



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



President	Vice – President	Secretary	Treasurer	Sergeant at Arms
Erick Lace	Eric Lewis	Greg Sullivan	JJ Popowich	Mike Mikaelian
Board Members				
Tess Reyes-Dunn	Doug Schmidt	Vacant	William Hillard	Natasha Somerville
Tom Sattler	Marilyn Robinson	Vacant	Asadbaig Baig	Eric Yoonjae Lim

REGULAR MEETING MINUTES

Tuesday, July 12, 2011 – 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 Call

Board Member Name	Jan-11	Feb-08	Mar-08	Apr-12	May-10	Jun-14	Jul-12	Aug-09	Sep-13	Oct-11	Nov-08	Dec-13
Eric Lewis	x	XL	XL	XL	X	AL	X					
Erick Lace	x	X	X	X	X	X	X					
Greg Sullivan	x	X	X	X	X	X	X					
JJ Popowich	LE,E	X	X	X	A	X	X					
Marilyn Robinson	x	X	X	X	X	X	X					
Mike Mikaelian	x	XL	A	XL	A	X	A					
Natasha Somerville	x	X	XL	X	X	X	X					
Eric Yoonjae Lim	/	/	/	/	X	A	X					
Tara Walker	AE	A	A	A	A	/	/	/	/	/	/	/
Tess Reyes-Dunn	x	X	A	A	X	X	X					
Tom Sattler	x	X	X	X	X	X	X					
William Hilliard	A	X	X	XLE	X	XL	X					
Wilson Linares	A	A	/	/	/	/	/	/	/	/	/	/
Asadbaig Baig	x	X	A	X	X	X	AE					
Doug Schmidt	/	x	X	X	X	X	X					
Total	9	11 +1	9	9	11	9	11					

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

2. Explanation of Meeting Rules.

3. Approval of Minutes for June: Minutes are approved unanimously.

WNC-2011-071211-01

- 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.** ...Jeff Borenstein spoke about three years ago about DUI and Spanish people getting targeted in DUI stings . Tess mentioned a DUI last month from DWP. Jeff asked whether an item can be put on agenda regarding issues of profiling. Betty Ross Bloomer filed an appeal of the LA City planning commission and the planning commission ruled in favor of opposing the T mobile proposal for Hope Chapel. Mrs. Ross noted that T Mobile was mis-representing itself and that the tower coverage was far better than originally presented. The sales information was contradictory to the information presented to the residents. So many at first hearing in '09, but it came down to the last minute, they got the appeal through. JJ said that it was a tremendous thing that they proved us all wrong and beat T Mobile. Betty found so much information online, which helped. Eric Lim asked how the towers were bad; were there any health and safety issues? Also, real estate values and aesthetics, etc, in Mrs Ross's opinion.
- 5. State and Local Government Representative Updates: Mayor Villaraigosa's representative, Councilman Smith's representative, Councilman Zine's representative, Department of Neighborhood Empowerment representative, and other local or state government representatives that may wish to attend. John Alford spoke from Brad Sherman's office. He wants to drop by for a visit and will arrange with Erick. Invite always extended. Eric notes Pizza is available**

Octaviano Rio's (OR) spoke for Dennis Zine about things he is tackling. OR's now a family as wife is with child. ☺ All congratulate! Next OR said Councilman Zine gave \$200,000 of his office's money to community for 'Clean and Green' hires for summer youth employment removing overgrowth and plant abatement on city owned land. 14 to 18 year old youths can be hired. Contact Laurena Ochoa 323 224 2550 for more information. Have an adult program for this work, too. Pays minimum wage. Funds dedicated were just for this summer. Sherman Way and Platt has lots of weeds, Eric mentioned. Councilman Zine mentioned new effort on fighting corruption at Building and Safety. Three motions were made and require Dept. to report back the changes, in writing. Possible consequences to builders and such; also a written violation would halt further permits until first violation is resolved. Slurry seal will happen here in Winnetka on some newer streets. DWP rate increase; final meeting Wed July 20th 6:30 to 9 pm at level A, 1101 Hope Street in downtown LA. Bill asked DWP about their planning in/out, but they were just laying down things and felt they weren't up for discussion. OR says the rate payer advocate is in process and Zine is against this rate increase. Bill noted that it seems that some in government think we are all stupid. Two more items include another meeting a Department of Sanitation franchise waste option's for commercial and multi housing, a new service strategy. Thurs July 28th. 10th floor room, 1010 for a meeting for comments/feedback seek Council's feedback. Stake holder asked about how on the web could one find info. See Zine's web site for further information.

6870 Winnetka (as I heard it) a fenced nuisance property B+S fought drug dealing and graffiti at expense of the property. If more tagging, call LAPD. If Sherman way and Mason's fenced construction site has a hole in the fence, then let someone know about this.

SLO Jose Maldonado spoke was late due to an urgent call. Crime is up a bit in summer with the kids out of school. Crimes from Winnetka to Sherman Way and Saticoy. Burglary will often occur during business hours when people are away. They try to enter the side door possibly through the side window, etc. Observe and report suspicious people; door to door salesmen, etc. Some have permits to do so, even so they may be up to no good. Aug 2nd is the 'National Night Out' open up your house to host neighborhood watch, etc. the City used to do a big festival, but now wants neighborhoods to do this themselves. An officer could be sent out to the event, if a request is made. Bill asked about the July 4th event which was a bit wild. SLO asked to get the address and he will do a door knock and speak to the

parents that this is illegal; BEFORE the big evening next year. Call the police if illegal thing happening, call the LAFD if there is a fire.

If there is an emergency, call LAPD, which will triage for the biggest emergency. Suggests NIXLE for neighborhoods to find out what was going on. The NW watch meeting is July 14th at 7 pm also has a Spanish speaking meeting every 2nd wed of month. Detectives will speak on scams and such in order to avoid problems. LAPD is very busy, no more overtime, now have only comp. time to get work done. Sometimes when Officers have 160 hours, many must take time off. Regarding the illegal vendors; once a month the Health Dept comes in to help control these illegal vendors for ice cream, corn, lunch trucks. Mason and Sherman Way across from Wahlgreen has seen problems with truck vendors. This truck is owned by one of the restaurants which is running it so he has a bathroom to support the truck. When the health dept has inspected, there is a bathroom adjacent, then he can sell 24 hours. Truck vendor must move every hour if there is no bath room. Please come to SLO neighborhood watch!

6. Discussion and possible motion to approve an expenditure not to exceed \$3,000 for the 2011-2012 fiscal year to Moore Business Results for Stakeholder Communications, including website content and calendar maintenance and monthly email newsletters to stakeholders. (Sullivan)

Wendy worked with the board and created a custom website; created constant contact newsletter and has worked with us to keep website. city watch 5 were called out works with JJ now Greg has person to go to. Who to promote look at minutes. Wendy and Secretary have a chat and she puts the info out onto the web site. Wendy has worked with other NC's with Porter Ranch, North Hollywood, North East () and Greater Griffith Park NC's explains. Greg motions for up to \$3,000. to renew with Moore Business Solutions for the next year. Tess seconded the motion.

WNC-2011-071211-02 all approved by consensus.

7. Discussion and possible action on a request by Janet Lustig of the Faith Lutheran Church of Winnetka to partner with the WNC to hold a disaster preparedness fair. Ms. Lustig will be presenting the church's plan and a discussion will occur on how we may wish to be involved. (Popowich)

Mrs. Janet Lustig Faith Lutheran church is on De Soto and they will host, on Sat Sept 17th from 9 am to 12 noon, a Community Disaster Preparedness Fair. Trying to get local churches to set up community Preparedness events. They have asked government agencies to present information so people can be prepared. Is a problem with the new Government budgets; fire and police departments could not find funds for weekend work. May not have as much help setting this up. Quakes, fire, flooding, heat, power failure, animal care, self care, elder care, etc asking the Scouts to help set up and take down as well. Has a flier as well. Asks us to put on website. Asks us to have booth. Promote info for WNC in the future. Wants to get possible Cert training, need 40 people to show up to have such training.

Erick asks whether we should bring water as part of our outreach. Arrowhead may provide water. Asks if we could offer our assistance in helping running. Have vendors, but need help in set up. She is looking for private vendors who sell survivors kits. JJ asks whether she had contacted SOS in Van Nuys. Not charging for booths. Tess asked about the red little survival kits we gave out and perhaps they could join for event. Marilyn wondered whether they came from SOS. Smaller items might be raffled.

They are having trouble getting help. Thank you! Need board members to volunteer.

All in agreement that we support!

8. Discussion and possible action on a request to include a link on our website to the Girl Scouts "Discover Girl Scouts" program. Presentation by Victoria Garcia, Membership Manager for the Girl Scouts of Greater Los Angeles. The Boy Scouts have been contacted about same. (Sullivan)

Laura Kuebel spoke on the girl Scouts to promote the summer program, k -12 make the world a better place; building future leaders k-5 wants to help them promote the program in our web site. Ms Kuebel passed out the flier. Service Center serves Woodland Hills. She wants to raise the profile of the Girl scouts. Bill suggests Winnetka Park could be used during the Oktober Fest. Representatives of the Boy Scouts and several scouts also attended meeting. Eric asked Boy Scouts about what badges they were earning; eagle scout, Life, were some goals. No motion needed; all approved including a link on our website for both the Girl Scouts and Boy Scouts.

9. Discussion and possible action after a presentation by Myla Rahman of Cerrell Associates on the subject of "Helping Us Oppose More Trash To The Valley". (Lewis) Lisa Gritzner from Cerelle associates spoke on

independent trash haulers. She represents trash association. There was a proposal to create a franchise system which would break the city up into wastesheds and have haulers bid for these franchise systems. This is to create incentives for clean trucks, better rates of recycling, more proactive programs for apt waste, etc. Last year “LA alliance for a New Economy”; wanted commercial and residential waste to combine. They want one city wide hauler. Cerelle was concerned that a single waste hauler might call in a monopoly and with a union, and then you’d see garbage strikes. Those cities have literally been paralyzed. Cerelle is also concerned about fees. California Apartment Association has seen cities with a single hauler and has seen 50 % rate increase and service has been severely impacted with poor service. Some city can be slow on pick up cause great problems. Cerelle is doing outreach to let people know about this issue these discussions have been behind closed doors. This is good time to give input. Our valley would be disproportionately impacted by this issue. Waste management and another company could be the winner. These new massive contracts would have trash hubs. Possibly would use the valley as a transfer station for the trash. AAGLA apt association is representing the stakeholders. Asking the city to take input from us. Every single business will be impacted by this decision. All the good ideas part of this, but the down side is monopolization, which would hurt costs and harm stake holders. Hopes we can get involved. VIVA is part of our association, etc. Past 12 yaers on these issues re Sunshine Canyon and Lopez Canyon Landfills. Asks if we would join their coalition. What is likely to happen Board of Public Waste will put out an RFP for franchise. Rule for program will be in document. This RFP will have the City Council Award the 3years contracts. Hope the policy will be discussed in City Council... in the open. Organized labor getting involved in the public works board, which could be a problem. Bill asked about web sites. Republic waste is the other trash hauler likely to benefit. Recycling can be very lucrative. Anything the city does to help recycling, benefits all. AB 32 is the green house gas initiative which will increase the requirements. SWIRP Plan and the waste hauler plan were not aware of each other. SWIRP is not integrated into the waste hauling program. This should be part of the waste RFP. A bit like the DWP program, in poor communication. Have not heard much since last year as much seems under the radar. Jonathan Choi works for DeLa Raso and Gerilyn Mendosa also served on the harbor commission. Pays \$150,000 a year. Appointed by the Mayor. Eric asks how anyone can help. Write the Council to get info. Over 100 waste haulers serve the city; the program would whittle down the comapies to 40. Doing an impact study currently to know how this might impact labor. Bill asked about the group how are they promoting. Write to you council member. Local chambers. This group has slowed down the Fast train on this process to be thoughtful. Wants careful consideration with cost increases. Single haulers have great fee increases, hard to avoid without competition.

- 10. Discussion and possible action on a presentation by Chatsworth/Porter Ranch Chamber of Commerce for a Family Festival at Pierce College Farm Center, on August 6th.** (Popowich) Rhana Ghadan spoke about the family festival. Brought fliers. Wants to promote on web site or via our newsletter. Send pdf to Wendy. Invited us to have table at the event. Have a lot of upfront costs and they want us to help support the event. Cost about \$5K to get the event together. Kiwanis club supporting as well. Seeks us to sponsor and advertise. Held at Pierce College Farm center. Make a motion for thios event. JJ asks whether the Chatsworth/Porter Ranch Chambers were only the ones involved. Every chamber already has their festival. The main reason for the venue was they were already set up and promotes Chatsworth business. Tess mentioned that Victoria at Reseda has a beautification program that wanted to work together. Tess did an event on Bassett. Tess wanted to get all the events together. Tess would like to make a motion. Victoria likes the idea getting all getting together. Eric comments that this is 1st annual and that more could come along. Rhana is very involved with the united chamber of commerce. Bill makes a motion to fund up to \$350 from the misc. funds to fund an activity and ride and sponsor. Eric seconds. Bill will show up for table.

Board Member	Yes	No	Abstain	Absent
Eric Lewis	x			
Erick Lace	x			
Greg Sullivan	x			
JJ Popowich	x			
Marilyn Robinson		x		
Mike Mikaelian				x
Natasha Somerville	x			
Tess Reyes-Dunn	x			

Tom Sattler	x			
William Hilliard	x			
Asadbaig Baig				x
Doug Schmidt	x			
Eric Yoonjae Lim				
Total	9	1		1

WNC-2011-071211-03 approved

11. Discussion and possible action on reviewing the Village at Westfield Topanga for possible support by the Winnetka Neighborhood Council. John Alderson, Development Director at Westfield will answer questions.

(Sullivan) John appreciates coming back and wants our support for very a specific thing. Wants to bring project with 3,000 construction jobs and 4500 permanent jobs. John continues; not just 7,500 jobs in this project. They are working with Councilman Zine on this issue. A very local effort. Westfield is an international effort as well. But this is an interaction between the “in charge of the project” and us. Had 170 public meetings to date and this is how it will continue to work. John wants to mention his willingness to come back and continue to come back with updates. Spoke of a ‘Park and Fly program’ a bit cheaper than driving to airport. Today was on phone with Costco who said they didn’t want a “Park and Ride”. John supported this effort to keep P+R. Mr. Roth was supportive of this. Wants our support to create 9 million dollars of tax revenue for the city. The Mayor was very happy with 500 jobs created in another project, so this is a larger thing. Haven’t begun the fight to keep the tax dollars in this area. Wants the support for these 635 million dollars for this area and jobs. Bill asked how this affects the existing stores in Topanga. John feels these are compatible. Natasha asks about Sears and if the Topanga Store closes will the Sears site be filled? ‘Open kimono’ top people are investigating this possible vacancy(A restaurant?). Create more outdoor restaurants if the Sears is closed. New movie theatres, etc. Don’t want to take away from Nordstrom’s so whatever they do will be nice. In Beverly Hills they have jazz in the center. Two major things don’t want traffic. Will shield traffic with the buildings, etc. Safe place for the kids; many covering and shady places with canopy and shades. Good for rain, etc. Misters could be a problem. Bill asks about half hotel and half condos. The oversupply of inventory could harm the local real estate market. Jeff asks about the pictures which he mentioned which show the traffic mixed with pedestrians. Jeff asks for our recommendations. JJ noted that this country is dying that we need to create some type of income; that we should support this project. Jeff wants this place to be the most affluent we can have and wants to hold out for more such as 70’ setback not the 30 to 40 feet currently allotted. John mentioned that the dedication is required to be a 10 foot sidewalk minimum. Rather that minimum, there will be 32 to 37 feet of buffer; 4 landscape, 6-8 foot side walk, a paseo system, 37 feet to 40’ from the streets. Mentioned they built the nice Crate and barrel design; wants us to join Canoga NC and the Chamber etc to support these jobs. Wants to show up again to include ideas that come from the public. Wants us to support. Eric makes a motion to support the project in principal and the 7,500 jobs and presented with the caveat that we are involved and can contribute further. JJ seconded.

Board Member	Yes	No	Abstain	Absent
Eric Lewis	x			
Erick Lace	x			
Greg Sullivan	x			
JJ Popowich	x			
Marilyn Robinson	x			
Mike Mikaelian				x
Natasha Somerville	x			
Tess Reyes-Dunn	x			
Tom Sattler	x			
William Hilliard	x			
Asadbaig Baig				x
Doug Schmidt	x			
Eric Yoonjae Lim			x	
Total	10		1	2

WNC-2011-071211-04 passed

Doug mentioned that this sounds great the upside now what is the downside. Then whole strategy of market research says that this is currently the most important project they have. They are famously known for well positioning themselves for projects that succeed. Eric mentioned the sidewalks are rough on the wheelchairs. John is familiar with this problem. On Thursday, July 21st at the Marriot at 6 PM to hear more about this development. Erick Lace will write a letter in support. Send Erick Minutes.

12. Discussion and possible action to discuss purchasing several items the WNC promised LAFD Station 72 during fiscal year 2010-2011. These items were ordered but the vendor failed to ship and charge for the items before the Fiscal Year was closed for card purchases on June 15, 2011. (Lewis) Eric mentioned the Air Conditioner didn't ship and could not buy with last years requisition. Eric makes a motion for up to \$600 to buy objects from last year. Bill seconds. All approved by consensus
WNC-2011-071211-05 passed unanimously

13. Discussion and possible action to approve the 2010-2011 4TH Quarter Reconciliation Report. (Popowich)
See below Treasurer's report.

14. Discussion and possible action to determine if the WNC should address the closure of engines at Station 72. (Popowich) When we were there last, before the mayor made his budget, JJ wanted to explain of the 4 trucks and that they had two had been shuttered. JJ asked what will happen when someone is called. While the NC was there, they had a call for the trucks the trucks left and an ambulance had to run fast from another location to catch up with the trucks already down to the emergency. JJ asks when the next person dies? Erick asks what letter should be sent to describe what happened, send to all Councilman and Fire Chief's and ask for response times as they are calculated to see if something is happening. JJ will send the proposed letter to the board members, put on agenda that JJ's letter would be reviewed and discussed. **WNC-2011-071211-07** JJ mentioned that with fewer firefighters so now they are on a pool system so people won't know the neighborhood.

15. Discussion and possible action to modify the median project landscaping to include more drought resistant plants to compensate for the City's lack of maintenance ability on the irrigation system. (Popowich) Table until next Month when Zine and Octaviano have something to contribute.

16. Discussion and possible action on who should have a key/combination to the WNC storage. (Popowich)
Have 5 keys, Erick, Eric, Marilyn (outreach), JJ, Greg now have keys. JJ wants a check out system so that we can sign in and when we take things out and bring back. Storage of banners is in the storage facility which is across the street from Winnetka Theater. If you sign it out, you are responsible for it.

DISCUSSION AND POSSIBLE ACTON ON THE FOLLOWING COMMITTEE REPORTS

17. Finance Committee Report (Including Treasurer's Report) (Popowich):

A. Discussion and possible action on approving the Monthly Finance Report as presented by the Treasurer. See report posted on website. Location sound still needs the W9 form. Erick asks about Women's Oddesy, JJ will look for it. Winnetka Recreation Center not ready yet. JJ is missing one statement from the bank, but all (\$9.26) is ok otherwise. JJ spoke to Thomas Soong and he had gotten the emails he has sent. JJ is sending the 4th quarter report tomorrow and scanned into the lovely little computer. Business cards Eric asks for possible approval for business cards for Eric Lim, Greg and Doug. Erick asks about voting for the shelves? Which was done last Month. Marilyn asks about Rick Enterprise and all is in process and money should eventually come through; all is set there. Valley Village is all in progress. The signs for the park was paid with the CC. Marilyn asks JJ to kindly send the logo the Winnetka Park. JJ report is accepted unanimously.

WNC-2011-071211-08

18. **By-Law Review Committee: (Lace)**

19. **Public Safety Committee: (Vacant)**

20. **Outreach and Youth Committee Report: (Robinson)**

21. **Planning & Land Use Management Committee: (Popowich)**

22. **Public Works & Transportation Committee: (Mikaelian)**

23. **Rules, Elections & By-Laws (REB) Committee: (Lace)**

24. **Valley Alliance of Neighborhood Council; V.A.N.C. report (Hilliard and Lewis)** Tess asked about the dept of DWP PUT ON THE AGENDA TO DISCUSS THER DWP for august if we want our name on the DWP thing. Email from Tess and Eric discuss whether to sign the form from Jim Alger.

25. **Good of the Order.**

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.

