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NOTICE AND AGENDA

ENCINO NEIGHBORHOOD COUNCIL BOARD MEETING

Wednesday, May 28, 2014 – 7:00 p.m.

Encino Community Center Auditorium, 4935 Balboa Avenue, Encino

Email your comments and or questions to: enc@socal.rr.com

Food from Poquito Mas & Refreshments will be served starting at 6:30 PM

MEMBERS OF THE PUBLIC WHO WISH TO ASK A QUESTION OR SPEAK UNDER PUBLIC COMMENTS ARE REQUESTED TO FILL OUT A FORM AND PROVIDE IT TO THE COUNCIL. MOTION(S),

DISCUSSION(S), AND A VOTE MAY BE TAKEN ON ALL ITEMS POSTED ON THE AGENDA

At the discretion of the President this agenda may be modified as to time slots for agenda items or speakers to accommodate changes at that time

NOTICE TO ALL IN ATTENDANCE: Speaker cards are available at the back of the meeting room and any personal information contained therein could be released upon a timely and valid request pursuant to the CA Public Records Act.

- 1. Call to Order, Pledge of Allegiance, Roll Call, Determination of a Quorum, Code of Civility, & Appoint Parliamentarian**
- 2. Approval of the April 23, 2014 General Meeting Minutes (Motion required, unless no objections)**
- 3. Officer's Reports:**
 - a. President's Report –
 - i. Hours of Operations at Encino Community Center - 9:00am - 9:00pm
 - ii. ENC Chairs need to call Tracie & staff to ensure permits to hold meetings.
 - iii. Biz cards pricing authorize up to \$500 for 10 sets of 250
 - iv. email addresses for ENC officers and or board members (forwarding and/or webmail) authorizing up to \$250 for setup and an additional \$15/ month for hosting.
 - b. Vice-President's Report –
 - i. Committee Participation by Stakeholders and Committee Meetings - Airport, Outreach, Public Safety, and By-Laws should meet at least once a quarter.
 - ii. Appoint Varant Majarian and Warren Holder as co-chairs of Public Safety Committee after Art Sherman stepped down from Chair position.
 - iii. Board Seats & Vacancies - Diana Menzer is Apt & Condo Alternate and would like to submit Candidate Form to be PLU Alternate. JP Marshall would like to submit Candidate form to be PLU Alternate or At-Large Alternate.
 - c. Treasurer's Report – PCard update and Funds remaining - Monthly Expense reports (Feb, Mar, & Apr 2014)
 - d. Secretary's Report -
 - e. Sergeant-at-Arm's Report – Boardmembers' ethics and funding training compliance.

4. **Reports from City/State/Fed Officials:**
 - a. LA City Council Offices (CD5) Field Deputies & Reps
 - b. LAPD / LAFD - Senior Lead Officers (SLOs) & Captains
 - c. State Assembly or Senate Offices Field Deputies & Reps
 - d. Federal Congresspersons Field Deputies & Reps
 - e. Valley Alliance of Neighborhood Councils (VANC) / Los Angeles Neighborhood Council Coalition (LANCC)

5. **Guest Speaker (20 min): LA City Controller Ron Galperin: State of City Budget and Fiscal Sanity**

6. **Guest Speaker (10 min): Jessica Sanchez: River Walk LA**

7. **Committee Reports: (New and Old Business)**
 - a. Education - Update from Chair if needed
 - b. Parks - Update from Chair if needed -
 - c. Planning & Land Use (PLU) - Information about other projects, etc.
 - d. Traffic / Transportation - Information about 405 frwy issues and Burbank/Hayvenhurst potential widening.

8. **Committee Action Items: (New Business):**
 - a. LA Congress of Neighborhoods Funding - Authorization to give \$500 to LACON.
 - b. Planning & Land Use (PLU) - (10 min) - 15963 Valley Vista Blvd - Landscape Plan (LP)
Presentation by Gaskin Properties Charlene Martin. Approved subdivision on property that extends from Valley Vista on the south to Dickens on the north. Developer has spoken to all of the neighbors regarding LP. Motion to approve LP subject to additional visualization / Motion by Jerry Silver / 2nd by Diane Rosen 6-0-1 (1 member recused) - Motion Passed
 - c. By-Laws Committee - Passed Bylaws Committee (2/10/14) 6-1-1: Recommend Standing Rule Procedures to notify Applicants that present projects to the Encino NC for consideration:
 - i. A. Any applicant who requests the Encino NC to consider a project must provide the Encino NC office with the following information, preferably in a file that can be electronically sent to Committee members. The following information shall be provided to the PLU Committee members not less than 72 hours prior to any PLU meeting but preferably 10 calendar days prior to the PLU meeting. (If not provided, then ten (10) hard copies to be provided by all applicants - only one (1) copy to be provided if by stakeholder):
 - 1) Copy of Application (Master Land Use Application) including attachments with additional project information and proposed findings
 - 2) Copy of site plan
 - 3) Copy of plot plan showing project
 - 4) Copy of environmental clearance (i.e. Proposed Mitigated Negative Declaration, Exemption, etc.)
 - 5) Copy of adjacent Owners list (this is simply copy of a list they would already have because the original with labels was or will be filed with City)
 - 6) Copy of adjacent Occupant list If no formal application has been filed with the City, the applicant should provide a brief description of proposed project (in lieu of application); proposed site plan, plot plan and copies of adjacent Owners and Occupants list.
 - ii. The Applicant shall follow the notification procedures below:
 - 1) Projects brought before the Encino NC shall be posted at the current community locations.
 - 2) A mailing shall be made to residents within a 500 foot radius of any agendized project.
 - 3) Applicant is required to print notification letters, stuff, address and stamp envelopes for mailing.
 - 4) The unsealed envelopes shall then be submit in a timely manner to the PLU Committee designee for actual mailing along with a listing of the addresses included.

- iii. B. Any stakeholder who requests the Encino NC to consider a project must provide the Encino NC office with the following information, preferably in a PDF file that can be electronically sent to Committee members.
 - 1) The stakeholder shall provide the ENC office with a case number, if known, or at least the street address and general description of proposed project that would enable the ENC office to obtain a case number so that the ENC office can obtain the applicant information (name and phone).
 - 2) The PLU Chair or ENC Office will then contact the applicant to obtain the above documents. If the applicant fails or refuses to provide such documents, either the stakeholder or the ENC office will need to obtain the above information from the City file.
 - 3) No matter will be agendized without the required information above so that PLU Committee members can have the necessary information to give a fair review and consideration. If an applicant fails or refuses to provide such information then the matter will be agendized and the Encino NC office will obtain such documents from the City site.
 - 4) The Encino NC Office shall send a notification to the adjacent Owners and Occupants list informing stakeholders about a proposed project and that they have the opportunity to hear information and provide comment at a PLU Committee meeting. This notification shall be mailed no later than 10 calendar days prior to the PLU meeting.
 - 5) Any request for the PLU Committee to consider a non-site specific land use, planning or zoning issue (i.e. mansionization) must include a general description of the issue to be considered so that all stakeholders can understand the issue to be considered.
- iv. C. The PLU Committee should also invite the land-use deputies from the local City Council Offices that serve the Encino area to provide information, resources (i.e. Planning Dept staff if necessary) and answer questions concerning the issue under consideration. The contents of the envelope(s) should include the forms attached here to as “Planning and Land Use Committee Checklist for Items to Be Put on the Agenda and two Template Letters.”

9. Committee Consent Items: (Items approved unanimously in Committee)

- a. Executive - White Paper from Budget Advocates - CIS & CF 14-0600.
- b. Education - Motions passed in the Education Committee meeting held on Wednesday, May 7th to be included on the Neighborhood Council May 28th Agenda:
 - i. Motion to send statement to LAUSD board Member: Motion passed 5-0-0 / Statement reads as follows:

“Dear LAUSD Board Member The Encino Neighborhood Council is made up of individuals from our community who are interested in improving and maintaining the quality of life of the stakeholders of Encino; to provide an inclusive open forum for public discussion of issues concerning City governance, delivery of City Services, and other City issues. In keeping with our objectives to Inform the community of issues that affect Encino and provide opportunities for involvement in the decision-making process and to encourage all community stakeholders to participate in all activities of our Neighborhood Council we have an Education Committee to support and promote all our schools that serve our Encino children in high achieving Encino schools. This includes public schools: 5 elementary, 2 middle, 2 high schools, 2 continuation high schools, and one special education center that include our resident population. The Education Committee wishes to reply to the state and District request for public input to the Local Control Funding Formula as follows:

 - Local Control Funding Formula (LCFF) –LCFF is consistent with our vision as now we have a groundbreaking opportunity to target money to the students that need it the most.
 - This is public taxpayer money of which the Encino, as well as other SFV residents and business, have contributed a significant portion.
 - This \$ should be spent equitably on reducing class sizes, providing visual and performing arts programs, hiring librarians and counselors, and supplying other necessary services to students and schools.
 - We understand why there is a need for the funds to be apportioned in a strict interpretation of the law and all investments going to the 3 targeted sub-groups of low income, foster youth and English learners.
 - What the statistics may not show at first glance, is that all our Encino schools have students in those groups. There are severe gradations of poverty that statics don't capture within schools that are not classified as socioeconomically disadvantaged
 - Therefore we strongly suggest that "funds follow the child" regardless of the school's designation as Charter, Affiliated Charter, or not disadvantaged. We are concerned that if you want to serve the highest need students that the funding should follow those students regardless of the school they attend. The kids are there.

- We are also concerned because Charters rely heavily on their charter block grant for basic program and needs. There is an uncertain future as to what funding will be available to charters after 2014/15 and this is causing anxiety in our community and restraining long-term planning.”
- c. Parks - Motions passed in the Park Committee meeting held on Monday, May 5th and Special Parks Committee meeting held on Sat May 17th to be included on the Neighborhood Council May 28th Agenda.
- i. Authorization of funding of up to \$1,500 for the purpose of outreach and advertising of two Shakespeare plays to be performed August 6 and 7 in Encino. Monies to be spent on banners, flyers, Facebook advertising and newspaper advertising. All materials must include the Encino Neighborhood Council logo. Coordination of events and advertising to be handled by the Encino Chamber of Commerce and Los Encinos Docents Association. Encino Neighborhood Council to pay vendors directly. Approved as amended 5-0-0
 - ii. Motion to support CF 14-0356 directing the City Attorney to prepare and present the necessary Ordinances needed to prohibit certain behaviors in the City’s wildlife areas. Members of the Encino community have long observed illegal fishing, harming and killing of migratory birds, taking of bird eggs from nests, bike riding through sensitive areas, allowing off-leash dogs to roam at will and chase birds, and other destructive behaviors. Community Impact Statement to be filed and communication sent to the Arts, Parks, Health, Aging, and River Committee. Approved as Amended 6-0-0
 - iii. Motion to support CF 13-1603, which instructs Recreation and Parks to include drought tolerant landscaping in City landscaping projects. We urge the Council to instruct the Department of Recreation and Parks to utilize southern California native plants in landscaping projects. California native plants provide the sought-after drought tolerance while also providing support to native insects, birds, and other wildlife. Community Impact Statement to be filed and communication sent to the Arts, Parks, Health, Aging, and River Committee. Approved as Amended 6-0-0
 - iv. Motion to support CF 14-0354, which instructs the Department of Recreation and Parks to include energy and water-saving strategies in the construction and maintenance of RAP facilities, including parking lots. Such strategies must include methods and materials to retain storm water run-off and assist in recharging our groundwater. Effort should also be made to shade parking lots or use other means to minimize heat island effects. Community Impact Statement to be filed and communication sent to the Arts, Parks, Health, Aging, and River Committee. Approved as Amended 6-0-0
 - v. Motion to support CF 13-1236, which instructs the Recreation and Parks Department to report recommendations for signage or other appropriate location markers in order to address emergency response concerns and further instructs the Bureau of Engineering to work with the Recreation and Parks department to identify locations where Emergency Call boxes may be appropriate. Location markers should be included on signage within large regional parks or other means of identifying location should be developed. Current calls to LAPD dispatch from within the large regional parks are difficult as callers are unable to give a physical street address. Currently only recourse is to request an airship if emergency assistance is needed. Community Impact Statement to be filed and communication sent to the Arts, Parks, Health, Aging, and River Committee. Approved as Amended 6-0-0
 - vi. Motion to support CF 14-0335, which instructs the Department of General Services to report on current efforts in identifying alternative paving materials capable of reducing the Urban Heat Island effect and to provide recommendations for next possible steps. The number of “extreme heat” days is projected to quadruple in the San Fernando Valley by 2050. Community Impact Statement to be filed and communication sent to Public Works & Gang Reduction Committee. Approved as Amended 6-0-0
 - vii. Motion to support CF 14-0518, which instructs the Planning Department to prepare and present an ordinance to create a Wildlife Corridor in the eastern area of the Santa Monica Mountains (Hillside Ordinance zone). We recommend that this ordinance be applicable to all of the Santa Monica Mountains within the City of Los Angeles. Community Impact Statement to be filed and communication sent to Planning and Land Use Management. Approved as Amended 6-0-0
 - viii. Motion to support CF 14-0465, which instructs the Planning Department to prepare and process an Interim Control Ordinance. This Ordinance will prohibit the issuance of any permit for properties fronting or abutting Sepulveda Blvd, from Oxnard Street to Rayen Street, preventing any future adult entertainment or adult oriented uses. We recommend extending the ICO further south along Sepulveda Blvd to Burbank Blvd. Spillover from the topless bars, massage parlors, liquor stores, etc. affects the public’s safety and enjoyment of Encino parks and the Sepulveda Basin. Community Impact Statement to be filed and

communication sent to the Planning and Land Use Management Committee. This action to be communicated to the Van Nuys Neighborhood council. Approved as Amended 5-0-1 abstention

- ix. Motion to support guided and unguided non-motorized boating access from Memorial Day to mid September within the Los Angeles River in Encino as outlined in the Public Notice of Proposed Activity and Preparation of Environmental Assessment. Further support is given to the issuance of a five-year lease to the Mountains Recreation and Conservation Authority (MRCA) to operate and manage any part of the LA River within Encino and the Sepulveda Basin for passive activities. Notice of support to be sent to Army Corps of Engineers, Attn: Lisa Sandoval. Approved 6-0-0

d. Planning & Land Use (PLU) -

- i. 3818 Green Vista Dr. Encino - This is a large vacant lot that has had grading done by the developer. It is currently a dirt hillside and neighbors are concerned about erosion problems. Presentation by Kristy Norman Neighbor- There was a previous landslide decades ago and there are multiple code enforcement issues. The representative from Green Vista Partners did not attend. Louis Krokover suggested that CD 5 send a letter to Code Enforcement (see attachment). Motion - PLU requests Council Office to draft and contact "Code Enforcement" to review case file and property and set actions to satisfy Public Safety Issues. **Motion** by Louis Krokover /2nd by Jerry Silver Unanimous vote / Motion Passes
- ii. 5220 Encino Ave - lot split, needs zoning variance. Presentation by: Gary Pietruszka. Mr. Pietruszka wants to use the 2 lots for personal houses for himself and his business partner. He is 500ft short of ByRight. Motion - To take no action at this time. Motion by Jerry Silver / 2nd by Louis Krokover Unanimous vote / Motion passes

e. Traffic / Transportation -

- i. Coordination of traffic lights on Ventura Blvd. Westbound from Sepulveda Blvd. The light at Sherman Oaks Ave. and the light at the alley by the Sherman Oaks Galleria turn red when the Westbound traffic gets the green light on Ventura Blvd Westbound.
 - a) MOTION: KELSON/SILK VOTE: 7/0 CONSENT ITEM
 - b) TO COORDINATE TRAFFIC LIGHTS WESTBOUND ON VENTURA BLVD FROM SEPULVEDA BLVD TO SHERMAN OAKS AVE. ENC LIAISON TO MEET WITH LADOT
- ii. Ventura Blvd at Rubio and Ventura Blvd at Petit need No U Turn Signs for the drivers on Ventura Blvd. It is a safety issue:
 - a) MOTION: KELSON/ROSEN VOTE: 7/0 Consent item
 - b) TO INSTALL NO U TURN SIGNS ON VENTURA BLVD AT RUBIO.AND TO INSTALL NO U TURN SIGNS ON VENTURA BLVD AT PETIT. ENC LIAISON TO MEET WITH LADOT
- iii. Road Diet for Louise between Burbank and Oxnard. BOE (BUREAU OF ENGINEERING) Needs to address the issue:
 - a) MOTION: ACKERMAN/SILVER VOTE 7/0/0 Consent item
 - b) MOVE TO DOWNGRADE LOUISE AVE BETWEEN OXNARD AND BURBANK FROM A SECONDARY HIGHWAY TO A COLLECTOR STREET. THE CITY COUNCIL OFFICE AND A LIAISON FROM THE ENC NEEDS TO BE INVOLVED.
- iv. Coordination of traffic lights on Hayvenhurst Ave from Burbank to Magnolia:
 - a) MOTION FOR RECONSIDERATION BY LADOT: (SILVER/SILK VOTE: 7/0/0) Consent item
 - b) Southbound on Hayvenhurst Ave. from Burbank Blvd to Magnolia. Traffic lights need to be coordinated from 3-7 PM (M-F).

10. Public Comments: [Non-Agenda Items] Within the "Board's" jurisdiction are limited to **TWO MINUTES (2)** per speaker. This is a NON-DISCUSSION PERIOD.

11. Board Member Comments: On any subject matter within "The Board's" jurisdiction shall have – one (1) Minute per speaker. These are NON-DISCUSSION items between Boardmembers and the public.

12. Future Meetings:

- a. The next Executive Committee Meeting: **June 11, 2014**
- b. The next General Board Meeting: **June 25, 2014**

13. Adjournment: 9:00 PM

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.

The ENC meetings are usually held on the 4th Wednesday of each month at the: **Encino Community Center, 4935 Balboa Blvd starting at 7:00pm.** For further information – Please go to: www.encinonc.org

PUBLIC INPUT AT ENC MEETINGS - An opportunity for the public to address the Council or Speaker on agenda items will be provided before or during consideration of the item. Members of the public who wish to be recognized on any item are requested to complete a question card for each item they wish to address, and present the completed card(s) to the Sergeant-At-Arms. Speaker cards are available at the back of the meeting room. The Council will also provide an opportunity for the public to speak on any [Non-Agenda Items*] during “Public Comment”. **The Council may not take any action or discuss matters addressed in “Public Comments”.** However, the Council President may refer such matters to the appropriate Council Committees for further consideration.

*** Public comments are limited to TWO (2) minutes per speaker.**

ENC BOARD DISCUSSION AND TIME LIMITS – an ENC Boardmember’s request to speak will be recognized by the President in the order requested. **For any item, the Chairperson of the Committee, or the maker of the original motion shall have up to THREE (3) minutes to discuss the item. Boardmembers may speak for up to TWO (2) minutes each on the matter unless extended by the President or Council.** After all members desiring to speak on a question have had an opportunity to be heard once, **the time for each Member desiring to speak again shall be limited to a maximum of ONE (1) minute unless extended by the President or Council.** A motion calling the “Previous Question” may be introduced by any member during a Council debate. If adopted, this motion will terminate debate on a matter and the matter will then be submitted for a vote.

VOTING AND DISPOSITION OF ITEMS - Most motions require a majority vote of the Boardmember's present and voting will be by hand vote unless otherwise decided by the Council. Unless requested for further consideration by an ENC Councilmember, any item that has been forwarded to the Council by a unanimous committee vote shall be approved as a “Consent Item” without further discussion.

TO BE FURTHER NOTED TO ALL IN ATTENDANCE:

Posting of your personal information to the ENC or any public organization and can be released upon a request to the ENC according to the CA Public Records Act. You are not required to post your personal information unless you choose to do so.

Pursuant to State Law, the agenda is posted for public review at: (1) the Encino Chamber of Commerce (viewable all hours), (2) Encino Community Center, (3) Balboa Sports Center, (4) Encino-Tarzana Branch Library, and (5) The Coffee Bean & Tea Leaf store (17301-1 Ventura Blvd). The agenda and report(s) related to an agenda item will be available for review at www.EncinoNC.org.

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, assisted listening devices, or 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 by contacting Amber Meshack, at (213) 978-1551, toll-free at (866) LA HELPS, or e-mail amber.meshack@lacity.org