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Sergeant at Arms

NOTICE AND AGENDA

ENCINO NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING

Tuesday January 14th, 2020 @ 6:30pm

**Encino Woman's Club Room – Kitchen
4935 Balboa Blvd., Encino CA 91316**

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 November 2019 Executive Committee minutes:

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. Presentation at ENC General Board meeting – Nick Melvoin, LAUSD Rep
- 2.

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 –October/December 2019

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

1. 2019 November/December Monthly Expenditure Reports (MER)
2. NPG Request –

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

2. New Business Executive Committee (1 hour):

- A. VANC Mixer:** Approval of \$250 to the VANC mixer which will be held on March 12, 2020. **MOTION; EXE-20-01-0098:**
- B. Area Reps & a Better ENC 2020** – What roles do our Area Reps play in their given areas? Many people still do not know their Area Reps – Area Reps should host Area meetings, at a house in their area to hear from their constituents as to what immediate needs/concerns are in each area. The ENC may be able to approve small budgets for refreshments for these meetings and will further increase the visibility of the NC and introduce people to their Area Reps in a less formal setting. **MOTION; EXE 20-01-0099:**
- C. Council File 17-0447, Land Use Codes / Oil and Gas Wells and Drill Sites / Impact on Local Communities / Legal Analysis** A subsequent action has created the following supplemental Council File, CF 17-0447-S1. At the April 25th, 2018 ENC General Board meeting the board voted to support filing a CIS in favor of CF 17-0447. We can have our original CIS added to the supplemental file or the ENC can submit a new CIS based on the supplemental Council File or refer to the Parks & Environment Committee. **MOTION; EXE 20-01-0100:**
- D. Creation of a Southern San Fernando Valley Airplane Noise Task Force Ad-Hoc Committee** – Should the ENC create a separate Ad Hoc committee to specifically deal with the Task Force Presentations or should it continue to fall under the existing Airport Committee? In lieu of the ENC making a formal presentation to the Task Force, the ENC has been requested, by Councilmember Koretz, to review all the presentations presented to the Task Force and advise the Councilmember on which aspects of each presentation are viable: **MOTION; EXE-20-01-0101:**
- E. NC v DONE v City:** A growing concern regarding the view from City Officers/Officials and other City Organizations on how NCs are perceived. Continued concerns regarding DONE's role in assisting NCs in resolving board member issues. Why do we need to check with DONE to enforce our approved Bylaws? **Discussion and possible** action on the how the NC will conduct internal business in 2020 and how to deal with the DONE and the City.

- F. **BONC Proposed Policies:** BONC is proposing changes to how NCs deal with internal issues (see supporting documents: <https://www.encinonc.org/docs/34483343-5512.pdf>, <https://www.encinonc.org/docs/34483343-5513.pdf>, <https://www.encinonc.org/docs/34483343-5514.pdf>) and the ENC can weigh in on whether or not we agree with the proposed changes as the entire board or as individuals. Discussion and possible action. **MOTION; EXE 19-11-0102:**
- G. **CF 19-0604:** At the August 2019 ENC General Board meeting, the ENC voted to support CF 19-0604, a motion introduced by Councilmember Koretz regarding idling vehicles (see supporting document CF 19-0604) but a request for a CIS was not included in the motion from the Traffic and Transportation Committee. Since the ENC voted to support the motion, we can request an administrative change to file a CIS in support of the motion without having it to go back to committee. **MOTION; EXE 19-11-0103:**
- H. **New PC for the ENC: Discussion and possible action** on purchasing a new PC for the ENC's office. Suggested PC is Dell
- I. **Location of new display case for agendas:** We have purchased a new display case for additional ENC agendas. The current one is at the Chamber but both should be next to each other. Should the displays be located on the walls at the community center since that is where meetings will be or attempt to mount the other at the Chamber? Our Bylaws do not indicate the location that has to be Brown Act compliant, simply that an agenda must be posted per the Brown Act (one with 24/7 visibility). **Discussion and possible action.**
- J. **New wireless router for the ENC office: Discussion and possible action,** should the ENC contact Spectrum to make an office visit to install a new wireless router or should the ENC purchase a new and possibly better router?
- K. **ENC email addresses for all board members: Discussion and possible action** – in order to promote consistency and to keep all email addresses separate from personal use, should the ENC pay the Web Corner a monthly fee to create email addresses for all the ENC positions, including the appointed positions?
- L. **Aviation Noise Conference** – <https://anesymposium.aqrc.ucdavis.edu/>. The Aviation Noise and Emissions Symposium will be March 1st thru March 3rd in San Diego – each ticket is \$380 (includes both days, no single day tickets are available). Topics include noise and emission legislation as well as other important topics affecting our community. Can the NC spend funds to have the Chairs of the Airport Committee attend the Aviation Noise Conference – is this an allowable expense and if so should the ENC send the Chairs to the conference?

3. Review General Board Meeting Draft Agenda

4. Board Member Comment on Non Agenda Items

5. Adjournment by 8:30pm

Next Executive Committee meeting February 18, 2020

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: 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

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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."