



**Officers**

**ALEX GARAY**  
President

**VICTORIA MILLER**  
Vice President

**MARK LEVINSON**  
Secretary

**PATRICIA BATES**  
Treasurer

**LEE BLUMENFIELD**  
Sergeant at Arms

## **NOTICE AND AGENDA**

### **ENCINO NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING**

**Tuesday June 19, 2018 @7:00PM**

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

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

**1. Call to Order. Roll call; determination of quorum.**

**2. Approval of Executive Committee minutes**

**3. Officer's Reports:**

A. President's Report

1. Board meeting presentation – City Planning Update
2. Discussions at Executive Meetings
3. Utility Box Project Update

B. Vice-President's Report

1. Committee Chairs and membership

C. Secretary's Report

1. Review of General Board meeting minutes and Vote Count sheets – Jan to date

D. Treasurer's Report

1. Update - ENC Account and cash flow.
2. 2018 May Monthly Expenditure Reports (MER)
3. NPGs and other financial requests

E. Sergeant-at-Arm's Report

1. Applications for open positions on the Encino Neighborhood Council
2. Roster - Ethics, Funding, Code of Conduct

**4. New Business:**

1. **MOTION:** To approve and certify the Encino Neighborhood Council's inventory list is correct and complete, containing all items in the possession of the Encino NC; as reported to the Department of Neighborhood Empowerment during the fiscal year 2017-2018
2. CF -18-0467 – David Ryu has introduced a motion to reform the NC system and has requested NC feedback for the City Council to consider (refer to attached CF-18-0467). **MOTION:** The Encino Neighborhood Council supports David Ryu's NC reform proposition, CIS to be filed.
3. Neighborhood Watch Signs, Area 2 – additional expense. The Neighborhood Watch signs ordered exceeded the approved cost by \$5.49. The additional costs need to be ratified.  
**MOTION:** The ENC Executive Committee supports the additional cost of \$5.49 spent on the Neighborhood Watch Signs for Area 2 and requests the ENC approve the additional costs
4. Movie at the Park – FilmLA has agreed to support the Encino area with a movie at the park evening at Encino Park on July 19<sup>th</sup>. All the NC needs to do is secure the location and advertise.
5. Web Corner – Does the Encino NC want to continue using the Web Corner for hosting the NC website? The web hosting provider will be included in the 2018-2019 Fiscal Year Administrative Packet. **MOTION:** The ENC recommends to use
6. 2018-2019 Fiscal Year Administrative Packet. Review of the 2018-2019 packet. **MOTION:** The ENC Executive Committee Approves the 2018-2019 Fiscal Year Administrative Packet.
7. The ENC Board Members should have professional name tags, for ENC board meetings and events. We can order 22 badges with a magnetic clasp from NameBadge.com for \$267.30.  
**MOTION:** The ENC requests up to \$285 for name badges from NameBadges.com for magnetic name badges for the ENC Board Members.
8. Committee Chairs – The ENC should vote for the Chairs of the ENC Committees. A Chair's term is 2 years. Even though elections have been changed, we need to elect/re-elect Committee Chairs.
9. ENC Office Air Conditioner – Currently the ENC office does not have an air conditioner, with the hot summer months the office becomes unbearable with heat and humidity. Walmart has several portable air conditioners. **MOTION:** The ENC Executive Committee recommends purchasing a portable air conditioner from Walmart and requests up to \$300 for the purchase of the unit.
10. NC Board Member Communications with the public and City Officials & Officers.

11. Outreach Committee activities – New Nextdoor Poll, Movie at the Park, Senior Symposium.
  12. PLU Committee activities
  13. Review draft General Board meeting agenda.
  14. Discussion on improvements to General Board meeting; recap previous meeting.
5. **Public Comments on Non-Agenda Items:** Limited to 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.

## 6. Adjournment by 8:30pm

**Next Executive Committee meeting July 17, 2018**

**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, unless adjusted by the presiding officer of the Board.

**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, Encino Community Center

· [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 <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](tel:8189716996) or email via [president@encinonc.org](mailto: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: [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 [\(818\) 971-6996](tel:8189716996) or email via [enc@socal.rr.com](mailto:enc@socal.rr.com)

**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 [\(818\) 971-6996](tel:8189716996) 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 [www.encinonc.org](http://www.encinonc.org)

## **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:8189716996) o por correo electrónico [president@encinonc.org](mailto:president@encinonc.org) para avisar al Concejo Vecinal."