

CITY OF

LOS  
ANGELES



Officers

**TODD RUBINSTEIN**  
President

**KATHY MOGHIMI-  
PATTERSON**  
Vice President

**ANNI KEUSSEYAN**  
Secretary

**GEORGE JAWLAKIAN**  
Treasurer

**Sherman Gamson**  
Sergeant at Arms

**ENCINO NEIGHBORHOOD COUNCIL**

**GENERAL BOARD MEETING**

Approved Minutes

Wednesday August 27, 2014

**Location:** Encino Community Center Auditorium, 4935 Balboa Blvd.  
Encino

1. – Call to Order, Pledge of Allegiance, Roll Call, Excused Absences, Determination of a Quorum, Sign-in Sheet, Public Speaker Cards, Code of Civility, & Appoint Parliamentarian:

The meeting was called to order at 7:10 PM and the pledge of allegiance was led by John Morris. Sherman Gamson was appointed as the Parliamentarian.

A sign in sheet was circulated and a quorum was established based on the attendance of 16 board members. The following Board members were present: Varant Majarian, Sherman Gamson, Victoria Miller, Todd Rubinstein, Shelley Rivlin, Debra George, Eliot Cohen, Talar Dardarian, George Jawlakian, Anni Keusseyan, Jason Ackerman, Ken Silk, Mel Roberts, David Hudgins, Gerald Silver and Mark Levinson.

Also were present the following Alternates: Sharon Brewer, Raquel Cianci, Glenn Bailey, Laurie Kelson, Debbie Watson, Norma Landau.

2. - Approval of the July 23, 2014 General Meeting Minutes (Motion required, unless no objections):

A motion was moved by Sherman Gamson and was 2nd by George Jawlakian to approve the minutes for General Board meeting from June 25th and July 23rd. Motion passed unanimously.

3. - Reports from City/State/Fed Officials:

a. LAPD / LAFD - Senior Lead Officers (SLOs) & Captains: None

b. LA City Council Offices (CD5) Field Deputies & Reps: Noah Mulstein from Council Member Paul Koretz office was present and gave an update on the Old Fire Station lease. He said that the lease with ACF is not signed yet. The City is still in discussions in finalizing the terms and conditions of the lease. The remediation plan is still in development and is not signed yet.

Noah also gave an update on the property next to the Fire Station. He mentioned that we need to be sure the construction activities will not cause any interruption to the school.

c. State Assembly or Senate Offices Field Deputies & Reps: None

d. Federal Congresspersons Field Deputies & Reps: None

e. Valley Alliance of Neighborhood Councils (VANC) / Los Angeles Neighborhood Council Coalition (LANCC): Glenn Bailey gave an update about the VANC and LANCC, and encouraged the board members to attend some of their meetings and learn more about their activities. He also mentioned about the scheduled upcoming events.

- September 6th - LANCC meeting
- October 9th – Candidate Forum
- November 13th – Transportation Committee Meeting
- For more information refer to the Empower LA website.

f. Board of Neighborhood Commissioners (BONC) / Dept of Neighborhood Empowerment (DONE): Lydia, from Congress Neighborhood Council was present and updated the members with the following:

- The new website for Ethics Training.
- Commissions meeting on September 2nd, at the Arleta NC.
- NC Congress meeting on September 20th.

4. Guest Speaker (10 min): BOBBY SHRIVER, Candidate for LA County Supervisor, 3rd District currently being held by Zev Yaroslavsky: Retired Los Angeles Councilman Dennis Zine introduced the candidate to the audience. He gave a brief bio on the candidate and expresses his strong to the Bobby Shriver's campaign.

Bobby took the stage, gave brief background on his career, He talked about the traffic issues that we all face on the West Side, specifically on the 405 FRWY. He said that issue will be on top of his agenda along with enhancing our transportation methods. He also said he is determined to have the San Fernando Valley get its fair share of the money that is available from Los Angeles County.

5. Guest Speaker (10 min): JOHN MORRIS, Candidate for LA County Assessor: John Morris took the floor and gave brief bio on his career. He said he is been Criminal Prosecutor for 14 years and also experienced in Real State. He said he was endorsed by Howard Jarvis Taxpayers Association. He would be the right candidate to have the Taxpayers voice heard at the assessor's office.

6. – Officer's Reports:

a) President's Report: Todd reiterated the following important points:

- i. Hours of Operations at Encino Community Center remains 9:00 am to 9:00 pm. And that the general meeting should end by 9:00 pm.
- ii. ENC Committee Chairs need to call Tracie & ENC staff: To ensure the necessary permits are issued to hold their meetings.
- iii. Biz cards pricing authorize up to \$300 for 20 sets of 250 at \$10 per

set. Todd asked to let him know if anyone was interested to get business cards printed with their names.

iv. Email addresses (@encinonc.org) for ENC board members and alternates are at no cost and are now forwarding emails or POP/IMAP: Todd has mentioned again that the ENC board members can have individual emails created for them with the ENC email address.

Interested individuals should contact Todd or the ENC office

v. Reminder of teamwork and days of “gotcha” are over in this administration; e.g., 8/7/14 Education Committee Meeting Agenda missing start time issue, even though noticed on ENC Website. Todd mentioned that someone has placed a call to the City Attorney’s office, complaining that the time was not mentioned on the Agenda. He said this should have not happened, instead, him, the Committee Chair or the ENC office should have been notified.

vi. Theresa’s hours and deadlines for Agendas on Thurs & Fridays, etc. Todd reiterated Theresa’s office hours. And reminded everyone of the deadlines for submitting any agenda items that they would like to discuss at the upcoming Board meetings

b) Vice-President’s Report: None

c) Treasurer’s Report:

i. Pcard update (6/13/14 cutoff) and Funds remaining - FY 2013/2014: George updated everyone on the ENC accounts. He said the new fiscal year started on July 1st

ii. Monthly Expense reports (June 2014 - Last MER of FY 2013/2014): George updated the board members with Month End Expense Report for June 2014

iii. Checking Account with Union Bank authorized by City Council: He said that ENC’s checking account and the Pcard are already set with Union Bank. Also, he said wherever possible he is trying to have the known monthly expenses be set on recurring payment plan with the vendors.

iv. George mentioned, the next Finance Committee meeting will be held on 09/04/2014

d) Secretary’s Report: None

e) Sergeant-at-Arm’s Report: Board members’ Ethics and Funding training compliance.

i. DONE website and links at: <http://empowerla.org> (Ethics and Funding Buttons)

ii. Ethics Training link:

<http://ethics.lacity.org/education/ethics2007/?audience=done>

iii. Funding Training at: <http://empowerla.org/funding/>

• Sherman mentioned that all members need to take their Ethics and Training. And asked everyone to check the site listed above to make sure that they’re current in their training.

7. – Committee Reports: (New and Old Business):

a. Education – Update from Meeting with LAUSD Board Members, etc: Shelly

mentioned the Education Committee upcoming meeting is scheduled for September 17, 2014 at Los Encinos School.

b. Parks – Update from Chair if needed: Debra mentioned the next Parks Committee meeting will be held on September 8, 2014

c. Planning & Land Use (PLU) – information on other projects:

i. Update: 5015-5041 Balboa - 42U – Excavation and impact on Encino Charter Elementary:

ii. Balboa / Victory Multi-Residential Development by Moss Group between Orange line and Victory Blvd just west of Office Complex.

David mentioned the PLU's meeting is scheduled for September 9, 2014

d. Traffic / Transportation – Burbank / Hayvenhurst, etc. see below

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e. Public Safety – Update on budget/CERT: Varant mentioned the next Public Safety meeting is scheduled for September 13, 2014

f. Airport Committee – Update from Chair if needed: None

g. Outreach Committee – Goals, Strategy, Desires, and New ENC Marketing effort: Raquel said she will schedule her 1st meeting soon. But she mentioned she needs the members and stakeholders input and ideas.

8. – Committee or General Action items (New Business):

a. Funding or Expense Matters:

i. Approval of Monthly Expense reports (MER) – June & July 2014: Jason moved a motion to review/approve June and July Month end report at the next month's meeting. The motion was 2nd by David Hudgins and was passed unanimously.

ii. Time-Warner proposal for business class internet service switch to avoid future problems with residential class authorization and access to company when new officers are seated. I

b. Items and requirements for DONE Budget Package :

i. Neighborhood Council Self-Assessment for Fiscal Year 2013-2014

ii. Neighborhood Council Strategic Plan for Fiscal Year 2014-2015

iii. Neighborhood Council Outreach Survey for Fiscal Year 2014-2015

iv. Neighborhood Council Budget for Fiscal Year 2014-2015

George mentioned that the budget package is due September 1st, and asked all members to email him and Todd their ideas and inputs that could be included in the budget package.

c. Update on Budget Day 2014 - Jason Ackerman, Area 2 Rep & ENC Budget Rep: Jason mentioned he attended the Budget Day Advocate meeting on behalf of the board. The meeting went well and was educational.

d. Creation of Improvement & Infrastructure Committee:

i. Bylaws require to create - "Article VII Committees and their Duties - All Standing and Ad Hoc Committees shall be established by the

Board. Suggestions for committees may come from Stakeholders or from members of the Board, and all such suggestions shall be voted upon by the Board.”

ii. Purpose and Goals - Ventura Blvd Beautification (ala Tarzana, Sherman Oaks, and Studio City), Improvement, and all things sidewalks and related walkways

iii. Different purpose and goals from PLU & Traffic/Transportation Committees

• For the items in 8d – a motion was passed by Todd and 2nd by Varant. Motion passed unanimously.

e. Traffic/Transportation - Motion(s) passed at the Traffic/Transp Committee Special Meeting held on Wednesday, Aug 6th 2014:

i. Discussion of People Street. (Silver) THE ENC OPPOSES THE REMOVAL OF TRAFFIC LANES FROM ENCINO MAJOR ROADWAYS OR THEIR CONVERSION TO "PEOPLE STREETS". WE BELIEVE THAT THE LADOT SHOULD IMPROVE TRAFFIC FLOW AND NOT HINDER OR SLOW DOWN TRAFFIC BY REMOVING OR CONVERTING TRAFFIC LANES, PLACING ENCINO STREETS ON TRAFFIC DIETS, OR ALLOWING PARKLETS TO BE INSTALLED ON PUBLIC RIGHT OF WAYS IN OUR COMMUNITY. SILVER/SILK VOTE 6/1 (ACKERMAN AGAINST)

ii. Motion: the Encino Neighborhood Council allocates up to \$100 for the purchase of a survey wheel to allow for more accurate distance measures in proposals put forth by the Traffic and Transportation (and other ENC) committees (Ackerman) MOTION: ACKERMAN / BELASCO VOTE 5/2 FOR: ACKERMAN, SILK, SILVER, BELASCO, HAND OPPOSED: KELSON, JARVIS

• Jason moved a motion to approve, was 2nd by Debra. Passed by 12 Yes, 0 No, 1 Abstention and 2 Ineligible to vote.

f. City of Los Angeles Elections Lottery: Does the ENC support a lottery of prizes to encourage the citizens of Los Angeles to vote? Herb Wesson, President of the LA City Council would like input from the NC's. Discussion and vote. Due to timing constraints it was agreed to discuss this at next month's meeting.

9. – Committee Consent Items: (Items approved unanimously without abstentions in Committee):

a. Executive Committee -

i. Referral to ByLaws Committee - a substantive change in the board member attendance rules; Article V, Section 5 entitled "Absences" to be clearer, more fair, and equitable to those serving on the ENC. Passed 5-0

ii. September ENC General Board Meeting changed from 9/24 to 9/17/14 - Jewish Holiday.

iii. Combine ENC General Board Meetings in November & December 2014 to Wednesday, December 3, 2014

b. Traffic/Transportation - Motion(s) passed at the Traffic/Transp Committee Special Meeting held on Wednesday, Aug 6th 2014:

i. REQUESTS A FLASHING LIGHT AT THE CROSSWALK ON BALBOA BLVD AT ADDISON ST.(George) THE ENC REQUESTS A FLASHING LIGHT AT THE CROSSWALK ON BALBOA BLVD AT ADDISON ST. ACKERMAN/SILVER VOTE: 7/0 CONSENT ITEM

ii. Left hand turn arrow Ventura Blvd W to Louise Ave S (Belasco) THE ENC REQUESTS A LEFT HAND ARROW ON VENTURA BLVD W TO LOUISE AVE S. BELASCO/HAND VOTE: 7/0 CONSENT ITEM

iii. Left hand turn arrow Ventura Blvd W to Hayvenhurst S (Kelson) THE ENC REQUESTS A LEFT HAND ARROW ON VENTURA BLVD W TO HAYVENHURST AVE S. KELSON/HAND VOTE: 7/0 CONSENT ITEM

iv. Discussion of Toll Lanes for the I-405 in the Sepulveda Pass (Kelson) THE ENC OPPOSES ANY TOLL LANES ON THE I-405 BETWEEN THE 101 AND THE 10. KELSON/JARVIS VOTE: 7/0 CONSENT ITEM

v. Motion: the Encino Neighborhood Council requests that the northbound 236/237 stop known as "Balboa And Soccer field" be moved a quarter mile north so that it better serves Lake Balboa Park or that a bridge over the drainage ditch be constructed for ADA compliance. (Ackerman) ACKERMAN/HAND VOTE 7/0 CONSENT ITEM

The items listed above in 9a and 9b was discussed with the members and passed unanimously.

10. – Public Comments: [Non-Agenda Items]:

- Lea Radziner: spoke in regards to possibly adding a Pedestrian Walking access between the 2 Medical Centers on Balboa Blvd.
- Tom Materson: spoke about his concerns for the lease negotiation for the old Fire station.
- Glenn Bailey: spoke and expressed his concerns about the discussion of ‘People Street’.
- Ira Halpern:

11. - Board Member Comments:

- Todd mentioned that Tracie Field’s last day at the Encino Community Center will be Friday August 29, 2014. Tracie has been re-assigned to Rustic Canyon Recreation Center. The new Director in charge will be Jackie Koci.

- Jerry reminded everyone that the next meeting for CEQMA will be held on October 10, 2014.

12. - Future Meetings:

- a. The next ENC Executive Committee Meeting: Wed, September 10, 2014
- b. The next ENC General Board Meeting: Wed, September 17, 2014
- c. VANC Monthly Meeting: - Thurs, September 11, 2014
- d. VANC Candidate Forum - LA County Supervisor 3rd District Race: October 9, 2014
- e. LANCC Meeting: – Sat, September 6, 2014
- f. BONC Meeting (Meeting Location): - Sept 2, 2014 (Arleta) / Sept 15, 2014 (City Hall)

Non Agenda item:

An Encino stakeholder, Henry Eshelman has submitted an application for the Business Representative Alternate position. Todd reviewed/validated his application and introduced Henry to the Board and the audience. Henry spoke and asked Board's approval. The ENC board voted unanimously. Everyone welcomed Henry as the new Alternate on the board.

13. – Adjournment:

- Adjournment of general meeting at 9:30 pm
- Meeting minutes submitted by Anni Keusseyan, Secretary