



Officers  
**GLENN BAILEY**  
President  
**TODD RUBINSTEIN**  
Vice President  
**KEN SILK**  
Secretary  
**JOHN ARNSTEIN**  
Treasurer  
**KATHY MOGHIMIPATTERSON**  
Sergeant at Arms

ENCINO NEIGHBORHOOD COUNCIL  
Executive Committee Meeting  
Wednesday October 9, 2013  
**APPROVED MINUTES**

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

Present: A quorum consisting of the following four Executive Committee members: John Arnstein, Glenn Bailey, Ken Silk and Kathy Moghimi-Patterson (who left at 8:45 P.M. after Item 4C was discussed) and the only absent Committee member was Todd Rubinstein. Also present was Alternate Board Member Sharon Brewer.

1 CALL TO ORDER The meeting was called to order by President Glenn Bailey at 7:02 P.M.

2. APPROVAL OF MINUTES The Minutes of the last Executive Committee meeting which was held on September 11, 2013 were presented. The Minutes were corrected to reflect that Sharon Brewer, the only non-Committee member present was an Alternate Board member. A motion to approve the Minutes as corrected was made, seconded and adopted unanimously.

3. SPECIAL ITEMS that were considered:

3A PURCHASE CARD EXPENSES ERRONEOUSLY CHARGED It was reported that due to DONE deduction errors from another NC exceeding \$8,000, the payment of a \$4,000 Neighborhood Purchase Grant the ENC authorized for the San Fernando Valley Audubon Society in the 2012-13 Fiscal Year was not paid. It was further stated that DONE is now aware of the mistakes and the Audubon Society will be paid out this year's allocation with the ENC to be reimbursed, likely in January. It was also stated that Glenn spoke with the Audubon Society about this situation. (This was also listed in Agenda as Item 9b)

3B 2014 NEIGHBORHOOD COUNCIL ELECTION UPDATE Glenn reported the next Neighborhood Council election is scheduled for Region 3 on Saturday, March 15, 2014, that there will be Vote By Mail (VBM) without a documentation requirement (only self-affirmation) and with a VBM application deadline of only about eight days before the election. Glenn further stated that a Council could elect not to have a Vote By Mail even if the Bylaws require same. The members expressed a desire to have voting hours extending until after sunset, particularly if there was no Vote By Mail. The members also expressed a desire not to have Vote By Mail since it was only self-affirmation and not supported by documentation.

3C PROPOSED NOTICE TO COMPLY The members considered a proposed Notice to Comply that the ENC would transmit to City departments. There were questions raised regarding the procedure for such a notice. Further, concern was expressed regarding a Neighborhood Council transmitting a document with such a title. It was also pointed out that other alternatives, such as transmittal of a letter, were available. A motion was made by John Arnstein, seconded by Kathy Moghimi-Patterson and adopted by vote of 4-0 not to recommend the Notice to Comply as proposed.

4. REVIEW OF ITEMS FOR WEDNESDAY OCTOBER 23, 2013 ENC GENERAL MEETING In order to consider this matter before Kathy had to leave there was an initial discussion related to refreshments (Item 4I of the Agenda) and a possible Green Olive matter which is more particularly described in 4I herein below.

4A ELECTION OF OFFICERS It was noted that the one year term of the existing officers expire at the October 23 general meeting. There was a consensus that there should be an election of officers after the approval of the Minutes and prior to consideration of Consent items.

4B ITEMS CARRIED OVER It was noted that the Consent recommendation (September Board Meeting Agenda Item 5B) to recommend opposition to murals in residential areas was pulled and not subsequently considered during that meeting.

4C 45<sup>th</sup> AD CANDIDATE FORUM Glenn reported that the candidates had another forum that night but there would be time thereafter to come to the ENC meeting and there was a consensus that the Candidate Forum could start later in the ENC meeting. Glenn reported that Matt Dababneh stated he would appear at the forum, but Glenn had not yet heard back from the other runoff candidate Susan Shelley. There was a consensus that if Susan Shelley did not appear Matt Dababneh could appear as a guest speaker. There was also discussion of publicity for the event and Glenn's request that other officers help distribute flyers, as well as to have notice of the forum in the Daily News and Patch.

4CC EFFECT OF FORUM ON POSSIBLE DWP PRESENTATION Glenn referred to a proposed DWP presentation regarding groundwater recharge with recycled water and the problem of having time for such a presentation on the same date as the forum. There was a consensus that due to the nature of this matter there should be such a presentation and, if necessary, the time allotted to other business should be reduced.

4D RECOMMENDATIONS FROM ENC COMMITTEES It was noted that there may be some Committee meetings that occur before the October Board meeting.

4E ELECTION PROCEDURES STIPULATION WORKSHEET Glenn noted that although this was required to be submitted by November 22, it might be able to be done at the next (after October) meeting which will be on December 4<sup>th</sup> if an extension was granted.

4F APPOINTMENT OF BUDGET REPRESENTATIVE Glenn stated he would be going to Budget Day on October 26, but there was a need for a second representative.

4G APPOINTMENT OF PUBLIC WORKS AND TRANSPORTATION LIAISON AND ALTERNATE Glenn referred to the need for two representatives to serve as liaison and alternate regarding Public Works and Transportation. He stated thus far there were no volunteers for Public Works, but both Jason Ackerman and Laurie Kelson stated they would serve regarding Transportation.

4H CITYWIDE ISSUES Glenn referred to the City Council motion regarding Neighborhood Council board members training programs and stated that the motion would be provided by email.

4I REFRESHMENTS- GREEN OLIVE It was noted that it was previously agreed to ask the Green Olive to provide the refreshments. However, Kathy reported that as a result of Green Olive's sign on Ventura Blvd. (a picture of which was distributed by Kathy) there was a potential issue that the Board might need to consider. As a result there was a consensus that ENC should ask another restaurant (Subway was mentioned) for refreshments. Further, any issue regarding the sign was referred to the PLU Committee, subject to direct consideration by the Board in the event there was subsequent information establishing that the matter was urgent.

4J OTHER MATTERS ON AGENDA SEE 6g regarding DWP liaison.

5. REVIEW POSSIBLE AGENDA ITEMS FOR DECEMBER 4, 2014 BOARD MEETING There was a discussion of possible speakers and it was noted that it was possible that Supervisor Yaroslavsky might be available. It was noted Controller Galperin was expected in January.

## 6 PRESIDENT'S REPORT

6A VACANCIES Glenn referred to the vacancies for Areas 4 and 5 representatives. He stated the only application received was for Volunteer Alternate and he was waiting for needed documentation.

6B PRIOR BOARD MEETING & CIS UPDATE- No report on this.

6C LOGS OF INCOMING CORRESPONDENCE- To be prepared and emailed out by Theresa.

6D UPDATE ON CITYWIDE ISSUES See 4B above for reference to mural ordinance and 4H above for reference to Board members training program.

6E TIME LIMITS Glenn referred to the extensive time taken at the last Board meeting for speakers, but it was recognized that a large portion of the time is due to questions and answers. There was discussion and recognition of the advisability of sometimes limiting the amount of time.

6F Omitted from agenda

6G DWP LIAISON Glenn reported that there was a vacancy in the position of DWP liaison and the agenda included a motion to ratify John Tashtchian. There was discussion and the members agreed to place this matter on the agenda for October, but not to make a recommendation.

6H CITY HALL EAST PARKING PASSES Glenn reported on the new parking passes. A motion was made by John Arnstein, seconded by Glenn Bailey and adopted by vote of 3-0 to authorize City Hall East replacement parking passes for Glenn Bailey and Debra George.

7 VICE PRESIDENT'S REPORT - Outreach Committee was discussed, meeting is needed.

## 8 SECRETARY'S REPORT

8A ABSENCES Ken reported that three members had missed three meetings and would send a notice to the member who reached three absences due to missing the September meeting.

8B BOARD VOTING FORM FOR FUNDING MATTERS Glenn presented form for use in recording votes on funding matters that included reference to members' eligibility to vote.

8C ROLL CALL John Arnstein suggested that in order to save time a sign-up sheet be distributed instead of having a roll call of members.

## 9. TREASURER'S REPORT

9A MONTHLY REPORT John stated this would be provided for October meeting.

9B UPDATE ON NEIGHBORHOOD PURPOSE GRANTS See Item 3a above.

9C REQUESTS FOR FUNDING PENDING None

10. SERGEANT AT ARMS REPORT None

## 11. CONTINUING BUSINESS

11A ENC OFFICE HOURS Glenn reported on possible switching of days from Friday to Monday and there were no objections to this.

11B ENC POST OFFICE BOX ACCESS Glenn reported efforts to resolve this were continuing, that Linda Goldstein's name was still on the form and Theresa was the only person who currently had access.

11C BOARD WORKSHOP Glenn reported that due to other events in October and the closeness following October of the Board election it does not seem advisable to have a workshop before the election and no contrary opinions were expressed.

11D PROPOSED LEASE OF OLD FIRE STATION 83 Glenn reported this matter was still being worked on and will be included on the agenda as a CD 5 update.

#### 12. ENC COMMITTEE REPORTS AND REFERRAL

12A COMMUNITY PLAN DESIGNATION OF AREA WEST OF DENSMORE Glenn referred to this matter to the PLU Committee for research and action.

12B KILLION STREET. BEAUTIFICATION There was discussion of working on the problem of weeds on Killion Street east of Louise Avenue and the possibility of a beautification project.

12C OUTREACH There was discussion of the ENC booth at Taste of Encino and Jason Ackerman giving notice about the event as soon as possible including details to those who have volunteered to staff the booth.

13 UPCOMING MEETINGS & EVENTS The Agenda listed the following events and meetings on the following respective dates:

October 10 Valley Alliance of NC's meeting

October 12 Plan Check NC meeting

October 15 City Council Education & Neighborhoods Committee Meeting

October 21 Board of Neighborhood Commissioners (BONC) meeting

October 26 NC Budget Day

November 2 Los Angeles NC Coalition meeting

#### 14. PUBLIC FORUM COMMENTS None

15 BOARD MEMBER COMMENTS There was discussion, but no consensus about whether in order to save time the ENC should cease having a flag salute at the start of board meetings.

16 NEXT EXECUTIVE COMMITTEE MEETING It was noted that while the next Executive Committee meeting would be on the next second Wednesday, to wit November 13, there would be no Executive Committee meeting in December since there will be no Board meeting between December 4, 2013 and January 22, 2014.

17 ADJOURNMENT The meeting adjourned at 9:01 P.M.

Submitted by Kenneth Silk, Secretary