



Officers:
Alex Garay • President
Victoria Miller • Vice-President
Glenn Bailey • Secretary
Pat Bates • Treasurer
Henry Eshelman • Sergeant-at-Arms

4924 Paso Robles Avenue • Encino • CA • 91316 (747) 284-0450 www.encinonc.org

NOTICE AND AGENDA
ENCINO NEIGHBORHOOD COUNCIL
GENERAL BOARD MEETING
Wednesday, July 26, 2023 @ 7 pm
Meet and Greet @ 6:30pm
Encino Community Center
4935 Balboa Blvd.
Encino, CA 91316

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 wishing to speak on non-agenda items will fill out a speaker card and turn it in to the Secretary.

The amount of time for public comment on each agenda item is to be determined by the Chair at each meeting. Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. If multiple requests for public comment are submitted on one agenda item, preference will be granted to members of the public who have not spoken previously during the meeting, either during general public comment or on another agenda item.

A member of the public wishing to speak on more than one agenda item at a single meeting shall limit his or her remarks to a total of one minute per item and five (5) minutes per meeting. Members of the public who want to speak on multiple agenda items for up to five (5) minutes at one time can choose to speak during the Multiple Agenda Items Comment period. When turning in the speaker card, indicate which items you wish to speak on. Otherwise comments from the public on agenda items will be heard only when the respective item is being considered. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comment. Please be aware that time accumulates for any agenda items commented on.

Comments from the public on matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. No individual speaker will be allowed more than two (2) minutes during General Public Comment, unless the presiding officer of the Board decides differently.

Encino Neighborhood Council Board Members

Joshua Sautter Area 1 Rep	Vacant Area 2 Rep	Vacant Area 3 Rep	Robert Wenger Area 4 Rep	Vacant Area 5 Rep
Laure Stevens Area 6 Rep	Vacant Area 7 Rep	Heather Michaels At-Large Rep	Henry Eshelman At-Large Rep	Alex Garay Apt/Condo Rep
Victoria Miller Business Rep	Kelvin Tolbert Business Rep	Vacant Education Rep	TBD Encino Chamber Rep	Laurie Kelson EPOA Rep
TBD HOME Rep	Glenn Bailey Park/Advocate Environment Rep	Matthew May PLU Rep	Samuel Apikyan Public Safety Rep	Anni Keusseyan Religious Rep
Patricia Bates Volunteer Rep	Vacant Youth Rep			

Encino Neighborhood Council Alternates

Dana Frances Caruso Area 1 Alt	Vacant Area 2 Alt	Vacant Area 3 Alt	Vacant Area 4 Alt	Vacant Area 5 Alt
Roy Nwaiser Area 6 Alt	Vacant Area 7 Alt	Varant Majorian At-Large Alt 1	Vacant At-Large Alt2	Vacant Apt/Condo Alt
Daniel Kashani Business Alt 1	Vacant Business Alt 2	Vacant Education Alt	Vacant Encino Chamber Alt	Vacant EPOA Alt
TBD HOME Alt	Vacant Park/Advocate Environment Alt	Athena Novak PLU Alt	Vacant Public Safety Alt	Vacant Religious Alt
Vacant Volunteer Alt				

1. Call to Order. Start recording. Roll call. determination of quorum.

Reports from Public Officials/Departments/Community Agencies, not limited to:

- 2. Swearing in of the newly elected Encino Neighborhood Council Representatives by Dina Andrews**
- 3. ENC pin distribution to board members by Alex Garay**
- 4. LAPD, Senior Lead Officer Walia, 34024@lapd.online (818) 374-7634
Councilmember Nithya Raman: Itzel Sanchez-Morales, itzel.sanchez@lacity.org
Mayor Bass: Erin Seinfeld: erin.seinfeld@lacity.org
Assemblymember Jesse Gabriel: (818) 346-4521: TBD
Department of Neighborhood Empowerment: Dina Andrews Dina.Andrews@lacity.org
Budget Advocates: Glenn Bailey**
- 5. Multiple Agenda Items Comment.** Comments by members of the public who wish to speak on multiple agenda items shall be allowed to speak for up to one minute per item up to a total of five (5) minutes per meeting. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comments. This comment period includes comment on all numbered agenda items including public officials’ reports.
- 6. General Public Comment on Non-Agenda Items** – Public comments on non-agenda items within the ENC’s subject matter jurisdiction is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair’s discretion.

7. **Seating of Alternates:** The chair will appoint eligible Alternates with affirmation of the board. Discussion and Possible Action. Per the ENC Bylaws (Article V, Section 1D.1): “If at any Board meeting, a Representative who is absent either (a) has no designated Alternate or (b) has an Alternate who is also absent, then the president or presiding officer may, with the approval of a majority of the members entitled to vote at the meeting, designate an existing Alternate for any other Representative to serve and vote during the meeting in place of the absent Representative. In such an instance, the seat of any absent Representative temporarily becomes an At-Large Seat. **The appointed Alternate must be in good standing with all required training to be eligible.**”
8. Selection of Officers:
- A. Selection of President
 - B. Selection of Vice President
 - C. Selection of Treasurer
 - D. Selection of Secretary
 - E. Selection of Sergeant at Arms
9. **Officer’s Report:**
- A. President’s Report – Selection of: CC holders, authorized signers (1st and 2nd), CIS filers
 - B. Vice-President's Report – Selection of Committee Chairs
 - C. Treasurer's Report
 - 1. **Motion to approve the [JUNE MER](#)**
 - 2. **Budget Revision – Discussion and possible action**
 - 3. **Selection of ENC Budget Representatives**
 - D. Secretary’s Report:
 - E. Sergeant-at-Arms Report
10. **NEW BUSINESS - FUNDING:**
- A. **Reimburse Pat Bates** - The ENC’s credit card could not be used to purchase the refreshments or copies of agendas for the June regular board meeting. Pat Bates paid out of pocket and should be reimbursed. Please see supporting document: [Receipts](#). **Motion: The ENC’s Executive Committee recommends that the ENC approve reimbursing Pat Bates in the amount of the invoices presented, \$281.96. Passed: 4 (Y), 0 (N), 0 (A)**
 - B. **Ratify the \$2500 of expenses out of the \$5,000** approved for Shakespeare by the Sea last year that were not expended by year end related to sponsoring the Shakespeare production, including but not limited to charges for Mike the Printer, Andy Gump and Security services. **MOTION: The ENC’s Executive Committee recommends ratifying the \$2500 of the approved expenses for Shakespeare by the Sea that were not expended by year end, including but not limited to charges for Mike the Printer, Andy Gump and Security Services. Passed 4 (Y), 0 (N), 0 (A).**
 - C. **Election Voting Expense/Balboa Sports Center** – There was an uncovered election expense at the poll location on the day of the ENC election. The NC is responsible for \$90, see supporting document: [INVOICE](#). **MOTION: The ENC’s Executive Committee recommends that the board approve payment for the \$90 balance for the poll location during the ENC’s election at the Balboa Sports Complex. Passed: 4 (Y), 0 (N), 0 (A)**

D. Security Cart – The ENC should a rolling security cart for all the new equipment purchased for ENC, in person meetings. A possible cart may be seen here: [Security Cart](#). The possible cart is the 60” x 24” x 69”. Should the ENC allocate up to \$2000 for a rolling security cart? MOTION: The ENC’s Executive Committee recommends that the board approve up to \$2000 for a rolling security cart from ULINE or similar. Passed: 4 (Y), 0 (N), 0 (A)

11. NEW BUSINESS CONSENT ITEMS: *No consent items*

12. New Business:

- A. CF 23-1200-S130, Jamie York Appointment to Ethics Commission – Should the ENC officially weigh in on the appointment of Jamie York to the Ethics Commission? MOTION: The ENC supports the appointment of Jamie York, CF 23-1200-S130 to the Ethics Commission. Passed: 4 (Y), 0 (N), 0 (A)**

13. Board Member comment on non-agenda items.

14. Adjournment

Available ENC Representative Positions:

- **Open Board positions in the Encino Neighborhood Council. Open Positions Include: Area 2 Rep (1), Area 2 Alt (1), Area 3 Rep, Area 3 Alt (1), Area 4 Alt (1), Area 5 Rep, Area 5 Alt., Area 7 Rep, Area 7 Alt., Apartment/Condo Alt (1), Business Rep Alt (1), At-Large Alt (1), Education Rep (1), Education Alt (1), Public Safety Rep Alt (1), Religious Alt (1), Volunteer Alt (1), Youth Rep (1), Youth Rep Alt (1).**

Next meeting: Wednesday, August 23, 2023, 7pm, Encino Community Center

Announcements: Please see the Encino NC [website](#) for announcements of other events and to join our mailing list.

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 subject matter 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 one (1) minute per speaker per item, unless adjusted by the presiding officer of the Board or Committee. Consent items which have been unanimously approved by a public committee meeting are exempted unless pulled from the consent section by a Board member.

PUBLIC POSTING OF AGENDAS - ENC agendas are posted for public review as follows: Glass display case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino, Encino-Tarzana Branch Library, and Encino Community Center auditorium at 4935 Balboa Blvd, 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: [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

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: www.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 (747) 282-0450 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 <https://www.encinonc.org/page/viewPage/bylaws>

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. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

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 Alex Garay, Presidente de la Mesa Directiva, al (747) 282-0450 o por correo electrónico president@encinonc.org para avisar al Concejo Vecinal.