

WINNETKA NEIGHBORHOOD COUNCIL
CITY OF LOS ANGELES
CALIFORNIA

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To: Council Members, Public

From: J.J. Popowich, Secretary

Date: July 1, 2004

Subject: Special Meeting Minutes for 06/29/04

- 1. Pledge of Allegiance**
- 2. The meeting was called to order at 6:30 PM, with Jacque Lamishaw acting as chair.**
- 3. Roll Call:** The following Board members were in attendance.

Jacque Lamishaw	Ken Molock	JJ Popowich	Armineh Chelebian
Dwight Burgess	Chris Jurgenson	Bob Basch	Cynthia Conover
Roland Gilbert	Wayne Schulte – Excused Absence	Marilyn Robinson – Excused Absence	

- 4. Discussion and possible action on the proposal by California Home Builders to build an 8 unit sub-division of single family homes at 20806 W. Community St, in Winnetka, on a 38,902 sq ft site currently zoned RA-1. Due to the July 1st hearing date, we are hearing the developer before the full Board. A copy of the Hearing Notice and tract map are available at our web site: <http://www.winnetkaneighborhoodcouncil.org>**
 - 4.1. Ms. Lamishaw explained the project and advised the Board and the stakeholders that she would be turning the meeting over to Mr. Molock due to a conflict of interest as this is client of hers in another matter.
 - 4.2. Mr. Molock advised that he would be turning the meeting over to Mr. Popowich and the PLUM Committee so that they could hear the issue and make a recommendation to the Board tonight.

- 4.3. Mr. Popowich thanked Mr. Molock and introduced Shawn Everhaim, from California Home Builders.
- 4.4. Mr. Everhaim thanked us for the opportunity to present the project. He announced that his company had just completed a very successful project just west of this area. The project was filled almost immediately and he still has a waiting list of interested individuals.

He explained that this project was an 8 unit single family home project that required no zoning changes as the area is already zoned R-1, except for the R-3 zoned condominiums at the end of the block. The houses would be about 5000 sq ft, with 4 bedrooms, 3 baths, and a two car garage. They would sell in the price range of \$500,000.00 to \$600,000.00 each. Each house would face Kelvin Street and would be accessed from Kelvin Street.

The city has required them to widen Kelvin which narrows considerably at the intersection of Kelvin and Community.

- 4.4.1. Ms. Chelebian commented that the street has a big significance for that neighborhood. Her concern is the added traffic to the area.
 - 4.4.1.1. Mr. Everhaim explained that they would be widening the street in front of the property, bringing it back to the condominium line.
- 4.4.2. Ms. Chelebian asked if they would also widen the street at the other end which again narrowed.
 - 4.4.2.1. Mr. Everhaim responded that they could not do that. The other areas of the street that are also narrow belong to different property owners. He further explained even if the neighborhood petitioned for widening it wouldn't be done unless the owners gave the property up.
- 4.4.3. Mr. Popowich asked if the proposal called for extending Community St. over the wash. He further explained that he had spoken to several community members today and this seemed to be the biggest concern.
 - 4.4.3.1. Mr. Everhaim responded that the wash is county property and is not part of this plan.
- 4.4.4. Mr. Jurgenson asked about the adjacent property and what would happen to it.
 - 4.4.4.1. Mr. Everhaim answered that it belonged to a different owner and it is possible that it could be subdivided one day. He went on to point out that his project would be removing several buildings that were illegally built.
 - 4.4.4.2. Mr. Jurgenson asked if he felt the adjacent property would be a similar project in the future.
 - 4.4.4.3. Mr. Everhaim responded that it could be one day.
 - 4.4.4.4. Mr. Jurgenson asked where the houses would be accessed from.

- 4.4.4.5. Mr. Everhaim responded that they would face Kelvin only and all access would be from that street like normal houses.
- 4.4.5. Mr. Gilbert asked if the property adjacent to this were ever developed how would it be accessed.
 - 4.4.5.1. Mr. Everhaim responded that the property owners would likely have to build a private road.
- 4.4.6. Ms. Chelebian asked if letters were sent out about this project and wondered if anyone was here.
- 4.5. A stakeholder stated they were concerned about extending Community Street to De Soto. They wanted to confirm that all access would be on Kelvin.
 - 4.5.1. Mr. Popowich confirmed that all access would be from Kelvin and that Community St. would not be extended.
 - 4.5.2. The stakeholder asked if this would be a gated community.
 - 4.5.3. Mr. Everhaim said it would not be gated.
- 4.6. A stakeholder said that the intersection of Community and Kelvin has a standing water problem with poor drainage. It has been paved many times, but it's still a problem.
 - 4.6.1. Mr. Everhaim said the street would have to meet the city's street elevation standards. If they require us to fix it we will.
- 4.7. A stakeholder asked about whether the project would be installing street lights. They are concerned because the area has a lot of trees and it's very dark at night.
 - 4.7.1. Mr. Everhaim said they will build street lights if the Bureau of Streets Light Division requires us to. Once this project is approved it goes back to Bureau of Street Services (BOSS) and other agencies for their requirements.
 - 4.7.2. The stakeholder wanted to know if they would be taxed for the lights.
 - 4.7.3. Mr. Popowich explained that it's only taxed if the community petitions the city to build them.
 - 4.7.4. The stakeholder wanted to know if they could request it to be part of this project.
 - 4.7.5. Mr. Everhaim said the city will almost always require it.
 - 4.7.6. Ms. Lamishaw, as a stakeholder, explained how the city processes it if the community requests it.
- 4.8. A stakeholder said they were concerned about traffic. The stakeholder referred to the intersection of Shoeborn & Sherman where they have similar problems.

- 4.8.1. Mr. Everhaim responded that is probably not something they will be responsible for.
- 4.8.2. Ms. Pfefferman, Councilman Smith's representative said that she would be happy to take the stakeholder's name down and she would address his problem.
- 4.9. Mr. Popowich asked if there were any other questions.
- 4.10. Ms. Chelebian asked how long it would take to build.
 - 4.10.1. Mr. Everhaim said it would take about 3 – 6 months for approval and about 3 – 4 months before construction begins.
- 4.11. Ms. Chelebian asked what they would do about inconveniencing the neighborhood during construction.
 - 4.11.1. Mr. Everhaim said that there shouldn't be too much inconvenience. Most of the equipment would be parked on the property. The property will be fenced off for privacy during construction.
 - 4.11.2. Ms. Chelebian asked what the property size was.
 - 4.11.3. Mr. Everhaim answered it was about 5000 sq ft.
 - 4.11.4. Ms. Chelebian asked if parking would be in the driveway. She also asked where visitors would park.
 - 4.11.5. Mr. Everhaim answered that they would have a 2 car garage and there would be enough room to park in the driveway.
- 4.12. Ms. Conover asked if there would be new fire hydrants.
 - 4.12.1. Mr. Everhaim said that would be left up to the L.A.F.D.
 - 4.12.2. Ms. Conover asked if it would be septic or sewer.
 - 4.12.3. Mr. Everhaim responded that all houses built in the city are on the sewer system.
- 4.13. Mr. Popowich introduced a motion that the PLUM recommends the project be approved by the full Board. Ms. Chelebian seconded.
- 4.14. Mr. Popowich called roll for the PLUM Committee. Since there were only 3 members who were able to vote the motion was passed 3 – 0.
- 4.15. Mr. Popowich turned the meeting over the Mr. Molock as the acting Chair.
- 4.16. Mr. Molock called for a motion on the PLUM Committee's recommendation.
 - 4.16.1. Mr. Popowich made a motion that the Board approves the PLUM Committee's recommendation to approve the project as is. The motion was seconded by Ms. Conover.

4.17. The Secretary called roll and the motion was passed 8 – 0 – 0. He announced a letter would be sent to Mr. Everhaim and provided to the City Planning Commission at the hearing.

4.18. Mr. Molock asked Ms. Lamishaw to return to the table and turned the meeting over to her for the remainder of the night.

5. Discussion and possible action on the presentation of the 2005 fiscal year budget by the Budget & Finance Committee.

5.1. Ms. Lamishaw introduced the next item for discussion and asked Mr. Basch to explain the budget.

5.2. Mr. Basch explained how the Budget and Finance Committee was organized and how it voted on the budget.

Mr. Basch explained that the committee reviewed D.O.N.E. requirements and explained the process on how the budget would be submitted. He explained that D.O.N.E. would release up to \$12,500.00 per quarter for the Council's use. D.O.N.E. issue a debit card to the Treasurer with limited amount of money on the card. The Treasurer is ultimately responsible for all purchases.

The Board would be able to request checks. Each request has to be signed off by the Treasurer (Mr. Basch) and one of two signatories who were certified by D.O.N.E. (Ms. Lamishaw or Mr. Popowich). Only Board members could authorize the expenditure of money as they were elected to do so.

He explained the requests that were received and how the money was partitioned. The B & F Committee took all requests into consideration.

Mr. Basch explained how the budget was broken down into categories that had to be specific but still general enough to allow flexibility. He said if we were to state we were going to buy a certain model fax machine, then we would have to buy that machine. However if we stated that we would buy office equipment, then we could be flexible and shop around.

He went on to explain that the B & F Committee knows the budget is not exact or right, but we won't know what we need exactly until we expand on what our goals are. He also said that we have the ability to revise the budget every quarter and that we can shift funds around from one category to another with D.O.N.E.'s approval.

Mr. Basch explained that the budget was broken down into the categories and explained the percentages assigned to each category. He emphasized that Outreach was the largest item besides the cost of an office space. Overall he stated requests were around \$65,000.00. He then opened up the floor for comments and questions.

5.3. Ms. Conover stated that the B & F Committee looked at all requests and did the best they could to make a budget that was fair. She said we took our best guess. She went on to say that we don't mean to discourage or segment anyone's request. We will continue to work on the budget as we go forward.

5.4. Mr. Basch said we have to spend it on things that we can do. We are not allowed to spend it on fixing pot holes or on other city services. He stressed that we do have limitations on what we can do, but if the stakeholders want us to do something we will do our best to get it done.

5.5. A stakeholder confirmed that we could move it within the budget. She also asked if we were allowed to keep it or if we lost it if it wasn't spent.

5.5.1. Mr. Basch responded that the city had originally set it up where the money had to be spent or we would lose it. However recent changes have allowed us to roll it over until the next year. He then read the L.A. Times article about D.O.N.E.'s announcement that the funds could be rolled over.

5.6. Mr. Molock made a motion that the Board should pass the budget as presented.

5.7. Ms. Lamishaw seconded the motion and asked the Secretary to call roll.

5.8. The Secretary called roll and the budget was passed 9 – 0.

5.9. Ms. Chelebian announced that she would like to resign from the B & F Committee to allow Mr. Gilbert to sit on the committee. There was general agreement that this would be acceptable.

5.10. Ms. Lamishaw said that she feels the Board is pretty frugal and that we will do as much as possible to spend as little as possible. She went on to say that you can be pretty well assured that we won't be buying any bands or t-shirts.

6. Discussion and possible action on the content, creation of, and approval of a WNC stakeholder survey. For an example of this survey please visit <http://www.winnetkaneighborhoodcouncil.org>.

6.1. Ms. Lamishaw introduced the survey. She showed a sample survey to the Board and announced she was pleased to see the stack of sample surveys that were placed out have disappeared.

She stated that we feel it's important that we know what everyone's concerns are. We may not be able to fix it but we can direct people to the right way to get it done. We will do our best to do whatever you want us to.

She announced that there are some things we are working on such as a partnership with the city on street trees and there are other programs that provide trees to private property owners. She also stated we will have a newsletter every quarter.

6.2. Mr. Popowich announced that once the survey is approved he will post it on the website probably by Friday and distribute.

6.3. Ms. Lamishaw asked for a motion.

- 6.4. Ms. Chelebian introduced a motion to say we approve of the concept of the survey and that we will use this survey as it is until we can improve on it. Mr. Burgess seconded the motion.
- 6.5. The Secretary called roll and the motion was approved 9 – 0.
- 6.6. Ms. Lamishaw announced that D.O.N.E. has requested that we complete the survey as well and that they have set a deadline of the first week of August for us to provide results.

7. Open Forum

- 7.1. Ms. Lamishaw opened the floor to Elaine Pfefferman from Councilman Smith’s office prior to the public.
- 7.2. Ms Pfefferman commented on how well the Board was working together and on our decision making. “You really are a good Board.”

She went on to say that when we speak out donations it’s always about partnerships. She encouraged the Board to look at working with local businesses for partnerships that will help them and the Board. She also said that getting to know your neighbors was important. She pointed out that some of them have businesses and they often like to help out locally. She cautioned us not to just reach out to big businesses alone.

She said that Councilman Smith has spoken many times about coming to one of our meetings. She would be arranging something us shortly for this.

She also spoke about the Good Neighborhood Ordinance that Councilman Smith is working on. She also referred to setting up neighborhood cleaning dates with the Board.

She also complimented our web site and the communication provide by Mr. Popowich.

- 7.3. Ms. Lamishaw thanked her.
- 7.4. Mr. Molock asked to have an item placed on the next agenda to discuss new posting places. He said that he has problems posting in some places because they are closed on certain days. He asked if Board members and stakeholders could think of new places to post.
 - 7.4.1. Mr. Basch stated that this would require some By-Law changes as some of them are specifically in the By-Laws.
- 7.5. Mr. Popowich took a moment to announce the next PLUM Committee meeting and the topic of Inclusionary Housing.
 - 7.5.1. Ms. Lamishaw commented that Valley Vote was also taking a position on that item.
 - 7.5.2. Ms. Chelebian said that she is a member of Valley Vote and would provide the information to Mr. Popowich for posting on the web site.

7.6. Ms. Lamishaw opened the meeting up stakeholders for public comment.

7.7. One stakeholder stepped forward to ask about the Kelvin project and what had happened.

7.8. Mr. Popowich explained what the Board decided.

8. The meeting was adjourned.