



# Winnetka Neighborhood Council GENERAL BOARD MEETING AGENDA

Tuesday, July 11, 2023, 6:30 PM

Winnetka Convention Center,  
20122 Vanowen St. Winnetka, CA 91306

(Located next to Winnetka Bowl, ground floor of hotel)

With Live Streaming Teleconference using Zoom

The public is encouraged to join the meeting **in person**, or by:

[1] going to [WNC Zoom](#) Password: WNCBOARD

[2] Calling US Toll-free: 833 548 0282, 877 853 5257, 888 475 4499 or 833 548 0276

Local: 669-900-6833, 253-215-8782, 346-248-7799, 312-626-6799, 929-205-6099, 301-715-8592

Meeting ID: 815 4199 4845 Password: 70345092

[board@winnetkanc.com](mailto:board@winnetkanc.com) | [www.winnetkaNC.com](http://www.winnetkaNC.com) | @winnetkaNC



<b>Incoming Board Members – Congratulations! (Term through 2027)</b>			
Mihran H. Kalaydjian	Janet Burt	Roy Hadavi	Robert Stewart
<b>Outgoing Board Members – Thank you for your service!</b>			
Judith Giglio	Alexander Tsao	Keith Sader	
<b>Returning (Terms through 2025) and Reelected (Terms through 2027) Board Members (All Board Offices subject to new Nominations and Election by New Board)</b>			
David Uebersax – 2027 (Outgoing President)	Samantha Ludwig – 2025 (Treasurer)	Elizabeth Chapman – 2025 (Secretary)	
Erick Lace – 2027 (Vice-President)	Jonathan Vickburg – 2025 (Assistant Treasurer)	Victor Lerma 2025 (Assistant Secretary)	
Mikhail Anthony Maniyan – 2025 (Parliamentarian)	Ajantha Sriramya - 2025	Stephen Wheatly - 2025	
Vacant – 2025		Holden Tsao - Youth Representative	

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.\

### VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION

Every person wishing to address the Neighborhood Council may join **IN PERSON** or by going to [WNC Zoom](#) (<https://us02web.zoom.us/j/81541994845?pwd=Nmw5MjRkL1pjUjRkGhOeWY1SVN6Zz09>, Meeting ID: 815 4199 4845, Password: WNCBOARD) or by dialing either (669) 900 6833 or (253) 215 8782 or (346) 248 7799 or (312) 626 6799 or (929) 205 6099 or (301) 715 8592, entering 815 4199 4845 and then press # to join the meeting, followed by the password 70345092 and then #. One tap mobile: +16699006833,,81541994845#,,,,,0#,,70345092# US (San Jose)+13462487799,,81541994845#,,,,,0#,,70345092# US (Houston)

### PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS

Instructions on how to sign up for public comment will be given to listeners at the start of the meeting, or per the following:

[1] emailing [board@winnetkanc.com](mailto:board@winnetkanc.com), [2] by clicking the 'raise hand' button via Zoom during the period allotted for public comment, or [3] by dialing \*9 (if joining the meeting via telephone) to 'raise hand' during the period allotted for public comment when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard when the respective item is being considered.

### GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented<sup>1</sup> from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 3 minutes per speaker, unless adjusted by the presiding officer of the Board. AB 361 UPDATES: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

**PUBLIC POSTING OF AGENDAS**

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., CA 91306 and are available on our website at [www.winnetkanc.com](http://www.winnetkanc.com). Additionally, supporting documents distributed to Board Members pertaining to Agenda Items will be posted for Download as well. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at the website: <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

**1) GENERAL WELCOME [5 min]**

**2) CONVENE MEETING and PLEDGE OF ALLEGIANCE [1 min]**

**3) BOARD MEMBER ROLL CALL [2 min]**

<b>Board Member</b>	<b>Aug 10</b>	<b>Sep 13</b>	<b>Oct 11</b>	<b>Oct 13†</b>	<b>Nov 8</b>	<b>Dec 13</b>	<b>Jan 10</b>	<b>Feb 8†</b>	<b>Feb 14</b>	<b>Mar 14</b>	<b>Apr 11</b>	<b>May 9</b>	<b>May 16†</b>	<b>June 13</b>	<b>July 11</b>
Ajantha Sriramy	L	A	A	A	A	X	X	X	X	L	X	V	X	A	
David Uebersax	X	X	X	X	X	X	X	X	X	X	X	X	A	X	
Erick Lace	A	X	X	X	E	X	X	X	X	X	X	X	X	A	
Samantha Ludwig	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
Jonathan Vickburg	X	X	X	X	X	X	X	X	X	X	X	X	A	X	
Victor Lerma	L	LE	L	L	X	A	L	A	L	L	X	X	A	X	
Mikhail Maniyan	X	X	X	A	X	A	X	A	X	X	X	X	X	X	
Elizabeth Chapman	X	X	X	A	X	X	X	X	X	X	X	X	X	X	
Stephen Wheatly	/	/	X	X	L	X	L	X	L	X	V	A	A	L	
Holden Tsao	/	/	/	/	/	/	X	X	A	X	LE	X	X	A	
Mihran Kalaydjian	/	/	/	/	/	/	/	/	/	/	/	/	/	/	
Janet Burt	/	/	/	/	/	/	/	/	/	/	/	/	/	/	
Roy Hadavi	/	/	/	/	/	/	/	/	/	/	/	/	/	/	
Robert Stewart	/	/	/	/	/	/	/	/	/	/	/	/	/	/	
Judith Giglio	X	X	X	X	X	X	A	A	X	X	V	V	A	X	
Alexander Tsao	X	X	X	X	X	X	X	X	X	X	LE	X	X	X	
Keith Sader	X	A	X	A	X	X	A	A	X	A	X	X	X	A	
Shania Accius	X	X	LE	X	X	X	X	A	X	X	X*	/	/	/	/
Melissa Pressman	X	X	X	E	X	X	X	X	X	X	/*	/	/	/	/
Marwa Mulk	X	/	/	/	/	/	/	/	/	/	/	/	/	/	/

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

**4) MEETING RULES & ANNOUNCEMENTS:** The Board may take action on any item on the agenda which may be taken out of order.

**5) ELECTION OF NEW OFFICERS**

- A** President
- B** Vice President
- C** Secretary
- D** Assistant Secretary
- E** Treasurer
- F** Assistant Treasurer
- G** Parliamentarian
- H** Assistant Parliamentarian (currently unfilled)

**6) ADMINISTRATION OF OATH FOR INCOMING BOARD MEMBERS AND OFFICERS**

**7) APPROVAL OF MINUTES:** We will review and approve the Minutes as available.

**A** Motion to approve minutes for October 13, 2022 (**WNC-2023-0711-5A**)

**B** Motion to approve minutes for June 13, 2023 (**WNC-2023-0711-5B**)

**8) GOVERNMENT REPRESENTATIVES:**

**A** Updates/reports from officials/representatives of the offices of Mayor Bass, City Council District 3 Councilmember Bob Blumenfield, State Senator Caroline Menjivar, State Assembly Jesse Gabriel, US Congressman Brad Sherman, LA County Supervisor Lindsey Horvath, LAUSD Board Members Scott Schmerelson and/or Nick Melvoin, LAPD and/or CPAB, LAFD, Dept. of Neighborhood Empowerment (DONE), Board of Neighborhood Commissioners (BONC), Neighborhood Council Budget Advocates (NCBA), Winnetka Chamber of Commerce, other local, state, or federal agencies.

**9) PUBLIC COMMENT:** 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 agency. [3 min each]

**10) TREASURER'S REPORT:** (Ludwig/Uebersax) Discussion and possible Action regarding the status of Winnetka NC finances, Funding portal, and any additional reports as needed.

**A** Discussion, review, and approval of Monthly Expense Reports (MER) for April 2023

- MOTION: "The Winnetka NC Board has reviewed the April 2023 Monthly Expenditure Report. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk." (Ludwig//Uebersax) (**WNC-2023-0711-10A**)

**B** Discussion, review, and approval of Monthly Expense Reports (MER) for June 2023

- MOTION: "The Winnetka NC Board has reviewed the June 2023 Monthly Expenditure Report. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk." (Ludwig//Uebersax) (**WNC-2023-0711-10B**)

**C** Follow-up discussion and possible action regarding detail of WNC branded items to be purchased per December approval of up to \$5000 to be used as supplies are being expended.

**D** Discussion as to preparation of 2023-2024 Fiscal Year Budget.

**11) NON-CONSENT CALENDAR:**

**A WNC Board:** Commendations and Comments for outgoing Members and Officers; Update following the return to In-Person/Hybrid meetings; filling of remaining vacancy with term ending 2025; DONE roster updates; Monthly Profile report, regarding lapsed or unrecorded training; status of those not showing as fulfilling attendance or Committee Membership obligations.

**B** Presentations and Preliminary discussion regarding the following community-based organizations and potential future Budget considerations.

- Presentation by Noah M. Choudhury, part of the Community Engagement Team for the City of LA COVID-19 Pandemic Reflections Initiative. The See Change Institute, an LA-based research firm, is collaborating with the City of LA to solicit feedback from Angelenos about the possibility of creating a COVID-19 Memorial in our city.
- Update: LAPD SLO Zamora proposal for an NPG for funding for a muralist to paint the wall in the Penfiled alley. Overall cost is \$12500.00 for the entire wall, using graffiti proof paint.

The request is for \$6000, with a match from CD3. May be reconsidered as a Community Improvement Project.

- Presentation by Randy Kistler, from the West Valley Food Pantry in Woodland Hills, one of the few such facilities which remained open during COVID. The number of people which they support has doubled, with many coming from Winnetka, and they would like to report on what they are doing for the community and request our support.
- C** Discussion and possible action with regards to issues relating to Winnetka as part of cooperation and outreach with CM Blumenfield and staff.
- D** Updated on proposed design, construction/installation schedule, and opening of upgraded playground at Runnymede Park.

**10) APPOINTMENT AND CONFIRMATION OF COMMITTEE CHAIRS AND/OR MEMBERS;  
REPORTS & MOTIONS (Including return to Live or Hybrid Meetings):**

- A** Planning & Land Use Management Committee (PLUM) Report (Uebersax)
  - NOTICE: Meetings are held as needed on the 3rd Tuesday of the month.
  - Discussion and Action for Board Motion to appoint Chair.
    - ◇ PLUM Committee recommendation to adopt support for presentation at the April 18<sup>th</sup> meeting regarding the Vesting Zone Change and Vesting Tentative Tract for 20112 Chase Street: Request for the construction use and maintenance of a 5 Lot Small Lot Subdivision for 5 single family homes:
      - (i) VTT-83673-SL-HCA - <https://planning.lacity.org/pdiscaseinfo/search/encoded/MjYyODIz0>
      - (ii) ENV-2022-8498-EAF - <https://planning.lacity.org/pdiscaseinfo/search/encoded/MjYyODIy0>
    - ◇ Motion to support the project presented with confirmation of City recommendations.
  - General update on Committee plans and activity.
- B** Public Works & Transportation Committee (PWT) Report (Uebersax)
  - Discussion: Meetings as needed currently on the 3<sup>rd</sup> Wednesday of each month at 7:00
  - Discussion and Action for Board Motion to appoint Chair.
  - General update on Committee plans and activity.
  - Report on update of the DWP/Neighborhood Council Memo Of Understanding renewal.
  - Planning and logistics for participation in the events, including the ongoing Los Angeles River cleanups by LA River Walkers and Watchers ([larww.org](http://larww.org)) and on the last Saturday of each month.
- C** Public Safety Committee (PSC) Report (Vickburg)
  - Discussion: Meetings as needed currently on the 4th Wednesday of the month
  - Discussion and Action for Board Motion to appoint Chair.
  - General update on Committee plans and activity.
- D** Outreach & Social Media Committee (OSM) Report (Ludwig)
  - NOTICE: Meetings are held as needed on the 1st Tuesday of each month at 7:00 PM
  - Discussion and Action for Board Motion to appoint Chair.
  - General update on Committee plans and activity, including status of pending Newsletter.

- Discussion and possible Action on revising locations for proposed Utility Box murals.
  - ◇ The option remains to try to move forward on this project previously funded in the amount of \$5000.
  - ◇ Another possible action and **Motion**, to process a refund of up to \$3000, and instead fund a portion of the proposed NPG for the Penfield Alley project.
- Discussion and possible Action regarding design and posting of street banners (WNC previously worked with Triple A Flag and Banner, CD3, and/or other City Departments).

**E Rules Elections & By-Laws Committee (REB) Report (Lace)**

- NOTICE: Meeting TBD
- Discussion and Action for Board Motion to appoint Chair.
- Update and discussion regarding costs for translation of Bylaws into Spanish.

**F Youth Advocacy Committee (YAC) Report (Lace)**

- NOTICE: The YAC Committee Meeting as needed.
- Discussion and Action for Board Motion to appoint Chair.
- General update on Committee plans and activity.

**G Budget & Finance Committee (B&F) Report (Ludwig)**

- NOTICE: Meeting TBD
- Discussion and Action for Board Motion to appoint Chair.

**11) APPOINTMENT AND CONFIRMATION OF LIAISONS; REPORTS**

- A** LA DWP Memorandum of Understanding Oversight Committee
- B** LA Neighborhood Council Coalition (LANCC)
- C** Los Angeles Budget Advocate
- D** Community Impact Statement Signatories
- E** Valley Alliance of Neighborhood Councils (VANC)
- F** West Valley Neighborhood Alliance on Homelessness
- G** LA City Council District 3 Beautification Action Team Liaison
- H** Sustainability Alliance
- I** Emergency Preparedness
- J** Data Liaison
- K** Grievance Panel

**12) GOOD OF THE ORDER [2 min]**

**13) MEETING ADJOURNED**

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**THE AMERICAN WITH DISABILITIES ACT**

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services may be provided upon request. To ensure 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 Department of Neighborhood Empowerment by email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org) or phone: (213) 978-1551 and/or either:

- The Winnetka NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com), or
- The Winnetka NC President at 818-992-1650, or via email at [duebersax@winnetkanc.com](mailto:duebersax@winnetkanc.com).

**PUBLIC ACCESS OF RECORDS**

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may

be viewed at Winnetka Recreation Center, 8401 Winnetka Ave., CA 91306 and are available on our website at [www.winnetkanc.com](http://www.winnetkanc.com) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Winnetka NC Board Secretary via email at [ECHAPMAN@WINNETKANC.COM](mailto:ECHAPMAN@WINNETKANC.COM) or email [duebersax@winnetkanc.com](mailto:duebersax@winnetkanc.com).

#### **RECONSIDERATION AND GRIEVANCE PROCESS**

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.

#### **SERVICIOS DE TRADUCCION**

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE AVISAR AL CONCEJO VECINAL 3 DIAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. POR FAVOR CONTACTE VICTOR LERMA AL (818) 314-0333 O POR CORREO ELECTRÓNICO SECRETARIA ELIZABETH CHAPMAN [ECHAPMAN@WINNETKANC.COM](mailto:ECHAPMAN@WINNETKANC.COM) PARA AVISAR AL CONCEJO VECINAL O SI NECESITA AYUDA CON ESTA AGENDA,

#### **Notice to Paid Representatives**

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).