



## WINNETKA NEIGHBORHOOD COUNCIL

20830 Sherman Way, Winnetka, CA 91306

[winnetkanc.com](http://winnetkanc.com)



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

## REGULAR GENERAL MEETING MINUTES

Tuesday, June 10, 2014, 6:30 PM

Valley Village, 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 a regular or special meeting is posted for public review within Winnetka, 91306, at the following location: **Winnetka Recreation Center**, 8401 Winnetka Ave.

The public may comment on a specific item listed on this agenda when the Board considers that item. When the Board considers the agenda item entitled "Public Comments," the public has the right to comment on any matter that is not specifically listed on this agenda yet is within the Board's jurisdiction. The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. The Speaker Card ensures that each speaker's name is complete and correct in the meeting's Minutes. Public Comment is limited to 3 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker. Before a Board vote on any item, any member of the public who has not filled out a Speaker Card will be accorded 1 minute to make a statement. This period will last no longer than 5 minutes total.

1. Meet & Greet and Refreshments. [10 min] # of guests#   9
2. Convene Meeting, Board Member Roll-Call & Introductions [4 min]

Board Member Name	Jan-14	Feb-11	Mar-11	Apr-8	April-29	May-13	Jun-10	Jul-8	Aug-12	Sep-9	Oct-7	Nov-11	Dec-9
Marilyn Robinson	A	X	x	X	X	x	x						
Erick Lace	X	X	x	X	X	x	x						
Eric Lewis	x	X	X	X	X	x	x						
JJ Popowich	x	ae	x	X	X	AE	x						
Tess Reyes-Dunn	X	X	x	X	A	x	x						
William "Lance" Hilliard	X	X	xLE8:30	x	/	/	/	/	/	/	/	/	/
Kathleen Pelaez	/	/	/	/	X	x	x						
David Uebersax	x	X	x	x	X	x	x						
MaryEllen Moreno	X	Ae	x	x	X	x	x						
Bettie Ross-Blumer	AE	X	x	AE	X	x	x						
Trevor Owen	X	X	x	x	X	x	x						
John Poer	/	/	/	/	/	x	x						
Greg Sullivan	X	X	x	x	/	/	/	/	/	/	/	/	/
Steven Fuhrman	X	X	x	x	X	x	x						
Victor Lerma	X	X	AE	xLE	X	x	x						
Tom Sattler	AE	X	x	x	AE	x	x						

Madison Lamoreaux, Student	X	X	x	x	X	x	x												
Total	12	13	14	14		14	15												
X = Present, A = Absent, E = Excused, / = Not on the Board at this time, L = Late, LE = Left early Quorum is 8 members																			

3. Explanation of Meeting Rules & Safety Announcements [1 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 that may be able to attend. [5 min each, 20 min max]

Jenny presented a certificate to the WNC for our participation in the Memorial Day Parade. Jenny and her crew picked up some bulky items from Winnetka neighborhoods and is happy our community is getting cleaned up. Tomorrow at 6pm Bob Blumenfield is hosting the DWP General Manager and invited everyone to attend. You will not be able to talk about your DWP bill but they have set a tentative date of June 28<sup>th</sup> to look at billings. This Thursday there will be a LAPD Commission Meeting at 6:30pm at the Demirdjain School.

5. Presentation by Guest Speaker, and Q and A. (No presentation)
6. **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]
  - Edna Sacks spoke about the NW corner of Corbin and Stagg. It is a dump site. She has complained about this for many years. Why can't this corner be cleaned up permanently? She wants to find out who the owner is and who is responsible for cleaning it up. A member of the community said that Bob Bishop owns it. JJ said PLUM committee will address this issue.
  - Warren Holden from Tarzana Neighborhood Council, Public Safety Committee. He is looking to continue working with our NC. Last year they had a public safety fair, a class at Kaiser about what to do in case of a shooter, and a CERT training. They are looking for our support for CERT training this August 14-16 at the Sylmar Armory. It will be free of cost to those who attend and will take place over 2.5 days. They are asking for \$1500 from each neighborhood council to be paid to the Fire Department to help offset the cost of paying the presenters. Attendees will be CERT certified after the training. In addition, the Promenade offered 2 days to the councils for a safety fair since it worked out so well last year.
7. **President's Report** (Lewis) [2 min]
  - Thank you to community volunteers for our 1<sup>st</sup> Annual Spring Clean.
  - Thank you to board members that participated in the Memorial Day Parade and Spring Clean.
  - Mayor Eric Garcetti's toured Winnetka and CD3 with Councilman Bob Blumenfield. Jenny made sure he saw the "Pit" and areas along Sherman Way. Eric enjoyed lunch with the mayor.
  - Possible visit by Assemblyman Dababneh in July, see website for updates.
8. **Vice-President's Report** (Lace) [2 min]
  - The shirts have arrived for the new members. As soon as we pay for them we will get them.
  - Erick thanked John Poer and other volunteers for helping set up the tent for the Memorial Day Parade.
  - The Chamber of Commerce wants to do more with the neighborhood council.

**9. Secretary's Report** (Moreno/Pelaez) [4 min]

- Discussion and approval of the Winnetka NC Minutes for May 13, 2014 Eric Lace moved to approve. Tess seconded. Minutes approved by consensus. **WNC-2014-061014-01**

**10. Parliamentarian's Report** (Owen/Robinson) [2 min]

- Trevor reminded us that each committee should present a short report to be written in the agenda along with any motions ahead of time so that our meetings move along quicker.

**11. Treasurer's Report** (Popowich/Uebersax) [4min]

- Discussion and possible action on corrections/changes required by DONE in order to process the outstanding demand warrant.
- Presentation of the Treasurer's Report including discussion and possible action to approve the April and May expenditure reports. (Popowich) [6min]
  - Motion: "The Winnetka NC board has reviewed the April and May 2014 Monthly Expenditure Reports including the US Bank Statement for the month ending in April 21 and May 21, 2014. The Board recognizes that the charge from MelbourneIT is not authorized and will be disputed with the company. The Board also acknowledges that the invoice for the copying of the Treasurer Report for the April meeting has been lost. The board also recognizes the reports contain explanations for the lack of Vote Count Sheets for items approved as part of the WNC budget which was passed before the new DONE requirements. The Board authorizes the Treasurer to submit the report to DONE."
  - JJ presented financial report on powerpoint to save expense of printing over 2000 pages.
  - NPGs have been turned in. There were some missing signatures and other minor changes to be done. JJ has submitted P card purchases but has not received final word from DONE as to whether everything was approved. He went over the details of each vendor as outlined in his report.
  - Eric Lace moved to approve. Mary Ellen seconded **WNC-2014-061014-02** The Board approves the motion 12-0-0.

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	X					
Lace, Erick	X					
Lamoreaux, Madison						X
Lerma, Victor	X					
Lewis, Eric	X					
Moreno, Mary Ellen	X					
Owen, Trevor	X					
Pelaez, Kathleen	X					
Poer, John						X
Popowich, JJ	X					
Reyes-Dunn, Tess	X					

Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom						x
Uebersax, David	x					
<b>Total</b>	12	0	0			3

**FINANCIAL CONSENT CALENDAR**

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

12. Discussion and possible action to approve that purchase of snacks and refreshments for the July Board meeting. (Lewis)

- Motion: “The Winnetka NC Board approves up to \$50.00 for the purchase of snacks and refreshments for the July 2014 Board meeting from the upcoming fiscal year’s funds.”  
**Vote was canceled because we don’t have a budget yet.**

13. Discussion and possible action regarding the budgeted amount for the cost of refreshments for the Board’s May meeting. This is to account for an actual overage spent of \$2.50. (Lewis) [4 min]

- Motion: “The Winnetka NC Board approves up to \$80.00 for the purchase of snacks and refreshments for the May 2014 Board meeting.” Eric Lace moved to approve. Trevor seconded. **WNC-2014-061014-03**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison						x
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Poer, John						x
Popowich, JJ	x					
Reyes-Dunn, Tess	x					
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					

Sattler, Tom						X
Uebersax, David	X					
Total	12	0	0			3

14. Discussion and possible action regarding the unspent \$200.00 for Spring Clean flyers being used to pay for printing and mailing Certificates of Appreciation to Spring Clean volunteers. (Lewis) [4 min]
- Motion: “The Winnetka NC Board approved up to \$200.00 for the purpose of creating, printing, and mailing Certificates of Appreciation for the Spring Clean volunteers.”

Initially, this motion was tabled due to lack of ability to fund. David brought 3 samples of certificates that he already has. Bettie said she has paper she can donate. Eric said that if we can do this with donations now, then it can be done. We just don't have the ability to fund it currently. John can donate envelopes. JJ suggests two signatures on each certificate. Kathleen can modify the certificates. Trevor suggests that we invite volunteers to next meeting. If they can't show up to receive the certificate, then we can mail certificate to them.

After discussion, the motion was voted on and passed. It can be funded with next year's budget. **David makes motion outlined above. JJ seconds. WNC-2014-061014-04 Approved 12-0-0**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	X					
Lace, Erick	X					
Lamoreaux, Madison						X
Lerma, Victor	X					
Lewis, Eric	X					
Moreno, Mary Ellen	X					
Owen, Trevor	X					
Pelaez, Kathleen	X					
Poer, John						X
Popowich, JJ	X					
Reyes-Dunn, Tess	X					
Robinson, Marilyn	X					
Ross-Blumer, Bettie	X					
Sattler, Tom						X
Uebersax, David	X					

Total	12	0	0			3
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### CONSENT CALENDAR

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

- 15. Discussion and possible action to support a movie night at Lanark Park on July 5, 2014. Outreach tent from 4:00-6:00 pm. Organized by the Canoga Park NC (Lewis) [5 min]
- 16. Discussion and possible action to support a blood drive at Walgreens Pharmacy on Topanga Cyn. Blvd. and Saticoy Street on Sept. 2, 2014. All day event. Time TBD. Organized by the Canoga Park NC. (Lewis) [5min]
  - Motion: JJ moved that we move the consent calendar. Mary Ellen seconded. Approved by consensus. **WNC-2014-061014-05**

### REGULAR COMMITTEE REPORTS & AGENDA ITEMS

Discussion and board action is possible on the following Committees' reports. [2 min or as noted]

- 17. **Public Works & Transportation Committee Report** (Uebersax) [4 min]
  - PWT Cmte meetings: 4th Mon of each month, 7PM, Limerick Ave. Elementary School, 8530 Limerick Ave., Winnetka.
  - PWT Cmte report-
  - Spring Clean Report- Thanks to all who participated. David would like to plan another cleanup event for the summer.
  - Street Services Project Report- There were 3 crews out 3 weeks ago. Our NC is working with Bureau of Street Services. We have \$50,000 but are paying overtime rate. Things are really getting done and will really make a difference in the community. Bettie was told that with the \$50,000, the Department said we can get all the sidewalks done along Mason Avenue and some tree trimming. Bettie is asking for volunteers to walk Mason Avenue and get addresses to give to the Department of Street Services. David suggested we also clean up at the same time we note addresses along Mason. We can bring left over water and even certificates. Eric Lace would like to see a clean-up event earlier in the year so that high school students will get involved for community services hours.
- 18. **Youth Advocacy Committee Report** (Owen) [2 min]
  - YA Cmte meetings: 4<sup>th</sup> Thurs of each month, 6:30pm Winnetka Park. Trevor said that the meetings will be inside or outside. He feels that we can get families that are in the park to see our committee in action. We can have flyers available and hopefully get community involved.
  - Limerick Elementary sends a heartfelt thank you for the money donated for their culmination. They were able to rent 400 white chairs and it made for a beautiful ceremony. They hung a sign at the ceremony thanking the WNC. The library books will be ordered this summer.
  - Some of the principals will be changing at the local schools.
  - Trevor encourages everyone to get involved and bring new ideas. He wants people to feel that they can stop by the meetings for 10 minutes and move on if they need to.
- 19. **Public Safety Committee Report** (Lerma) [2 min]
  - Safety Cmte meetings: 3<sup>rd</sup> Tue of each month, 6:30PM, Valley Village.
  - Community committee members needed. Please attend a meeting or contact the board president if interested.
  - PS Cmte met last month. Everyone was present. Round table discussion. Talked about August CERT training Victor invited board members to come and become certified. Upcoming events:

Next week meeting will be at 7:00. National Guard Sept 13. Safety Fair Saturday October 11, 2014.

**20. Planning & Land Use Management Committee Report** (Popowich/Ross-Blumer) [16 min]

- PLUM Cmte meetings: 1<sup>st</sup> Tue of the month as needed, 6:30PM, Valley Village.
- Discussion and possible action to confirm the nominees selected by the PLUM Committee to fill two vacant seats (one seat vacated by Diana Holly's resignation and by the removal of William Hillard from the committee for lack of attendance). The PLUM Committee had three interested parties and selected Steve Fuhrman and John Poer. A third stakeholder, Bob Bishop was not selected. The PLUM Committee asks the Board to confirm its nominees. JJ makes a motion to approve David seconds the motion. Eric Lewis' concern is that there are not enough community members and too many board members. With 5 board members on a committee, there can be a problem with a board meeting quorum. The board voted to approve the nominations 12-1-2. **WNC-2014-061014-06**
- **Discussion and possible action to approve the PLUM Committee's recommendation regarding a proposed development of sixteen single family homes on property located at 19731-19737 W. Stagg St, Winnetka, and 7733 Corbin Ave., Winnetka. The developer is requesting a small lot subdivision and set back variances. The developer will be presenting a revised plan for our consideration. The property is currently zoned R-1, low residential. LA City Planning Case #: ENV-2013-3411-EAF.**

**The PLUM Committee recommends the project be approved with the following conditions:**

1. **The developer commits to building an 8 ft. wall along the boundaries of the property in those areas where the adjacent landowner is in support of the wall height. The height will be measured from the adjoining property.**
2. **The developer agrees to eliminate one house and replace it with parking lot for guest parking.**
3. **The developer agrees to pay for a pedestrian activated crosswalk along Corbin Ave, subject to City approval**
4. **The developer agrees to offer noise reduction windows for all properties adjacent to the project**
5. **The developer agrees to set CCRs that require the following:**
  - a. **Garages will be kept for parking uses only**
  - b. **The owners cannot sublet the units and/or rooms within the houses**
6. **The developer agrees to submit a landscaping plan that will maintain privacy and reduce noise. The landscaping must be agreed upon by a majority of the adjacent property owners.**
7. **The developer agrees to remove one house along row that parallels Ingomar St. or reconfigures the house to allow for a longer driveway.**

8. **The developer agrees to reconfigure the first house on Corbin and Stag St. so the house faces the street creating visual continuity.**
9. **The entrance to the property should be on Corbin and the exit on Stag.**

JJ makes the motion to approve based on the changes listed above. Eric Lace seconds the motion. John recused himself from discussion. A house is being demolished to make room for this project. A community member disagrees with the idea of a parking lot within the complex. He feels that neighbors would not want to live by a parking lot. JJ explained it is not ideal but there needs to be more parking. Bettie said there were many people from the community at the PLUM meeting and there was lengthy discussion. The idea is to have the discussion and presentation at the PLUM committee and not repeat it at the board meeting. Steven cannot support the proposal because he doesn't agree with variances. The driveways are not big enough because the developers want bigger houses. Tom thinks the developers can do a better job with the driveways. JJ wants the developers to work with the community to get the best results. Eric Lewis asks about city requirements for parking. Eric is concerned the cars will hang over the driveways and be in the way of emergency vehicles. Trevor agrees that parking is an issue. Kathleen asks about square footage of lots in comparison to house size. She thinks houses are too big for the lots and in addition AC units may cause noise issue. Sam, the investor, wants to work with the community and get the NC approval because he knows the city will listen to our recommendation. David asks about how the stipulation of not renting out will be enforced? JJ said it is fairly common with condominiums and protects the owners so that renters will not let the properties go unmaintained. Steven doesn't believe it is viable to enforce the "no renters" stipulation. He does not support the project. Eric agrees that "no renters" is unenforceable. Kathleen asked about proposed selling price. Sam said it will be around \$600,000. Tess asked about a playground for kids. This is not a requirement. Community member wants to remove a house to make it 15, not 16 houses. Instead of a parking lot, she would like to see that area dispersed among the houses so people could have more room for cars in their driveway. Sam said there will be 15 mph speed limit and speed bumps. Eric Lace made an amendment to remove one house to make 15 instead of 16 houses to add a guest parking spot on each property. (change #2 above) JJ and Bettie accept the amendment. Steven wants no variance. He wants to see modified plans. Trevor thinks parking for visitors is still an issue. Kathleen thinks it should go back to committee. Mary Ellen concurs with Kathleen that it should go back to PLUM. Eric thinks it needs more planning. **JJ withdraws this motion and makes a new motion to send it back to developer to come back with a better guest parking plan. Eric Lace seconded the motion. WNC-2014-061014-07. Motion approved by consensus.** The WNC is not opposed to other items listed above. Number 2, guest parking, is this committee's concern. JJ said there should be at least one guest parking for each housing unit in addition to the driveway space. Sam asked if the WNC can come up with an idea to present to the city so they can ask the city for less landscaping. JJ said no the developers need to come up with a new plan and come back for approval with a new plan. A suggestion was to have small pockets of parking places spread throughout the development.

## **21. Outreach & Social Media Committee Report (Lewis) [4 min]**

- OSM Cmte meetings: 4<sup>th</sup> Tues of each month, 7:00PM, Valley Village. (Tentative)
- Are you a writer, artist, web aficionado, or ad executive with a few hours to volunteer each month? Join us for a committee meeting. Community committee members needed. Contact the board president if interested. Check website for meeting times.
- Upcoming meeting topics: website/mobile-web review. "Why Not Winnetka?" marketing ideas, flyers, expanded social media, Nextdoor.com, cmte budget, Winnetka Chamber outreach.
- NPG update: Valley Village, Junior Blind Olympics, local schools.
- Eric asked if anyone here would be willing to join more committees. He also said each committee needs to select a vice chair at their next meeting. Madison would like to be on Safety committee. She will also post agendas on facebook and Nextdoor.com if we send them to her. David, Marilyn, and Eric Lace are also interested in joining the Safety committee. If there are more than 4 board members on a committee, the agenda must state that it is a special board



meeting. Kathleen said she would be vice chair of Outreach committee. Eric said this will be voted on at the next Outreach meeting.

### **ADDITIONAL COMMITTEE AND REPRESENTATIVE REPORTS**

Discussion and board action is possible on the following reports.

#### **22. Budget & Finance Committee (Uebersax) [2 min]**

- Discussion to set a committee meeting for FY2014-2015 Budget, and more as needed. David said we have until the end of August to submit our next year's budget. JJ suggests that the committees should meet and send their requests to the budget committee. Tentative date of meeting will be Monday July 7 at Valley Village at 7:00pm.

#### **23. Executive Committee (Lewis) [2 min]**

- Discussion and possible action to assign up to two City Hall parking passes for any board members that need to actively use one.

#### **24. Rules, Elections, & By-Laws Committee (Lewis) [10 min]**

- Discussion to set a committee meeting regarding proposed revisions to the WNC Bylaws and Rules, including an update to the committees, officers, and the agenda posting location(s). David said we don't need to meet yet because we don't need to change our bylaws regarding the posting locations because our bylaws are overridden by the new DONE requirement.

#### **25. LA City Council District 3 Beautification Action Team Liaison (Ross-Blumer) [2 min]**

- Sherman Way median updates

#### **26. LA DWP Committee/Memorandum of Understanding Cmte Representative (Uebersax) [4 min]**

- LADWP Cmte/MOU Cmte meetings: 1<sup>st</sup> Sat of each month, 8:30AM, 6501 Fountain Av., Hollywood
- Information on budget that they are proposing to the city. Can get details from David. WaterLA presentation.

#### **27. LA Neighborhood Councils Coalition (LANCC) Representative (Uebersax) [4 min]**

- LANCC meetings: 1<sup>st</sup> Sat of each month, 10AM, 6501 Fountain Ave. Parking reform presentation. They want to revamp parking system. Highlights can be seen on [www.parkinglosangeles.org](http://www.parkinglosangeles.org). They want to create a Los Angeles Parking Service Office. Use fees generated from parking revenue to help with parking issues. BONC discussed bullying. Made suggestions for mandatory sensitivity training for NC members. There is an article in City Watch. If we want hard copies of our latest election results, we need to request within 90 days.

#### **28. LA Public Works Liaison (Uebersax/vacant-alt) [1 min]**

#### **29. Mayor's Budget Representatives (Lerma & vacant) [2 min]**

- We are required to send two volunteer budget reps in Spt. It is a fun way to meet other NCers.

#### **30. Valley Alliance of Neighborhood Councils (VANC) Representatives (Lewis/vacant-alt) [2 min]**

- VANC meetings: 2<sup>nd</sup> Thur of each month, 6:30PM, Sherman Oaks Hospital, 1<sup>st</sup> fl. Conference rm.
- FY 14-15 Funding: Election Debriefing: 6/28 Braude Center; DWP Sylmar Plant tour available.

### **ADDITIONAL NEW & RETURNING AGENDA ITEMS**

#### **31. Discussion and possible action to decide our one required public place for posting our NC agendas per the New NC posting requirements of EmpowerLA (Popowich) [5 min]**

- Eric Lewis makes a motion to have Winnetka Park as our official posting. Kathleen seconded. Motion passed by consensus. Next year we can purchase another box to place beside the existing box in case we need more room for posting.

#### **32. Good of the Order [2 min]**

Steven talked about the problem of stray cats. He knows of an organization that will set traps for feral cats and neuter them and then rerelease them. Contact Steven if you want information about this program.

### 33. Future Agenda Items & other Calendar Events [2 min]

- LA congress of NCs: Sat., Sept, 20, 2014 city Hall East. Open to all board members.
- Councilmember Bob Blumenfield hosts a Town Hall meeting with DWP General Manager, Marcie Edwards @ Canoga Park High School on June 11, 2014 from 6:00-7:30 pm.

### 34. Adjournment Time: 10:08 pm

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 Secretary at 818-718-0629, or please send an e-mail that states the accommodations that you are requesting to [mmoreno@winnetkanc.com](mailto:mmoreno@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.*

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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 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.