



**Winnetka Neighborhood Council  
GENERAL BOARD MEETING MINUTES  
Tuesday, December 13, 2022, 6:30 PM  
Virtual Meeting Teleconference using Zoom**



The public is encouraged to join the meeting 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>President</b>	<b>Treasurer</b>	<b>Secretary</b>	<b>Parliamentarian</b>
David Uebersax	Samantha Ludwig	Elizabeth Chapman	Mikhail Anthony Maniyan
<b>Vice-President</b>	<b>Assistant Treasurer</b>	<b>Assistant Secretary</b>	<b>Assistant Parliamentarian</b>
Erick Lace	Jonathan Vickburg	Victor Lerma	Melissa Pressman
<b>Board Members</b>			
Judith Giglio	Alexander Tsao	Shania Accius	Ajantha Sriramya
Keith Sader	Stephen Wheatly	Youth Representative - Vacant	

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**

IN N CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE WINNETKA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Neighborhood Council must join by going to [WNC Zoom](#) (<https://us02web.zoom.us/j/81541994845?pwd=Nmw5MjRkL1pjUjRkKbGhOeWY1SVN6Zz09>, 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 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>Dec 14</b>	<b>Jan 11</b>	<b>Feb 8</b>	<b>Mar 8</b>	<b>Apr 12</b>	<b>May 10</b>	<b>May 18†</b>	<b>Jun 14</b>	<b>Jul 12</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>
Ajantha Sriramya	A	A	X	A	A	X	A	A	A	L	A	A	A	A	
David Uebersax	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
Erick Lace	X	X	X	X	X	A	A	X	X	A	X	X	X	E	
Judith Giglio	X	X	LE	X	X	X	X	L	X	X	X	X	X	X	
Samantha Ludwig	X	X	X	X	X	X	X	X	LE	X	X	X	X	X	
Alexander Tsao	L	X	X	L	X	X	A	X	A	X	X	X	X	X	
Jonathan Vickburg	X	X	X	X	X	X	A	X	X	X	X	X	X	X	
Shania Accius	X	X	X	X	X	X	E	X	X	X	X	LE	X	X	
Victor Lerma	A	L	A	LE	L	L	L	X	L	L	LE	L	L	X	
Mikhail Maniyan	A	X	X	X	X	E	X	X	X	X	X	X	A	X	
Elizabeth Chapman	X	X	X	X	X	X	X	X	X	X	X	X	A	X	
Melissa Pressman	A	X	X	X	X	X	X	X	X	X	X	X	E	X	
Keith Sader	/	/	/	/	/	X	X	A	X	X	A	X	A	X	
Stephen Wheatly	/	/	/	/	/	/	/	/	/	/	/	X	X	L	
Marwa Mulk	LE	LE	A	A	A	LE	LE	X	X	X	/	/	/	/	/
Jill Kline	X	X	A	L	E	X	A	/	/	/	/	/	/	/	/
Lisa Reeber	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/

**X = Present, 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) APPROVAL OF MINUTES:** We will review and approve the Minutes as available.

**A** Motion to approve minutes for October 13, 2022 (**WNC-2022-1213-5A**)

**B** Motion to approve minutes for November 8, 2022 (**WNC-2022-1213-5B**)

**6) GOVERNMENT REPRESENTATIVES:**

**A** Updates/reports from officials/representatives of the offices of Mayor Garcetti, City Council District 3 Councilmember Bob Blumenfield, State Senator, State Assembly Jesse Gabriel, US Congressman Brad Sherman, LA County Supervisor Sheila Keuhl, LAUSD Board Member Scott Schmerelson, 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.

**7) 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]

**8) 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 September 2022

- **MOTION:** “The Winnetka NC Board has reviewed the September 2022 Monthly Expenditure Report. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Ludwig//Uebersax) (**WNC-2022-1213-8A**)

- B** Discussion, review, and approval of Monthly Expense Reports (MER) for November 2022
- MOTION: “The Winnetka NC Board has reviewed the November 2022 Monthly Expenditure Report. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Ludwig//Uebersax) **(WNC-2022-1213-8B)**

#### **10)NON-CONSENT CALENDAR:**

- A** WNC Board: DONE roster updates; Monthly Profile report, especially regarding lapsed or unrecorded training; status of those not showing as fulfilling attendance or Committee Membership obligations. Report regarding filling of the Youth Representative Board seat.
- B** Discussion and Action per 2023 Neighborhood Council Elections
- Ad Hoc Committee. City Clerk has indicated 2023 Neighborhood Council Elections will be conducted through a hybrid election model, which provides At-Poll elections along with the option to Vote-By-Mail for every NC:
  - Request from DONE and City Clerk’s office for coordination including suggestion of Community Based Organizations (CBO) to assist for candidate and election outreach, as well as scheduling presentation by City Clerk’s office.
- C** Discussion and possible action to approve use on the WNC logo on a City sign at the entrance to the Runnymede Park Playground, which will be renovated in 2023.
- D** Discussion and possible Action to approve \$500 for booth space and sponsorship for the Disaster Preparedness Fair being planned for February 25 with neighborhood councils and Chambers of Commerce within Council District 3, to be held at either at Pierce College or a nearby mall parking lot (or possible moved inside in case of rain).
- E** Discussion and possible Action with regards to the purchase of WNC branded items in an amount up to \$5000, to be used as supplies are being expended again for in-person events.
- F** Discussion, update, and possible Action with regards to working with community groups and coordination of WNC Committees to support efforts such as cleanup events including local parks, Los Angeles River cleanups by LA River Walkers and Watchers ([larww.org](http://larww.org)) and on the last Saturday of each month; Friends of the LA River (FOLAR); Volunteers Cleaning Communities (<https://volunteerscleaningcommunities.com>) Adopt A Street programs and others tbd.
- G** Discussion and possible action with regards to issues relating to Winnetka as part of cooperation and outreach with CM Blumenfield and staff.
- Consent from WNC regarding proposal for Runnymede Park's proposed change to "close one hour after sunset, open one hour before sunrise".
  - City Council actions relating to Ordinance [Section 41.18 of the Los Angeles Municipal Code](#) relating to use/maintenance of public right-of-way and Part 2 determinations and signage ([CF 20-1376-S1](#)) at locations such as Winnetka Park and alleys at Penfield (North of Roscoe, east from Winnetka) and behind businesses at N/W corner of Mason and Roscoe.
- H** Update on follow up/neighborhood action regarding RV parking and debris on Mason Street and proposed overnight parking prohibition.

#### **11)REGULAR COMMITTEE REPORTS & MOTIONS:**

- A** Public Safety Committee (PSC) Report (Vickburg)
- NOTICE: Meetings as needed on the 4th Wednesday of the month
    - ◇ (No meeting in December)
    - ◇ General update on Committee plans and activity.

**B Outreach & Social Media Committee (OSM) Report (Ludwig)**

- NOTICE: Meetings are held as needed on the 1st Tuesday of each month at 7:00 PM
  - ◇ General update on Committee plans and activity.
  - ◇ Report following the successful “100 trees for 100 years” event held on December 10, at the Winnetka Recreation Center, partnering with TreePeople and LA City Plants.
  - ◇ Update on finalization of next newsletter and mailing.
  - ◇ Discussion and possible Action regarding of design and posting of banners celebrating Winnetka Centennial on streetlight standards (WNC previously worked with Triple A Flag and Banner, CD3, and/or other City Departments.

**C Public Works & Transportation Committee (PWT) Report Uebersax)**

- NOTICE: Meetings are held at the WCC on the 3<sup>rd</sup> Wednesday of each month at 7:00 PM
  - ◇ (No meeting in December)
  - ◇ General update on Committee plans and activity.
  - ◇ Discussion and possible action with regards to planning for on the next WNC Spring Clean Event proposed for April 22, 2023.
  - ◇ Transportation Watch Items: LA Department of Transportation and/or Metro (<https://www.metro.net/>) projects currently proposed:
    - ◆ North SFV Transit Corridor: <https://www.metro.net/projects/north-sfv-brt/>

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

- NOTICE: Meeting TBD
- Discussion and possible Action regarding translation of Bylaws into area predominant language(s) such as Spanish

**E Planning & Land Use Management Committee (PLUM) Report (Uebersax)**

- NOTICE: Meetings are held as needed on the 3rd Tuesday of the month.
  - ◇ General update on Committee plans and activity.
  - ◇ Update training being implemented for those who serve on NC PLUM committees.

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

- NOTICE: The YAC Committee Meeting as needed.
  - ◇ General update on Committee plans and activity.

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

- NOTICE: Meeting TBD

**12)REPORTS, APPOINTMENT AND CONFIRMATION OF LIAISONS:**

- A** LA DWP Memorandum of Understanding Oversight Committee Report
- 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

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

**14)MEETING ADJOURNED**

**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).