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NOTICE AND AGENDA

ENCINO NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING

Tuesday May 19th, 2020 @ 6:30pm

MINUTES

When: May 19, 2020 06:30 PM Pacific Time (US and Canada)
Topic: Encino Neighborhood Council - Executive Committee Meeting

To join the webinar:

<https://zoom.us/j/98705097778?pwd=VXJvU1hsKytFM2M5cWRQZitEaG5Xdz09>

Password: 493277

Or iPhone one-tap :

US: +16699006833,,98705097778# or +12532158782,,98705097778#

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Webinar ID: 987 0509 7778

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Public Comment: Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker; total time for all public comment is limited to 10 minutes. Time may be adjusted at the Chair's discretion. Public is asked to fill out a speaker card and hand it to the Committee Chair prior to the public comment period. Public comment on agenda items will be heard when the item is up for discussion.

Call to Order. Roll call; determination of quorum. – Meeting called to order at 6:35pm

Approval of February 2020 Executive Committee minutes: <https://www.encinonc.org/docs/34483343-5576.pdf>

Public Comment on Non-Agenda Items (10 minutes) – limit to 2 minutes per speaker, time may be adjusted at the Chair's discretion. Public Comment period closed – no public comment

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

1. Officer's Reports:

A. President's Report (Exec Committee) 5min

1. Virtual Meetings – **Virtual meetings will be with us for a while, we need to streamline them.**

B. Vice-President's Report (Exec Committee) 5min

1. Update on committees – **Committees are now allowed to meet using Zoom**
2. Update on Bylaws – **Another meeting needs to be scheduled to complete the requested changes.**

C. Secretary's Report (Exec Committee) 5min

1. Review of General Board meeting minutes and Vote Count sheets – February 2020 – **Reviewed and passed by consent.**
2. Review and approve February 2020 Executive Committee minutes – **Reviewed and passed by consent**

D. Treasurer's Report & Finance Committee (10min)

1. February, March & April 2020 Monthly Expenditure Reports (MER) – **reviewed and approved.**
2. **NPG Request** – 13th Annual Valley Disaster Preparedness Fair. NPG from the Southern California Preparedness Foundation, 19300 Rinaldi St., #7333, Northridge, CA 91327 in the amount of \$850. See supporting document VDPF 2020 NPG Encino. This is for the Valley Disaster Preparedness Fair held on October 10, 2020. – **The event is still planned to go on at this time. A discussion was had and the following motion was created: MOTION; EXE-05-20-118: The ENC's Executive Committee recommends that the ENC support the disaster preparedness fair in the requested amount of the NPG for \$850. Passed: 5-0-0**
3. **NPG Request** – Teen Court, COVID 19 Critical Need Service. A request from Parents, Educators/Teachers & Students in Action, 18017 Chatsworth St., #337, Granada Hills, CA 91344 in the amount of \$3500. Please see supporting document NPG.ENCINO NC for the scope of the NPG. **After discussion, the ENC's Exec Committee recommended addressing the NPG at the General Board meeting without a recommendation from the committee.**
4. **All Kids Bike** – A \$4000 request from All Kids Bike, a national campaign of the Strider Education Foundation 501(c)(3) to teach every child how to ride a bike in kindergarten PE Class that includes teacher training and certification, a structured (8) lesson curriculum, a fleet of (22) Strider 14x Balance Bikes, (22) helmets, (22) pedal conversion kits, and a five-year support plan. The \$4000 gift would be for 1 school within the ENC's jurisdiction. **Glenn B. appreciated the program but suggested looking for an organization that's local or within the State – he will send over recommendations of other organizations that do similar programs. Deferred until further information is received.**

5. Ratify \$500 expenditure for Encino Hospital (emergency funds used) – **Passed to go on the General Board meeting agenda.**
 6. Ratify \$500 expenditure to One Generation during pandemic with emergency funds for their food bank. **Passed to go on the General Board meeting agenda.**
- E. **Sergeant-at-Arm's Report (Exec Committee) 2min - Roster, Ethics, Funding & Code of Conduct – no updates at this time other than DONE needs to update the roster.**

2. New Business Executive Committee (1 hour): Next coding starts at EXE-20-03-0108

- A. **White Paper, CF 20-0600 – Review and discussion of the White Paper. Possible motion: EXE-20-05-108: The Encino Neighborhood Council hereby supports the work of the Neighborhood Council Budget Advocates and their 2020 White Paper and approve the filing of a Community Impact Statement for Council file 20-0600 in support of the White Paper. After discussion, the ENC revised the motion to the following: MOTION: EXE-20-05-108: The ENC's Executive Committee recommends that the Encino Neighborhood Council support the work of the Neighborhood Council Budget Advocates and their 2020 White Paper and approve the filing of a CIS for Council File 20-0600 in support of the White Paper with concerns that items the ENC requested in the past did not appear in the White Paper, such as the dedicated Ranger Station in the Sepulveda Basin. Passed: 5-0-0**
- B. **Support/Funding for the Budget Advocates – Discussion and possible action on allocating funds to support the budget advocates. Should the ENC allocate \$750 or \$1000 to the budget advocates? Possible motion: EXE-20-05-109: The ENC's Executive Committee recommends that the Encino Neighborhood Council support allocating \$750 for the budget advocates. Passed: 5-0-0**
- C. **Chick Fil A – Too much time has passed and the ZA has not set a date for the hearing. In addition the ENC has not been invited to meetings with DOT & Chick Fil A. According to the CD5 staff, Greg M., the Councilmember's Public Safety Deputy is the perfect person to represent Encino. Residents do not agree with this. Should the ENC request that Councilmember Koretz request support from all City Council members to have the ZA hold an immediate hearing, even if conducted virtually. This is potentially an issue for other communities...currently a Chick Fil A is under construction at Ventura and Winnetka which may face the same or worse backups. Possible motion: EXE-20-05-110: The ENC's Executive Committee recommends that Councilmember Koretz immediately introduce a motion from City Council to have the Zoning Administrator hold an emergency virtual public hearing to review the conditional use permit for the Chick Fil A, located at 17660 Ventura Blvd., due to the public safety concerns caused by the backup of traffic and illegal use of cones to mitigate traffic and hear from the community. In addition City Council should be able to request future public hearing from the ZA when public safety is a concern. Passed: 5-0-0.**
- D. **2021 NC Voting: Should the ENC request that vote by mail for the 2021 NC elections be made mandatory given the Covid-19 pandemic. Given that the elections are about a year away, we are unaware what the situation will be at the time. Voting by mail will allow people to vote without having to leave their homes. Discussion and possible action. Discussion took place – the ENC's Exe Committee and some attendees**

agreed that this is a good idea. A concern from a participant was brought up – the concern is that mail in ballots will lead to voter fraud and was concerned that it would occur. The participant strongly recommended that the ENC not support mail in ballots. A couple of board members and one other participant commented that it should not and that it's a great way to increase participation in NC elections. It was also clarified that this would not replace in person voting, rather this is in addition to the in person voting. Concerns that the Encino NC requires verification for voting took place but it was determined that the City would have to decide how mail in ballots would be verified. EXE-20-05-112: The Encino Executive Committee requests that the ENC support requesting mail in ballots for all NCs for the 2021 NC elections, including those that require verification to vote, such as the Encino NC. Passed: 5-0-0

- E. Recommendation to the Parks and Environment Committee:** Should the ENC weigh in on the City of Los Angeles moving towards a ban of single use plastic containers at LA City restaurants? In addition, should the ENC recommend a plan for the repopulation of the burn areas in the Sepulveda Basin? Recommendations for these items should come from our Parks and Environment Committee. **Discussion and possible action on referring these items to the Parks & Environment Committee: Item deferred to the Parks Committee**
- F. Open Streets for Safety in Encino:** the NCSA Transportation Committee is working with Streets For All, which has an exciting proposal to open up streets to people during the pandemic so that folks have more space to walk, run, or bike while staying six feet away from each other. You can visit <http://streetsforall.org/covid19> to learn more. Many other cities are doing this—including San Francisco, which announced their plan Tuesday.

The City of LA would prefer that each neighborhood contribute to the selection of the streets to be opened in their area. So, we are asking the Encino NC to 1) support the effort by passing a motion and 2) identify which streets in Encino you would like to be opened. This would be two to four miles within your borders that you would like to designate as “slow streets”—where cars and emergency vehicles can still pass, but where there would be a treatment to calm traffic.

When selecting and identifying the streets, please consider these guidelines:

NEIGHBORHOOD STREETS:

- 1 - 2-4 miles total, ideally a loop
- 2 - If crossing major streets, try and do it at a light
- 3 - If any part of the NC district is park-poor, consider prioritizing that area
- 4 - Use green color to indicate the lines (use the draw tool and “add a line or shape”)

MAJOR STREETS (optional):

- 1 - Use purple color to indicate the lines
- 2 - These would be probably cone-ing off a parking lane to “extend” the sidewalk
- 3 - While it is much more likely that the City will slow neighborhood streets than major streets, we don't think there is harm in mapping both

Discussion and possible action on whether the ENC can identify streets in Encino that fit the requirements; MOTION: **After a lengthy discussion it was decided that this should involve community discussion. Concerns were brought up; safety on the street, lack of enforcement, possible rollout of street trimming and length of the closures. It was decided that this should involve community discussion rather than the ENC making recommendations as to which streets should participate.**

- G. New Laptop for the ENC:** The ENC should consider purchasing a new laptop to help future meetings once we start physical meetings and will also aid in having meetings streamed through Zoom. **Discussion and possible action: MOTION; EXE-20-05-114: The ENC's Executive Committee recommends purchasing a Dell laptop directly from Dell and is requesting up to \$1500 for a new laptop. Passed: 5-0-0**
- H. WIFI for the Encino Community Center:** Once physical meetings resume, the ENC should consider continuing to stream the meetings via the ENC's Zoom account so that people that may not be able to attend can still view and participate in public comment. The Encino Community Center does not have WIFI. Our current provider is Spectrum and we will need to have the account updated and new routers placed in the community center. Having WIFI in the community center will be beneficial to the ENC. **Discussion and possible action. It was determined that Pat B. will contact Spectrum to see what we need for new equipment.**
- I. ENC Budget Advocates –** The ENC needs to have 2 budget advocates and now is the time to select new budget advocates. Should the ENC select the budget advocates at the May General Board meeting. The current advocates are Pat Bates and Walter Almora. **Discussion and possible action: Clarification was requested from a participant because the ENC appoints budget representatives. The clarification will be on the General Board meeting agenda and we will see who would like to be the budget reps for the ENC at the General Board meeting.**
- J. June General Board meeting:** In order to encumber funds all requests must be in to the City before June 22nd, 2020. Therefore, it's possible that the ENC may have to hold a Special General Board meeting earlier than our regular meeting to vote on encumbered funds while still having our General Board meeting on the 4th Wednesday in June. The City Controller is scheduled for the June meeting. **Discussion and possible action: Discussion on encumbering funds took place.**
- K. ENC Facemasks:** The ENC can purchase branded face masks from Gorilla Marketing. **Discussion and possible action. Item was pulled as the requested quote was not provided.**
- L. Neighborhood Council Scope of Statutory Authority:** NCs are being asked not to communicate NC positions with non-LA City organizations as we are advisors to LA City. The Eagle Rock NC has drafted a letter of opposition (Supporting Document: Scope of Statutory Authority). Should the ENC take action? **Discussion and possible action: A discussion took place. A consensus was arrived that the NC making the request for support did not clearly state the point. NCs are allowed to communicate with organizations other than LA City, however NC's should not directly send support on bills/laws to organizations other than LA City. We can vote to support or not support legislation however the communication about the legislation should be sent to our Councilmember rather than to the organization that introduced the legislation.**

M. CF 20-0190: A request to have Park Ranger armed while on duty. Ideally this motion should be heard at the Parks & Environment committee, however NCs are just beginning to meet and we received a request to have it on the May General Board meeting. **See supporting document: CF 20-0190) Discussion and possible recommendation: MOTION; EXE-20-05-117: The ENC's Executive Committee requests that the ENC support CF 20-0190 and file a CIS in support of it. Passed: 5-0-0**

- 3. Review General Board Meeting Draft Agenda**
- 4. Board Member Comment on Non Agenda Items**
- 5. Adjournment by 8:30pm – Adjourned at 8:45pm**

Next Executive Committee meeting: TBD