



Officers:  
Josh Sautter - President  
Roy Nwaiser - Vice President  
LeeVante Haywood - Secretary  
Laure Stevens - Treasurer  
Glenn Bailey - Sergeant-at-Arms

4924 Paso Robles Avenue • Encino • CA • 91316 (747) 284-0450

**NOTICE AND AGENDA  
ENCINO NEIGHBORHOOD COUNCIL  
GENERAL BOARD SPECIAL MEETING  
TUESDAY, SEPTEMBER 3, 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**

**IN CONFORMITY WITH GOVERNOR NEWSOME SIGNING SB411 INTO LAW ON OCTOBER 9, 2023  
AND IN COMFORMITY 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.**

Joshua Sautter Area 1 Rep	Volunteer Rep LeeVante Haywood Area 2 Rep	Max Furberg Youth Rep Vacant Area 3 Rep	Robert Wenger Area 4 Rep	Vacant Apt/Condo Rep
Laure Stevens Area 6 Rep	Andrew Zucker Area 7 Rep	Heather Michaels At-Large Rep	Lissa Morrow At-Large Rep	Laurie Kelson EPOA Rep
Daniel Kashani Business Rep	Kelvin Tolbert Business Rep	Geraldine Hernandez-Abisoror Education Rep	TBD Encino Chamber Rep	Anni Keusseyan Religious Rep
Athena Novak HOME Rep	Glenn Bailey Park/Advocate Environment Rep	Matthew May PLU Rep	Roy Nwaisser Public Safety Rep Diane Rosen Area 5 Rep	
Vacant				

**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
Vacant Area 6 Alt	Vacant Volunteer Alt	Vacant Park/Advocate Environment Alt	Vacant PLU Alt Vacant	Public Safety Alt Vacant Apt/Condo Alt
Vacant Business Alt 1	Vacant Area 7 Alt	Vacant At-Large Alt 1	Vacant At-Large Alt2	Vacant EPOA Alt
TBD HOME Alt	Vacant Business Alt 2	Vacant Education Alt	Vacant Encino Chamber Alt Vacant	Vacant Religious Alt

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

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

2. LAPD, Senior Lead Officer Walia, [34024@lapd.online](mailto:34024@lapd.online) (818) 374-7634

**Captain Wendling gave report on increase of reporting for burglaries but decrease in overall crime but Encino still hold 40% of burglaries in West Valley Division.**

Councilmember Nithya Raman: Ricky Angel, [ricky.angel@lacity.org](mailto:ricky.angel@lacity.org)

**Not Available**

Assemblymember Gabriel: Ryan Valencia, [ryan.valencia@asm.ca.gov](mailto:ryan.valencia@asm.ca.gov)

**Not Available**

Department of Neighborhood Empowerment: Vincent Autiero

[vincent.autiero@lacity.org](mailto:vincent.autiero@lacity.org)

**Not Available**

NC Budget Advocates: Glenn Bailey [www.BudgetAdvocates.org](http://www.BudgetAdvocates.org)

**Update on Budget Advocates**

3. **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.
4. **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.
5. Consideration of any applications received for open positions.
6. **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.**"

**James Wenger seated as Area 4 Alternate**

## 7. Officer's Report:

- A. President's Report – Report on the success of the Back to School Movie Night Event
- B. Vice-President's Report – Selection of Committee Chairs
- C. Treasurer's Report
  1. **Motion to approve the July Monthly Expenditure Report: [MER](#)**  
**Motion Passed**
- D. Secretary's Report
  1. **Motion to approve the [July Minutes](#)**  
**Minutes Approval Postponed**
- E. Sergeant-at-Arms Report – Board and Committee member required trainings update

## 9. NEW BUSINESS - FUNDING:

**A.** The ENC has received the rollover funds available from last year's budget. **Motion:** ENC Finance Committee recommends the ENC Board approve the proposed 2024 / 2025 Revised Budget. Review and Approval of the Revised ENC 2024/2025 Budget, which includes rollover funds of \$15,044.32 from the 2023/2024 fiscal year, bringing the total budget to \$47,044.32. The Finance Committee has passed this motion with a vote of 5-0. The revised budget details can be accessed here: <https://www.encinonc.org/assets/documents/8/meeting66be51088a47a.pdf>

Motion Passes 13\0 Y\N

**B. Approval of a Monthly Recurring Charge for Google Data Storage:** The ENC is required to approve a recurring monthly charge of \$2.99 for Google data storage. Discussion and possible **MOTION:** The ENC finance committee recommends that the ENC General Board approves the \$2.99 monthly recurring Google Data Storage Charge.

Motion Passes 13\0 Y\N

**C. Facebook boosts for movie night:** Approval of Facebook Boosts for ENC Movie Night: The Facebook boosts for ENC Movie Night were not included in the original budget, necessitating approval for the \$70.00 spent on boosts. Discussion and possible **MOTION:** The ENC Finance Committee recommends that the ENC General Board approve Facebook boost charges up to \$100.00 for Encino Movie Night promotion and outreach.

Motion Passes 13\0 Y\N

**D. MOTION:** Proposal for ENC Public Safety Committee to host an in-person community meeting. Meeting topic will be Home Hardening – Making Your Home A Harder Burglary Target. Presentation by Roy Nwaiser. Representatives from CD4 & LAPD might participate. Request budget up to \$300 for food and up to \$500 for promotion including social media, lawn signs, banners and flyers. Second: Varant. Vote: 5-0.

Motion Passes 13\0 Y\N

**E. MOTION:** Proposal for the Board to approve a Coffee With A Cop event in partnership with LAPD. Coffee With A Cop is a national program that brings police officers and the community members they serve together – over coffee – to discuss issues and learn more about each other. Recommendation for the Board to support up to \$750 for coffee, snacks and promotion including social media, lawn signs, banners and flyers.. Second: Josh. Vote: 5-0. Public Safety Committee Meeting 8/12/24.

**F. MOTION:** The ENC Executive committee recommends that the ENC Board approve an expenditure of up to \$500 business cards. August 20, 2024 - Josh/Roy (4-0).

**G. MOTION:** The ENC Executive Committee recommends that the board approve an expenditure of up to \$500 for badges. August 20, 2024 - Josh/Glenn (4-0).

## **10. NEW BUSINESS:**

**A. Consideration of new committee chairs** - including Athena Novak as the Chair of the Airport committee, Glenn Bailey and either LeeVante Haywood or Roy Nwaiser becoming the Co-Chairs of the Election Committee, and Max Furburg and Geraldine Hernandez becoming the Co-Chairs of the Youth Committee. **MOTION:** The ENC Executive Committee recommends that the board support the formation of an Ad Hoc 2025 Youth Committee. August 20, 2024 - Josh/Roy (4-0). **Motion To Approve Athena Novak appointed as Airport Committee Chair: Vote: 15 Yes / 0 No**

Motion to appoint 2024 Adhock Youth Committee Vote: 15 Yes / 0 / Motion to make Geraldine Hernandez & Max Furburg Co-Chair of the Youth Committee Vote: 15 Yes / ) No

Motion The Election Committee to be co-chaired by Gl

**B. Consideration of limited amendment to Article X Section 4** of our Neighborhood Council Bylaws - to change the ENC stakeholder verification method from Documentation to Self Affirmation for the upcoming 2025 Neighborhood Council vote-by-mail elections. [Application here](#). - possible First Reading, then two-thirds vote required after a Second Reading next meeting

**C. Consideration of any Encino Neighborhood Council Applications** – Discussion and possible action – Application for Area Rep Alternate Received, James Wenger. [Application here](#).

**D. In person General board meeting** - There have been numerous requests to hold the general board meeting in person, and it's also required by Senate Bill 411 to meet in person at least once a calendar year. Discussion and possible action.

**12. Board Members comment on non-agenda items.**

**13. Adjournment**

**Available ENC Representative Positions:**

- **Open Board positions in the Encino Neighborhood Council. Open Positions Include: Area 2 Alt , Area 3 Alt , Area 4 Alt., Area 5 Alt., Area 6 Alt., Area 7 Alt., At-Large Alt. (2), Apartment/Condo Alt , Business Rep Alt (2), Education Alt , Park/Environment Alt., Planning and Land Use Alt., Public Safety Rep Alt , Religious Alt , Volunteer Alt .**

**Next meeting: Wednesday, September 25, 2024 @ 7pm**

**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: • [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.**

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](http://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](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: [www.encinonc.org](http://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](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/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](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)

**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](mailto:president@encinonc.org) para avisar al Concejo Vecinal.

#### **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.