



Officers:  
Alex Garay • President  
Victoria Miller • Vice-President  
Glenn Bailey • Secretary  
Pat Bates • Treasurer  
Henry Eshelman • Sergeant-at-Arms

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**NOTICE AND AGENDA**  
**ENCINO NEIGHBORHOOD COUNCIL**  
**EXECUTIVE COMMITTEE MEETING**  
**MINUTES**

**Tuesday, September 20, 2022 @6:30**

**Please click the link below to join the webinar:**

**<https://us02web.zoom.us/j/87172153317>**

Meeting ID: 871 7215 3317

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**IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE ENCINO NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION**

**Public Comment: Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair's discretion. Public calling in, please press \*9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak. Public comment on agenda items will be heard when the item is up for discussion. Public comment on agenda items is limited to 1 minutes per agenda item. Comments from the public on agenda items will be heard only when the respective item is being considered. Time may be adjusted at the Chair's discretion.**

**AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.**

**1. Call to Order. Start recording. Roll call. determination of quorum.**

- **Meeting called to order at 6:32pm, missing at the time are Victoria M. & Henry E.**

**2. Approval of the [July](#) & [August](#) 2022 Executive Committee meeting minutes.**

- **The minutes were introduced and approved: 3 (Y), 0 (N), 0 (A)**

**3. Reports from Public Officials/Departments/Community Agencies/Certified Candidates**

- **Josef Siroky from CD4 provided an update on happenings in Encino**
- **Victoria M. joined the meeting**
- **Henry E. joined the meeting**
- **Glenn B. requested to extend a thank you to Alexandra regarding the Wildfire Fair**

**4. Public Comment on Non-Agenda Items – Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair’s discretion. Public calling in, please press \*9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak.**

- \* **No one from the public commented**

**5. Officer's Reports:**

**A. President's Report - Designation of a Tree Notification Removal Respondent (TNRR), Creation of a generic Stakeholder Committee Member email, PLU Alternate, Not all NCs are the same...**

- **Alex G. commented: at board meeting would like to designate a Tree Notification Removal Respondent, requested to have a Stakeholder Committee member email list to forward relevant items received by the board. Touched on how some NCs have no language at the end of their agenda.**
- **Glenn B. commented on the ENS system and how we use to send agendas via our mailing list. He further explained why some NCs have the language and why some do not.**

**B. Vice-President's Report**

- **Victoria M. commented that there is still a problem with our public safety committee and asked for suggestions. Further commented that the email list is good and will add it to the VP’s responsibilities to maintain the list.**

**C. Secretary's Report**

1. Review of Prior General Board Meeting minutes

- **Apologized for being late in his duties and will do his best to complete the missing two by the weekend**

**D. Treasurer's Report**

1. [August 2022](#) Monthly Expenditure Report (MER), emailed to board and posted to ENC Financials webpage

- **Pat B. introduced the MER and commented on the expenses for the month. Further commented that the city has not provided the rollover as of yet, will keep after the City to correct.**
  - **Glenn B. commented that the rollover is being held up at the Controller’s office**
2. Neighborhood Purposes Grants – update on previous and potential NPGs.

**E. Sergeant-at-Arms Report:**

1. Discussion and possible action regarding current compliance situation

- **Henry E. commented on the members with expired training and how unfair it is that he has been trying to complete them however there have been issues completing training.**

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

**6. New and Old Business Executive Committee**

**A. Department of Neighborhood Empowerment (DONE), Community Impact Statement (CIS) system, Early Notification System (ENS), information not distributed - Discussion and possible action.**

- **Item moved to the end.**
- **The item was opened after all the agenda items were discussed.**
- **Alex G introduced the item, commenting that at recent meetings, NC members are stating that DONE is preventing them from doing the most important work, filing a CIS, not offering viable solutions other than saying they are in the wrong, further commenting that other NC leaders have openly stated, that although this is the most important work that NCs do, that we as volunteers do not have the time to follow through to make sure that the important, most important, is sent to the correct people in the city. When volunteering for a position it is understood that time will be required, it makes no sense for NC leads to give up and blame others. If the work is truly that important, it is imperative that you dot your “I”s and cross your “t”s to ensure the community benefits rather than pass the blame to others. It seems that the minimal amount of participation is given and not willing to put in the effort to make a difference in the community. It is easy to follow up by sending statements to the proper departments, we cannot rely on just clicking on a button to have our voices heard. DONE is not supportive, they look good on paper with degrees but when interacting with people they do not do a good job, they need to be restructured so that NCs get the proper support. We should not get mad at things we cannot control, however, we can control what we do, and that we can control what we send. Too many are simply mad at the department, horribly mad.**
- **Henry E. commented that is this just to send it ourselves and not wait for DONE**
- **Alex G. explained the CIS issue**
- **Pat B. thought that the do pull CIS and present them**
- **Alex G. commented that if they did why is this such an item of contention and is for the restructuring of DONE.**
- **Glenn B. commented with historical information from 2016 and 2020 regarding the CIS portal.**
- **Pat B. commented on the item**
- **Glenn B. commented**
- **Victoria M. commented on the item. After a point we need to move on and that the ENC has been fortunate to be able to have those that follow through.**
- **No action was taken on the item**

**B. LA100 study yielding possible tripling of rates by 2035 needs more analysis:** For 2 ½ years NREL (National Renewable Energy Lab) studied complex plans for zero carbon emissions by 2045. However, after completion of the study, Mayor Garcetti abruptly forwarded the zero carbon emissions date by a decade to 2035.

The recently released LA100 study (Advisory Group Mtg. #10, 8/12/22) includes only PRELIMINARY rates and bill costs. Also, it does not include any cost comparisons between “zero carbon” dates of 2035 and 2045. Additionally, the study’s preliminary analysis shows some residential rates **TRIPLING** by 2035 but states it has not done a detailed “rates analysis” (which will often yield higher rates than determined by a “broad brush” preliminary analysis).

**Possible MOTION: The Encino Neighborhood Council believes that the study is incomplete**

and requests that the LADWP Board of Commissioners NOT vote to select a final SLTRP (Strategic Long-Term Resource Plan) case until all the above cost and rates study information is provided to the Board AND the public for timely review. This information will assist in making decisions that adhere to the 3/31/21 City Council directive (CF21-0352) that states that the SLTRP “have minimal adverse impact on ratepayers.”

- Alex G. introduced the item, read the motion, moved. Victoria M. 2<sup>nd</sup>
- The item was opened to comment
- Victoria M. requested a slight grammatical change
- Glenn B. commented on the item
- Following board member and public comment the item was voted on and passed: 5 (Y), 0 (N), 0 (A)

**C. HOME Representative** - The current HOME Representative has moved out of Encino, into an adjacent community. To date, we have not received a resignation, the only communication was that we were informed that he has an office space in Encino. We have not been able to validate the use of the space. Both the ENC’s and last posted HOME Bylaws have been reviewed. The current rep also sits on the ENC’s PLU Committee as a Board Member which may need to be changed depending on the course of action. **Discussion and possible action.**

- Alex G. introduced the item with specific updates regarding the situation, including the address used as being a gym. Additionally Tri-Star, the HOME Alt., has an office listed at that address as his office.
- Victoria M. commented on the emergency board meeting held by HOME where a decision was made, and commented on how outdated the website. The HOME Alt is not listed on the site.
- Henry E. commented on the item, referencing historical expressions
- Glenn B. commented on the item as well
- Victoria M. commented on the item by stating that if this was discussed by an different advisory board they would rule in our favor
- Alex G. commented that we should have taken care of this in Bylaws or with a standing rule
- Pat B. commented that we should ask for documentation regarding their meetings.
- Glenn B. further commented.
- Alex G. commented that a request will be sent to for the proper documentation

**D. USPS Left-hand drop box, Smart & Final:** The left-handed USPS drop box, next to Smart & Final has been removed, most likely due to mail theft. The ENC, along with the property owners and USPS agreed to have the box installed in 2011 and has been extensively used by Encino residents. Should the ENC request that the box be reinstalled, with a better locking mechanism so it may be locked after the last pick up at 5pm (Monday - Friday) and after the 3pm pickup on Saturdays? **Discussion and possible action.**

- Alex G. introduced the item and asked if this is should go on the agenda or should we just nudge the correct people.
- Glenn B. commented it should be on the agenda as an informational item only and to include whom to reach out to.
- Alex G. commented that the correct contact would be listed
- The item will be on the agenda as an information item only including the contact information for who may be able to retrieve it.

**E. 2023 ENC Elections** - September’s Outreach Committee meeting failed to have a quorum. Agenda

items to approve recommendations to the board for election outreach were to be discussed. The allocated funds for the 2023 election were approved for \$10,000. , a decision on a path should be reached. The following items are possibilities.

- a. Bus bench adverts. Each advert costs \$100, a request for up to 10 adverts to be placed on bus benches in Encino, requesting up to \$1200.00. Location is not guaranteed.
- b. USPS Every Door Direct - the ENC utilized this service for the last election. The flyers were sent to inform residents that an election was coming up with directions on how to be a candidate, request a ballot and voting information. The result was an increase in the amount of candidates yet voter participation was low. In the 91316 zip, 12,226 mail pieces would be sent at a cost of \$2,286.26. In the 91436 zip, 7,427 mail pieces would be sent at a cost of \$1,388.85 If two mailings are conducted, one to generate interest in being a candidate, followed by a 2nd mailing with information on how to vote (in person and mail), the expectation is an increase in voter participation. The total cost to conduct 2 mailings comes to \$7,350.00. We need a total of 20,000 mail pieces - the cost cannot exceed \$2000 for printing. If this can be achieved, the total cost would to print and mail 2 sets of election flyers is \$9,350, leaving \$650 for additional outreach efforts.
- c. Printing flyers with QR codes to place at local coffee shops, library, sports center and other local businesses to promote the elections. These are black and white, one can be created and copies made to help keep cost down. Copies at Office Depot, use to start at \$.03. A recommendation to print up to \$500 worth of copies could be suggested.

Discussion on which of the above should be used to promote the 2023 ENC elections. **Discussion and possible action.**

- **Alex G. introduced the item touching on what we need to do for the election.**
- **Glenn B. commented that he has printer and will get a quote**
- **Henry E. commented if the piece could contain other info**
- **Victoria M. commented on what could be added to the piece**
- **Glenn B. commented that we need to get pricing**
- **Alex G. asked if a motion could be entertained and introduced the following motion:**
  
- **The ENC's Executive Committee recommends that the board support using the USPS Every Door Direct (EDDM) and conduct two mailings, one to generate interest in being a candidate and one on how to register to vote. With a final cost forthcoming**
- **Glenn B. 2nds**
- **Henry E. commented that we be able to sell advertising**
- **Pat B. commented that we may not be able to take funds**
- **Following board member and public comment the item passed: 5 (Y), 0 (N), 0 (A).**
- **Glenn B. requested to make a motion to 2<sup>nd</sup> the bus bench ads.**
- **Alex G. asked about using one side of bus shelters for NC advertising**
- **Glenn B. commented that it was a good question to ask but that the future of shelters are changing to the to digital ones**
- **Henry E. commented that he thought part of our organization is to oppose digital billboards**
- **Alex G. commented that City Council passed the digital street furniture motion**
- **Glenn B. commented that of 3+K benches and shelters in the city, there is no way all will be converted before the NC elections and should vote on the bus bench ads**
- **Alex G. introduced the following motion: The ENC's Executive Committee recommends authorizing up to \$600 for NC election advertising bus benches located within the Encino boundaries.**
- **Victoria M. 2nds**
- **Glenn B. asked for clarification if it includes Victory Blvd.**

- **Following board member comment and public comment the item was voted on and passed: 5 (Y), 0 (N), 0 (A)**

**F. The ENC turns 20! (Requested by Outreach)** – The ENC turns 20 on October 8<sup>th</sup>. The entire board has not met since Covid started, with our upcoming birthday, should we host a board member & public potluck at Encino Park to celebrate? We need 30 days to schedule an event, the soonest possible date would be October 29<sup>th</sup>. **Possible Motion: The ENC’s Executive Committee recommends that the board approve a 20 yr ENC Celebration at Encino Park on October 29<sup>th</sup> (time forthcoming) and further approve up to \$500 for refreshments Discussion and possible action.**

- **Alex G. introduced the item by stating more and more in person events are occurring – should we use the park or the cc. Reason being that there was an in person townhall recently in Granada Hills regarding a Home Depot.**
- **Glenn B. commented that we should do something for the 20<sup>th</sup>.**
- **Pat B. commented on the use of the community center**
- **Henry E. commented that he and Victoria will be on the East Coast on the 29<sup>th</sup> and that his schedule is always in search of a conflict and it’s possible that he will have another commitment on any day we select**
- **Alex G. commented, “I’m sure you will” and read the following motion: The ENC’s Executive Committee recommends that the board approve a 20 year ENC celebration at Encino Park, Encino Community Center of Balboa Sports Complex or other location in Encino on Oct 29, 2022 or some other forthcoming date, time forthcoming and further approve up to \$500 for refreshments.**
- **Victoria M. 2nds**
- **Following board member and public comment the item was voted on and passed: 5 (Y), 0 (N), 0 (A)**

**G. Disaster Fair at Genesta Park (Requested by Outreach)** – The Chamber, along with CD4 will host a disaster preparedness fair at Genesta Park on October 22<sup>nd</sup> and the ENC has been invited to have a table at the event. We should have something to hand out. In the past we have purchased glow sticks that were very popular. 250 glow sticks from 4Imprint, with Encino Neighborhood Council printed on each come to \$482.12 **Possible MOTION: The ENC’s Executive Committee recommends that the board support the purchase of 250 glow sticks to hand out at the Encino Disaster Preparedness Fair on October 22<sup>nd</sup> at Genesta Park.**

- **Alex G introduced the item, commenting that the ENC is able to have table at the event and further commented that we usually have something to hand out pertaining to public safety, in the past glow sticks were a popular item and read the motion on the agenda and increased the amount up to \$550**
- **Glenn B commented that the agenda stated a specific amount and are not allowed to increase the amount**
- **Alex G. commented that, not only has this been done in the past, that he himself recently added/increased a dollar amount that was on an agenda**
- **Glenn B commented that he should not have done that\**
- **Consider amount on agenda but include language in the agenda that is not part of this motion so that the board may increase up to \$550**
- **Alex G. commented that he will add it and that this is a funding item and there will be discussion at the regular board meeting**
- **Pat B. 2nds**
- **Glenn B. asked if we have any emergency whistles and to consider that for future public safety events.**

- Alex G. commented that flash drives are good idea for public safety, to add all important documents and have it in a to go bag for emergencies.
- Alex G. commented that it will be added to a future Outreach Committee agenda
- Following board member and public comment, the item was voted on and passed: 5 (Y), 0 (N), 0 (A)

**H. Forum on homelessness - MOTION:** The Executive Committee recommends the ENC Board approve participation along with other groups such as the Sisters of Social Service to present a forum on Homelessness at the Holy Spirit Retreat Center in Encino on November 20, 2022, to include speakers from the Los Angeles city council, Government and NGO service providers, and request up to \$25- for costs including snacks, water, printing and other incidental related costs.

- Pat B. introduced the item and read the following motion: The ENC's Executive Committee recommends that the ENC board approves participation, long with other groups such as the Sister's of Social Service to present a forum on homelessness at the Holy Spirit Retreat Center in Encino on November 20, 2022, to include speakers from the Los Angeles City Council, government and NTO service providers and request up to \$250 for snacks, printing and other related costs.
- Alex G. 2nds
- Glenn B. asked if it is going to be a hybrid meeting
- Pat B. stated that it will be hybrid, streamed and recorded.
- Following board member and pubic comment the item was voted on and passed 5 (Y), 0 (N), 0 (A)

**I. Test poll feature on Zoom** - We will test the poll feature during our meeting to ensure the responses are anonymous. A 2nd test will be conducted to determine if the feature would assist in tallying votes on non funding items? Is it quicker than a toll call each time? Is it allowed? **Discussion and possible action.**

- Alex G. attempted to test the Zoom poll festure
- Glenn B. commented that hosts and panelists cannot vote due to an EVG and it may be a setting in Zoom that could not be altered
- No action was taken on the agenda item

**J. November/December ENC Regular Board meeting** - The ENC usually skips our November meeting due to Thanksgiving and has a combined Nov/Dec meeting early in December. A date needs to be set for the meeting. **Discussion and possible action**

- Alex G introduced the item
- Glen B. commented that this had been voted on selected 12/14/22
- Victoria M. commented that at the time of the vote, that there was talk that it was too close to the holidays and suggested to reopen the date
- Glenn B. asked if we could hold the board meeting on November 30<sup>th</sup>, there are 5 Wednesday's in November
- Alex G commented to keep the Exec meeting on November 15<sup>th</sup> and take all of December off
- Alex G. crafted the following motion: The ENC's Executive Committee recommends that the board support combining our November & December 2022 regular board meetings and hold our last meeting of 2022 on November 30, 2022.
- Victoria M. 2nds
- Glenn B. commented that the on the agenda to include the original vote for the meeting and as part of the motion to add specific language that our December meeting is cancelled.
- Alex G. added that to the additional language, without objection, to the motion.
- Glenn B. reminded to send out a cancellation notice for the December meeting.

- **Following board member and public comment the item was voted on and passed: 5 (Y), 0 (N), 0 (A)**
- K. CF 22-1070** - On September 14th a motion was introduced to City Council regarding the where NCs will be meeting. The motion can be read here: [CF 22-1070](#). Should we file a community impact statement (CIS) with the ENC's position on what types of meetings we should be hosting? If our poll feature works, it is an easy way to get feedback from the board. Or should we simply poll the board at the next regular board meeting and have discussion at the October meeting? **Discussion and possible action.**
- **Glenn B. introduced the item and questioned whether we file a CIS or have it as an informational item on the agenda asking board members to weigh in on their own account.**
  - **Alex G. commented that the inclination is to have it as an agenda item and to ask board members to weigh in when the agenda is sent to them**
  - **Committee members were in agreement to add as an information item, no action was taken**
- L. Consideration of applying same public comment rule to Committee meetings** - Although not common, at times committee agendas may be lengthy. It is imperative to be able to get through agendas in a timely manner. Should we consider adding the same public comment rule, from our Regular Board meetings to committee agendas, or should we allow for robust discussions at the committee level to gather more community input? **Discussion and possible action.**
- **Alex G. introduced the item, shared his thoughts that committee meetings should have more conversation, and to not limit public comment at the committee level so that robust conversations may ensue allowing the public more time to speak**
  - **Glenn B. commented that they attempted to get an answer from City Attorney but was not successful. Thought that this was like the City Council, where when an item is discussed in committee there is no public comment at the main meeting**
  - **Alex G. commented that since we are a grassroots movement, that we should include comment at all meetings and to start advertising committee meetings to the public more to engage conversations about pressing issues/concerns**
  - **Pat B. commented that public comment should be allowed**
  - **Henry E. commented on the item**
  - **Victoria M. commented that promoting the committees is good, and that we want to encourage public discussion, unfortunately the gadflies have tainted the water regarding open discussions and thinks that we may want to add it to the agenda**
  - **Alex G. asked if we should wait or put this on the agenda, once it's on an agenda it opens the door**
  - **Henry E. introduced a motion to adopt the 5-minute time limit on public comment rules from our regular board meetings and incorporate that into our committee meetings.**
  - **Pat B. 2nds**
  - **Glenn B. asked if there is flexibility with the Chairs to override the rule**
  - **Alex G. commented that one thing we are guilty of is speaking more than once on an item and that at committee levels the public comments multiple times on an agenda item. Perhaps we should simply introduce this as an option to the Committee Chairs and that before this goes on the agenda to contact the City Attorney to make sure it's acceptable.**
  - **The item was tabled pending an answer from the City Attorney**

## 7. Review General Board Meeting Draft Agenda



## **8. Board Member Comment on Non Agenda Items**

- **Alex G commented on the digital billboard policy, and should we send the recommendation after the city approved the item – if it goes on the agenda it may lead to a long discussion and that we already omitted the wildlife ordinance**
- **Glenn B. asked if we could include the wildlife ordinance in the agenda as an informational item**
- **Alex G. commented that although he will be late to the meeting, but it will be added**
- **Victoria M. commented that she & Henry E. may not be at the meeting and asked who would open the meeting**
- **Alex G commented that Pat B. will start the meeting.**
- **Alex G. shared the regular board meeting agenda, and stated that the officer's reports should be done by 8:45pm, the following items are funding then a consent calendar of several items and that unless a board member pulls an item, these were all discussed in committee with public comment and that by 8:50pm it should be over with and that gives time for the PLU agenda item, the designation of the tree respondent, a traffic and transportation item, realistically the meeting should end by 9:30pm. The meeting has a 5-minute time limit on public comment.**
- **Victoria M. commented that she has been receiving harassing emails about who she votes for, being called Socialist and this is to her personal email address and this the first time**
- **Alex G. commented that this is something for the City Attorney to review so it does not escalatet**
- **Victoria M. commented that she would send better imagery of the emails and that it happened right after the last meeting. She further asked about the Education Rep**
- **Alex G. said yes, and we are meeting this week. Alex G further commented on the wildfire fair put on by CD4, it was very quiet until protestors showed up with signs stating the CM supports animal cruelty, with amplified sound and that they are paid to do so. Also, someone showed up, a business owner from Sherman Oaks and then the media showed up pushing the lack of attention to the homelessness crisis in Sherman Okas.**

## **9. Adjournment**

- **Meeting adjourned at 9:03pm**

**Next Executive Committee meeting: October 18, 2022**