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Sergeant at Arms

## **NOTICE AND AGENDA**

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

**Tuesday May 19<sup>th</sup>, 2020 @ 6:30pm**

**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#**

**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 +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799**

**Webinar ID: 987 0509 7778**

**International numbers available: <https://zoom.us/u/aswT6hU0r>**

**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.**

**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.**

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

### **1. Officer's Reports:**

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

1. Virtual Meetings

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

1. Update on committees
2. Update on Bylaws

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

1. Review of General Board meeting minutes and Vote Count sheets – February 2020
2. Review and approve February 2020 Executive Committee minutes

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

1. February, March & April 2020 Monthly Expenditure Reports (MER)
2. **NPG Request** – 13<sup>th</sup> 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.
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.
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.
5. **Ratify \$500** expenditure for Encino Hospital (emergency funds used)
6. **Ratify \$500** expenditure to One Generation during pandemic with emergency funds for their food bank.

#### **E. Sergeant-at-Arm's Report (Exec Committee) 2min - Roster, Ethics, Funding & Code of Conduct**

## 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.**
- 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 \$ \_\_\_\_\_ for the budget advocates.**
- 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.**
- 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. **EXE-20-05-112:**
- 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:**
- 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: EXE-20-05-113:**

- 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:**
  
- 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. MOTION; EXE-20-05-115:**
  
- 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: MOTION; EXE-20-05-116:**
  
- J. June General Board meeting:** In order to encumber funds all requests must be in to the City before June 22<sup>nd</sup>, 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 4<sup>th</sup> Wednesday in June. The City Controller is scheduled for the June meeting. **Discussion and possible action:**

- K. ENC Facemasks: The ENC can purchase branded face masks from Gorilla Marketing. Discussion and possible action.**
- 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:**
- 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:**

**3. Review General Board Meeting Draft Agenda**

**4. Board Member Comment on Non Agenda Items**

**5. Adjournment by 8:30pm**

**Next Executive Committee meeting: TBD**

**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: [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)

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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](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."