



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 July 17, 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 Infrastructure Programs (streets, mobility, cleanliness, etc.)
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 June 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. NPG Request from the M.A.R.Y. Foundation for up to \$1,900 for advertising and material expenses for free arts education events to be held in Encino, Lake Balboa, Tarzana, and Reseda, the ENC has supported this foundation in the past. **MOTION; EXE-18-07-0001:**
<http://www.encinonc.org/docs/34483174-5141.pdf>
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; EXE-18-07-0002:** The Encino Neighborhood Council supports David Ryu’s NC reform proposition, CIS to be filed.
<http://www.encinonc.org/docs/34483174-5142.pdf>
3. Web Corner Contract – Review of the new Web Corner contract.
MOTION; EXE-18-07-0003: The ENC accepts the new Web Corner contract.
4. Reimburse Pat Bates for copies for ENC June General Board Meeting – The ENC credit card had expired for the 2017-2018 fiscal year and the copies for the ENC General Board meeting were paid out of pocket by Pat Bates. **MOTION; EXE-18-07-0004:** The ENC will reimburse Pat Bates \$102.69 for copies paid out of pocket for the June ENC General Board Meeting.
5. Door Tag Adverts/Flyers – Dr. Allen has brought forth an issue regarding door tag adverts and flyers relating to crime in Encino. **MOTION; EXE-18-07-0005:** The ENC recommends introducing a motion to City Officials to create a No Flyer/Door Tag Advert List, much like the DNC (Do Not Call) list. This will provide Encino & LA City Residents an opportunity to put their addresses on a NFDTA List. Advertising companies will need to adhere to the NFDTA list before canvassing areas for home adverts. Prior to introducing to City Council, other NC’s may be approached for support. <http://www.encinonc.org/docs/34483174-5143.pdf>;
<http://www.encinonc.org/docs/34483174-5146.pdf> ; <http://www.encinonc.org/docs/34483174-5147.pdf> ; <http://www.encinonc.org/docs/34483174-5148.pdf>
6. Election Ad-Hoc Committee. Next steps.
7. 2019 NC Election Information Worksheet. We need to complete the election worksheet and return to the City by August 1st, 2018. We need to decide where the election location will be, an alternate facility, if we need information translated (\$200 per language) and a possible alternate method of voting, if the City provides funds; At-poll only, On-line voting, with at-poll voting or Vote by Mail, with at-poll voting. **MOTION; EXE-18-07-0006:** The ENC approves the 2018 NC Election Information Worksheet as proposed. <http://www.encinonc.org/docs/34483174-5144.pdf>
8. ENC Roster – The ENC roster needs to be updated with current board member information. Discussion and resolution on who should be responsible for maintaining the roster.



9. ENC Office 365 Renewal – Each year we have a reoccurring payment for the use of Office 365 a resourced used by the Office Manager. **MOTION; EXE-18-07-0007:** The ENC approves the renewal fee of \$99.99 for the continued use of Office 365.

 10. Neighborhood Watch Signs – Area 2. There has been an uptick in home burglaries in Area 2, specifically along Moorpark Street. A new Neighborhood Watch Group is being formed and has requested 12 Neighborhood Watch Signs. In addition, the Encino South Neighborhood Facebook Watch Group has also made a request for NW signs. **MOTION; EXE 18-07-0008:** The ENC approves the purchase of 35 NW Signs for the new neighborhood watch group in Area 2 purchased from MySecuritySign.com and requests up to \$1400.00 for 35 Neighborhood Watch Signs as a Community Improvement project.

 11. Los Angeles Youth Orchestra NPG for up to \$4,657.50 to cover rental and staffing fees for the use of the Encino Community Center for Saturday rehearsals. **MOTION; EXE 18-07-0009:** <http://www.encinonc.org/docs/34483174-5145.pdf>

 12. Outreach Committee activities – New Nextdoor Poll, Movie at the Park.

 13. PLU Committee activities

 14. Review draft General Board meeting agenda.

 15. 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 August 14, 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
- 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 **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://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@social.rr.com

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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

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 para avisar al Concejo Vecinal."

