board's last action was defective. He said we voted down returning funds and not the issues that were represented in the two motions not discussed.

Ms. Lamishaw commented that we voted to turn down any funds for the sign at the last meeting which is what we were reconsidering.

Mr. Basch read the reconsideration clause.

Mr. Popowich assured everyone that we will have an agenda item to allocate funds to fix the area around the signs. The issue tonight was not to provide any funds for the sign themselves.

10. Discussion and possible action on reviewing committee structures and numbers of appointed committee members. This may include modifying the limits we set for open committees, inducting new committee members, or the removal of some committee members who have either stepped down or have not attended meetings or responded to calls. (Popowich)

10.1. Ms. Lamishaw introduced the next item and explained that there are three things we need for committees: money, which we now have, time which we have for meetings, and people which we don't have enough of.

10.2. A discussion was held about how Committees should choose their members. The Board reached the following consensus (no vote was taken):

- The committee structures as previously decided should stand.
- Alternates were preferred to expanding the committee.
- Each committee can determine how many alternates it would like to have.
- Each Chair would be able to decide whether someone should be removed for attendance issues after due diligence to contact them has been made, notify the individual that they are no longer on the committee, and notify the committee.
- Each committee should select their own members and present those members to the full WNC Board for approval.

11. PLUM Committee report: Discussion and possible action to approve the PLUM Committee recommendations from their August 4, 2004 meeting. (Popowich)

11.1. Mr. Popowich passed out the PLUM Committee report and said that he struggled with the format for the report but that this would be the type of Committee report that would be submitted ahead of time going forward. He read the PLUM recommendations and asked if anyone wanted to call an item for discussion. No one did.

11.2. Mr. Popowich made a motion to approve the PLUM recommendations. Mr. Schulte seconded the motion.

11.3. The Secretary called roll and the motion was passed 13-0-0.

12. Communication & Outreach Committee Report: An update on the actions taken by the C & O Committee and the status of the WNC Magazine. (Jurgenson)

12.1. Ms. Lamishaw introduced the next item and turned it over to Mr. Jurgenson for his report.

12.2. Mr. Jurgenson explained that the Committee met and has designed a three pronged approach to outreach involving the web site (which he commented Mr. Popowich is doing a tremendous job on), a quarterly magazine, and a cable TV show.

<NOTE: For full comments please see the WNC Secretary's Meeting Notes 08104>

13. Facilities Committee Report: This report will include a possible discussion and action on a request to enter into a lease with Ricky Gelb for office space located at 20045 Saticoy St., Winnetka. The proposed office space will be about 1482 ¼ sq. ft, with a cost to not exceed \$1200.00 per month gross. If approved by the Board the lease agreement (which is a standard City lease provided by D.O.N.E.) will be submitted for D.O.N.E. for review and approval. (Molock)

13.1. Ms. Lamishaw introduced Mr. Molock.

13.2. Mr. Molock said that he would defer to Ms. Lamishaw to update everyone on the office space.

13.3. Ms. Lamishaw said the lease has been submitted to the property owner, Mr. Rickey Gelb, and that they have reviewed it and have asked D.O.N.E. for some minor revisions.

She also stated that Councilman Zine personally asked her to send him a letter asking him to help move this along. She briefly described the space and said we are getting it for a very low rate.

14. WNC Liaison Reports: Reports on the activities of the WNC Liaison's to the LADWP, Controller Chick's office, VICA, and others. No action is expected. Some liaisons may not have anything to report at this time.

14.1. Ms. Lamishaw announced that Mr. Lamishaw our liaison for the DWP and VICA had to leave early. She said the DWP would soon be sending a letter to the NC's asking for their support for the rate hikes and explaining why they money is needed. She said that each NC, through the liaison would have a vote on the plans that were being made. She also commented that the DWP has to give a lot of its money back to the City to support the general fund and that it really needs to be spent on our water which is what we pay for.

Ms. Lamishaw said that VICA is in recess but they are really focusing on reducing business taxes which are driving businesses from Los Angeles.

14.2. Mr. Popowich announced he had no updates from Controller Chick's office. He did say that he has been forwarding her press releases to the membership and that she is continuing to focus on reforming the Animal Services Department and is doing a tremendous job exposing all the wasted money the DWP spends on public relations firms, large parties, and contactors.

Mr. Popowich also announced that he is trying to get someone from Councilwoman Gruel's office to come speak before the WNC on the Gruel – Garcetti Business Tax proposal moving through the City Council.

15. Public Comments:

15.1. A stakeholder announced that his community has a petition they submitted to the City to get a night time no parking zone on the 7100 block of Quartz 7 the 19700 block of Cantley. He said that they are dealing with a business in the area who is parking cars that are not finished on the street and that they are having problems with people living in the cars. He would like the WNC to support the request.

15.1.1. Ms. Lamishaw stated that they are going about it the right way by calling Parking Enforcement first.

15.1.2. Mr. Popowich recommended we have the group present to the Public Safety Committee at our next meeting so they can hear the issue in detail and recommend an action to the full Board.

15.2. Mr. Molock said that he has received requests from constituents to see if the City can address the abandoned Pac Bell property next to the Union 76 Station on Winnetka. He said there are problems with trash, unauthorized parking, and people using it as a short cut.

15.2.1. Ms. Lamishaw commented that we can't do anything about it.

- 15.2.2. Mr. Popowich commented that we can send a letter to various departments requesting them to look into the problem and issue citations. He would add it to either the Public Works or Public Safety agendas.
- 15.3. Ms. Chelebian requested that we use the full name for the Public Works & Transportation Committee so that people know what it covers.
- 15.4. Ms. Robinson pointed out that the Committee list needs to be updated.
- 15.5. Mr. Jurgenson announced that he had attended the Citywide Issues group. This is an alliance of NC's who address city wide issues. He said that we should all make it a point to attend future meetings.
- 15.6. Mr. Basch raised an issue as Parliamentarian that tonight we requested Board members to sign the Code of Civility which was passed on May 11, and that three Board members have refused to sign it in violation the Boards decision. He wants to know why they refused.
- 15.6.1. Mr. Wolfe said this really should be an agenda item to be discussed.
- 15.6.2. Ms. Lamishaw agreed we probably should place it on an agenda to be discussed.
- 15.6.3. Mr. Basch said that it was a point of order that needed to be addressed since the Board members were in violation of the Board directive which was approved.
- Secretary's Note: A discussion between the Board members ensued about who has the right to require them to sign it and it was a matter of principle. Several short comments were made which do not need to be documented here. However, those who did not sign it did state that they felt they didn't have to and that there was nothing that could be done. References to the City Attorney were made about how this should be addressed.*
- 15.6.4. Those that did not sign it commented that they would like to hear the results of the original motion.
- 15.6.5. Mr. Popowich read the motion which states: "Motion to accept and have each member sign the Code of Civility provided by D.O.N.E."
- 15.6.6. Mr. Popowich stated that he would send a note to D.O.N.E. asking for the City Attorney's opinion on what happens when Board members choose not to abide by the Board's decision and rules.

16. Meeting adjourned.