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Sergeant at Arms

NOTICE AND AGENDA

ENCINO NEIGHBORHOOD COUNCIL

GENERAL BOARD MEETING

Wednesday, January 23rd, 2019
6:30pm Meet & Greet with Refreshments
7:00pm Meeting

Encino Women's Club
4924 Paso Robles Ave., Encino CA 91316

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

The Encino Neighborhood Council may be live streamed to the Encino Facebook page
<https://www.facebook.com/encinoneighborhoodcouncil/>

City of Los Angeles Harassment and Diversity Policy: All City volunteers have a right to work in an environment free from all forms of discrimination and conduct which can be considered harassing, coercive, or disruptive.

Meet and Greet with refreshments 6:30pm-7pm

1. Call to Order & Pledge of Allegiance at 7:00pm.

2. Seating of Alternates

Discussion and Possible Action: Should any Representative and its Alternate be absent The President may nominate Alternates of other seats to fill that seat for this meeting only, whom may be seated upon approval by the seated members of the Board.

MOTION: to approve the Presiding Officer's Recommendations for the seating of alternates



3. Public Comments on Non-Agenda Items: (10 minutes) Limited to maximum TWO MINUTES (2) per speaker; total time for all public comment is limited to 10 minutes. Public is asked to fill out a speaker card and hand it to the Board's Secretary. Time may be adjusted at president's discretion.

4. Reports from Public Officials/Departments/Community Agencies: (30 minutes)

- A. Department of Neighborhood Empowerment, NC Budget Advocates, BONC, Related Groups
- B. Councilmember Paul Koretz: Chris Givens, Encino Field Deputy (818) 971-3088
- C. Councilmember Koretz: Aviv Kleinman, Planning Deputy (818) 971-3088
- D. LAPD Senior Lead Officers: Officer Walia
- E. LA City Attorney: Raffy Astvasadoorian, Neighborhood Prosecutor (Raffy.A@lacity.org)
- F. LA Department of Public Works Representatives
- G. LADWP Representative
- H. County or State officials

5. PRESENTATION (15 Minutes) – NORMS – Peter Schultz & Nina Raey, Norms Restaurant – Presentation on the NORMS Restaurant at 16575 Ventura Blvd (Rubio Plaza Shopping Center.

6. Applications for open positions on the Encino Neighborhood Council (5 minutes)

How to Apply:

Available positions include: Education Rep., **Alternates:** Business (2); Education; Public Safety; Religious Organization/Institution; Volunteer/Service Group; Area 3; Area 4, Area 5; Area 7

Application at: http://www.encinonc.org/attachments/attachments_12.pdf

7. Officer's Reports:

- A. President's Report – (5 minutes)
- B. Treasurer's Report – (10 Minutes) Update for Board – ENC Account and cash flow
 - 1. **MOTION:** Approval of November & December 2018 Monthly Expenditure Reports
 - 2. **NPG – Encino Community Center** – the Encino Community Center is requesting 2 Audix M3 tri-element hanging microphones. Cost includes installation. Total NPG request: \$1,971.00
- C. Secretary's Report – (5 Minutes)
 - 1. **MOTION:** Approval of February, June, July, August, September, October & November 2018 Meeting Minutes
- D. Vice President's Report – (5 Minutes)
 - 1. Current Committees and Membership Information
- E. Sergeant at Arms' Report (5 minutes)
 - 1. Ethics, Funding, Code of Conduct – training required of members



8. New Business

- A. 4741 Libbit Presentation (15 minutes).** The developer's team will provide a short presentation on the changes that they will incorporate into the design of the development at 4741 Libbit. Both the residents that live near the development and the ENC have objected to the current design due to lack of parking, size of each small unit, a roof top pool that faces residential homes and other concerns that do not accommodate the local residents. The presentation will consist of the changes they will incorporate based on initial feedback.

9. Consent Items (30 minutes)

Outreach Committee (Funding - Consent):

- A. Senior Symposium 2019 – MOTION; OUT-19-01-0011:** The ENC Outreach Committee recommends attending the 2019 One Generation Senior Symposium on May 18, 2019 and requests approval of the \$750 expenditure for the booth. The ENC will be recognized as a “lunch” contributor. **Passed 5-0-0.**
- B. Acrylic Tri-Fold and Brochure Holders – MOTION; OUT-19-01-0012:** The ENC Outreach Committee supports purchasing 2-3 acrylic or similar brochure holders for events to hold our tri-fold brochures, info cards and other standard size handouts (8.5” x 11”) from Office Depot, Amazon or similar retailer. The cost will not exceed \$100. **Passed 5-0-0.**

Outreach Committee (Non-Funding Consent)

- C. ENC Town Hall on Crime –** The CD5 office was supposed to setup a forum on crime, it was postponed without a new date. Many Encino residents would like a forum on crime, rather than waiting, the ENC should take the lead, set a date, invite presenters and host the forum with the assistance of the ENC's Public Safety Committee. **MOTION; OUT-19-01-0013:** The ENC Outreach Committee supports taking the lead with the support of the ENC's Public Safety Committee and hosting the town hall forum on crime. **Passed: 5-0-0**
- D. Restaurant Tour Event –** A good way to introduce our residents to our local restaurant would be for the ENC to setup a restaurant tour day event. Local restaurants would be invited to participate over three days (Monday thru Wednesday) with a menu at a set price. Each restaurant would setup a tour event menu with a fixed price. The Chamber would be instrumental in assisting to have restaurants participate. **MOTION; OUT-19-01-0014:** The ENC's Outreach Committee will begin to explore dates and create an action plan on contacting restaurants to participate. There should be no cost to the ENC. **Passed: 5-0-0.**

Executive Committee (Non-Funding Consent Items):

- E. NORMS – MOTION; EXE-19-01-0035 –** The ENC Executive Committee supports having a NORMS in Encino based on the information provided by the ENC's PLU Committee. **Passed: 4-0-0.**
- F. Ad-HOC Airport Committee –** Encino has seen an increase in low flights both from the Van Nuys Airport and Burbank Airport. **MOTION; EXE-19-01-0036:** The ENC Executive Committee would like to create a special Ad-HOC Airport Committee to deal with the increased traffic at VNY and new flight paths from BUR. **Passed 4-0-0.**



G. DONE Rep Assessment – In order for us to work closely with DONE, the ENC should conduct a yearly assessment of our representative. The Executive Committee will complete the assessment and shared with the board for additional assessments/comments & approval. See:

<http://www.encinonc.org/docs/34483253-5231.pdf>

MOTION; EXE-19-01-0037: The ENC's Executive Committee approves conducting an assessment of our DONE Representative based on an information sheet of the DONE Reps responsibilities. The assessment will be a report card style assessment with each point receiving; Exceeds Expectation, Meets Expectation, Does Not Meet Expectation. **Passed 4-0-0**

H. Child Care/Babysitting Services for NCs – Over the years younger families are moving into Encino, many would like to either come to ENC meetings or be part of the ENC but require childcare or babysitting services in order to attend. Ordinance 176704 and the Plan for a citywide system of neighborhood councils both state that translation services and childcare services would be provided for elections and the formation of neighborhood councils. Translation services continue to be offered however childcare is not currently provided. Our residents, the ENC and the City would benefit if childcare or babysitting services are provided during General Board meetings. The Arroyo Seco Neighborhood Council has introduced a motion for such services. The ENC benefits from having meetings at the Community Center. **MOTION; EXE-19-01-0038:** The ENC's Executive Committee supports beginning discussions with the Community Center and City to offer childcare services provided during General Board meetings. Passed: 4-0-0. <http://www.encinonc.org/docs/34483253-5237.pdf>

I. CF 15-0499-S1 – (http://clkrep.lacity.org/onlinedocs/2015/15-0499-s1_mot_10-17-2018.pdf) The City has introduced a council file for the protection of our urban canopy. The ENC should consider submitting a CIS for CF 15-0499-S1 in support of if it includes the proposals set forth in **ENC-PLU-18-08-0002** (the motion the ENC passed August 22nd, 2018 with the ENC's recommendations and fix to the municipal code to protect our urban canopy). **MOTION; EXE-19-01-0039:** The ENC to file a CIS to Support with Conditions CF 15-0499-S1 if it includes the recommendations and fixes to the municipal code proposed in the approved language of ENC-PLU-08-0002 . **Passed: 4-0-0.**

Executive Committee (Consent Items – Funding)

J. Sound Cloud Account Upgrade – At the May 23rd, 2018 ENC General Board Meeting, the ENC approved upgrading the ENC's Sound Cloud Account to Pro Unlimited. Action was not taken prior to our new fiscal year. If paid annually the cost is \$145 per year or we can pay monthly at a monthly cost of \$16 per month. **MOTION; EXE-19-01-0040:** The ENC's Executive Committee supports upgrading the ENC's Sound Cloud Account and paying annually to reduce the total cost. **Passed 4-0-0**

10 . Committee Reports (5 minutes)

1. ByLaws - Jess Whitehall/Glenn Bailey
2. Homelessness – Pat Bates
3. Government Affairs – Joseph Alfano
4. Outreach - Alex Garay:
5. Parks/Environment – Shelley Bilik
6. Planning & Land Use - Eliot Cohen
7. Public Safety – Suzan Richmond/Sam Apikyan
8. Traffic/Transportation - Laurie Kelson



11. Board Member Comments on Non-Agenda Items: (10 minutes) Limited to Two MINUTES (2) per speaker; total time for all comment is limited to 10 minutes

Adjournment at 9:00pm -

Next Encino Neighborhood Council meeting will be held on Wednesday, February 27, 2019

Community Events:

*** February 3rd – ENC Candidate Filing Begins**

Register at <https://clerkappsele.lacity.org/nccr/#/login> starting February 3, 2019

*** March 2nd – Clean Up Encino Day 9am – 12pm**

Submit Suggestions for locations to President@EncinoNC.org

*** March 5th – ENC Candidate Filing Ends**

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 Women’s Club at 4924 Paso Robles Ave, Encino, 91316, and digitally at 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



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 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.

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:(818)971-6996) o por correo electrónico president@encinonc.org para avisar al Concejo Vecinal.

