WINNETKA NEIGHBORHOOD COUNCIL

20122 Vanowen St., Winnetka, CA 91306
WinnetkaNC.com @WinnetkaNC
Board@WinnetkaNC.com

President	Vice-President	Secretary	Treasurer	Parliamentarian
Eric Lewis	Erick Lace	vacant	JJ Popowich	Trevor Owen
Board Members				
Steven Fuhrman	Madison Lamoreaux	Victor Lerma	Kathleen Pelaez	John Poer
Tess Reyes-Dunn	Bettie Ross-Blumer	Tom Sattler	David Uebersax	vacant (Youth Rep)

REGULAR GENERAL MEETING AGENDA

Tuesday, June 9, 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.

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1. Meet & Greet and Refreshments [10 min]
2. Convene Meeting, Pledge of Allegiance [1 min]
3. Board Member Roll-Call, Introductions, Meeting Rules & Announcements [3 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. **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]

6. **President's Report** (Lewis) [4 min]
   - 2015 Memorial Day Parade
   - End of Fiscal Year
   - Thanks to Mary Ellen Moreno for her 3+ years of service to the WNC and the community.
   - Appointment of a new WNC Secretary, by Board vote.
   - At-Large Board Seat available to all stakeholders of Winnetka. Please contact the WNC Pres. if interested. Selection will take place at the 7/24/15 board meeting. Community notification of this will occur on WNC social media outlets.
   - Ad-hoc Committees disbanded until further notice.
7. **Secretary's Report** (vacant/Pelaez) [4 min]
   - Discussion and approval of the Winnetka NC Minutes for May 12, 2015. **WNC-2015-060915-##**
8. **Treasurer's Report** (Popowich/Uebersax) [15 min]
   - Update, discussion, and action as needed regarding Winnetka NC finances and the current FY WNC Budget.

- 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 two month's expenditure reports. (Popowich)
  - Motion: "The Winnetka NC Board has reviewed the April 2015 and May 2015 Monthly Expenditure Reports, including the US Bank Statements for the months ending in April and May, 2015. The Board approves the report and authorizes the Treasurer to submit the report to DONE." **WNC-2015-060915-##**

FINANCIAL CONSENT CALENDAR

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

9. The Winnetka NC shall purchase a printer, projector, and any needed cords and cases for the devices, for board meeting use, at a cost of up to $1000.
10. The Winnetka NC shall purchase outreach booth organizational items, for board event and meeting use, from Office Depot/Office Max, at a cost of up to $280.
11. The Winnetka NC shall purchase coordinated WNC safety vests and/or hats and/or similar distinguishable, wearable items, for event purposes, at a cost of up to $500.
12. The Winnetka NC shall purchase website hosting services, from Webhost4life, for outreach use, at a cost of up to $200.
13. The Winnetka NC shall purchase printer ink, for secretarial use, at Staples, at a cost of $131.88.
14. The Winnetka NC shall purchase food and refreshments for stakeholders, for 6 board meetings, from Village Cafe, at a cost of $300.
15. The Winnetka NC shall purchase 2 vertical banners, for board meeting use, from Marco Promotional Products, at a cost of $527.82.
16. The Winnetka NC shall purchase a half-page Canoga Park/West Hills Chamber of Commerce Directory Ad, for outreach purposes, at a cost of $525.
17. The Winnetka NC shall purchase an entry from the Canoga Park/West Hills Chamber of Commerce, for the Canoga Park 2015 Memorial Day Parade, for outreach purposes, at a cost of $150.
18. The Winnetka NC shall provide outreach funding to the Canoga Park/West Hills Chamber of Commerce for the printing of 2015 Memorial Day Parade flyers, for outreach purposes, at a cost of $750.
19. Motion to approve all items within the Financial Consent Calendar: "The Winnetka NC Board hereby approves all items contained in the WNC Financial Consent Calendar for June, 2015, and all necessary budget reallocations to provide funding for the items contained in the Financial Consent Calendar." (Lewis) [10 min] **WNC-2015-060915-##**

NEW & RETURNING AGENDA ITEMS

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

20. Discussion and possible action regarding reallocating any unused budget items from the current fiscal year to be used for alternate WNC operational, committee, or outreach purposes. (Lewis) [2 min]
21. Discussion and possible action regarding reapproving the financial items from the prior fiscal year that were mistakenly denied by DONE, and have since had the corresponding funds returned to the WNC bank account by City Council motion. (Lewis) [2 min]
22. Discussion and possible action regarding board approval of the necessary reallocation of unused budget items from the current fiscal year to be used to fund the approved items in the Financial Consent Calendar, and approval of the updated WNC FY14-15 Budget, to be sent to DONE for final approval. (Lewis) [15 min] **WNC-2015-060915-##**
23. Discussion and possible action regarding approving an updated list of 5 WNC Board members to be certified by the LA City Clerk and DONE to submit Community Impact Statements to the City Clerk through the CIS system. (Lewis) [2 min] **WNC-2015-060915-##**

24. Discussion and possible action regarding creating a Community Impact Statement in support of City Council File 15-0524 (Wesson-O'Farrell), a motion that details multiple positive evolutions and improvements to the citywide NC system. (Lewis) [4 min] **WNC-2015-060915-##**

25. Discussion and possible action regarding creating a system to efficiently respond to stakeholder requests, complaints, and queries. (Lewis) [2 min]

26. Discussion and possible action regarding how the WNC can help Winnetka's homeless population. (Popowich) [2 min]

REGULAR COMMITTEE REPORTS & MOTIONS

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

27. Public Safety Committee Report (Pelaez/Reyes-Dunn) [2 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: PS Cmte did not meet in June, 2105.
- 7/2/2015 WNC/Red Cross Blood Drive, at the Winnetka Convention Center. Refreshments to be provided.

28. Youth Advocacy Committee Report (Owen/Lace) [6 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: YA Cmte did not meet in June, 2105.
- Neighborhood Purpose Grant status update
- Winnetka public school culmination ceremonies outreach update

29. Public Works & Transportation Committee Report (Uebersax/Poer) [15 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:
  - A Special PWT Cmte meeting was held on Tuesday, May, 26, 2015.
  - New and returning topics were discussed including items listed below, and some from the current Financial Consent Calendar.
- Discussion and possible action regarding creating a Community Impact Statement in SUPPORT of City Council File 15-0198, "Committee on Cooling and Urban Heat Impacts". (Poer) **WNC-2015-060915-##**
  - http://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=15-0198
  - The committee agreed that seeking a goal for limiting urban heat issues was good, and urges continued focus on less hardscape, more trees, more tree maintenance, review of stakeholder responsibility for watering city trees in the face of continuing water issues, and consideration of "Livability versus Densification".
  - The PWT Committee moved and approved by consensus to support Council File 15-0198, and recommends that the WNC Board submit a CIS supporting the file with the discussed comments.
- Discussion and possible action regarding creating a Community Impact Statement in SUPPORT of City Council File 13-0936, "60 Day Billing Cycle to 30 Day Billing Cycle/Department of Water and Power". (Fuhrman) **WNC-2015-060915-##**
  - http://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=13-0936
  - The PWT Committee expressed concern that the CIS should include comments requesting the study of elimination of the practice of "Estimates", and that the billing cycles, spread more evenly ("Rolling Billing"), be used to guarantee a more steady

income flow versus an intermittent income flow. The PWT Committee also has concerns about the Spark Meter test project in Winnetka.
    - The PWT Committee moved and approved by consensus to support Council File 13-0936, and recommends that the WNC Board submit a CIS supporting the file with the discussed comments.
- Discussion and possible action regarding the creation of a letter to Councilmember Blumenfield, and any other relevant government representatives and officials, regarding support of the completion of the bicycle lanes on Winnetka Ave. from Vanowen St. to Ventura Blvd., as described in the "Mobility Plan 2035". (Uebersax) **WNC-2015-060915-##**

30. Planning & Land Use Management Committee Report (Popowich/Ross-Blumer) [2 min]
- PLUM Cmte meetings: 3rd Tue of each month, 6:30PM, Winnetka Convention Center.
- PLUM Cmte Meeting Report: PLUM Cmte did not meet in May, 2105.

31. Outreach & Social Media Committee Report (Lewis/Pelaez) [2 min]
- OSM Cmte meetings: 4th Tue of each month, 7:00PM, Winnetka Convention Center.
- OSM Cmte Meeting Report: OSM Cmte did not meet in May, 2105.
- 2015 Lecture Series, Part 3: Drought Tolerant Landscaping, Tuesday, 6/23/2015, 7PM, Winnetka Convention Center

ADDITIONAL REPORTS AND MOTIONS

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

32. LA DWP Committee/Memo of Understanding Committee Representative (Uebersax) [4 min]
- LADWP Cmte/MOU Cmte meetings: 1st Sat of each month, 8:30AM, 6501 Fountain Av., Hollywood

33. LA Neighborhood Councils Coalition (LANCC) Representative (Uebersax) [4 min]
- LANCC meetings: 1st Sat of each month, 10:00AM, 6501 Fountain Ave., Hollywood

34. Rules, Elections, & By-Laws Committee (Lewis)
- Discussion and possible action regarding performing an inventory and completing a WNC Inventory Log for submission to DONE. (Popowich) [1 min]

35. Budget & Finance Committee (Uebersax)
- Discussion and possible action regarding preparation and completion of the entire WNC FY'15-'16 Budget Proposal, using the DONE Budget forms, for submission to DONE prior to the 7/1/2015 deadline. [55 min] **WNC-2015-060915-##**
- Discussion regarding reviewing the Strategic Plan, budget, and goals from the WNC FY'14-'15 Budget. [4 min]
- Discussion and possible action regarding setting a B&F Committee meeting, or special board meeting, if necessary, prior to the July WNC board meeting. [1 min]

36. Good of the Order [2 min]
37. Future Agenda Items & other Calendar Events [1 min]
38. Adjournment Time: _____

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 President at 818-497-6464, or please send an e-mail that states the accommodations that you are requesting to elewis@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.

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.

WINNETKA Neighborhood Council
Celebrating Diversity with Unity and Dedication to the Community