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

**NOTICE AND AGENDA
ENCINO NEIGHBORHOOD
COUNCIL
Minutes
GENERAL BOARD MEETING**

**Wednesday, March 27, 2024 @
7pm**

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

<https://us02web.zoom.us/j/87533764334>

**Or One tap mobile: US: +16699006833,87533764334# or
+12532158782,87533764334#**

**Or Telephone: Dial (for higher quality, dial a number based on your current
location):**

**US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799
or +1 929 205 6099 or +1 301 715
8592 or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free) or 833 548 0276 (Toll
Free) or 833 548 0282 (Toll Free)**

Webinar ID: 875 3376 4334

International numbers available: <https://us02web.zoom.us/j/87533764334>

Zoom Webinars are Recorded

ZOOM RECORDING HERE

**IN CONFORMITY WITH GOVERNOR NEWSOME SIGNING SB411 INTO LAW ON OCTOBER 9, 2023 AND
IN CONFORMITY WITH THE LOS ANGELES CITY COUNCIL PASSING CF 23-1114, 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.

SB 411 Updates:

In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body’s control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(C) The eligible legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time.

(D) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(E) (i) An eligible legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (D), to provide public comment until that timed public comment period has elapsed.

(ii) An eligible legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.

(iii) An eligible legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.

Joshua Sautter Area 1 Rep Present / Encino	LeeVante Haywood Area 2 Rep Present / Encino	Toyia Jackson Area 3 Rep Not Present	Robert Wenger Area 4 Rep Not Present	Diane Rosen Area 5 Rep Present / Encino
Laure Stevens Area 6 Rep Present/Encino	Andrew Zucker Area 7 Rep Present / Encino	Heather Michaels At-Large Rep Not Present	Henry Eshelman At-Large Rep Present / Encino	Alex Garay Apt/Condo Rep Present / Encino
Victoria Miller Business Rep Present / LA Area	Kelvin Tolbert Business Rep Not Present	Vacant Education Rep	TBD Encino Chamber Rep	Laurie Kelson EPOA Rep Present/Encino
Athena Novak HOME Rep Not Present	Glenn Bailey Park/Advocate Environment Rep Present / LA City	Matthew May PLU Rep Present	Roy Nwaiser Public Safety Rep Present	Anni Keusseyan Religious Rep Present / Encino
Patricia Bates Volunteer Rep Present / Encino	Vacant Youth Rep			

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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 Seated as Public Safety Rep.	Vacant Area 7 Alt	Lissa Morrow Seated At-Large Alt 1 Present	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. 7:05PM

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

2. LAPD, Senior Lead Officer Walia, 34024@lapd.online (818) 374-7634
3. Ryan Valencia ryan.valencia@asm.ca.gov, Jesse Gabriel's office – **Introduced himself.**
Councilmember Nithya Raman: Ricky Angel, ricky.angel@lacity.org **Update on traffic survey 733 entries. Date being classified. 234 Bus Lane added., Protected bike lane Reseda to CSUN. Speed Hump application program, open and closed, several Encino Streets applied.**
4. Department of Neighborhood Empowerment: Dina Andrews: Dina.Andrews@lacity.org **Training update. Woman's History Month update.**
5. Assemblymember Gabriel: Jack Trent-Dorfman, jack.trentdorfman@asm.ca.gov
6. Budget Advocates: Glenn Bailey **Budget advocates report.**
Budgetadvocates.org April Report Mayor's budget coming out April 22. Public File – to submit comments 24-06-00
7. **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. **None**
8. **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. **None**

9. Consideration of any applications received for open positions: Public Safety Rep application received. **Roy Nwaiser to be considered for Public Safety Rep. Motion to approve application. Yes 12 / No 0.**
10. **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.**”
11. **Officer’s Report:**
- A. President’s Report –
 - B. Vice-President's Report – **Stakeholders on Committees: Required Training**
 - C. Treasurer's Report
 - 1. **Motion to approve the FEBRUARY 2024 MER Vote on MER Motion Yes-15 / No-0**
 - D. Secretary’s Report
 - 1. **Motion to approve the FEBRUARY MEETING MINUTES Motion to Approve Vote Yes- 15 / No -0**
 - E. Sergeant-at-Arms Report
12. **NEW BUSINESS - FUNDING:**
- (Public Safety Committee)
- A. **LAFD Cert Emergency Response Drill** – The LAFD CERT emergency response drill at Encino Park will be on May 18, 2024. Should we authorize funding of up to \$500 for refreshments for participants, color coded wristbands, signage and expendable medical supplies. Encino NC will use this event to promote participation of local residents in preparing for and responding to disasters. **Motion: Recommendation that the ENC authorize funding of up to \$500 for refreshments for participants, color coded wristbands, signage and expendable medical supplies for LAFD/CERT Disaster drill at Encino Park on 5/18/2024. 6 yes/0 no/0 abstain.**
Vote: Yes 15 / No 0
 - B. (Executive Committee)
Acceptance of Reimbursement – An accidental charge was made on our pCard in the amount of \$16.51 to META. The ENC must request acceptance of the reimbursement. **MOTION: The ENC’s Executive Committee recommends that the board support requesting that the city of Los Angeles accept the reimbursement of \$16.51 for a charge made in error on our pCard. Passed: 5 (Y), 0 (N), 0 (A).c** **Vote: Yes 15 / No 0**
 - C. **Increase in NC Budgets** – The city has informed us that we are able to increase the amount of per item spent, on swag items. As a result, we have the opportunity to request an increase in our annual budgets up to 50K. **MOTION: The ENC’s Exec Committee recommends that the board approve filing a CIS on 24-0600 and send a request to Councilmember Raman and the Mayor’s budget team to increase NC budgets to \$50K/yr., and equally increase the rollover amount by an equal percentage. Passed: 5 (Y), 0 (N), 0 (A).**

(Finance Committee): **Vote: Yes 15 / No 0**

- D. **Neighborhood Purposes Grant - [Friends of the Los Angeles River](#)**: Discussion and Possible Action regarding recommendation that the ENC fund NPG request from FOLAR in the amount of \$5,000 to partially pay for native plant restoration and invasive eradication in the Sepulveda Basin Wildlife area on April 20, 2023. **Date is corrected to April 20, 2024.**

Motion: The ENC Finance Committee recommends to the board that the Neighborhood Purposes Grant from Friends of the Los Angeles River for a native plant planting and weed eradication event on April 20, 2024 be approved in the amount of \$2,500. (4 yes 0 no).

Vote: Yes 15 / No 0

- E. **Neighborhood Purposes Grant – [Miracle Minded Ministries 3 DBA - \[New Friends Homeless Center\]\(#\)](#)**: Discussion and Possible Action regarding recommendation that the ENC fund NPG request from New Friends Homeless Center in the amount of \$2,000 to fund several meals at the facility (17114 Ventura Blvd.) in Encino. **MOTION: The ENC Finance Committee recommends to the board that the Neighborhood Purposes Grant from New Friends Homeless Center to help fund Sunday meals at 17114 Ventura Blvd., Encino, through June 2024 be approved subject to correction to line 3 of the application. (Glenn/pat 4 yes, 0 no) **Vote: Yes 15 / No 0****

(Outreach Committee)

- F. **Spring Egg Hunt Balboa Sports Complex** – We have been invited to have a table at the Balboa Park Easter Egg Hunt. We usually bring things for the kids to do while they wait for their groups to go. Should we request up to \$500 for coloring materials and refreshment (waters & light snacks). **MOTION: The ENC's Outreach Committee recommends the board approve up to \$500 for coloring materials and light refreshments for the Easter Egg Hunt at Balboa Park Sports Complex. Josh/Roy 5 yes/ 0 no/ 0 abstain. **Vote: Yes 14 / No 0****

13. Bylaws Final Reading:

(Bylaws Committee)

- A. **Final Reading of Proposed Bylaws changes** – We will listen to the final reading of the proposed Encino Neighborhood Council Bylaws changes. Following the reading of the proposed changes, we will take a vote. You can read the proposed changes here: [Bylaws Revisions](#). A strikethrough version may be read here: [Strikethrough Revisions](#). Discussion and possible action.

Motion to approve: **Vote: Yes 14 / No 0**

14. **NEW BUSINESS CONSENT ITEMS: *Items 10A. thru 10D. all passed their respective committees with full consent, following discussion by committee members and the public. Public comment was taken on all of the following consent items in committee. Unless a board member pulls an item, items 10A. thru 10D. will be deemed approved unanimously by the Encino Neighborhood Council. If an item is pulled, the remaining consent items will pass by consent and the pulled items will be discussed in the order on the agenda. **ALL Approved*****

(Outreach Committee)

- 10A. **Social Media SOP** - Consider a motion that the Encino Neighborhood Council board adopt the Social Media Standard Operating Procedure, may be read here: [\(SOP\)](#) for Social Media, which is in alignment with the Department of Neighborhood Empowerment (DONE) Digital Media Guidelines. **MOTION: The ENC's Outreach Committee recommends that the board support the adoption of the Social Media**

SOP. Josh/Varant 5 yes/0 no/ 0 abstain.

10B. Digital Communications Admin - In order to comply with the Digital Communications Policy, we will need to appoint/designate a (1) Digital Communications Administrator to post across our social media accounts. Since social media posts are, according to our bylaws (Article V Section 11) a part of the Outreach Committee we should consider appointing the Outreach Committee Chair(s) as the Digital Communications Administrator(s). Let's talk about appointing other members of the outreach committee to be a part of the Digital Comms team! **MOTION: The ENC's Outreach Committee recommends that the board support the appointment of an (1) Digital Communication Administrator and appointing The Outreach Chair (Josh Sautter) to that role. Josh/Varant 5 yes/ 0 no/ 0 abstain.**

(Airport Committee)

10C. -CF-23-1339: VNY Vision Study + Specific Plan: Discussion of CF, props to Fume Fighters and Timi Romolini for getting this tremendous effort passed, and the need to add an addendum as follows:

Motion: The ENC Airport Committee recommends adding an addendum to the CIS already filed for CF 23-1339 on January 15, 2024; the Specific Plan Community Advisory Council should reflect the various impacted communities, and be formed with at least one (1) community representative from each impacted neighborhood as defined by the Neighborhood Council system, rather than by Council District. This includes, but is not limited to impacted Neighborhood Councils in Council Districts 2, 3, 4, 6, and 12.

Motion Moved By: V. Miller, Second: R. Bramen 5-0-0 MSP--Unanimous

10D. Notice of Availability of the Draft Environmental Assessment for Proposed Settlement Agreement Departure Procedure Amendments for Bob Hope "Hollywood Burbank" Airport: This settlement agreement that came in part from the lawsuit by the Benedict Canyon HOA: Discussion about the settlement agreement and the need for more protection from the proposed flight paths over Encino from BUR. The Save Our Skies Los Angeles (SOSLA) document was introduced as a motion to support what was sent. Note the deadline for comments is 3/24/24, however the ENC Airport Committee wants Mayor Bass and the entire City Council, as well as the FAA, to receive this motion as follows:

Motion: The ENC Airport Committee recommends supporting the following document submitted to the FAA in regard to the "Notice of Availability of the Draft Environmental Assessment for Proposed Settlement Agreement Departure Procedure Amendments for Bob Hope "Hollywood Burbank" Airport" by Save Our Skies LA (SOSLA)--see attached—to be sent to Mayor Bass, the entire City Council, and the FAA contact for this settlement agreement:

Motion Moved By: V. Miller, Seconded By: R. Bramen 5-0-0 MSP--Unanimous

15. New Business:

(Exec Committee)

- A. **Grievance Panel** – The Department of Neighborhood Empowerment has certified grievances filed by stakeholders and board members. For those filed by board members and subsequently certified, a regional grievance panel will be formed. If a regional grievance panelist has not yet been appointed by your respective Neighborhood Council, the Department of Neighborhood Empowerment is requesting that Neighborhood Councils take board action to recommend one board member to serve as a panelist to sit on a Regional Grievance Panel. The ENC shall designate at least 1 board member to be part of the grievance panel. Victoria Miller has volunteered to be on the Grievance Panel, is anyone else interested? **Discussion and Possible Action.**

Motion to designate Victoria Miller to serve on the grievance panel, Lissa Morrow designate as

an alternate. Vote on Motion: Motion to approve: Vote: Yes 14 / No 0

- B. **Homelessness Liaison** – Homelessness Liaisons. Homelessness Liaisons play a vital role in addressing homelessness-related issues within our community. Homelessness is a complex and pressing challenge that affects communities across the nation, including our own. To better address this issue, foster collaboration, and facilitate communication, we have established a series of Neighborhood Council Homelessness Liaison. The ENC is able to appoint up to 3 board members to be homelessness liaisons. **Discussion and Possible Action. Motion to designate Liaisons. Josh Sautter and Roy Nwaiser as Homeless Liaisons.**
Motion to approve: Vote: Passes - Yes 14 / No 0

16. Board Member comment on non-agenda items.

17. Adjournment. **9:32PM**

Available ENC Representative Positions:

- **Open Board positions in the Encino Neighborhood Council. Open Positions Include: Area 2 Alt (1), Area 3 Alt (1), Area 4 Alt (1), Area 5 Alt., Area 7 Alt., Apartment/Condo Alt (1), Business Rep 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, April 24 2024, 7pm – Virtual via Zoom

Announcements: Please see the Encino NC [website](#) for announcements of other events and to join our mailing list. Following are Planning and Land Use Projects/Pending Cases:

- **Spring Egg Hunt – Join us at the Balboa Sports Complex for the Spring Egg Hunt: different times per age group, community booths, fun for all. March 30, 2024, 11AM – 2PM, 17015 Burbank Blvd., Encino. Contact Joshua Sautter at the ENC for more info.**
- **Day of Service – Assemblymember Gabriel will host a Day of Service on April 14th 2024 at Pierce College. The ENC will table at the event and is looking for volunteers to sign up to participate. For more info contact Joshua Sautter at the ENC.**
- **LA City Council voted on an independent redistricting commission! Put this on your radar, the ENC was extremely active regarding the redistricting process and will more than likely have this item in an upcoming committee meeting**
- **Proposed Developments on Ventura Blvd – Next PLU Committee Meeting: April 9, 2024**
- **[2025 Election Timeline](#) and [Election Handbook](#) – The 2025 ENC elections are around the corner, please review the election handbook and timeline to become familiar with all things election. Encino is in Region 3.**
- **2024 Concert at Woodley Park – You can read about the concert (FONSI/EA/NOP) here: [CONCERT INFO](#). The public comment period closes April 4, 2024. The public comment period on preparation of an EA for the proposal described above would extend from March 4, 2024 to April 2, 2024. Please direct your comments or questions to Jon Rishi, US Army Corps of Engineers at (626) 720-7087 or at Jon.L.Rishi@usace.army.mil or by mail at 645 Durfee Avenue, South El Monte, CA, 91733.**

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.