



WINNETKA NEIGHBORHOOD COUNCIL
 20830 Sherman Way, Winnetka, CA 91306
www.winnetkanc.com



President	Vice – President	Secretary	Treasurer	Parliamentarian
Eric Lewis	Erick Lace	Greg Sullivan	JJ Popowich	Marilyn Robinson
Board Members				
Tess Reyes-Dunn	Maria Young	Bettie Ross-Blumer	William Hilliard	Trevor Owen
Victor Lerma	Youth Seat Vacant	David Uebersax	Sarah Andrade	Mary Ellen Moreno

REGULAR MEETING MINUTES

Tuesday, November 13th, 2012 – 6:30 PM
 Valley Village at 20830 Sherman Way, Winnetka, CA 91306

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 the regular and special meetings is posted for public review at **Limerick Avenue Elementary School**, 8530 Limerick Ave., Winnetka, 91306; **Fulton Cleaners**, 20109 Roscoe Street, Winnetka, 91306; **Express Pack & Ship**, 7657 Winnetka Ave., Winnetka, 91306; **Canoga Park Bowl**, 20122 Vanowen St., Winnetka, 91306 (near Bar & ATM Machine); **Winnetka Park** 8401 Winnetka Ave., Winnetka, 91306

1. Call to Order & Board Member Roll

Board Member Name	Jan-10	Feb-14	Mar-13	Apr-10	May-8	Jun-12	Jul-10	Aug-14	Sep-11	Oct-9	Nov-13	Dec-11
Eric Lewis	x	x	X	XL	cncl	X	X	XL	x	x	xL	
Erick Lace	x	x	X	X	cncl	X	X	x	x	x	x	
Greg Sullivan	x	x	X	X	cncl	X	X	x	X	x	x	
JJ Popowich	x	x	X	X	cncl	X	X	x	xL	aE	AE	
Marilyn Robinson	x	x	X	A	cncl	X	X	x	x	x	AE	
Tess Reyes-Dunn	XL	x	X	XL	cncl	X	X	x	x	x	x	
William Hilliard	x	x	XL	XL	cncl	A	XL	X	XL	x	x	
Bettie Ross-Blumer	x	x	X	X	cncl	AE	X	xL	x	x	x	
David Uebersax	/	/	/	/	/	/	XL	x	x	x	x	
Sarah Andrade	/	/	/	/	/	/	X	AE	x	x	x	
MaryEllen Moreno	/	/	/	/	/	/	X	x	x	x	x	
Maria Young	/	/	/	/	/	/	/	/	/	x	x	
Trevor Owen	/	/	/	/	/	/	/	/	/	x	x	
Victor Lerma	/	/	/	/	/	/	/	/	/	x	x	
Total	10	12	9	9	No meeting	9	12	13	13	13	12	

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

2. Explanation of Meeting Rules.

- 3. Approval of Minutes for October.** Erick Moved to approve, Trevor seconded; approved unanimously
WNC-2012-1101312-01

- 4. Public Comments: Comments from the Public on non-agenda items within the Board's subject matter 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 is requested so that the Speaker's names are complete and correct in the meeting Minutes.**

Joyce Pearson, citizen of CD 3, Attorney and CPA, and is active in community presented herself. Active for a longtime on Water Committee. Running for CD3, CM Zine's current seat. Went to one planning meeting and feels she can do a lot. Asked all present to sign a petition for her to run. Needs 500 signatures, by Dec 5th in order to run.

Elizabeth Badger also running for CD# City Council. She decide to push forward to start the process. She has grown more compassionate of those who ask for signatures... She has gotten many signatures in the last few days. You can sign multiple petitions, she noted. She is wherever she needs to be; definitely sign.

- 5. State and Local Government Representative Updates: Mayor Villaraigosa's representative, Councilman Englander's representative, Councilman Zine's representative, Department of Neighborhood Empowerment representative, and other local or state government representatives that may wish to attend.**

Officer Maldonado (OM) is our Senior Lead Officer (SLO), spoke for our local LAPD at Topanga Station. OM mentioned the crime print, and the current 'Knock knock' bandits. They have arrested quite a few of them, unfortunately, many already released; call police if you see door to door salesmen and call police as if a guy is "Casing Neighborhood" use those words and LAPD more likely to investigate. 'Knock knock' often gang members, and African American. "Hide it, Lock it, keep it" current program and SLO has tips on auto burglary prevention. Having car thefts of third row seats with suburban's. One can lock third row seats. Also remind all that there is a news letter OM brought on front table, which has as a separate sheet with contacts. OM has a very strong youth program. Junior programs including a "Jeopardy Program" for at risk youth. See info OM brought. OM really wanted to speak about locking and securing your home. Often this prevents 80% of the crime; Lock windows, etc. esp San Fernando Valley Residents. If no rear yard gate, they go into the back yard, if nobody answers the front. Mary Ellen asked about whether a dog is helpful? YES, OM says. Noise from the neighbor says door to door people are coming. Motion detector helpful; Thorny bushes; All helpful. If the salesmen are rubbernecking around the neighborhood, then that type of look out is suspicious. Be cautious in approaching they may be dangerous. Note what gender, race and clothing and if wearing backpacks. Suspicious? Call LAPD; salesman act is a cover. If illegal sales of magazines, then that is now illegal. Anne noted many phone calls in PM. OM say to just hang up. Tess noted that. Phone numbers have to be have to be scrubbed, if you make calls. Most of this stuff happens during the day. Octaviano says to call it in if it is suspicious. Do not engage. Eric notes that just past Sherman Way and near Valero have virtual accident zone, Northbound on DeSoto. OM writes tickets around Sunny Brae and Winnetka and Valero and Lubao; for double parking around the school drop off and pick up; lots of areas to police. Encourage everyone to attend neighborhood watch. Next is a potluck at Topanga Station. Come and bring questions and get trained. When you see officers on the phone, while on duty; the calls are business related. OM just gave a ticket to a young kid in a bright red car. Kids say Mom is disabled, but she wasn't there. It is a \$363 ticket for the handicap sticker abuse. OM will confiscate the placard, if it is used wrongly. Please take fliers and give to neighbors.

Octaviano Rios (OR) spoke for CM Zine; who has been on the job for 7 years. OR brought certificates for the outgoing members from CM Zine; Doug Schmidt, Tom Sattler, and Natasha Somerville and congratulated all. Start with a report on two items re city council meeting. Tax increase proposal, one is sales tax up ½%. Parks and

Rec. Tax, Parking Lot tax. Sales tax on selling your house which will be up for discussion; still iffy. Tess asked whether stake holder can be involved, to lobby and such. City council has to vote and present an agenda. District attorney, 'Raffie' wants to speak to us. Carmen wants to come to the WNC meetings. Noted that any homeless person can sleep on your yard; proposal. Last item Zine gets many calls about traffic accidents. Zine had a principal's meeting and invited LAPD, DOT and District Reps to address public safety and traffic around local schools. Principals know the issues around their schools. They know how traffic impacts your neighborhood and how you can get involved; also tagging crimes and gangs, etc., as well. Joe Banchek noted the graffiti cleanup guy was painting over his own graffiti. This was in LA and not the West Valley Alliance, which is our local clean up crew. OR noted a fellow in a Hoodie with a backpack and called LAPD with a description. OR collected \$1000. Tom caught a guy making graffiti in Wash and took photos and got the guy arrested. LAPD.com offers the reward. A long process through conviction; but improve quality of life.

OLD BUSINESS

6. **Discussion and possible action regarding the PLUM Committee update regarding a review of the parking restrictions that the LA DOT recently placed on Winnetka Ave. and the creation of rush-hour traffic lanes, instead of bike lanes, and the safety hazard they present to a street that is heavily trafficked by bicycles traveling to and from Pierce College. (Popowich and Sullivan)** Does David has anything new? No PLUM committee meeting due to the election. David will continue to talk to people from Bureau of Engineering; that person will be at Tampa ribbon cutting and he hopes to contact them at that time. On the 16th or the 13th OF December. People are speeding on Winnetka with the new widened lane. Eric says this council is opposed to the non notified traffic restrictions and loss of the bike lane (notes David). Someone made a pragmatic decision, but this will have more attention now. Affects 44 residences notes affected resident, Joe Banchek. David spoke to Reseda NC and they have the same issue. TABLED. PUT ON NEXT AGENDA.
7. **Discussion and possible action from the PLUM committee the Medical Service Professional Offices Ordinance. This ordinance makes changes to the definition of a medical service professional office. The intent is to make the definition of a medical service professional more consistent across multiple categories to make requirements for these offices more consistent. (Popowich)** Tabled until next month
8. **Discussion and possible action regarding the PLUM Committee's ongoing investigation into the human waste problem occurring near the Pierce College Orange Line transit stop. (Lewis)** Eric knocked on Joe and Lee's door. Nazario Saucedo who still sent out a task force. House number 2 and 3 where Winnetka curves north. Joe at corner of Winnetka and alley. Bettie met with Joe and a city representative showed up with 3 inspectors. Joe showed all the trash up and down the alley, which the orange line had brought out. Joe sent a new picture where someone had used toilet paper. Inspector calls it a bio hazard and people aren't supposed pick up. Inspectors said: bus is owned by metro; the parking lot is owned by Pierce. The inspector note pulling down pants is public exposure; found empty medical marijuana vials. Inspector says they can't help off their line. She says to try in 2013 fiscal year to get a combination of Pierce and Metro to fund a port-a-potty and maintenance of it. NOT a self cleaning one, as these are perhaps too expensive. Eric notes he spoke to someone from waste removal that can help with the bathroom. PUT ON THE NEXT AGENDA for update.
9. **Discussion and possible action on gaining compliance with the Neighborhood Council's Ethics test requirement. It's not hard to read and answer the questions. This came up because there has been poor compliance, noted by DONE, of N. Councilmember's compliance along with questions of how one can best represent one's neighborhood and business.(Sullivan)**

Ethics reading (answers) and test found here:

<http://ethics.lacity.org/education/ethics2007/?audience=done>

WNC ethics compliance certificates found here:

<http://empowerla.org/wp-content/uploads/2012/06/NeighborhoodCouncilMembersEthicsRoster1.pdf>

Eric wants to recommend an ad-hoc training committee to revolve around the new trainings by DONE. Vice chairs posting for committees. These don't have to follow under the Brown act. Would only be around until January, etc. Erick notes that DONE has many trainings and financial training etc. This committee could have someone train. Greg could explain posting. Eric wants to see us all in synch. David notes that ad-hoc's may need to be limited to only board members? No stakeholders. Mary Ellen says we don't know always know what we need. Sarah wanted to know what trainings were out there. Eric encourages several to attend the trainings. Sarah liked the idea of structure more than simple emails flung out there. Erick will take on the training. Many of the trainings will come to the board meeting. Mentor system Eric notes. Erick will create a list of these trainings to enable several to group and car pool and bring back the info to the meeting.

Bill gave new member info packets to the new members.

NEW BUSINESS

10. Discussion and possible action on support for the Dept. of Neighborhood Empowerment Acting General Manager Grayce Liu to be appointed as permanent General Manager of DONE. (Lewis)

Motion: The Winnetka Neighborhood Council shall send a letter to the mayor's office recommending that Grayce Liu, currently DONE's Interim GM, be appointed as the new General Manager of DONE. Eric has seen some great changes to DONE. Erick makes above motion. Bettie seconded.

Board Member	Yes	No	Abstain	Absent
Eric Lewis	x			
Erick Lace	x			
Greg Sullivan	x			
JJ Popowich				x
Marilyn Robinson				x
Tess Reyes-Dunn	x			
William Hilliard	x			
Bettie Ross-Blumer	x			
David Uebersax	x			
Sarah Andrade	x			
Mary Ellen Moreno	x			
Student Vacant				
Victor Lerma	x			
Trevor Owen	x			
Maria Young	x			
Total	12			

Approve unanimously

WNC-2012-1101312-02


11. Discussion and possible action to reimburse Erick Lace for the payment of \$144.13 made to Valley Rubber Stamp Co. to purchase a self-inking stamper. The device is used to stamp the WNC logo onto outreach items that are not printed with the logo. This is to ensure that the WNC meets the requirement that all outreach items have the logo affixed to them. Erick Lace noted, "I am very sorry to learn that the check (supposedly for a deposit of good faith) was deposited. That was not supposed to happen! The check was supposed to be destroyed once DONE paid the bill. I don't want to pursue reimbursement through DONE! What I would like to pursue is payment or the full bill to the company from us (meaning DONE), then get the Company to reimbursement for the deposit. I will pursue that. Let's get the bill fully paid from DONE" (Lewis)

Now another issue, paying for the stamper. Eric reviewed the issue, that DONE disallowed the hobby shop purchase of the inke stamper. Tess moves to approve reimbursement to Erick for \$144.13; seconded my Mary Ellen; Approved unanimously. **WNC-2012-1101312-03**

12. Discussion and possible action reviewing and perhaps disbanding current Committees and establishment of new WNC Committees for best function. Function of committees is described in the by-laws. Consideration includes expanding committee size and possible eliminating the maximum size of committees. Each board member and certain officers must be on committees as per the By-Laws. (Lewis) Eric would like to Wipe out the old committees

Motion: The Winnetka Neighborhood Council Board of Directors disbands all standing and ad-hoc committees and establishes the following new standing committees for the 2012/2013 period: Executive; Rules, Elections, & By-Laws; Budget & Finance; Outreach & Public Relations; Planning & Land Use Management; Public Safety; Public Works & Transportation; Youth Advocacy. And reflect these changes in the by laws.

Erick move this motion, David seconds.
As it affects the by-laws this will need a two thirds vote.



Board Member	Yes	No	Abstain	Absent
Eric Lewis	x			
Erick Lace	x			
Greg Sullivan	x			
JJ Popowich				x
Marilyn Robinson				x
Tess Reyes-Dunn	x			
William Hilliard	x			
Bettie Ross-Blumer	x			
David Uebersax	x			
Sarah Andrade	x			
Mary Ellen Moreno	x			
Student Vacant				
Victor Lerma	x			
Trevor Owen	x			
Maria Young	x			
Total	12			

Passed unanimously WNC-2012-1101312-04

13. Discussion and board vote regarding the submitted committee chairs and vice-chairs. The committee chair and vice-chair nominations, as well as committee rosters, have been submitted by the current WNC President. (Lewis) Bettie withdraws from the DWP committee in Eric’s list. Eric nominates Madison Lamoreaux; youth committee nominates her for youth seat.

Tess moves to accept the committee chart as written and attach committee list and youth seat as noted. Trevor seconds. Greg will attach within the minutes. Trevor asked about. Tess notes she has known Madison since she was young and a good accomplished person and worker and.....golfer.

Board Member	Yes	No	Abstain	Absent
Eric Lewis	x			
Erick Lace	x			
Greg Sullivan	x			
JJ Popowich				x
Marilyn Robinson				x
Tess Reyes-Dunn	x			
William Hilliard	x			
Bettie Ross-Blumer	x			
David Uebersax	x			
Sarah Andrade	x			
Mary Ellen Moreno	x			
Student Vacant				
Victor Lerma	x			
Trevor Owen	x			
Maria Young	x			
Total	12			

WNC-2012-1101312-05 approved unanimously

Will Jarvis a stakeholder wants to be a part of the public safety. Olaf Hassel is interested in joining public works and has worked in a PLUM capacity for over 30 years. Valley Village only wants our meetings on Tuesdays and Wednesday.

Erick feels that Eric needs to make a motion to buy shirts and business cards (names and badges). Erick will work on business cards for info acceptable. Erick moves to authorize business cards and shirts for all members and automatic replenishments of business cards; as we did last year, as needed. Victor seconded.

Board Member	Yes	No	Abstain	Absent
Eric Lewis	x			
Erick Lace	x			
Greg Sullivan	x			
JJ Popowich				x
Marilyn Robinson				x
Tess Reyes-Dunn	x			
William Hilliard	x			
Bettie Ross-Blumer	x			
David Uebersax	x			
Sarah Andrade	x			
Mary Ellen Moreno	x			
Madison Lamoreaux Youth Seat				
Victor Lerma	x			
Trevor Owen	x			

Maria Young	x			
Total	12			

Passes. **WNC-2012-1101312-06** Let Erick know shirt sizes

DISCUSSION AND POSSIBLE ACTON ON THE FOLLOWING COMMITTEE REPORTS

14. **Finance report (Popowich)** David is the assistant; report not forwarded; tabled to next month.
15. **City Mayor’s Budget Advocate Report: (Hilliard)** Victor took treasurer training to get to know more. This Sat is the budget and Maria is going and will car pool with William. Erick moves to change to change the mayor’s budget advocate to Bill Hilliard from Victor Lerma. Mary Ellen seconded; Maria notes an online registration required. Approved by consensus. **WNC-2012-1101312-07**
16. **LADWP Memorandum of Understanding (MOU)**
17. **Committee and LADWP Committee (Ross-Blumer and Uebersax)** Bettie could not attend
18. **Public Safety Committee: (Vacant)** Now Victor Lerma is the chair.
19. **Outreach and Youth Committee Report: (Robinson)** Separate this committee to the new format and the correct chair. Next Youth project will be the weedy garden at Sunny Brae. (Secretary notes the weeds have been already pulled 12/9/12) Erick wants to organize students to pull weeds. Greg suggested Mulch, which helps keeps weeds down. Trevor has special needs kids who can pick weeds and place mulch. Referred to Youth committee. Erick wants next Outreach project work on the Sunny Brae Elementary and homeless kids project; perhaps get some from youth and outreach. Do what we did for Sunny Brae what we did for Limerick. 25 homeless families for Sunny Brae. Youth committee Sarah wondered whether there was money budgeted for food; hot dogs or pasta? Is there money budgeted for this? The principal, Mrs. Laskin asked to put this off until January or so, Erick notes.
20. **Planning & Land Use Management Committee: (Popowich)** no meeting this month; only two showed up.
21. **Public Works & Transportation Committee: (Vacant)** now has one
22. **Rules, Elections & By-Laws (REB) Committee: (Lace) need** a meeting by laws and efficient way to track.
23. **Valley Alliance of Neighborhood Council; V.A.N.C. report (Hilliard and Lewis)** this month was special planning. Maria went and noted. There was a land use issue to meet with prop owners re a extract map in commerce. A meeting on Aug 8th for Sunland Tujunga NC; meet re that project. 100 people attended. Eric provided the sound system via his work.
24. **Good of the Order** Trevor asked about the circus. Eric assumed they had a permit. Sarah asked if there was a second parliamentarian when Marilyn can’t attend. Mary Ellen nominated Sarah as an assistant parliamentarian Erick seconded. Eric appoints Sarah and training was discussed. Wendy can do an eblast regarding the committees and those that are seeking stakeholders.

Eric wants an agenda item to get winnetkanc.org purchased by Wendy for \$15. A year. Marilyn will ask Valley Village if they can have a meeting on Thursday. Plum wants 1st Tuesday when needed David suggests the some Tuesday meetings may need to alternate. Valley Village is limiting us. As a lot of people use this place. For youth advocates they might need to be back to back. Outreach, youth.

Plum 1st Tuesday.

For Public Safety Victor likes the third Wednesday.

Brad and Will said Wed is the best.

Public Works alternate with PLUM Tuesday 3rd or 4th. David wants to make the plum determination after next plum meeting.

Outreach and youth determined after next meetings.

25. **Note agenda items here.**

26. **Future Agenda Items & other Calendar Events:**

- **Public Safety Committee.**
- **Outreach & Youth Committee.**
- **Public Works & Transportation Committee. 4th Tuesday**
- **PLUM**

27. Adjournment

The public is requested to fill out a “**Speaker Card**” to address the Board on any agenda item before the Board takes an action. 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 vote on each 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 not last longer than 5 minutes total.

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 within the Board’s jurisdiction. In addition, the members of the public may request and receive copies without undue delay 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 Secretary at (818) 718-0629, or please send an e-mail that states the accommodations that you are requesting to sullivang@hotmail.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-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 panels’ 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 Rules or these Bylaws, or its failure to comply with the City’s Charter, the Plan, local ordinances, and/or State and 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.