



Officers
TODD RUBINSTEIN
President

KATHY MOGHIMI-PATTERSON
Vice President

ANNI KEUSSEYAN
Secretary

GEORGE JAWLAKIAN
Treasurer

SHERMAN GAMSON
Sergeant at Arms

ENCINO NEIGHBORHOOD COUNCIL

Executive Committee Meeting

Wednesday, May 14, 2014

APPROVED MINUTES

LOCATION: Encino Community Center Back Craft Room, 4935 Balboa Blvd.

PRESENT: Executive committee members: Todd Rubinstein, Kathy Moghimi-Patterson, Sherman Gamson, George Jawlakian and Anni Keusseyan. Board members: Debra George, Jason Ackerman. Alternates: Sharon Brewer and Glenn Bailey were also present. Tracie Fields was present during a portion of the meeting.

1. Roll Call and Determination of Quorum: The meeting was called to order by President Todd Rubinstein at 7:07 p.m.

2. Approval of minutes of the previous Executive Board Committee Meeting:

a. Kathy Patterson made a motion to approve the minutes from March 12th meeting, 2nd by Todd Rubinstein. The motion passed with 4 Yes votes, 0 No, 1 Abstention.

b. Kathy Patterson made another motion to approve the minutes from April 9th meeting, 2nd by Sherman Gamson. Motion passed with 5 Yes votes, 0 N, 0 A.

3. Officer's Reports:

a. President's Report: Todd Rubinstein mentioned that the PLU committee chaired by David Hudgins had their 1st meeting. The meeting went well and it was very productive.

b. Vice President's Report: Kathy Patterson mentioned the committees that have met, and urged that the committees that have not yet met need to schedule their meetings soon. Each Committee Chairs need to submit an application to Tracey to reserve their meeting room for each scheduled meeting.

c. Treasurer's Report: George Jawlakian mentioned that the P-Cards have not been issued yet. DONE is still processing the paper work. He raised a concern that there were still few vendors that were not paid yet. He also mentioned that the Finance Committee should be meeting with in the next few weeks.

d. Secretary's Report: None

e. Sergeant-at-Arm's Report: Sherman Gamson mentioned that he has received 2 copies of the Brown Act Book. He kept a copy and gave the 2nd copy to Todd to be kept in the ENC's binder. He also mentioned that we can get additional copies for free if needed.

4. New Business:

a. Debra George reappointment to the Sepulveda Basin Wildlife Steering Committee: Todd moved a motion, 2nd by George to reappoint Debra George as Ex Officio to the Sepulveda Basin Wildlife Committee. The motion passed with 5 Yes votes. 0 No, 0 A

b. Todd moved a motion, 2nd by Kathy, to Authorize Park & Receptions Center to get paid up to \$120.00 for March 16th 2014 Election Expenses, if DONE does not pay. Motion passed unanimously.

c. White Paper from Budge Advocates: After a brief discussion, it was decided to refer this to the full board meeting.

d. Minute taker at General Meetings: There was a discussion of hiring a professional minute taker at the General Board Meetings. It was determined that it will cost the ENC about \$100 each meeting. After brief discussion it was agreed that it's too expensive and it would be a better idea if the meetings were recorded. We will check with the ENC office to locate the digital recorder previously purchased by the ENC.

e. Traffic & Transportation Subcommittee run by Jason Ackerman for Hayvenhurst Avenue: Jason Ackerman was present and he shared with the Executive committee his suggestion of creating a new subcommittee to handle the Hayvenhurst Avenue issues. Jason listed the issues specific to Hayvenhurst Avenue from Burbank Blvd to Ventura Blvd section. (Lack of sidewalks, traffic lights and no bike lanes). He said he would like to bring the most impacted stakeholders and the board members together and create the subcommittee, which will report to the Traffic and Transportation committee, who will report to the General Board.

A motion was moved by Todd, 2nd by Sherman to Create a Transportation Sub Committee to handle the Hayvenhurst Avenue issues. The motion did not pass. 1 Yes, 3 No, 1A

f. Food for General Meeting May 28th, 2014: Todd made a motion, 2nd by Kathy to order food and refreshments from **Poquito Mas** for up to \$200. The motion passed unanimously.

g. Speakers for Next Board Meetings: There was a discussion around inviting the City Controller Ron Galperin and/or Steve Soboroff to the next General Meeting. Kathy said she will look into it.

5. ENC Account updates:

a. Expense Reports: George Jawlakian to bring February, March and April 2014 expense reports to the next meeting for approval.

b. P-Cards update/ENC Funds and Accounts: George mentioned he is working diligently with DONE to have the accounts set up as soon as possible,

6. Appoint of Liaison to City Attorney & DONE: It was discussed the need of appointing the liaisons to the City Attorney and DONE offices. Todd moved a motion 2nd by Anni to appoint Tadd and Kathy as Liaisons to the City Attorney and DONE. The motion passed unanimously.

7. Board Seats and Vacancies – Members & Alternates:

a. Diana Menzer is currently the Apartment and Condo Alternate, but she would like to switch to Planning and Land Use Alternate: It was discussed and agreed that Diana needs to resign from her current position and submit a new application for the new one.

b. JP Marshall is looking into joining the Planning and Land Use as an Alternate and also the At-Large as an Alternate. JP is a new candidate, needs to submit his application for the board to review.

8. PLU issues:

a. 4367 Hayvenhurst Ave Lot Split- Case No. AA-2012-2754-PMLA

b. 5340 Louise Avenue Lot Split – Case No. AA 2014-687-PMLA

c. 4915 Densmore Avenue Zoning Variance (ZV) & Lot Split (LS) – success at SVAPC regarding appeal grant – (ZV) ZA-2013-1063-ZAA & (LS) AA-2012-1221 PMLA

d. Liquor license – 17737 Ventura Blvd. Case No. ZA-2013-4180 (PLU 3/18 support) – ENC's PLU committee moves to support the application for Case ZA-2013-4180, 17737 Ventura Blvd. Sweeney's Ale House, with the condition that the closing hours of 2:00 am be limited to Friday and Saturday – Vote 8-0-1

e. Curtis School Plan – The ENC's PLU committee moved to support, 2014-102-cu-spr-ddspe-spp-msp 15871 Mulholland drive, Curtis School, as presented with further

consideration to be addressed regarding the height of the gymnasium and traffic safety issues for the access road. Vote 6-0-2. Current Status: City wants a traffic study compiled according to Curtis School Lawyer Michael Gonzales.

President Rubinstein gave brief updates on each of the items listed above. He said that these were informational and all these items will be discussed again at the General Board meeting.

9. Public Comments: None

10. Board Member Comments: Comments were made by Board Member Debra and Alternates Sharon and Glenn in reference to the ability to complete the CIS (Community Impact Statements) and the ambiguity of the Board Alternate position description.

11. Future meetings:

a. The next General Board Meeting is scheduled for Wednesday May 28th. 2014

b. The next Executive Committee Meeting is scheduled for Wednesday June 11th, 2014

12. Adjournment: Meeting was adjourned at 8:56 pm
Minutes submitted by Anni Keusseyan, Secretary