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**NOTICE AND AGENDA  
 ENCINO NEIGHBORHOOD COUNCIL  
 OUTREACH COMMITTEE MEETING**

**AGENDA**

**Monday, November 7th 2022 @ 6:30pm**

**Please click the link below to join the webinar:**

<https://us02web.zoom.us/j/87050942391>

**Or One tap mobile :**

**US: +16699006833,,87050942391# or +13462487799,,87050942391#**

**Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or 833 548 0282 (Toll Free) or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free) or 833 548 0276 (Toll Free) Webinar ID: 870 5094 2391 International numbers available: <https://us02web.zoom.us/j/87050942391>**

**Zoom Webinars are recorded**

**IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE ENCINO NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION**

**Public Comment: Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair’s discretion. Public calling in, please press \*9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak. Public comment on agenda items will be heard when the item is up for discussion. Public comment on agenda items is limited to 1 minutes per agenda item. Comments from the public on agenda items will be heard only when the respective item is being considered. Time may be adjusted at the Chair’s discretion.**

**AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council’s control, the meeting must be recessed or adjourned.**

**Voting Members:** Alex Garay\*, Mike Silva\*, Heather Michaels\*, Pat Bates\*, Alex Ventura\*

**Stakeholders:** Jenny Birchfield

Alternate Committee Members: Lee Blumenfeld\*, Shani Hudson

\* 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

1. **Call to Order. Start recording. Roll call. determination of quorum.**
2. **Public Comment on Non-Agenda Items** – Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair’s discretion. Public calling in, please press \*9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak.
3. **Reports from Public Officials/Departments/Community Agencies**
4. **New Business – Motion, Discussion and Votes may be taken on all items:**
  - A. **Election Advertising Schedule, Encino Enterprise** – During the last election cycle, one avenue of advertising was in the Encino Enterprise. The current rates advertising rates have been provided and may be viewed by clicking: [Encino Enterprise Rate Card](#). Should we consider advertising for the following important dates: January 2023 (1/8<sup>th</sup> page alerting of election), Feb 18<sup>th</sup> (1/2 page in the first edition in February, how to be a candidate), April 4<sup>th</sup> (1/4 page, Ad in 2<sup>nd</sup> edition in March, reminding of candidate filing close date and to apply), April 19<sup>th</sup> (Jr. page, include list of candidates in the 1<sup>st</sup> May edition or 2<sup>nd</sup> April edition if time permits), May 30<sup>th</sup> (1/4 page, reminder of last day to request ballots), June 1<sup>st</sup> edition (1/4 page, last day to mail ballot 6/6, in person election day 6/18, location and times) . **Discussion and possible MOTION: The ENC’s Outreach Committee recommends the board support spending up to \$3200 for 5 ads in the Encino Enterprise, based on the approved schedule.**
  - B. **Lawn Signs** – Two quotes were obtained for lawns signs, [Good Guys Signs](#) and [Speedy Signs](#). Should we consider the following **possible motion: The ENC’s Outreach Committee recommends the board approve obtaining up to 75 lawns signs from Speedy Signs or Good Guy Signs for the ENC elections in 2023, and further approve up to \$550 for the purchase of the signs and stands. Discussion and possible action.**
  - C. **Election YouTube Video** – Should we look at making our own election video? **Discussion and possible action.**
5. **Board Member Comment on Non-Agenda Items**

## **Adjournment**

- Next Outreach Committee Meeting: December 5<sup>th</sup>, 2022 (Location TBD).

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** – 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 on agenda items is limited to 1 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 digitally at [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: [Early Notification System \(ENS\)](#)

**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, assisted listening devices, or 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 by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.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 Pat Bates, Board President, at (747) 282-0450 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 <https://www.encinonc.org/ncfiles/viewPageFile/3541>

**SERVICIOS DE TRADUCCIÓN** – Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Pat Bates, Presidente de la Mesa Directiva, al (747) 282-0450 o por correo electrónico [president@encinonc.org](mailto:president@encinonc.org) para avisar al Concejo Vecinal.

**NOTICE TO PAID REPRESENTATIVES** – If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)