



Officers  
ALEX GARAY  
President  
VICTORIA MILLER  
Vice President  
MARK LEVINSON  
Secretary  
PATRICIA BATES  
Treasurer  
LEE BLUMENFIELD  
Sergeant at Arms

# NOTICE AND AGENDA

## ENCINO NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING

**Tuesday August 14, 2018 @7:00PM**

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

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

**1. Call to Order. Roll call; determination of quorum.**

**2. Approval of Executive Committee minutes**

**3. Officer's Reports:**

A. President's Report

1. Board meeting presentation – None in August.
2. Discussions at Executive Meetings
3. Utility Box Project Update

B. Vice-President's Report

1. Committee Chairs and membership
2. Update on committees not meeting

C. Secretary's Report

1. Review of General Board meeting minutes and Vote Count sheets – Feb., April, May, June & July.

D. Treasurer's Report

1. Update - ENC Account and cash flow.
2. 2018 July Monthly Expenditure Reports (MER)
3. NPGs and other financial requests

E. Sergeant-at-Arm's Report

1. Applications for open positions on the Encino Neighborhood Council
2. Roster - Ethics, Funding, Code of Conduct



#### 4. New Business:

1. **Homeless Committee** – Recent talk on Nextdoor has indicated that several Encino residents are interested in the ENC having a Homeless Committee. **MOTION; EXE-18-08-0008:**
2. **CF17-1311** – At last month’s ENC meeting Laila Alequresh had a presentation. Ms. Alequresh is seeking a letter of support for CF 17-1311. **MOTION; EXE-18-08-0009:** The ENC’s Executive Committee is requesting a letter of support based on the presentation given at the July ENC General Board meeting for CF 17-1311. Text of Summary at <http://www.encinonc.org/docs/34483175-5168.pdf> Examples of Community Impact Statements from other Neighborhood Councils can be found at <https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=17-1311>
3. **Bylaws & Committees**– Currently the ENC By-laws do not stipulate that there needs to be a quorum in order to conduct the meeting.  
**MOTION; EXE-18-08-0010:** The ENC’s Executive Committee supports amending the ENC By-Laws to include that ENC Committees need to have a quorum in order to conduct a meeting.
4. **Standing Rules** – Since the By-Laws cannot be changed until after the new election, our Standing Rules should be amended to include: Encino Neighborhood Council Committees must have a quorum in order to conduct a meeting. A quorum is half the committee + 1. If a committee has 5 members, it requires 3 to for a quorum. This will prevent committees from meeting with a single committee member. Quorums will be determined per committee based on the number of committee members. **MOTION: EXE-18-08-0011:** The Encino Neighborhood Council Standing Rules will be amended to include that ENC committees must have a quorum in order to conduct a meeting.
5. **CD5 Neighborhood Councils.** Regular meetings should take place between all NCs in CD5.
6. **ENC Tracking System.** Grayce Liu is interested in the ENC tracking system and would like a write up of how the system has simplified the ENC for a possible mention in the EmpowerLA newsletter .
7. **LA Youth Orchestra NPG.** Update from Pat Bates.
8. **Administrative Change to previous Traffic and Transportation Motion that passed in the June ENC meeting** – new motion has the correct street names. **MOTION; EXE-18-08-0012:** The ENC requests tow-away-zones for vehicles 7ft high and 22ft long (or larger) from 7pm – 7am on: Bessemer St. between White Oak Ave. & Zelzah Ave., Topham St. between Zelzah Ave. & Lindley St., White Oak Ave. (service road East & West) between Bullock & Martha, White Oak Ave. between Delano St. & Bessemer St. Passed 7-0-0 (in committee).
9. **November ENC Meeting** – We usually host a forum style meeting at the end of the year with Councilmember Koretz and other City Officers. There seems to be a high concern in crime among the Encino residents. The Outreach Committee discussed a forum on crime. Should the ENC host a forum on crime with our CM, LAPD Captain and other City Officers to discuss crime in Encino, what can be done to mitigate, does social media hinder or help and how LAPD



response times affect the Encino residents? Clarification on types of crimes is also pertinent; i.e. “what types of crimes are homeless committing.”

10. **Sherman Oaks Homeless Housing** – Two sites have been identified in Sherman Oaks for housing homeless. One site at 5161 Sepulveda Blvd. would be for emergency housing while another at 15314 W, Dickens would be for permanent supportive housing. Each community has been asked to identify possible locations. Does the ENC wish to take a position on the sites in Sherman Oaks and does the ENC wish to take a position on a possible site in Encino? If the ENC forms a Homeless Committee, this is a possible 1<sup>st</sup> action item. **MOTION; EXE-18-08-0013 –**

11. **Funding for Additional Voice Tracker I Microphones –MOTION; EXE-18-08-:**

The ENC Executive Committee Recommends purchasing additional Voice Tracker I Array Microphones after the successful testing of the first one purchased. (NTE \$600.00)

12. **Funding For Additional AV/ Power Cables- MOTION; EXE-18-08-0015:** The ENC to purchase additional Audio/ Video cables and/or power cables as well some form of solution for cable management in order to extend the range of equipment used for meetings from vendors such as MyCableMart.com, Office Depot, Home Depot, Best Buy, etc. and minimize the risk of stakeholders stepping on./ tripping over cables during Meetings (NTE \$200)

13. Parks Committee activities.

14. Outreach Committee activities – Encino Family Festival.

15. PLU Committee activities

16. Review draft General Board meeting agenda

17. Discussion on improvements to General Board meeting; recap previous meeting.

5. **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 Board’s Secretary.

**6. Adjournment by 8:30pm**

**Next Executive Committee meeting August 14, 2018**



**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](http://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](mailto: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: [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 Alex Garay, Board President, at [\(818\) 971-6996](tel:8189716996) or email via [President@encinoNC.org](mailto: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](http://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](mailto:president@encinonc.org) para avisar al Concejo Vecinal."

