



# Winnetka Neighborhood Council

## GENERAL MEETING AGENDA

Tuesday, March 14, 2017, 6:30 PM

Winnetka Convention Center,

20122 Vanowen St. Winnetka, CA 91306

(Located next to Winnetka Bowl, ground floor of hotel)

[board@winnetknc.com](mailto:board@winnetknc.com) | [www.winnetkaNC.com](http://www.winnetkaNC.com) | @winnetkaNC



President	Vice-President	Secretary	Treasurer	Parliamentarian
JJ Popowich	Benjamin Hill	Matthew Gregorchuk	Jaime Pelaez	Franklin Solis
Board Members				
Steven Fuhrman	Erick Lace	Eric Lewis	Carlos Perez	Tess Reyes-Dunn
Tamicka Green	John Poer	Ajantha Sriramya	David Uebersax	Vacant (Youth Rep.)

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., CA 91306 and are available on our website at [www.winnetkanc.com](http://www.winnetkanc.com). You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at the website below:

<http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

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.

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1. **MEET & GREET** (Refreshments) [10 min] \_\_\_\_\_ # of Guests
  2. **CONVENE MEETING**
  3. **PLEDGE OF ALLEGIANCE** [1 min]
  4. **BOARD MEMBER ROLL CALL** [2 min]
  5. **MEETING RULES & ANNOUNCEMENTS** [2 min]
  6. **APPROVAL OF MINUTES** [5 min]
    - a. January 2017
  7. **GOVERNMENT REPRESENTATIVES** [5 min each, 20 min max]
    - a. 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.
  8. **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 government agency. [3 min each, 20 min max]
  9. **STAKEHOLDER REQUESTS TO ADDRESS BOARD:** Stakeholders may request to speak to the Board by contacting the Secretary in advance – and time permitting. Each stakeholder will be given 5 minutes to address the Board. The Board may choose to take action or refer to a Committee for further discussion

10. **CONSENT CALENDAR:** Board members or members of the public may request any item listed on the consent calendar to be pulled for discussion. If you wish to pull an item for discussion please advise the Secretary before the meeting or request the item be pulled at the of discussion. [5 min]

11. **FINANCIAL CONSENT CALENDAR:** Board members or members of the public may request any item listed on the consent calendar to be pulled for discussion. If you wish to pull an item for discussion please advise the Secretary before the meeting or request the item be pulled at the time it is brought up for discussion. [15min]

- a. Motion to approve Moore Business Results Invoices (Outreach):
  1. January Activity expense: \$
  2. February Activity expense: \$
- b. Motion to approve Valentino's expenses for meeting food (Outreach):
  1. January 10 meeting food expense: \$50.00
- c. Motion to approve Extra Space Storage (Operational)
  1. January Storage expense: \$200.00
  2. February Storage expense: \$200.00

## 12. **NON-CONSENT CALENDAR**

- a. Discussion and possible action to consider an NPG request from Valley Village for \$1000.00 to support the annual Valley Village Run/Walk community event that was held in October 2016. This is a request that was made by Valley Village in a timely manner before the event. It was considered during our annual budget process but tabled for future consideration and not included in the budget. [10 Min]
- b. Discussion and possible action to consider supporting and participating in the 2017 Senior Symposium scheduled for May 20, 2017. ONEGeneration is requesting \$500 from all participating NCs. The Senior Symposium is an annual outreach event to seniors in the San Fernando Valley to let them know about services that are available to them. The WNC has participated in past years. [10 Min]
- c. Discussion and possible action to consider filling the seat vacated by Tess Reyes-Dunn. Ms. Reyes-Dunn was removed from the NC Board for failure to comply with the Board of Neighborhood Commissioners requirement to agree to the Code of Conduct by November 1, 2016. The Board received notification of her removal in January. The Board may take action to do the following: Reinstate Ms. Reyes-Dunn since she has complied or not reinstate Ms. Reyes-Dunn and announce the seat is open to be filled. The Board may also discuss plans for Outreach and timing to fill any other vacant seats. [10 Min]
- d. Discussion and possible action regarding the Winnetka NC newsletter. This will include making plans to complete the outstanding newsletter and plans for ensuring we meet our goals of publishing the newsletter, when budgeted, in a timely manner. [10 Min]

13. **TREASURER'S REPORT** (Pelaez/Uebersax) Update, discussion, and possible action regarding the status of Winnetka NC finances, the WNC checking account, and the Treasurer's bank account Access, plus any additional financial reports as needed other than the MERs.

- a. Discussion and possible review and approve any outstanding Monthly Expense Reports (MER) from July 2016 - February 2017. DONE has notified us that they have not received approved MER for

these months. NOTE: If we do not approve and submit by March 31st, DONE will again suspend our funding.

#### 14. REGULAR COMMITTEE REPORTS & MOTIONS

a. **Planning & Land Use Management Committee (PLUM) Report** (Popowich) [45 min]

NOTICE: The PLUM Committee Meeting: 3rd Tuesday of each month at 7 PM

(Location to be decided)

- i. Discussion and possible action on a recommendation by the PLUM Committee to approve a request, pursuant to the PLUM Committee motion below, by James Jordan Middle School (a public charter school), located at **7911 N. Winnetka Ave, Winnetka, CA** to increase the classroom area by adding a 2880 sq. ft. modular building with a 10% increase in enrollment. The current enrollment is limited to 375 students. (Zoning Case File: CPC-2013-964-CU-PA1). For more information please view:

<http://planning.lacity.org/pdiscaseinfo/CaseId/MjExNTg50> PLAN APPROVAL TO INCREASE AREA BY ADDING A 2880 SF MODULAR BUILDING WITH A 10% INCREASE IN ENROLLMENT WHICH IS CURRENTLY LIMITED TO 375 STUDENTS.

The WNC PLUM Committee recommends the Winnetka NC Board approve the project with the following conditions:

- James Jordan Middle School installs permanent outward facing signs marking the entrance only and exit only driveways, plus Do-Not-Enter signs as appropriate.
- James Jordan Middle School agrees to put into place a noise abatement plan to address the use of any loud speakers or bullhorns after 5 PM.
- James Jordan Middle School agrees to sign a voluntary agreement with the Winnetka NC regarding these stipulations if approved by the Board.

- ii. Discussion and possible action the PLUM Committee recommendation regarding proposed plans for the redevelopment of the Westfield Promenade located in Woodland Hills

The Winnetka NC PLUM Committee recommends that we submit a letter to Westfield and Councilmember Blumenfield that we want to remain involved in the project approval process as it moves forward. The letter should also include an early recommendations to limit the usage of crosswalks between the Village and the Promenade by connecting the Village and the Promenade sights through the usage of overhead bridges and or underground tunnels, and ensuring there is as much onsite parking as possible that is free of charge. Additionally, the letter should state that the Board has concerns about additional traffic and traffic flow management from the 101 Freeway along Topanga Canyon Blvd.

- iii. For Information Only: Presentation on the new WNC Planning & Land Use Management Committee Procedural Resolution. These are a set of rules that will govern the PLUM Committee including what the Committee will focus on, when a Committee will hear a project, requirement a developer must meet when presenting to the Committee, and what actions the Committee may take.

b. **Public Safety Committee (PSC) Report** (Pelaez) [15 min]

NOTICE: The PS Committee Meeting: TBD (Location to be decided)

- i. No Report this month

- c. **Public Works & Transportation Committee (PWT) Report** (Uebersax) [25 min]  
NOTICE: The PWT Committee Meeting: TBD (Location to be decided)
  - i. No Report this month
- d. **Outreach & Social Media Committee (OSM) Report** (Lewis) [15 min]  
NOTICE: The OSM Committee Meeting: TBD (Location to be decided)
  - i. No report this month:
- e. **Youth Advocacy Committee (YAC) Report** (Lace) [15 min]  
NOTICE: The YAC Committee Meeting: TBD (Location to be decided)
  - i. Discussion and possible action on a recommendation from the Youth Advocacy Committee to appoint of a Youth Representative to the Board (filling the vacant 15th seat). The Board will hear from qualified applicants presented by the Youth Committee.
  - ii. Discussion and possible approval for the Youth Committee to write a letter on behalf of the Board in support of SunnyBrae Elementary School's proposal to create a magnet program called the "Academy for Global Citizenship" with specialization in social studies, along with math and science for the common good.
- f. **Budget & Finance Committee (B&F) Report** (Popowich) [20 min]  
NOTICE: The B&F Committee Meeting: TBD (Location to be decided)
  - i. No Report this month
- g. **Rule, Elections & By-Laws Committee (REB) Report** (Hill) [5 min]  
NOTICE: The REB Committee Meeting: TBD (Location to be decided)
  - i. No Report this month
- h. **Budget Advocate/Budget Rep Report** (?) [5 min]
  - i. No report this month

## 15. OFFICER & LIAISON REPORTS

- a. President's Report (Popowich) [5 min]
  - i. DONE *highly* recommends that you do not use your personal e-mail addresses to conduct NC business due to the fact that all such communications are subject to the California Public Records Act.
  - ii. Discussion regarding the current state of the WNC in terms of completing projects and Committee meetings. Since we are entering the final quarter of the FY the President is concerned that several Committees are not functional (meeting and moving projects forward). We will be considering ideas to help our fellow Board members.
  - iii. Discussion and possible action to set a schedule to develop the 2017-2018 FY Budget and Strategic Plan.
- b. Secretary's Report (Gregorchuk/Green) [4 min]
- c. LA City Council District 3 Beautification Action Team Liaison Report: (No Rep) [5 min]
- d. LA DWP Memorandum of Understanding Oversight Committee Report (Uebersax) [5min]
- e. LA Neighborhood Council Coalition (LANCC) Report: (Uebersax): [5 min]
- f. LA Public Works Liaison Report: (Uebersax) [5 min]
- g. Mayor's Budget Representatives Report (Gregorchuk) [5 min]
- h. Reserve Animal Control Officer (RACO) Liaison Report (Vacant) [5 min]
- i. Valley Alliance of Neighborhood Councils (VANC) Report: (??) [5 Min]

## 16. GOOD OF THE ORDER [2 min]

## 17. MEETING ADJOURNED

### **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 either:

- The Winnetka NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com), or
- The Winnetka NC President at 818-648-6219, or via email at [jpopowich@winnetkanc.com](mailto:jpopowich@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 our website: [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 NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@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 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 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.