



## WINNETKA NEIGHBORHOOD COUNCIL

c/o Winnetka Convention Center  
 20122 Vanowen St., Winnetka, CA 91306  
[WinnetkaNC.com](http://WinnetkaNC.com) @WinnetkaNC  
 Board@WinnetkaNC.com



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)

## GENERAL MEETING MINUTES

Tuesday, July 12, 2016, 6:30 PM

Winnetka Convention Center, 20122 Vanowen St. Winnetka, CA 91306  
 (Located next to Winnetka Bowl, ground floor of hotel)

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.

1. MEET & GREET (Refreshments) [10 min]      \_8\_ # of Guests
2. CONVENE MEETING 6:40pm
3. PLEDGE OF ALLEGIANCE [1 min]
4. BOARD MEMBER ROLL CALL [2 min]

June 14, 2016	Jan. 12	Feb. 9	Mar 8	Mar 22	Apr 12	Apr 26	May 10	Jun 14	Jun 21	Jul 12	Aug 9	Sep 13
<b>Board Member</b>												
<b>Steven Fuhrman</b>	X	X	X	AE	X	X		X		X		
<b>Tamicka Green</b>								X		X		
<b>Matthew Gregorchuk</b>								X		X		
<b>Benjamin Hill</b>								X		X		
<b>Erick Lace</b>	X	X	X	X	X	X		X		X		
<b>Eric Lewis</b>	X	X	X	X	X	X		A		L		

<b>Jaime Pelaez</b>	EL	X	X	X	X	X		X		L		
<b>Carlos Perez</b>	X	A	A	A	X	A		X		X		
<b>John Poer</b>	X	X	X	X	X	X		X		X		
<b>JJ Popowich</b>	X	AE	X	X	X	X		X		X		
<b>Tess Reyes-</b>	A	X	A	X	X	X		X		X		
<b>Franklin Solis</b>								X		A		
<b>Ajantha</b>								X		X		
<b>David Uebersax</b>	X	X	X	X	A	X		X		X		
<b>Vacant (Youth)</b>	-	-	-	-	-	-		-		-		
<b>Total</b>	12	11	10	9	11	9		13		11		

X = Present, A = Absent, E = Excused, / = Not on the Board at this time, L = Late, LE = Left early  
 Quorum is 8 members.

**5. MEETING RULES & ANNOUNCEMENTS [2 min]**

Popowich: Current events and state of our nation and culture. Conflicts between citizens and police, particularly with African Americans. Threats to Law enforcement, Dallas police tragedy. Violence needs to end, race relations discussion needs to happen. A part of our society feels marginalized. We need to come together to work to sort this out. NCs have a role to play, we are community leaders, our job to speak out against violence, to support police to support all parts of the community feel a voice. Police dialog meeting Moment of silence for police who gave their life, read 5 officer's names.  
 Popowich: covered meeting rules.

**6. GOVERNMENT REPRESENTATIVES [5 min each, 20 min max]**

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.

Ankur Patel: LAUSD Scott Schmerelson District 3, has worked on NC. Many events throughout the year. Education round table Sep 30, Dec 2, mar 31 June 30 – all on Fridays at district office. Looking for RSVPs from NC board members. We want our schools to create thoughtful creative students.

Popowich: any questions from public? – None

Tess: Free concerts for children

Lace: WNC has history of supporting our local elementary schools

Uebersax: Outreach to schools to be involved in community clean ups and other events

Popowich: We are looking for a youth board member, can the

Lace: could we contact students in the high school? Can we have help from the Board Member?

Patel: This is common, and something we can help with.

Officer Moreno: Acting senior community officer, crime update, burglary up during work hours, burglars are looking for cues to wealth. Stolen vehicles down, but vehicle break-ins are up. Violent crimes are up, but data is skewed by domestic violence. Golf tournament Oct 24, funds go to police sports outreach.

Public commenter 1: submit police report of bike theft, bike theft seems to be up

Moreno: Bike theft is up, must be vigilant.

Public commenter 2: has had bike stolen as well.

Public commenter 1: has added a tracer to his bike, would police seek it

Moreno: We are encouraging vigilance

Perez: can you still register your bike?

Moreno: yes they will still register bikes.

Public commenter 1: what does the police do with property they acquire, could some of it be our bikes? Can it be sold to help support finding bikes or help the charities the police supports?

Moreno: Property is either claimed or destroyed.

Public commenter 2: Could you explain the new homeless law and its effect on law enforcement

Moreno: It's a special order, Homeless have good advocates making waves downtown. Police can no longer pressure homeless. City has moved homeless encampment clean up to sanitation. Takes a long time. All the city departments

Public commenter 3: What about the camps by schools

Moreno: There is a pamphlet about the rules the city will enforce. The city is looking to offer a camping location for the homeless to move to similar to Santa Barbara.

Furman: if the vehicle is unregistered you can't tow it?

Moreno: we are told to be sensitive.

Poer: Will 311 work to contact sanitation

Moreno: yes

Uebersax: Parking of oversize vehicles, would police prefer a parking permit system

Moreno: Dearing has no overnight parking, need residents to pressure DOT.

Public Commenter 2: abandoned cars advertising business

Moreno: 72 hour rule applies to trailers and cars advertising

Public Commenter 1: You may encounter homeless person who desires to get clean of drugs, Tarzana center is available

Tess: Court St. Man living between two buildings, across from church. The man has moved out and trash is left behind.

Moreno: will refer sanitation to the site.

- 7. 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]

Robert Lee: resident of Winnetka 20yrs, quiet neighborhood 20yrs ago, now many fireworks at all hours, scares dogs. Is there anything we can reduce the fireworks.

Furman: dog was freaked out too, neighbor called police about fireworks, Police don't have resources to follow up on complaints of fireworks. Law not being respected or followed, but while police have a hands off approach, there isn't much we can do.

Popowich: can we send this to public safety committee

Tess: the public safety committee meets with police on 2<sup>nd</sup> Thursday every month at 7pm

Vanmeeteren: two daughters and wife who love river path, homeless and drug users on path.

Can we make a business/organization that represents us to put cameras, or something that will help control the pathway? Hammocks and "Condos" in the tunnels.

Popowich: Zine tried to get portable cameras that could be moved around the neighborhood.

Was a discussion about making a Winnetka 5013.c, but NC cannot. There is an ad hoc homeless committee that we are hoping to start tonight.

Uebersax: NCs have been looking into how to address this regionally, we are hoping to start a "River watch" similar to neighborhood watch. Encourage you to stay active to address this issue. It will grow beyond Neighborhood councils

Tess: mix of city and county so there is miss communication, do come to the police station to voice your concerns.

Lace: Send river concerns to public safety

Joe Phillips: Member of Reseda NC, Last Saturday hosted sustainability alliance meeting, everyone joins together to discuss the role of NC's to protect the environment. Bike path is an issue, if you see anything call 311, any trash, graffiti, we have to be proactive in picking up things and maintaining it. Ask about if WNC is thinking about pushing metro about coin operated bathroom,

Popowich: We've tried, but much resistance.

Phillips: River watch to link all the NC's together to protect river and the needs in the river.

What is preventing the police from patrolling the bike path?

Popowich: something public safety to consider

Phillips: trying to get a bike detail

Tess: our police are being pulled down to the areas of the city with higher crime.

Poer: Bike path is closed at sun down, why isn't this being enforced?

Uebersax: County closes at sun down, city only closes if it's raining.

Phillips: rim of the valley proposal, would link all parks around the valley, would become federal land. Could become federal ranger's patrolling.

Jason Ackerman: anthropologist, back yard fireworks more common when there is not a community display. Why not try to get a more local display. Pokémon Go has people out around town exploring the city and has been a big improvement in community quality in Van Nuys. Set a park, and river as a poke stop.

## **8. 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]

## **9. 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. [15 min]

## **10. REGULAR COMMITTEE REPORTS & MOTIONS**

### **A. Planning & Land Use Management Committee (PLUM) Report (Popowich) [15 min]**

NOTICE: The PLUM Committee Meeting: 3<sup>rd</sup> Tuesday of each month at 7 PM  
(Location to be decided)

- 1) No Report this month:

2)

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

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

1) No Report this month

2)

**C. Public Works & Transportation Committee (PWT) Report (Uebersax) [15 min]**

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

1) No Report this month

Uebersax: Had to council because lack of quorum, requiring more members. Will try to meet in July. Trying to coordinate for "Clean Street" event. Pothole event coming up, will get Winnetka 15 repairs. Large list of things that have been done and need to be done.

Vanweeteren: trees need trimmed, can they be part of the 15 repairs.

Uebersax: we will reach out for trees, but we will continue to remind the city

Perez: how do we locate the pot holes?

Uebersax: try to get a street address or at least between streets. Then the city will come inspect.

Lewis: tag it using your phone's GPS

Uebersax: we try to cluster them to get more repairs

Poer: using the 311 app you can get the GPS location emailed to you then we will add it to our list.

Joe Phillip: used app called minivan, remarkable app for navigation.

Lace: could committee plan the spring clean so schools can be announced.

Uebersax: date was announced a meeting or two ago

Lace: Winnetka Park has rec. center that is open for meetings. Post your committee meetings here at the hotel and bowling alley.

**D. Outreach & Social Media Committee (OSM) Report (Lewis) [15 min]**

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

1) No Report this month: no meeting place.

Lewis: Business card changes, cards should be here next month, left over flashlights. Badges have arrived.

2)

**E. Youth Advocacy Committee (YAC) Report (?) [15 min]**

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

1) No Report this month

2)

**F. Budget & Finance Committee (B&F) Report (?) [15 min]**

NOTICE: The B&F Committee Meeting: TBD (Location to be decided)

1) No Report this month

2)

**G. Rule, Elections & By-Laws Committee (REB) Report (?) [15 min]**

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

1) No Report this month

2)

**11. NON-CONSENT CALENDAR**

A. Discussion and possible action to create an Ad Hoc committee to review options for meeting locations for the WNC. The committee will be comprised of no more than 5 Board members. The Committee will be asked to bring back up to three recommendations to include costs and a list of pros and cons of each recommendation. The Committee can consider any option as long as the location is within the Winnetka NC boundaries. Recommendations will be due for the August 2016 Board meeting. The Committee will remain in place until a solution has been developed and implemented.

(Popowich) (20 min)

Popowich: Must find a place to hold meetings, have current space for once a month. A committee to find a meeting place. We should put up some money to pay for a meeting space. We need to set money aside for this so we have a regular meeting place.

Community won't get involved if we cannot have a home. Committee must come back with 3 recommendations about where to meet.

Lace: second, Popowich: motion

Lace: we can use the schools to meet, but not during the summer. The schools would be happy to have us meet there.

Popowich: need 5 board members on the committee to find a space.

Uebersax: we are blocked out for two months from school, so we may want to pay for just those 2 months.

Pelaez: what would cost be for renting the hotel, could the committees meet together.

Poer: City could complicate the paying for a room.

Popowich: Board members were emailed about requirements for meeting space. Hill is chair of ad hoc committee.

Hill: Email Hill if you're interested.

Committee formed

B. Discussion and possible action to elect an Assistant Parliamentarian. Mr. Lewis has tendered his resignation from this position. (Popowich) [3 min]

Popowich: John Poer, for assistant parliamentarian

Poer: Can't to lift

Popowich: need someone to help set up meeting rooms.

Lace: franklin has helped get room ready

Lewis: nominate Erick Lace.

Lace: familiar with the process and wants the job

Popowich: vote by voice

Lace is now assistant parliamentarian

- C. Discussion and possible action to create a Homeless Ad Hoc Committee to consist of no more than 5 individuals consisting of a mix of Board and Stakeholders to be appointed by the President. The Committee will be tasked with working with other West Valley NCs to develop recommendations for the Board's consideration to coordinate efforts to address the homeless problem within the Western San Fernando Valley. The Committee will also be responsible for selecting one member to be a representative to coordinate efforts with the Mayor's Office in their efforts to address the homeless problems. The Committee will be required to present a monthly report to the Board of their efforts and submit any recommendations to the Board for approval. (Popowich) [20 min]

Popowich: Idea has come up in the past, homelessness continues to be a problem.

Lace: president appoints ad hoc, many other organizations are getting involved.

Popowich: I promised West Valley that we would make a committee to address what we can do in our neighborhood. I know I can create ad hoc committee, but wants board invested.

Lace: motion, Popowich: second motion

Vanmeeteren: Volunteer to help clean up the river. Interested in serving

Popowich: Benjamin Hill will chair

Vote to form committee: unanimous

Popowich: let's set up outreach, Ben Hill to set up meeting place and

Tess: all NC's need to work together as one unit working toward one thing. Reseda, woodland hills, and us, why can't we all get together to work on these issues.

Popowich: this committee will be working with the other committees from of NC to address homelessness.

Phillips: Reseda NC coordinated a care package building program. Could use Reseda's meeting space if needed.

Popowich: if we get the NC to meet together for an ad hoc can meet anywhere does not have to be in Winnetka. This issue is important for many reasons.

- D. Discussion and possible action to appoint a Hospitality Coordinator, whom could assist with ordering meeting food, including the collection and submission of invoices to the Treasurer in a timely manner. (Lace) [3 min]

Lace: In the past parliamentarian ordered food for events, was made easier when the assistant treasurer ordered the food because they have the credit card.

Uebersax: has no problem with the current system

Popowich: we will continue to have Uebersax doing

Uebersax: would like it to remain un-official

Tess: would like something besides pizza. Sandwiches or something

Uebersax: I'll work with anyone on what food to get. Budget is about \$50.00

- E. 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.

- 1) *Discussion and possible action on the following action to approve the Treasurer's Report for June 2016 (Pelaez/Uebersax) [10 min]*

**MOTION:** "The Winnetka NC Board has reviewed the June 2016 Monthly Expenditure Report including the US Bank Statement for the month ending in

June 2016. The Board approves the report and authorizes the Treasurer to submit the report to DONE.”

Pelaez: Bills are paid for the month and we are current

Lace: was unable to get access to the public storage

Uebersax: was not able to pay bill on the 4<sup>th</sup>, did not receive reminder.

Popowich: need to remove our stuff from storage stuff

Lace: would like ad hoc committee to address storage

Pelaez: can we set up auto payment?

Popowich: not that we are aware of

Perez: second ad hoc committee.

Lewis: current place is cheap and convenient

Popowich: can we fold this into meeting space committee. It will be added to the role of the committee.

Uebersax: price has gone up to \$200.00/month

Poer: Look into auto payments and online payment

Popowich: without an approved budget, we can't pay anything.

Uebersax: budget meeting can't find a place to meet. We can use an auto payment if we set aside one card for the purchase card. Attempted to order vest, but the card has a different address, and does not match the address WNC has.

Popowich: technically the card should be shut off at the end of the fiscal year until a new budget is approved.

- F. Discussion and possible action for the approval of payment of invoices for food provided at WNC Board meetings by Village Café. The exact amount and dates for services provided will be discussed at the meeting. (Lace/Uebersax/Pelaez) [5 min]

Popowich: Table

- G. Discussion and possible action to set a time line and plan to draft a 2016-2017 FY Budget for submission to DONE. This discussion will include an overview and agreement on process for drafting the budget, setting deadlines, and discussing overall budget principals. (Popowich) (20 min) (Popowich) [20 min]

Popowich: typically committee's submit budget request, but without meeting not sure how we will do it.

Pelaez: create budget based off last year's budget and correct it quarterly

Popowich: DONE gives us flexibility, we must fill out their paper work. We must submit something to DONE

Furman: Use last year's budget to project, then recalibrate at the quarterly

Lewis: we've itemized last year's budget very accurately and

Green: what happens if we under spend DONE's projection

Popowich: DONE gives you a set amount and you just specify how you will spend.

Pelaez: we can find tune the DONE's budgeted money and must use before end of year or DONE keeps money.

Lace:

Lewis: items in budget can be moved to miscellaneous, we don't need everything in last year's budget.

Popowich: bring next year's budget back for approval.

Pelaez: we can keep things generic so that we can have some more flexibility

Green: is there a budget for the meeting space that we should stay within

Popowich: one financial constraint, 65% must be spent on outreach

Uebersax: the code requirements are not too specific

Lewis: Outreach doesn't mean it's just the outreach committee

Phillip: Reseda monthly rent is coming out of outreach budget. Pays 1250/month  
Popowich: DONE is to help with finding meeting place, maybe they will be more flexible about finding and paying place.  
Pelaez: Newsletter, already been paid for.  
Lewis: meet at Poer's home to write.

- H. Discussion and possible action regarding the current status of all WNC computer-related equipment and potential upcoming needs of the incoming group of Officers. (Popowich) [2 min]

Popowich: inventory of computer stuff. Things we are not using must go back to DONE.  
Pelaez: how do we get it back to DONE, we have huge printer.  
Popowich: we need to make arrangement for DONE to pick up things.

- I. Discussion and possible action regarding setting a date for available board volunteers to meet at the WNC storage unit to assist with an inventory of all WNC-owned items. (Popowich) [2 min]

Popowich: Table until we can access the storage.

- J. President's Report (Popowich) [5 min]

- 1) Mayor's Neighborhood Council Outreach event.

Popowich: three challenges: One clean streets challenges. Grades streets on bureau of streets website. They are focusing on all the 3<sup>rd</sup> level streets. Want NC's to make a clean streets liaison to report to bureau of streets. Grants may become available to keep streets clean.

Uebersax: system seems to want to set up a parallel system to go along with the NC system. There is a grant process and money available.

Popowich: something for public works to think about, maybe a grant to pay someone to maintain certain area.

Perez: what are "Clean Streets"?

Popowich: Two, reform to DWP, remove mayor and council from general

Popowich: three, light rail, subways, repair F and D streets

Popowich: Four, Homeless challenge, challenging NC for the "Welcome Home" program to put together baskets for people who are moving off the streets into permanent homes. Encourage community to meet the people who live on the streets. Encourage low income housing in Neighborhood Councils

Uebersax: \$25,000 for Clean Streets grants it's not to solve City wide problems, but something a neighborhood could use. City to develop an app to see what your street rates

- K. Secretary's Report (Gregorchuk/Green) [4 min]

- 1) *Discussion and possible action to approve the Winnetka NC Minutes for June 14, 2016.*

Lace: move to approve Hill: second

Uebersax: Uebersax name correction, government sprinkler system timer.

Fuhrman: meeting misspelled, last name misspelled. Quorum misspell.

Perez: can we save more paper by printing double sided

Uebersax: page 4, nuisance misspelled,

Fuhrman: minuets spelled wrong on footer.

Perez: page numbers need corrected

2) *Discussion and possible action to approve the Winnetka NC Minutes for June 21, 2016.*

Fuhrman: page numbers, prefers Stephen.

Poer: I don't think I was the second on every vote

Lewis: Eric Lace misspelled, missing some purchases, actual agenda item missing

Popowich: Table June 21

Gregorchuk: printer ink.

L. LA City Council District 3 Beautification Action Team Liaison Report: (Betty Ross-Blumer) [5 min]

Lewis: there is a group that gets together, but team is still being put together.

M. LA DWP/ LA DWP Memorandum of Understanding Oversight Committee Report (Uebersax) [5 min]

Uebersax: Article in City watch monthly about what is being planned to change DWP reforms for November. Using NC to

Lewis: LADWP committee and LADWP MOU committee

Uebersax: working to have the rate payers have a louder voice. Recycle water is available for pick-up if you want to use for watering gardens.

Lewis: for outreach aspects should we add vice-chair next

N. LA Neighborhood Councils Coalition (LANCC) Report: (Uebersax, vice-chair): [5 min]

O. LA Public Works Liaison Report: (Uebersax) [5 min]

Uebersax: nothing new to report

P. Mayor's Budget Representatives Report (??) [5 min]

Lewis: who is our mayor's budget representative?

Uebersax: mayor budget report is, July 30th

Q. Reserve Animal Control Officer (RACO) Liaison Report (Vacant) [5 min]

R. Valley Alliance of Neighborhood Councils (VANC) Report: (Solis) [5 Min]

Lewis: Frank Solis needs assistance with role

Popowich: will speak with VANC about getting Solis added to the email list.

## **12. GOOD OF THE ORDER [2 min]**

## **13. MEETING ADJOURNED 9:20pm**

---

### **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.