

ENCINO NEIGHBORHOOD COUNCIL
GENERAL BOARD MEETING
Proposed Minutes
Wednesday March 25, 2015

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 7:05 PM and the pledge of allegiance was led by Officer Harra. Sherman Gamson was appointed as the Parliamentarian.

A quorum was established based on the attendance of 17 board members. The following Board members were present: Art Sherman, Sharon Brewer, Ken Silk, Debra George, Talar Dardarian, Anni Keusseyan, Laurie Kelson, Sherman Gamson, Todd Rubinstein, Kathy Patterson, David Hudgins, Jason Ackerman, Al Mass, Shelley Rivlin, Carol Levin, Eliot Cohen, and Jerry Silver. The following Alternates were also present: Harmon Siff, Raquel Marshall, Valerie Dean, Glenn Bailey, Pat Bates, and Laura Shovlowsky.

2. - Approval of the February 25, 2015 General Meeting Minutes (Motion required, unless no objections)

- Shelley Rivlin made a motion to approve the minutes, 2nd by David. Minutes were approved by 16/0/1

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

a. LAPD / LAFD - Senior Lead Officers (SLOs) & Captains:

- Officer Harra was she gave a brief update about the recent activities in the valley. She also talked about the safety concerns and stated that overall crime had been reduced. She reiterated and encouraged everyone to report any suspicious non-emergency incidents to the designated # (877) ask-LAPD.

b. LA City Council Offices (CD5) Field Deputies & Reps: Not present.

c. State Assembly or Senate Offices Field Deputies & Reps:

- Raffy Astvasadoorian, Prosecutor from Los Angeles City Attorney's office was present. He briefly talked about his offices current activities. He encouraged everyone to contact him with any questions or specific needs from City Attorney's office. Raffy's contact number is: (213)978-8735.

d. Federal Congresspersons - Field Deputies & Reps (5 min) none

e. Dept of Neighborhood Empowerment (DONE) & Related Groups:

- Amber Meshack from DONE (Dept of Neighborhood Empowerment) was present. She talked about the Neighborhood Council Civic University program. She advised that each NC should have 1 male and 1 female to participate in the 3-day program and to get their certification. She also talked about the Stipulation worksheet which was sent out to all NC members for their review and voting. She said that this was time sensitive and should be submitted to DONE by May 1st.
- Lydia Grant from BONC (Board of Neighborhood Commissioners) was present and gave brief explanation on the proposed changes to the Voting count and Self-

Affirmations for Voting. She said all NCs should participate and should send their ideas and comments. She emphasized on the importance of the Stipulation Worksheet. The Stipulation worksheet educates the NC board members. In turn, the board members should educate the public with the new approved rules.

4. - Officers Reports:

- a) President's Report: State of ENC Funds, UB Account, and 2014 MERs
 - i. Todd mentioned that the ENC's funds were still frozen, and there were new updates,
 - ii. He gave brief description on the issue again, and the reasons as why our funds were frozen. The main reason was due to our MERs not being submitted to DONE since July of last year. He said despite of many email requests and several meeting requests the completed and signed MERs were not submitted to DONE by the ENC's Treasurer.
 - iii. Todd said that for all missing original invoices, the ENC need to complete signed Affidavits, and submit them to DONE along with the monthly expense reports.

- b) Vice President's Report: Positions available. Positions available. Airport Committee Chair, ByLaws Chair & Public Safety Chair
 - Kathy mentioned that since Mel Roberts has resigned from his Area 6 Representative position, that Laurie Kelson has now moved to that position.
 - i. Committee Participation by Stakeholders and Committee Meetings - Airport, Outreach, Public Safety, and By-Laws should meet at least once a quarter
 - Kathy mentioned that all committees should meet regularly, preferably monthly, but surely quarterly.
 - ii. Needs: Public Safety Committee Chair, ByLaws Chair, Airport Committee Chair.
 - Laurie Kelson moved a motion that Ken Silk be the Bylaws Committee chair, 2nd by Sherman. Motion passed unanimously.
 - There were no interests from the board members for Public Safety and Airport committees chair positions.
 - Kathy said that she was appointing Laurie as the sole chair of the Transportation committee. Appointment was approved by the board 11/1/4
 - iii. Update: Board Seats, Vacancies, and Candidates to fill positions. Stakeholders – ENC Website: http://encinonc.org/home_elections.php

- c) Treasurer's Report:
 - i. Union Bank Account update - ENC Funds remaining - FY 2014/2015
 - Sharon presented the board with January MER. David moved a motion to approve the January MER as presented, 2nd by Laurie. Motion passed by 14/0/2
 - Sharon presented the board with February MER. Jason moved a motion to approve the February MER as presented, 2nd by Carol. Motion passed by 13/0/3
 - ii. Review of the 2014-2015BY ENC Budget and Expenses to Date (7/1/2014-1/20/2015)

- d) Secretary's Report (2 min): None

- e) Sergeant-at-Arm's Report (2 min): Update Board members' ethics and funding training compliance.
 - i. DONE website and links at: <http://empowerla.org> (Ethics and Funding Buttons
 - ii. Ethics Training link (NEW): <http://www.fppc.ca.gov/index.php?id=477>
 - iii. Funding Training at: <http://empowerla.org/funding>
 - iv. DONE/ BONC Code of Conduct Training at: <http://empowerla.org/funding/>
 - Sherman reminded all board members and alternates to be current in their Ethics and Funding trainings.

5. – Committee Reports:

- a. Education - Update regarding School grants and other important information
- b. Parks - Update from Chair if needed
- c. Planning & Land Use (PLU) Information about other projects, etc.
- d. Traffic / Transportation – Burbank / Hayvenhurst, etc
- e. Outreach Committee – Updates: Goals, Strategy, Desires, and New ENC Marketing effort.
 - There were no updates from committee chairs.

6. - Committee or General Action Items: (New & Old Business)

- a. Open Board/Alternate Positions
 - Area 4 Rep seat to be filled by board and stakeholders vote. Todd mentioned that ENC has received an application from Judy Ross for Area 4 Rep seat. The application was approved. Judy spoke and introduced herself to the board and the stakeholders. The Board voted unanimously.
 - Todd mentioned that, the ENC has received an application from Jean Strauber for Education Alternate position. The board voted unanimously.
- b. Executive Committee: Motion to approve up to \$750 to help fund FoLAR for LA River Cleanup Event 04/11/15
 - Shelley Grant from FoLAR was present; she briefly talked about the project. Jason moved a motion to approve up to \$750 to help FoLAR to fund the River Cleanup project. 2nd by Jerry. Motion passed unanimously.
- c. ByLaws Committee - Motion(s) to amend the ENC ByLaws dated 1/26/2014 passed at the ByLaws Committee Meeting held on Monday February 19, 2015
 - i. Absences- First Reading: Motion adopted by vote of 3-1-1 – To amend the first sentence of Article V, Section 7 regarding removal for absences by adding the words in capital letters so the sentence will read as follows: “Any Board member (WHICH INCLUDES REPRESENTATIVES AND ALTERNATES) misses four (4) regularly scheduled meetings during any twelve (12) month period AFTER THE MOST RECENT ELECTION OF THE MEMBER will be automatically removed from the Board.”
 - ii. Selected Organizations Reps – First Reading: Motion adopted by vote of 4-0-0 To amend Article V, Section 1B regarding Selected Organizations by adding the following: “If any Selected Organization is not qualified for inclusion as a Voting Organization for any period of 6 consecutive months then the seat of that organization shall remain vacant until the next Board election.”
 - Due to time constraints this item was not discussed.
- d. Traffic & Transportation Committee - Motion(s) passed at Traffic & Transportation Committee Meeting Wed, Mar 18, 2015
 - i. Motion – by Silver / 2nd Hand Vote: 8/1(Ackerman)/0

The Encino NC urges that the City of Los Angeles to address the growing and urgent traffic and congestion problems in Encino by implementing the following amendments or changes to the Ventura Blvd. Specific Plan recommendations and policies:

1. No additional residential units to be permitted on Ventura Blvd.
 2. No mixed-use density bonuses to be allowed.
 3. New signage rules must be put in place to prevent sign "modernizations", including digital billboards and "supergraphic" signs.
 4. Maximum allowable build-out should be reduced, until traffic problems are resolved. There needs to be a linkage between new development and Levels of Service (LOS) traffic.
 5. PIA (PROJECT IMPACT ASSESSMENTS) fees should be adjusted upwards to generate needed funds for street improvements.
 6. Planned street and intersection improvements must be implemented before any new construction is permitted.
 7. New users along Ventura Blvd. should primarily serve local residents.
 8. Building height and bulk in Encino should be reduced and building setback requirements increased.
 9. Exceptions, variances or other deviations (unless MINIMAL) should not be permitted from the Ventura Blvd. Specific Plan."
- Due to time constraints this item was not discussed.

7. – Committee Consent Items:

- a. Planning & Land Use (PLU) Committee - Motion(s) passed at PLU Committee Meeting Tues, Mar 10, 2015
 - i. Motion - The ENC Planning and Land Use Committee opposes the Los Angeles City Council hiring law firms outside the LA City Attorney's Office to defend against community groups fighting controversial projects in their neighborhood. Motion by Jerry Silver/ 2nd Eliot Cohen – Unanimous consent
- Laurie moved a motion to approve, 2nd by Kathy. Motion approved unanimously.
- ii. Motion - Provide a food budget for PLU meetings in Fiscal Year 2014-2015 of up to \$99 per meeting not to exceed 3 remaining meetings for a total of \$297 David Motion by Hudgins/ 2nd Jason Ackerman – Unanimous consent.
- This item was pulled from the agenda.
- b. **Executive** Committee - Motion(s) passed at Executive Committee Meeting Wed, Mar 11, 2015
 - i. **Formal** Warning of PLU Rep Eliot Cohen – Pursuant to The CA Ralph Brown Act and the prohibition on serial communications by a continuing pattern of mass emails to 6 or more board members &

alternates about ENC business and agenda items for upcoming meetings. Motion by Kathy/ 2nd Anni – Unanimous Consent.

➤ **It was decided to table this item.**

c. Traffic & Transportation Committee - Motion(s) passed at Traffic & Transportation Committee Meeting Wed, Mar 18, 2015:

i. The ENC moves to have LADOT investigate alternative new crosswalk alert technology at eye level such as Addison @ Balboa and Burbank @ Evert Horton. Motion by Kelson/ 2nd Jarvis Vote: 9/0/0

ii. The ENC send an urgent letter to LADOT to reassess the back log of service requests and to find a simpler or more efficient mechanism to reduce the back log and address solutions within Encino ASAP. Motion by Silver/ 2nd Hand 9/0/0

iii. The ENC moves to recommend LAPD Valley Traffic expand a vigorous traffic enforcement program to address the Oakview Dr. cut-thru traffic problems. Motion by Silver/ 2nd Bailey 8/0/0

➤ Laurie moved a motion to approve, 2nd by Kathy. Motion approved unanimously.

8. – Annual Election of ENC Officers by Board Members (10 min)

➤ **Due to time constraints election was not done.**

9. – Public Comments: [Non-Agenda Items] Within the “Board’s” jurisdiction are limited to TWO MINUTES (2) per speaker. This is a NON-DISCUSSION PERIOD

➤ Robert Meer, talked about the traffic issues in Encino, around Adlon/Mooncrest/Louise and Petit neighborhood.

10. - Board Member Comments: On any subject matter within “The Board's” jurisdiction shall have – one (1) Minute per speaker. These are NON-DISCUSSION items between Board members and the public.

➤ **None.**

11. - Future Meetings: Refer to the ENC site for future meetings dates.

12. – Community Events/News: Refer to the ENC site for the most recent community events schedule.

13. - Adjournment: 9:05 PM

Meeting minutes submitted by Anni Keusseyan, Secretary