



**WINNETKA NEIGHBORHOOD COUNCIL**  
 20830 Sherman Way, Winnetka, CA 91306  
[www.winnetkanc.com](http://www.winnetkanc.com)



President	Vice – President	Secretary	Treasurer	Sergeant at Arms
Erick Lace	Eric Lewis	Greg Sullivan	JJ Popowich	Vacant
Board Members				
Tess Reyes-Dunn	Doug Schmidt	Bettie Ross-Blumer	William Hilliard	Natasha Somerville
Tom Sattler	Marilyn Robinson	David Uebersax	Sarah Andrade	Mary Ellen Moreno

**REGULAR MEETING MINUTES**

Tuesday, July 10<sup>th</sup>, 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 Call**

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					
Erick Lace	x	x	X	X	cncl	X	X					
Greg Sullivan	x	x	X	X	cncl	X	X					
JJ Popowich	x	x	X	X	cncl	X	X					
Marilyn Robinson	x	x	X	A	cncl	X	X					
Natasha Somerville	x	x	AE	xL	cncl	X	XL					
Tess Reyes-Dunn	XL	x	X	XL	cncl	X	X					
Tom Sattler	x	x	X	X	cncl	X	AE					
William Hilliard	x	x	XL	XL	cncl	A	XL					
Doug Schmidt	x	x	X	A	cncl	X	A					
Bettie Ross-Blumer	x	x	X	X	cncl	AE	X					
David Uebersax	/	/	/	/	/	/	XL					
Sarah Andrade	/	/	/	/	/	/	X					
MaryEllen Moreno	/	/	/	/	/	/	X					
Total	10	12	9	9	No meeting	9	12					
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 April, JJ moves, Tess seconds to approve; approved by consensus April minutes; WNC-2012-071012-01. June minutes; Bettie moves to approve with amendment, Eric seconded, approve by consensus WNC-2012-071012-02:**

## 4. **Our WNC election will take place on Sat., Sept. 29, 2012.**

**WNC Election Updates: Information and comments from the WNC Elections Committee and/or Alisa Smith, the Independent Election Administrator for Region 3, the Southwest Valley. The WNC will be a part of the Region 3 NC Elections, to be held Sat., Sept 29 from 2 - 8 PM at the Canoga Park Bowl/Winnetka Convention Center. Candidate and volunteer resources and additional details available at [winnetkanc.com](http://winnetkanc.com) and [empowerla.org](http://empowerla.org). or by contacting Alisa at [alisa@empowerla.org](mailto:alisa@empowerla.org).**

Erick notes that we have an election forthcoming and Alisa Smith spoke with an update; Apps are available. [empower la.org](http://empowerla.org) go to elections tab and click on your region and get candidate app form and doc form.

Start now. Need volunteers, 3 per each election and schedule of dates we are the forth election(?).

Also on the agenda, trying to get three candidates for each seat; put out the word. Any stakeholder, Sept 8<sup>th</sup> is another northeast region in Sunland needs assistance; Sylmar, Pacoima and Arleta; Aug 4<sup>th</sup> sat. need volunteers.

Erick notes that we need to 'payback'; Kevin Taylor and Glenn Bailey are helping. Deadline's call for candidates is July 31<sup>st</sup>. closing is Aug 30; last date to apply. When is our first mailing? JJ asks.

Eric says we need to schedule a meeting to determine when we send out the first flyer. Online application does really save; so make application on separate document and cut and paste onto online form. 7 people up for election this year, all of our seats are seats 'at large'. Wait until end of July. It is important to mention which seat for you are applying. Send Alyssa the updates roster with seat numbers.

At large gives more freedom to the NC as can have more engagement with the community.

## 5. **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.**

Annie Palin mentions article about repair of sidewalk and how the city wants no part of sidewalk repair. Annie asks what about this issue Eric notes that this is an agenda item. Alysa suggests some write letters. They know letter represents people and that this does carry weight.

## 6. **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.**

Octaviano Rios (OR) for Councilman Zine's cameras approved for crime hotspots. LAPD will pick the spots to use the cameras; \$700,000 for the cameras. The cost is both for the cameras and operations, maintenance and monitoring with a two year maintenance agreement. Email the locations to OR if you have any locations for observations. Topanga station has a nice layout for the camera observations.

Re: Winnetka Ave Bridge and parking restrictions. LADOT has given no indications of changing their minds; due to grant will have to commit to the street laws.

New districting will have a staff meeting as we will figure out what is possible.

July 14<sup>th</sup> recycle electronic and oil pick up; waste Winnetka Rec center. Winnetka Park 9AM to 3PM.

Mr Joe Banchek asked why Sherman way to Vanowen has no parking restrictions, but his street does?

JJ asks, do we want to take a position and take action?

Sal Pelaez visited from the Northridge South NC. Saw a walk though of Winnetka area. Emphasis was bike safety and accessibility. Similar issue on Wilshire Blvd for the bike lane; were ways to make it happen. There are people who use the bike path and this makes it a group of islands which throws bike users onto a three lane road then back again. Erick noted that the bike lane was taken already. OR suggested inviting the project managers over to speak on the issues and concerns; such as the engineering Department of Transportation managers, also JJ asked and said we were going to have someone speak on Winn parking, too.

Mason Bridge first is still being worked on it; problems with AT&T and dwp; and problems relocating line across the river. Will likely have a two lane road over river during winter. We will see. The nature of the bridge repair makes work slow. Adjacent to bikeway, too. There is a plan to finish bikeway in Winnetka from Reseda. David noted the bridge repair had the law on the side of high traffic lane. Bettie noted that there are some various road conditions. JJ noted the traffic caused the parking restrictions during rush hours; anti gridlock, etc. All along Victory and Sherman Way 'Traffic Flow' is important to keep the bulk of the people moving. If the city could afford eminent domain this might change, until then the bottleneck slows movement.

JJ asks the question as if Joe was the engineer, what would he do? Joe would not have taken away the parking for homeowners. JJ asks again if Joe has a recommendation to move the traffic along. Sal wanted to pursue the topic of bikes. Erick suggested we get the project manager into the meeting to ask why things went the way it did. OR will help get a project manager. PUT on Agenda to have Winnetka Bridge discussion.

Victoria Cross came from LADWP to answer questions; still have issues of scamming by people wearing DWP employee uniforms. Never ever enter a house. Don't ever let them in and give no money over phone. Bill asked about 26% ownership with coowners like other power companies.

LADWP funds are guided by a contract. Eric asked about rate payer advocate and is currently reviewing water and power rates; going into next year. Hopes power rate for this year. Expertise is in power not water, but is quick study.

DWP asked for two years increase for a total of 18% in water and power. David noted Dr Pickell spoke. 5% then would increase 11% increase next year. Bettie asked about people and their lawns. Bill mentioned how the landscape sub meters are selling and so the DWP will be raising rates. Sub-meter will be a good thing. Sarah asks about for the average user the power goes up 500Kw \$2.55 per month water side 1200 cuft avg bill again \$2.06. JJ asks whether we pay all this money and what do we get for it? Aging infrastructure and regulatory compliance; getting off of COLA. DWP is changing out coal in city power plants. Cover water reservoir using 'bird balls' to cover water, huge project along the 134. JJ asks the question as the valley never saw any benefit from the rate increases, but JJ wants rate increase to pay off. Some pipes in other cities are 100 years old. There is seeking to replace them every 200 years. DWP reports every leak on each pipe and so the percentage gives an idea that this line is beginning to fail. Bill asks why the \$240 m given to the city they are mandated to give 7% to the city; it is not an unusual practice to do this.

Bettie asks about smart meters and she does not want these. Victoria says these will really help us to save energy. Joe says that with solar you get a smart meter.

Courtney Hamilton for Howard Berman spoke does some community outreach and to participate in events. Wants to participate always available for anything we might need. Interested in helping with the national night out, which is at Shadow Ranch on August 7<sup>th</sup> during the week.

- 7. Discussion and possible action regarding the PLUM Committee 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 travelling to and from Pierce College. (Popowich)**

This is pushed back until OR gets a rep from DOT/Metro.

- 8. Discussion and possible action on writing a letter of complaint to various agencies regarding the planned bike lane and harsh and heavy handed treatment and towing of residents along Winnetka Ave Bridge repair due to the use of Federal Monies and Federal law. Is the anti-gridlock Ordinance effective here and can the Mayor help? Cars were towed without adequate notification when Winnetka Ave. was placed with new rush-hour parking restrictions. The LA DOT should make sure that all fines are removed and refunded to those that were affected. Asking about public bathrooms and sanitation may also be important to mention. Note: there are Port-a-Potties at Quimby Park. (Popowich) Tabled**

- 9. Discussion and possible action regarding bus benches which will be replaced with nice metal dark green, black, blue, burgundy or gray benches, need a motion to officially select bench style and color. (Lace) withdraw**

- 10. Discussion and possible action on renewing Wendy Moore's 'Moore Business Solutions' agreement with the WNC to run our website and communications. There are only two hours left on her contract.(Sullivan) JJ moves to approve contracts with Wendy Moore; Eric seconds WNC-2012-071012-04**

- 11. Discussion and possible action on approving additional monies to pay for WNC storage locker. The rates have gone up. (Popowich and Sullivan) JJ looked up numbers.**

JJ makes a motion to set aside up to \$1,600 to pay storage fees for next year, beginning 9 months from this June; Marilyn seconds. We get an annual thing and it's a bit cheaper. Sarah moves that we simply pay three months this year and the rest the next year; seconded by Tess (10 by 10 unit or so).

Approved by consensus WNC-2012-071012-05

- 12. Discussion and possible action on a request by Pastor Jeff Fisher of Hope Chapel for monies to buy blankets for Project hope. (Lace)**

Jeff spoke of the great city Winnetka. Marilyn thought it might be a good idea to ask why there was a problem with reimbursement for the blankets for homeless at Limerick school. This happened back in December. JJ answered that the problem was that this would only be by CC; Because of the short timing, speed, the invoice was not presented so JJ could pay but the bill correctly. JJ said the only way we could do this is as a NPG, now. We can do this in this year's budget. Pastor Jeff is told that if he can get an invoice to the WNC that this can be so. Plan B is NPG done now. JJ noted that it is up to the board member to follow through with the NPG paperwork.

(This secretary notes there was some confusion about this issue at this meeting, but that only a NPG will be done as DONE and the City controller are tightening up on payment methods for several reasons which JJ will enunciate shortly.)

The key is working with the treasurer. Tess noted that we've learned it before. Pastor Jeff asks whether it is too late to set aside a certain amount of money, Erick noted that this year it is for the school near Hope Chapel; Sunnybrae. This year we need to be careful with what we do as DONE is getting more restrictive. Erick noted that we wanted to do something special for the 5 elementary schools. Pastor Jeff noted that Bill felt there was possible conflict of interest, but Jeff said that he is the only church here to help facilitate helping some of the homeless school kids.

David notes the NC helps as outreach to the people of Winnetka. Jeff asks how many churches in the area? And can they get together. JJ brings back to agenda item. Tess moves to rebudget up to \$850 from misc funds and move this To Outreach Funds for "Project Hope" to purchase advertising material events distributed by Project Hope, Mary Ellen seconds.

Board Member	Yes	No	Abstain	Absent
Eric Lewis	x			
Erick Lace	x			
Greg Sullivan	x			
JJ Popowich			x	
Marilyn Robinson			x	
Natasha Somerville				x
Tess Reyes-Dunn	x			
Tom Sattler				x
William Hilliard			x	
Doug Schmidt				x
Bettie Ross-Blumer	x			
David Uebersax	x			
Sarah Andrade	x			
Mary Ellen Moreno	x			
Student Vacant				x
<b>Total</b>	<b>8</b>		<b>3</b>	<b>4</b>

WNC-2012-071012-03 approved

**13. Discussion and possible action on a presentation by Christine L. Alvarez, CPA, who will to present West Valley PALS at our July 10th board meeting and also request sponsorship for their upcoming Sat 7/21 Back to School Resource Fair.(Lewis)**

West valley youth board supports children from Elementary through High School officer conducted youth programs. Get kids out of city, goes to aquariums, etc. High school programs for where the kids are being courted by gangs and the law puts them into a jeopardy program. Officers are concerned about retaining the kids. Meet at est Valley station on Vanowen once a month. Food is good.

Christine is a defender of Winnetka. Tess asks the ages of the PALS Kids; they are elementary ages. Jeopardy are high school. Day at Reseda Pool is an example of an event.

Currently are working on Youth Sponsorship and working with Bob Blumenfield on a Back to School at St Catherine of Sienna, on Sherman Way and Reseda, goal to have 500 backpacks; 'Back to School resource Fair'. Here to ask for help from this board; has spoken to two other NC's. Greg got flyer in mail from Bob Blumenthal about this. Grizelda from Bob Blumenfield...

Christine seeks \$500 for this event. Jeopardy and Pals are not raising money for this event. JJ notes, as the treasurer, that we have no money; July 21<sup>st</sup> is the event with no time left. This group is a charity and therefore must be an NPG, way too little time. No more using a cc for charitable event. There are restricted funds that their group can be use to spend money or carry us until our money can be approved. Note bene: **if** the money can be approved in a NPG. Erick notes that the Outreach committee has gotten into events like this, but it is a bit late and will be a problem for us. Erick felts it's a bit late; 11 days until the event. Bill asks whether we do this once a year, next year their goal is to do it with PALS solely so will need to out help then.

Vendor booths are available, Alysa suggests that we get a booth and use this for the election outreach.

Erick asks about buying a booth with election outreach for this year. We want to buy a booth \$25 where we can set up an umbrella and use our swag. JJ says have we have to give authorization from REB committee to spend this \$25 which will be voted for next in JJ budget motions.

Christine also wants us to put a link on website; Christine will send us this link.

Eric reviews the process for election outreach. We've never told the REB committee how we want to spend the money.

Erick moves to buy a booth as election outreach for \$25. Reference the budget item vote below where REB committee will delegate where the money will be spent.

**14. Discussion and possible action on individual budget motions, approved in Toto, which would allow simpler reallocation as needs arise:**

The WNC resolves to allocate the following funds in the 2012-2013 Fiscal Year:

- Halloween Event at Winnetka Park: \$1,500.00
- Winnetka Kids March: \$ 500.00
- Safety Fair: \$1,500.00
- National Night Out: \$ 500.00
- Debates \$1,000.00
- VANC Annual Meeting \$ 150.00
- Youth Fair \$1,500.00
- Community Youth Activities \$ 800.00
- Congress of NC's \$ 150.00

Furthermore the WNC authorizes the Treasurer to determine the method of payment necessary including the authority to request P Card increase as needed.

**WNC-2012-071012-09** moved by JJ seconded by Eric; approved by consensus

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The WNC resolves to allocate the following funds in the 2012-2013 Fiscal Year for the following uses, as determined by the Board Officers for the following purposes:

- Up to \$700.00 for the purchase of food for regular monthly meetings.
- Up to \$3,000.00 for Moore Business Results to be paid on a quarterly basis for maintenance of the WNC website
- Up to \$175.00 for Constant Contact for email mailing services to the WNC contact list
- Up to \$50.00 for Melbourne IT for the registration of the WNC URL.
- Up to \$400.00 for the purchase of general supplies including paper, ink, etc for use by the WNC Secretary and Treasurer and other Board members.

Furthermore the WNC authorizes the Treasurer to determine the method of payment necessary including the authority to request P Card increase as needed.

**WNC-2012-071012-10** moved by JJ, seconded by Sarah; approved by consensus

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The WNC resolves to allocate up to \$2,000.00 in the 2012-2013 Fiscal Year for the purchase of promotional items to be used to advertise the WNC and increase awareness among Winnetka Stakeholders. The WNC further authorizes the Treasurer to determine the method of payment necessary including the authority to request P Card increases as needed.

**WNC-2012-071012-11** moved by JJ seconded by Tess; approved by consensus

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The WNC resolves to allocate the following funds in the 2012-2013 Fiscal Year to be allocated to the following NPG programs:

- Up to \$2,500.00 for Valley Village. Valley Village is an organization within Winnetka that provides valuable services to Winnetka Stakeholders. In addition, they are an active organization within the

community offering their resources and meeting space to a number of community groups, including the WNC, who provide valuable support services to the community.

- Up to \$500.00 for One Generation for the annual Senior Symposium. This annual event is an educational event for seniors on a number of community services, health related issues, and safety issues. The WNC participates in this event with a number of other NC's throughout the West Valley.
- Up to \$500.00 for the purchase of equipment for the parks within the WNC boundaries.
- Up to \$2,000.00 to be allocated proportionally to each of the 5 elementary schools and the one middle school within the boundaries of Winnetka. The Board authorizes the Outreach & Youth Committee to file individual NPG requests for each school. Library books
- Up to \$700.00 to be allocated proportionally to each of the 5 elementary schools and the one middle school within the boundaries of Winnetka. The Board authorizes the Outreach & Youth Committee to file individual NPG requests for each school. School paper
- Up to \$2,500.00 to be allocated Junior Blind Olympics. The Junior Blind Olympics is an organizations that holds their annual event near Winnetka. The participants and family are housed within Winnetka. This is a significant economic benefit to the community of Winnetka. Those participating and attending the event often eat and spend money within our community.

**WNC-2012-071012-12** moved by JJ, seconded by Tess; approved by consensus

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The WNC resolves to allocate up to \$2,500.00 to be used for improvement projects at the 5 elementary schools and one middle school within the boundaries of the WNC. The Board further resolves that the each NPG submitted for these funds must be individually approved by the Board before submission.

**WNC-2012-071012-13** moved by JJ seconded by Mary Ellen; approved by consensus

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The WNC resolves to allocate up to \$1,500 for the WNC 2012 election.

JJ moves above item, Bill seconds; We will leave it to the REB committee to disburse the funds; **WNC-2012-071012-06** approved by consensus. Eric will notify the board exactly what we are doing.

(Popowich)

- 15. Discussion and possible action regarding AB2231, by Felipe Fuentes, Assemblymember—AD 39, which is the bill in the State Assembly that would prohibit the City of LA from shifting the responsibility for fixing tree-damaged sidewalks from the City to homeowners. A letter is requested by AM Fuentes supporting this bill. See attached suggestions. [www.asm.ca.gov/fuentes](http://www.asm.ca.gov/fuentes)**

The bill is coming up for its first hearing in the State Senate next week. Please contact the Senate Governance and Finance Committee and let them know you support AB 2231. You can find a list of Senators on the committee here: <http://sqf.senate.ca.gov/> (Lewis) Now this is moving to the senate where if approved, would go to Governor to be signed. Do we support this? Eric moves that we support AB 2231 and send the letter below, seconded by Sarah. Erick lace will print and sign. Approved by consensus **WNC-2012-071012-07**

June/July , 2012

The Honorable Felipe Fuentes

Assembly Member 39<sup>th</sup> District  
State Capitol, Room 2114

Sacramento, CA 95814

Subject: Sidewalk Repairs

Dear Assemblymember Fuentes:

On behalf of the (Insert name or name of neighborhood council/homeowners association), we are writing in support of AB 2231(Fuentes). AB 2231 will require that a City or County to place a measure before the voters before it can repeal an ordinance which holds the city responsible for sidewalk repairs caused by tree damage. In virtually all of these cases the City or County is responsible for having planted the trees causing the damage. Giving homeowners a say in whether a massive cost should be passed on to them, is simply a matter of fairness.

Although we understand that the economic downturn has made it difficult for cities to manage their responsibilities, the burden should not be unfairly placed on homeowners. Homeowners have also been hard hit by the current economic downturn and passing the costs of maintaining the City's sidewalks on to us without their consent is unfair.

We urge you to stand with your community and support AB 2231.

Sincerely,

**Winnetka Neighborhood Council**

- 16. Discussion and possible action to rename the Public Safety Committee to the Public Safety & Welfare Committee. This change is intended to include animal welfare within the scope of this committee as well as safety for humans. (Lewis) tabled**
- 17. Discussion and possible action to have various banners made for the WNC by West Valley Occ. Center. Such banners would be used for meeting locations and elections. (Lewis) This wont cost anything; Eric moves to make free signs JJ seconded; approved by consensus. WNC-2012-071012-08**

#### **DISCUSSION AND POSSIBLE ACTON ON THE FOLLOWING COMMITTEE REPORTS**

##### **Finance Committee Report (Including Treasurer's Report) Discussion and possible action to approve the 3rd Q report. (Popowich)**

- 1.** Report will be on website. \$11,954 monies not spent last year; never got an assigned reconciliation p-card report from DONE. All expenses get paid. DONE required every quarter to list all the relevant expenses each year. This should be on the website for transparency. David noted that one of the CM swept their leftover money into a CM. JJ submitted budget to DONE, hopefully it gets there. DONE is not good about acknowledging things. JJ is finished with the Winn Recreation Center as they don't get back to us. The label printer; we owe \$100 for labels for the blankets.

Location sound; DONE did not authorize payment for location sound, should have been a NPG, at one time, could've been a demand warrant. Natasha is the NPG expert and thanks go to her. JJ cautions the board that we are going way too far into Philanthropy, can do it, but DONE is using NPG in order to perhaps shoot it down. Getting more strict on this and we are getting close to being in trouble. JJ notes that public institutions are trustees of public money; NC were established as places to discuss ordinances, parking zoning, we are getting into more community activism and as giving money away to individuals, but this is risky. The city controller is telling DONE that the controller that they cannot reconcile these expenditures, but must be given through the NPG program. This sort of skirts the issues. Rita Moreno, now in charge of DONE's NPG and P-cards, that she won't allow the monies to flow to groups. Christine asks what does the city want to see and be specific as to how it helps the kids and save money from the police. Eric asks about the hot dogs for the youth march, which is an outreach event. Bill mentioned that someone from DONE was wondering why we are helping the Fire department when they are getting budgeted monies that were cut from them; there is nothing that says we can't reallocate monies...sort of a double dip.

JJ notes that every month at the end of the report we have some money left and ask what haven't we spent. That maybe we need to re allocate. JJ moves to approve report, Bill seconds; approved by consensus.

**WNC-2012-071012-14**

2. **City Mayor's Budget Advocate Report: (Hilliard)**
3. **LADWP Memorandum of Understanding (MOU) Committee and LADWP Committee (Ross-Blumer)**
4. **Public Safety Committee: (Vacant)**
5. **Outreach and Youth Committee Report: (Robinson)**
6. **Planning & Land Use Management Committee: (Popowich)** JJ wants to schedule redevelopment at Roscoe and Mason and need to do a 500 foot mailing. Application and variance approved for the assisted living next door to Valley Village.
7. **Public Works & Transportation Committee: (Vacant)**
8. **Rules, Elections & By-Laws (REB) Committee: (Lace)**
9. **Valley Alliance of Neighborhood Council; V.A.N.C. report (Hilliard and Lewis)** Dr Pickell there speaking.
10. **Good of the Order**
11. **Future Agenda Items & other Calendar Events:**
  - **Public Safety Committee.**
  - **Outreach & Youth Committee.** JJ suggests that OM come to outreach committee that we make a plan Sat Aug 11<sup>th</sup> from noon to 3PM.
  - **Public Works & Transportation Committee. 4<sup>th</sup> Tuesday**
  - **PLUM**
12. **Adjournment**

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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](mailto: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.**

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### **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.

