



# WINNETKA NEIGHBORHOOD COUNCIL

PO Box 3692, Winnetka, CA 91306  
(818) 648-6219

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



President	Vice President	Secretary	Treasurer	Sergeant At Arms
JJ Popowich	Marilyn Robinson	Carole Ozanian	Erick Lace	Dwight Burgess
Board Members				
Armineh Chelebian	Jozef Essavi	Chris Jurgenson	La Rae Littlefield	Rick Montaine
Howard Seflin	Art Sims	Raquel Diaz	Saeid Faal	Katrina Landeta

## Minutes of Meeting May 9<sup>th</sup>, 2006

RE: Minutes from Meeting  
TO: Winnetka Neighborhood Council Board Members, Public  
From: Carole Ozanian, Secretary

1. Call to Order and Board Members Roll Call.  
Members Present:

<i>Board Member</i>	<i>Present</i>	<i>Absent</i>	<i>Excused</i>
JJ Popowich	X		
Marilyn Robinson	X		
Erick Lace	X		
Dwight Burgess	X		
Armineh Chelebian	X		
Josef Essavi			X
Chris Jurgenson	X		
Carole Ozanian	X		
La Rae Littlefield	X		
Howard Seflin	X		
Art Sims	X		
Rick Montaine	X		
Raquel Diaz		X	
Saeid Faal			X
Katrina Landeta	X		
<b>Totals</b>	<b>12</b>	<b>1</b>	<b>2</b>

2. Explanation of Meeting Rules.
3. Approval of Minutes from last meeting.
4. Public Comments–Comments from the public on non-agenda items within the Board’s subject matter jurisdiction.  
Stakeholder, Olav Hassel expressed his neighborhood wanted speed bumps on Hart Street  
His concerns will be addressed by the appropriate Neighborhood Council Committee.
5. State and local government representatives updates:
  - a) Octaviano Ruios from Councilman Zine’s office announced upcoming meetings:
    - June 3<sup>rd</sup> Traffic Safety
    - June 10<sup>th</sup> Pet Adoption
    - May 21<sup>st</sup> Arthritis walk.

- Detailed info on the Councilman’s website and fliers available at his office.
- b) Alicia Seaman, from Assemblyman Levine’s office updated the Board on:
- The Budget and Bond work by the Assembly
  - AB2622 Extend retraction period for contracts on cell phones.
- c) Manuel Durazo, from D.O.N.E. announced that Commissioners were needed for the 9/12 commission.
- The purpose of the 9/12 Commission is to evaluate D.O.N.E. and Neighborhood Councils.
  - He also announced: Neighborhood Councils invited to Valley Alliance, Cable TV hearings to be held
  - And fliers were distributed for these hearings;
  - June 17<sup>th</sup> Congress of Neighborhoods at the LA Convention Center 8:30am.
  - A bus can be available for transportation. (Metro is also available) Contact Manuel Durazo: PH: 818.374.9896. [Manuel.Durazo@lacity.org](mailto:Manuel.Durazo@lacity.org)
6. Discussion and possible action on approving \$50.00 for the cost of placing an ad in the Winnetka Chamber of Commerce installation program.

WNC-050906-01: Board voted unanimously to approve \$50.00 for the cost of placing an ad in the Winnetka Chamber of Commerce installation program.

<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Notes</i>
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				<b>Excused</b>
Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine	X			
Raquel Diaz				<b>Absent</b>
Said Faal				<b>Excused</b>
Katrina Landeta	X			
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>	

(Approved Unanimously)

7. Regular June Board Meeting: **Discussion and Brain Storming Session to explore possible WNC projects for 2006.**

The previous scheduled meeting for April 4, 2006, could not be held due to a lack of a quorum.

8. **Discussion and possible action on the following Committee reports & recommendations:**

- **Finance Report (including Treasurer’s Report):**
- **\$116,189.20 Total funds available for 2006-2007**

- Budget & committee goal setting submission deadline will be June 9, 2006, with a Budget & Finance Committee meeting on **June 10, 2006**. The budget will be presented to the full Board at the June meeting discussion and approval.

Board stipulated unanimously that all expense reimbursements be approved prior to actually making the expenditure.

The Treasurer will send all finance reports to the President so that they can be posted on the website.

The petty cash disbursements will be included in the finance reports.

- **Outreach & Events Committee Report: (Robinson)**. Discussion and action on the following Committee recommendations and motions.

**Approved:** *WNC-OE-022706-03: The WNC OE Committee allocates \$300.00 for the purchase of a draping table cloth with the WNC logo and name on the front of the table cloth. (Burgess-Sims) (Approved unanimously)*

<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Notes</i>
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				<b>Excused</b>
Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine	X			
Raquel Diaz				<b>Absent</b>
Said Faal				<b>Excused</b>
Katrina Landeta	X			
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>	

**Vote delayed by Board.** *WNC-OE-032706-01: The WNC allocates up to \$4000.00 for the planning and implementation of the First WNC Diversity Fair to be held tentatively on June 10, 2006.” (Lace-Popowich)*

**Already approved and paid:** *WNC-OE-032706-02: The WNC allocates up to \$50.00 for the printing of flyers for the WNC co-sponsored Senior’s Emergency Preparedness Fair.” (Popowich-Robinson)*

**Approved:** *WNC-OE-032706-03: The WNC allocates up to \$100.00 for flyers and other incidentals for implementation of CERT training.” (Lace-Popowich-Burgess)*

<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Notes</i>
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				<b>Excused</b>

Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine	X			
Raquel Diaz				Absent
Said Faal				Excused
Katrina Landeta	X			
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>	

(Approved unanimously))

**Approved:** WNC-042406-01: The WNC will allocate \$300.00 to the National Night Out Committee to assist with this event. (Lace-Popowich)

Board Member	Yes	No	Abstain	Notes
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				Excused
Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine	X			
Raquel Diaz				Absent
Said Faal				Excused
Katrina Landeta	X			
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>	

(Approved unanimously)

**Safety Fair hosted by Valley Police Station: August 1<sup>st</sup>. 6pm-9pm.**

Last year 1,500 people attended.

**The Youth Committee: Purchase of Books. (Lace)**

**Vote Tabled:** WNC-OE-032706-05: The WNC voted to table to allocate \$3000.00 for the purchase of books to replace those damaged due to a flood at the Sutter Middle School Library. Motion tabled:(Sims-Littlefield)(Approved 5-4 with 4 abstentions)

The Youth Committee is part of the Outreach Committee. The Outreach Committee will revisit this proposed allocation.

- **Planning & Land Use Management (PLUM) Committee report:** (Popowich) Discussion and action on the following Committee recommendations and motions.

**Approved:** WNC-PLUM-020106-2: The WNC resolves that we should take all efforts to encourage the city to ease or eliminate some restrictions required by the DOT (Department of Transportation) and Planning to move the Winnetka Commons project forward. The WNC feels this development will significantly enhance the community and stir other improvements in nearby properties. (Popowich-Chelebian)

<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Notes</i>
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				<b>Excused</b>
Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine	X			
Raquel Diaz				<b>Absent</b>
Said Faal				<b>Excused</b>
Katrina Landeta	X			
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>	

*(Approved Unanimously)*

**Approved:** *WNC-PLUM-040506-01: The WNC PLUM Committee recommends the following changes to the proposed Auto Usage Ordinance:*

*Section 1: Development Standards: (g): This section of the ordinance should be modified to specifically state a set back for the fencing.*

*Section 1: Development Standards: (h): The parking code is referenced and that code includes penalties. The WNC felt that the Auto Usage should include a required number of parking spaces for vehicles being worked on in proportion to the number of bays or work spaces. Extra spaces may be arranged at an offsite location designated for parking. The Committee also feels there should be specific penalties within the Ordinance such that repeated violations could lose their conditional use permit.*

*Section 1: Development Standards: (i) (IV): Painted window advertisements should be allowed but with maximum time frames. Businesses should have the ability to advertise, specifically holiday related advertising should be allowed.*

*Section 1: Development Standards: (l) (i): In addition to the stated landscaping requirements a requirement for maintenance is critical. The ordinance currently only requires a plan and an irrigation system. The ordinance should include penalties in fines, and loss of CP for repeat offenders for failure to maintain the landscaping.*

*Section 2: Conditions of Operation: This section does not include any storage requirements. Auto body shops are notorious for having spare parts stacked in parking lots. The ordinance should have specific requirements for “hidden” our out of eye sight storage that is environmentally safe (enclosed to protect the environment from run off chemicals).*

*Section 2: Conditions of Operation: (i): Businesses should be allowed to have arcade games in their lobby for the use of customers while they wait for their cars to be repaired. To ban these are too restrictive and could have a negative impact on the business.*

*Attachment B: 1: Modify the language to say, “that there is not a detrimental concentration (based on community standards) of Automotive Uses...” Different communities have different standards that should be respected.*

*Attachment B: Findings: 5: The minimum distance for spray booths from any residential usage should be at least 1000 feet, and 2000 feet from any school use property. This allows a good amount of space for the dissipation of fumes.*

*Attachment B: Findings: 6: Under Development Standards we recommended that a set back landscaping (before any fencing) be part of the requirements. This section seems to leave this up to the Zoning Administrator to make the judgment. The Committee felt that this should be stricken from the Findings section and made a requirement.*

*Attachment B: Findings: We request that an additional requirement for operating hours be set under the Findings section as the Zoning Administrator can make a judgment on what he community tolerance for operating hours should be.*

*Attachment C: Section 5: While this section requires adequate storage we would request that a requirement to make the storage environmentally safe and secure with specific limitations or requirements on what can be stored. (Popowich-M. Haberman)*

<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Notes</i>
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				<b>Excused</b>
Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine	X			
Raquel Diaz				<b>Absent</b>
Said Faal				<b>Excused</b>
Katrina Landeta	X			
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>	

*(Approved: Unanimously)*

- **Public Safety Committee Report:** (Popowich) Discussion and action on the following Committee recommendations and motions.

**Approved:** *WNC-PS-011906-1: The WNC will recommend to Recreation and Parks, the Park Rangers, Councilmember Zine’s office and the LA Police Department, that the entrance at Gifford Street Be closed. The WNC prefers to recommend that the entrance be walled off and the stairs removed to discourage sitting and loitering next to the wall. In the event that a wall is not a viable option, we request that a gate be installed to block that entrance and the stairs be removed or replaced with a ramp. (Popowich-Burgess)*

<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Notes</i>
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				<b>Excused</b>
Chris Jurgenson			X	

Carole Ozanian			X	
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine			X	
Raquel Diaz				Absent
Said Faal				Excused
Katrina Landeta	X			
<b>Totals</b>	<b>9</b>	<b>0</b>	<b>3</b>	

(Approved 9-3 Abstain)

**Approved:** WNC-PS-022206-01: The WNC will work with Canoga Park and Reseda to host a CERT training program in Winnetka for the three areas. The WNC will spend up to \$600.00 to create and distribute flyers for this program. (Popowich-Robinson)

Board Member	Yes	No	Abstain	Notes
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				Excused
Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine	X			
Raquel Diaz				Absent
Said Faal				Excused
Katrina Landeta	X			
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>	

(Approved Unanimous!)

**Note: 7 Week Class Begins August 22: 7pm – 9pm Cert Training: Community Emergency Response Team--- Open to all Community Members**

**Approved:** WNC-PS-032206-02: The WNC will request Bureau of Street Services to paint a larger red curb area on the southwest side of the corner of Corbin-Valerio. The WNC will also ask for a review of the northwest corner to see if the red curb can be extended. (Popowich-Haberman)

Board Member	Yes	No	Abstain	Notes
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				Excused
Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			

Art Sims	X		
Rick Montaine	X		
Raquel Diaz			Absent
Said Faal			Excused
Katrina Landeta	X		
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>

(Approved Unanimously)

- **Public Works & Transportation Committee Report:** (Chelebian) **Discussion and update on recent PWT activity including the median beautification project and others.**

*Ms. Chelebian presented a report on her visit to the 911 Call Center and also visited the center for regulating traffic lights.*

*A discussion followed concerning the involvement of Neighborhood Council Board members with emergency works.*

*The median beautification project is incorporating illumination.*

*The cost of banners will be presented at the next meeting.*

- **Rules, Elections, and By-Laws Committee Report:** (Lace)

**Approved;** WNC-REB-032206-01: The Rules, Elections and By-Laws Committee hereby create the 2006 Ad Hoc Election Preparation Committee and appoint Marilyn Robinson, Dwight Burgess, JJ Popowich, Eric Lace, and Armineh Chelebian to the Ad Hoc Committee. Furthermore the Ad Hoc Committee will be chaired by Dwight Burgess. (Robinson)

<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Notes</i>
JJ Popowich				
Marilyn Robinson				
Erick Lace				
Dwight Burgess				
Armineh Chelebian				
Josef Essavi				Excused
Chris Jurgenson				
Carole Ozanian				
La Rae Littlefield				
Howard Seflin				
Art Sims				
Rick Montaine				
Raquel Diaz				Absent
Said Faal				Excused
Katrina Landeta				
<b>Totals</b>	<b>11</b>	<b>1</b>	<b>0</b>	

(Approved 11-1)

Discussion and possible action regarding the following By-Law Amendments (each amendment will be voted on separately):

Article 7-A-2: Election to be held at the same time each year.

**Approved; Amendment:** Election for the Council Year 2006-2007 will be held on August 22, 2006. The Rules, Election, and By-Law Committee will recommend election amendments to the By-Laws for future elections.

<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Notes</i>
---------------------	------------	-----------	----------------	--------------



JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				Excused
Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine	X			
Raquel Diaz				Absent
Said Faal				Excused
Katrina Landeta	X			
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>	

(Approved Unanimously)

**Approved** Article 8, #3: Posting locations will be at the required places as submitted in the certification application and the By-Laws attached as attachment B, as well as 5 additional places throughout the area.

<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Notes</i>
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				Excused
Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine	X			
Raquel Diaz				Absent
Said Faal				Excused
Katrina Landeta	X			
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>	

(Approved Unanimously)

**Approved Amendment:** Postings of meeting announcements must be at 5 locations within the Winnetka Neighborhood Council area as identified by the Council. Initially these will be Limerick School: 8530 Limerick Ave, Fultan Cleaners: 20109 Roscoe Blvd., Canoga Park Bowl: 20122 Vanowen St., Yum Rich Donuts: 20129 Vanowen Ave, and Albertson's Market at 7224 Mason Ave.

<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Notes</i>
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			

Armineh Chelebian	X			
Josef Essavi				Excused
Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine	X			
Raquel Diaz				Absent
Said Faal				Excused
Katrina Landeta	X			
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>	

(Approved Unanimously)

**Approved Amendment (addition):** Age eligibility to vote is 16 years old. (Approved 10-2)

**Approved:** Approval of the new Election Procedure Template as provided by DONE.

<i>Board Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Notes</i>
JJ Popowich	X			
Marilyn Robinson	X			
Erick Lace	X			
Dwight Burgess	X			
Armineh Chelebian	X			
Josef Essavi				Excused
Chris Jurgenson	X			
Carole Ozanian	X			
La Rae Littlefield	X			
Howard Seflin	X			
Art Sims	X			
Rick Montaine	X			
Raquel Diaz				Absent
Said Faal				Excused
Katrina Landeta	X			
<b>Totals</b>	<b>12</b>	<b>0</b>	<b>0</b>	

(Approved unanimously)

**9. Update, discussion and possible action regarding business cards, name tags, and shirts.**

Business Cards not discussed.

Shirts are handled by the Outreach committee.

**10. Subject tabled.** Discussion and possible action regarding the status of Mr. Howard Seflin and whether the Board should have excused him, or removed from office.

**Rules committee requested to design/clarify procedures for extensive absentee of board members from board meetings.**

**11. Reports from any liaisons: DWP Oversight Committee, Councilmember Smith's Service Cabinet, VANC (Valley Alliance of Neighborhood Councils), LANCC, Carole Ozanian, (Los Angeles Neighborhood Council Congress)**

**12. Board Business –**

**A. Comments on Board Member's own activities/ Brief announcements.**

- Conflict of Interest Workshops to be attended by each Board Member.
- Clarification on posting sites for all Board and Committee Agendas. As agreed in previous meetings all agendas are the responsibility of the Committee Chair, who may create and post the agenda themselves or designate a person to do so at their direction. This was agreed on when we selected our new Secretary and revisited our By-Laws. All agendas should have the same posting location descriptions as the Board agenda which is maintained by the Secretary. These locations will include all locations listed in our By-Laws (unless the location has proven inaccessible or has requested to be removed) plus any additional locations the Secretary has made agreements to post at. While all Committee Chairs are encouraged to do their best to post at all the locations listed, it is understood that many locations listed may be closed at the time you post the agenda (i.e. schools and some churches are closed in the evenings). However, the City Charter requires 5 locations and we need to adhere to that requirement. If the amendment above to modify the By-Laws has passed, then those will be the 5 required locations.

**B. Brief response to statements made or questions posed by persons exercising their general public comment rights.**

**C. Introduction of any new issues for consideration by the Board at its next meeting/request that the item be placed on the next meeting's agenda.**

**D. Requests for Board Members to research issues and report back to the Board at a future time.**

- A) *Rules committee requested to design/clarify procedures for extensive absentee of board members from board meetings.*
- B) *The Outreach Committee will revisit this proposed allocation of funds to purchase books for Sutter Middle School*
- C) *The Outreach Committee will review plans for the Diversity Fair.*

**Future Agenda Items and other Calendar Events**

**(All meetings held at 20830 Sherman Way Winnetka, CA 91306, unless otherwise noted):**

- Public Safety Committee: May 18, 2006 @ 6:30 PM.
- Outreach & Events Committee: May 22, 2006 @ 6:30 PM
- Public Works & Transportation Committee: May 25, 2006 @ 6:30 PM
- CERT TRAINING:** Community Emergency Response Team. 7 Week Class. Begins August 22. 7pm to 9pm Valley Village Open to all community members.

Outreach & Events Committee: May 22, 2006 @ 6:30 PM

**Safety Fair hosted by Valley Police Station: August 1<sup>st</sup>. 6pm-9pm.**

**13. Adjournment**