



## ENCINO NEIGHBORHOOD COUNCIL

**President:** Alex Garay      **Vice President:** Victoria Miller      **Secretary:** Kari Purcell  
**Treasurer:** Patricia Bates      **Sergeant at Arms:** Lee Blumenfeld

## OUTREACH COMMITTEE MEETING MINUTES

**Monday, March 2<sup>nd</sup>, 2020**

**Woman's - Club Room  
4924 Paso Robles, Encino, CA, 91316**

### **Voting Members – ENC Members:**

**Alex Garay (Chair)\*, Jim Esterle\*, Carol Levin\*, Varant Majarian\*, Oliver Rodriguez\***

### **Voting Members – Stakeholders:**

**Gina Corso, Jenny Birchfield, Nick Greitzer**

### **Alternate Committee Members:**

**Lee Blumenfeld\*, Shani Hudson, Gail Reysa**

\* Indicates ENC Board Member or Alternate, no more than 5 Encino Neighborhood Council Board-Members or Alternates may be seated at a time to vote during a committee meeting

**Call to Order. Roll call. \* Meeting called to order at 6:30pm**

- In attendance: Alex Garay\*, Carol Levin\*, Varant Majarian\*, Oliver Rodriguez\*, Gina Corso, Jenny Birchfield & Nick Greitzer**

1. **Public Comments on Non-Agenda Items:** Public is asked to fill out a speaker card and hand it to the Chair or Secretary. TWO MINUTES (2) per speaker is allotted; total time for all public comment is limited to 10 minutes. Time may be adjusted at Chair's discretion. Public Comment on Non-Agenda Items will be heard at the onset of the meeting. Public Comment on agenda items will be heard when the respective item is up for consideration.

- **No public comment**

2. **Approve minutes from February 2020 Outreach Committee meeting: Meeting did not occur due to a lack of a quorum. No minutes to approve for February 2020.**

**Motion, Discussion, and Vote may be taken on all items**

3. **Old Business (30 min):**

A. Encino Community Center – Update: Alex G.

- **The community center renovations are completed, they are waiting for the final inspection and the ENC should be able to have the next General Board meeting in the new community center.**

4. **New Business – (80 Min):Next sequential coding for new motions starts at: MOTION; OUT-20-02-0032:**

A. **Utility Boxes** – Discussion and possible action on the design for the boxes.

- **Flora designs are at the top of the list, especially Oak Trees as they represent Encino. In addition, styles that compliment the location of the boxes, such as a Spanish Adobe near Los Encinos, lakes & water scenes or images of Encino throughout the years. We need to confirm that the funds from DCA will be available.**

B. **Movie at the Park 2020** – July 16<sup>th</sup> or July 23<sup>rd</sup>? The CC recommends the 16<sup>th</sup>. Review possible movies from list provided that will be available those dates. **MOTION; OUT-20-02-0032:** The ENC's Outreach Committee plans on the movie at the park night to be on \_\_\_\_\_ and the film will be \_\_\_\_\_. Film LA usually does not charge the ENC for anything as a thank you to the community for being film friendly. How can we coordinate a costume contest based on the film and how can we reward the winner(s)?

- **July 16<sup>th</sup> was decided as the date for the movie at the park and the feature will be Star Wars, Rise of Skywalker. It's been confirmed that we can get that film. A costume contest for those attending, to dress up as your favorite Star Wars character with a prize (to be determined) before the film starts. We usually provide food, water and popcorn for the guests. We will determine the budget and the details at the next Outreach Committee meeting.**

C. **CATS Walk** – The ENC will have a booth at CATS walk in 2020. The event is on April 25<sup>th</sup> and starts early. We will need assistance in setting up, booth attendance & breaking down. We can drop off our tent the day before as security is provided. The setup on the day of the event starts at 5:30am – 6am. Who's bringing coffee??

- **Gina and Jenny agreed to assist setting up early on the 25<sup>th</sup>.**

D. **Senior Symposium 2020** – Discuss booth assignments, setting up and breaking down. This year the event is on May 16<sup>th</sup>. Setup is usually around 7am and we are there most of the day. We usually alternate booth times. Who will attend this year?

- **Jim Esterle will be in attendance the entire day – we will determine who will be at the booth at the next Outreach Committee meeting.**

**E. Annual Egg Hunt at Los Encinos** – Each year the ENC has a table at the egg hunt at Los Encinos. We usually take crayons and pages for the kids to color while they wait for their groups to be called for the hunt. Attending is a good way to have the ENC be visible to the residents of Encino. This year the hunt will be on **Saturday, April 11<sup>th</sup>**. The hunt starts at 1pm and ends by 3:30pm. Setup is easy and we can setup starting at noon.

- **Gina agreed to assist with the booth at the Egg Hunt**

**F. Newsletter, advertising and general ideas on how to promote the Encino Neighborhood Council.** Review existing methods (Nextdoor, Twitter, etc...). Does the ENC get enough exposure? Do we have enough media connections?

- **Gina will start a template so we can start putting items in as articles – to start the newsletter should be quarterly. Items to include are ENC accomplishments, current issues/developments in Encino, highlight a resident or business. Once the template is created we should be able to send it out quarterly to our database.**

**G. Review new legislation** – review of new LA City legislation/motions (if any).

- **Non new legislation to review**

**5. Future Outreach Projects/Events:**

**A. 2019-2020 Evacuation Plan**

**B. Review suggestions for the updated ENC brochures and handouts**

**6. Adjournment by 8:30pm**

- **Meeting adjourned at 7:30pm**

**Next Outreach Committee meeting: Monday, April 6<sup>th</sup> 2020**

The Encino Neighborhood Council (ENC), is a Certified Neighborhood Council of the City of Los Angeles which ADVISES City, other Governmental Officials' and the Community on issues or concerns that are affecting the community of ENCINO. The ENC is made up of volunteers who are ELECTED by the community who live, work or otherwise are involved in the community of ENCINO. The ENC also makes appropriations of City Funds for Community Projects and needs as requested and approved by various committees and the general board.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “Speaker Card” 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 only when the respective item is being considered. 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 2 minutes per speaker per item, unless adjusted by the presiding officer of the Board or Committee.

**PUBLIC POSTING OF AGENDAS** - ENC agendas are posted for public review as follows: Glass case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino, Encino-Tarzana Branch Library, and Encino Woman’s Club Room [www.encinonc.org](http://www.encinonc.org) You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

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 Alex Garay, Board President, at (818) 971-6996 or email via [president@encinonc.org](mailto:president@encinonc.org)

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 our website: [encinonc.org](http://encinonc.org) 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 Alex Garay, Board President, at (818) 971-6996 or email via [president@encinonc.org](mailto:president@encinonc.org).

#### RECONSIDERATION AND GRIEVANCE PROCESS

For information on the ENC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website <http://www.encinonc.org/bylaws.ph>

#### SERVICIOS DE TRADUCCION

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Alex Garay, Presidente de la Mesa Directiva, al [\(818\) 971-6996](tel:8189716996) o por correo electrónico [president@encinonc.org](mailto:president@encinonc.org) para avisar al Concejo Vecinal.