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ENCINO NEIGHBORHOOD COUNCIL OUTREACH COMMITTEE MEETING

Monday, July 10, 2017 @ 6:30pm

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

Voting Members – ENC Members:

Alex Garay (Co-Chair)*, Jim Esterle (Co-Chair)*, Carol Levin*, Miriam Davis*

Voting Members – Stakeholders:

Gail Reysa

Alternate Committee Members:

Victoria Miller*, Debra George*, Shani Hudson

* Indicates ENC Board Member or Alternate, no more than 5 Encino Neighborhood Council Board-Members or Alternates may be seated at a time to vote during a committee meeting

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

1. **Call to Order. Roll call; determination of quorum.**
2. **Approve minutes from June Outreach Committee meeting.**
3. **Old Business:**
 - A. Utility Boxes – Update
 - B. June 11th Community Get Together – Update
 - C. June 11th Succulent Festival - Update
 - D. June 17th America's Healthy Kids – Update
 - E. July 9th Farmer's Market – Update
 - F. July 22nd Movie at the Park – Update

4. **New Business:**

- A. ENC Logo Pens – vendor is ABC. Pens are from the same vendor as before and will be the same as we have had in the past. Quote is for \$366.57...cost might go up slightly due to length of time quote was received. Requesting up to \$385.00 for ENC logo pens.
- B. Encino Family Festival – formally Taste of Encino (10/8). Booth fee is \$375. Additional fees are \$100 for an electrical outlet (good if we use the popcorn machine) & \$100 for a corner booth. A corner booth might be good depending on what we would like to do at the event. Event is October 8th, 2017. Would like to request up to \$600 for booth/space reservation only.
- C. Children’s Bike Safety Event at Encino Family Festival – Alta Planning offers children a workshop on bike riding and safety. Would be a great addition to the Encino Family Festival. Requirements are a space the size of 2 basketball courts. If we have a corner booth at the event the space might be next to us and available, need to coordinate with Chamber. Cost is \$200 per hour, they will provide bikes and helmets. Need a minimum of 3 hours to come out. If the Chamber OK’s the space would like to request up to \$700 for Alta Planning to be at the event.
- D. Supplies for Family Festival – ENC needs additional items to hand out. Requesting up to \$600 for items to hand out. All should have the Encino Neighborhood Council and web address on them. Also part of the requested amount will be for popcorn for the machine and bags with the ENC text and web address.
- E. Disaster Preparedness Event (10/7) – Looking to purchase glow sticks with “Encino Neighborhood Council” & web address on them. Vendor is The Glow Store, Inc. 500 glow sticks – up to 2 colors can be ordered, green and white? Total cost with shipping is \$654.47. Additional items might be requested as the event date nears. In addition we should look at having a flyer printed with planning on escape routes for fire, earthquakes and other natural disasters.
- F. Youth Seat for the ENC – the Education Committee has not requested the assistance of the Outreach Committee as of yet. Would the Outreach Committee like to create a flyer to be distributed to local youths to encourage multiple applications for the seat?
- G. August 1st is National Night Out Night – this is where the LAPD mingle with the residents in their community. Currently West Valley LAPD are hosting a movie at the park and we could have a table at their park, however it is not in Encino – discussion on whether or not we should attend.
- H. Community Get Together II – residents would like to organize another community get together – looking at a date in the fall, perhaps a three hour window with food trucks at Encino Park.

5. **Future Outreach Projects/Events:**

- A. End of the year meet and greet at the Community Center for ENC board members and residents. Invite Koretz and other City officials with food – the ENC meeting could be held afterwards to encourage the residents to stay for the meeting?
- B. LAPD – Lack of available units in Encino. At the General ENC meeting the LAPD rep stated that at night officers no longer respond to non-emergency calls because only 2 units are available?? Is that for Encino or all West Valley – how can the ENC ensure residents that calls will be handled when LAPD is called?

6. **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 Committee Chair.

7. **Adjournment by 8:00pm**

Next Outreach Committee meeting: TBD

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 – 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 per item, unless adjusted by the presiding officer of the Board or Committee.

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, and 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 Debra George, Board President, at (818) 971-6996 or email via 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: [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 Debra George, Board President, at (818) 971-6996 or email via enc@socal.rr.com.

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 <http://www.encinonc.org/bylaws.ph>

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 Debra George, Presidente de la Mesa Directiva, al [\(818\) 971-6996](tel:8189716996) o por correo electrónico enc@social.rr.com para avisar al Concejo Vecinal.