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Sergeant at Arms

NOTICE AND AGENDA

ENCINO NEIGHBORHOOD COUNCIL

GENERAL BOARD MEETING

Wednesday, July 26, 2017

6:30pm Meet & Greet with Refreshments

7:00pm Meeting

Encino Community Center Auditorium
4935 Balboa Blvd., Encino CA 91316

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

City of Los Angeles Harassment and Diversity Policy: All City volunteers have a right to work in an environment free from all forms of discrimination and conduct which can be considered harassing, coercive, or disruptive.

1. **Call to Order at 7:00pm. Roll call; determination of quorum. (5 minutes)**
2. **Public Comments on Non-Agenda Items: (10 minutes) Limited to maximum 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 Board's Secretary. Time may be adjusted at president's discretion.**
3. **Reports from Public Officials/Departments/Community Agencies: (10 minutes)**
 - A. Department of Neighborhood Empowerment, NC Budget Advocates, BONC, Related Groups
 - B. Councilmember Paul Koretz: Gurmet Khara, Valley Director (818-971-3088)
 - C. LAPD Senior Lead Officers (SLOs): Officer Ham (25717@lapd.lacity.org), Officer Para (34488@lapd.lacity.org)

The Encino Neighborhood Council meets on the fourth Wednesday of each month (Jan - Oct).

- D. Community Police Advisory Board and LAFD
- E. LA City Attorney: Raffy Astvasadoorian, Neighborhood Prosecutor (Raffy.A@lacity.org)
- F. Mayor's West Valley Rep: Kevin Taylor
- G. County or State officials

4. Community Plan Update - (10 minutes) - Discussion of July 12th meeting and the ENC response.

5. Consent Items: (10 minutes)

A. Executive Committee

- 1. MOTION - Set Wednesday, November 29, 2017 as the combined November/December Encino Neighborhood Council Board meeting date. Passed 3-0-0.**

B. Outreach Committee

- 1. MOTION - ENC Tile on Welcome to Encino Sign - 1st year is \$750 and years 2 & 3 are \$500 each. We are requesting \$750 for the first year of advertising. Subsequent years will be voted on in their respective years. Passed 5-0-0.**
- 2. MOTION - ENC Logo Pens - Same pens and same vendor previously used, ABC Promotional. We are requesting \$385 for 500 pens. Passed 5-0-0.**
- 3. MOTION - Encino Family Festival - Formally Taste of Encino to be held on October 8th. We are requesting up to \$1200 for the event. The break down is: \$375 (booth fee) + \$100 (electricity) + \$100 (corner booth). The remaining \$625 will cover supplies for the event; popcorn supplies (popcorn & bags), other handouts all with the ENC logo and possibly event insurance (if needed). Passed 5-0-0**
- 4. MOTION - Disaster Preparedness Event - To be held on October 7th. Specific/targeted marketing supplies that represent safety, we are requesting up to \$655 for 12 hour glow sticks with the "Encino Neighborhood Council" & "www.encinonc.org" printed on them, each comes with a lanyard that we may attach safety info onto. Vendor is The Glow Store. Passed 5-0-0.**
- 5. MOTION - ENC Table Cover - The table that we use at events should have a cover that contains our logo and additional information such as the area boarders in Encino printed on the cloth. We will attempt to get a cover donated however in the event that one cannot be donated we are requesting up to \$250 for a table cover with our logo and map on it to use at multiple events. First priority is to have one donated while 2nd option is to purchase one. Passed 5-0-0.**

6. Non Consent Items: (5 minutes)

A. Executive Committee

- 1. MOTION: Letter to be sent to Clear Channel Outdoor from the ENC notifying them that there are numerous places of worship and primary and secondary schools as well as parks along Ventura Blvd in Encino and requesting that imagery used on billboards along Ventura Blvd in Encino be appropriate for all age groups.**

2. MOTION: Approval of up to \$250 for refreshments at the July 12th Encino Community Plan Workshop held at the Encino Woman's Club.

7. Officer's Reports: (5 minutes)

A. President's Report

B. Vice-President's Report – Committee Chairs and Membership

1. Current Committees and membership information

C. Treasurer's Report – Update for Board - ENC Account and cash flow.

1. MOTION: Approval of June 2017 Monthly Expenditure Reports

2. MOTION: Approval of transfer of two (2) obsolete printers to the City for salvage.

D. Secretary's Report

1. **MOTION: Approval of June 2017 Meeting Minutes**

E. Sergeant at Arms Report

1. Ethics, Funding, Code of Conduct - training required of members

8. Applications for open positions on the Encino Neighborhood Council (10 minutes)

How to apply

Available positions include: At Large Rep

Alternates: At Large, Apartment/Condo; Business (2); Education; Public Safety; Religious

Organization/Institution; Volunteer/Service Group; Area 1; Area 2; Area 4; Area 5; Area 6; Area 7

9. Committee Reports (5 minutes)

1. Education - Adriohn Richardson

2. Government Affairs - Patricia Bates

3. Outreach - Alex Garay/Jim Esterle

4. Parks/Environment - Debra George

5. Planning & Land Use - Eliot Cohen

6. Public Safety - Glenn Bailey

7. Traffic/Transportation - Laurie Kelson

8. ByLaws - Ken Silk

10. Board Member Comments on Non-Agenda Items: (20 minutes) Limited to Two MINUTES (2) per speaker; total time for all comment is limited to 20 minutes

Adjournment at 9:00pm - The Encino Neighborhood Council will adjourn in gratitude and memory of Ken Silk, an active long time member of the ENC.

Next Encino Neighborhood Council meeting will be held on Wednesday, August 23rd.

Community Events

Los Angeles Department of Planning - Planning LA 101 - Open to the public - 213- 978-1321

Training is intended to provide an overview of the basic elements of planning, land use, and zoning.

Wednesday, August 16, 2017 - 6:00pm - 9:30pm

Westchester Municipal Building, 7166 W Manchester Ave, Community Room, LA 90045

Monday, August 28, 2017 - 6:00pm - 9:30pm

Pacoima City Hall, 1350 Van Nuys Blvd, 2nd floor, Pacoima 91342

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.

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

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