



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

4924 Paso Robles Avenue • Encino • CA • 91316 (747) 284-0450 www.encinonc.org

NOTICE AND AGENDA ENCINO NEIGHBORHOOD COUNCIL

MINUTES

GENERAL BOARD MEETING Wednesday, June 26, 2024 @ 7pm

Please click the link below to join the
webinar:

<https://us02web.zoom.us/j/87533764334>

Or One tap mobile: US: +16699006833,87533764334# or
+12532158782,87533764334#

Or Telephone: Dial (for higher quality, dial a number based on your current
location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799
or +1 929 205 6099 or +1 301 715
8592 or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free) or 833 548 0276 (Toll
Free) or 833 548 0282 (Toll Free)

Webinar ID: 875 3376 4334

International numbers available: <https://us02web.zoom.us/j/87533764334>

Zoom Webinars are Recorded

IN CONFORMITY WITH GOVERNOR NEWSOME SIGNING SB411 INTO LAW ON OCTOBER 9, 2023 AND
IN COMFORMITY WITH THE LOS ANGELES CITY COUNCIL PASSING CF 23-1114, 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. The amount of time for public comment on each agenda item is to be determined by the Chair at each meeting. Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. If multiple requests for public comment are submitted on one agenda item, preference will be granted to members of the public who have not spoken previously during the meeting, either during general public comment or on another agenda item. A member of the public wishing to speak on more than one agenda item at a single meeting shall limit his or her remarks to a total of one minute per item and five (5) minutes per meeting. Members of the public who want to speak on multiple agenda items for up to five (5) minutes at one time can choose to speak during the Multiple Agenda Items Comment period. Otherwise comments from the public on agenda items will be heard only when the respective item is being considered. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comment. Please be aware that time accumulates for any agenda items commented on. Comments from the public on matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. No individual speaker will be allowed more than two (2) minutes during General Public Comment, unless the presiding officer of the Board decides differently.

SB 411 Updates:

In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body’s control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(C) The eligible legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time.

(D) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(E) (i) An eligible legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (D), to provide public comment until that timed public comment period has elapsed.

(ii) An eligible legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.

(iii) An eligible legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.

Joshua Sautter Area 1 Rep PRESENT - Encino	LeeVante Haywood Area 2 Rep PRESENT - Encino	Vacant Area 3 Rep	Robert Wenger Area 4 Rep PRESENT-Ohio	Diane Rosen Area 5 Rep PRESENT- Encino
Laure Stevens Area 6 Rep PRESENT - Encino	Andrew Zucker Area 7 Rep PRESENT - Encino	Heather Michaels At-Large Rep PRESENT - Encino	Henry Eshelman At-Large Rep PRESENT -Los Angeles	Alex Garay Apt/Condo Rep PRESENT - Encino
Present Encino Victoria Miller	Present Encino Kelvin Tolbert	Vacant	TBD Encino Chamber Rep	Present Encino Laurie Kelson EPOA Rep

Business Rep PRESENT - Encino	Business Rep PRESENT - Encino	Education Rep		PRESENT - Encino
Vacant HOME Rep	Glenn Bailey Park/Advocate Environment Rep PRESENT – Los Angeles	Matthew May PLU Rep PRESENT – Encino	Roy Nwaiser Public Safety Rep PRESENT – Encino	Anni Keusseyan Religious Rep PRESENT Encino
Patricia Bates Volunteer Rep PRESENT - Encino	Vacant Youth Rep			

Encino Neighborhood Council Alternates

Dana Frances Caruso Area 1 Alt	Vacant Area 2 Alt	Vacant Area 3 Alt	Vacant Area 4 Alt	Vacant Area 5 Alt
Vacant Area 6 Alt	Vacant Area 7 Alt	Lissa Morrow At-Large Alt 1 PRESENT-Encino	Vacant At-Large Alt2	Vacant Apt/Condo Alt
Daniel Kashani Business Alt 1	Vacant Business Alt 2	Vacant Education Alt	Vacant Encino Chamber Alt	Vacant EPOA Alt
TBD HOME Alt	Vacant Park/Advocate Environment Alt	Vacant PLU Alt	Vacant Public Safety Alt	Vacant Religious Alt
Vacant Volunteer Alt				

1. Call to Order. Start recording. Roll call. determination of quorum. Call to Order 7:06PM

Reports from Public Officials/Departments/Community Agencies, not limited to:

2. LAPD, Senior Lead Officer Walia, 34024@lapd.online (818) 374-7634

None

Councilmember Nithya Raman: Ricky Angel, ricky.angel@lacity.org Update from Ricky on Brush Fire, Brush Clearance in Sepulveda Basin

David Nguyen, Mayor’s Office – Report

Assemblymember Gabriel: Ryan Valencia, ryan.valencia@asm.ca.gov

Department of Neighborhood Empowerment: Dina Andrews Dina.Andrews@lacity.org

Budget Advocates: Glenn Bailey Update on budget advocates

3. Multiple Agenda Items Comment. Comments by members of the public who wish to speak on multiple agenda items shall be allowed to speak for up to one minute per item up to a total of five (5) minutes per meeting. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comments. This comment period includes comment on all numbered agenda items including public officials’ reports.

4. General Public Comment on Non-Agenda Items – Public comments on non-agenda items within the ENC’s subject matter jurisdiction is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair’s discretion.

5. Seating of Alternates: The chair will appoint eligible Alternates with affirmation of the board. Discussion and Possible Action. Per the ENC Bylaws (Article V, Section 1D.1): “If at any Board meeting, a Representative who is absent either (a) has no designated Alternate or (b) has an Alternate who is also absent, then the president or presiding officer may, with the approval of a majority of the members entitled to vote at the meeting, designate an existing Alternate for any other Representative to serve and vote during the meeting in place of the absent Representative. In such an instance, the seat of

any absent Representative temporarily becomes an At-Large Seat. **The appointed Alternate must be in good standing with all required training to be eligible.”**

6. Officer’s Report:

- A. President’s Report **Alex Garay - Resigning Seat, effective immediately**
- B. Vice-President's Report **Victoria Miller - Resigning Seat, effective immediately**
- C. Treasurer's Report – **Pat Bates - Resigning Seat, effective immediately**
 - 1. Motion to approve the MAY MER Motion Passes - 17-Yes / 0 No**
- D. Secretary’s Report
 - 1. Motion to approve the MAY MINUTES Motion Passes 17 Yes / 0 No**
- E. Sergeant-at-Arms Report **Henry Eshelman - Resigning Seat, effective immediately**
Meeting turned over to Vincent Autiero from DONE for the selection of ENC Officers:
Update on Training

7. SELECTION OF ENC OFFICERS (DONE): Gibson Nyambura / Done Director of Innovation take over chairing the meeting and oversees voting in of new executive committee. Motion to seat Lissa Morrow in Condo Rep Seat. No objections.

A. Selection of Board Officers:

- 1. President, Diane Rosen Nominates Josh Sautter: Vote Yes 12 / 1 Abstain / 1 Absent**
- 2. Vice President, Laure Stevens Nominates Roy Nwassier: Vote Yes 13 / No**
- 3. Treasurer, Glenn Bailey Nominates Laure Stevens: Vote 13 Yes / 0 No**
- 4. Secretary, Josh Sautter Nominates LeeVante Haywood: Vote 13/ 0 No**
- 5. Sergeant at Arms, Nominates Glenn Bailey: Vote 13 Yes / 0 No**

B. Approval of Administrative Packet:

Motion: To Approve Fiscal Year 2024 / 2025 Administrative packet, including assigning Credit Card Holders, 1st- Laure Stevens, Treasurer and 2nd Card Holder Josh Sautter, President: Vote 11 Yes / 3 Absent

Selection of ENC Signers: Motion: To Approve ENC BAC Signers: Glenn Bailey, Sergeant at Arms, Second Signer and Alt. Signer Josh Sautter / President.

C. Vote 11 Yes / 3 Absent

8. NEW BUSINESS (FUNDING)

Finance Committee:

- A. **2024-2025 Preliminary Budget:** The draft budget for 2024-2025 was discussed. Board Member Laure Stevens requested that Facebook costs be increased to \$500 from \$200 with corresponding reduction in Outreach event expense. The motion to amend and the motion were passed (2 yes/0no/0 abstentions). **Motion: The Encino Neighborhood Council Finance Committee recommends the board approve its initial 2024-2025 budget Vote: 11 Yes / 3 Absent**
- B. **Encino NC 2024 06 17 Inventory:** Discussion and Possible Action: consider recommendation to the ENC board that it approve the inventory at 6/17/2024 and submit it to the city Clerk’s portal. After discussion agreed to remove consumables from the inventory and double check furniture still on hand. **Motion: The Encino Neighborhood Council Finance Committee Recommends the board**

approve the June 17, 2024 inventory and submit it to the City Clerk's portal. **TABLED**

Outreach Committee:

- C. **MOTION:** The ENC's Outreach Committee recommends that the board support an expense of up to \$6,825 (ENC's Fiscal Year 2024-2025) for the Back to School Movie Night Event. **Vote: 8 Yes / 2 No / 1 Abstain / 2 Absent**

(Added at the discretion of the President):

- D. **Motion:** The Encino Neighborhood Council ratifies its May 22, 2024 approval (11-1-1 with one recusal) of a \$5,000 Neighborhood Purposes Grant to the Southern California Garden Club to assist with renovating the Sepulveda Garden Center rose garden to instead be funded from the ENC's Fiscal Year 2024-2025 allocation inasmuch the organization's IRS Determination Letter was received after the City Clerk NC Funding Program's June 1, 2024 submittal deadline for the current Fiscal Year. **TABLED**

9. New Business:

- A. **Consideration of any Encino Neighborhood Council Applications – Discussion and possible action – Youth Rep Application Received. Youth Rep was not present / paperwork not complete-Tabled**
- B. **MOTION:** The ENC Outreach Committee recommends that the board support hosting the Back to School Movie Night Event on August 10, 2024, at Encino Park
MOTION: THE ENC Outreach Committee recommends the ENC Board support hosting a Back to School Movie Night event on August 10, 2024 at Encino Park and recommends that the board support an expense of up to \$6,825 with funds from Fiscal year 2024/ 2025 Budget. Vote: Yes 8/ No 2 / 1 Abstain / 3 Absent
- C. The Encino NC supports the Mayor's reappointment of Mr. Leonard Shaffer to the Board of Neighborhood Commissioners for the term ending June 30, 2029. Mr. Shaffer's current term as the South Valley Area Commissioner expires on June 30, 2024. A Community Impact Statement will be filed to [Council File 14-1124](#) with a copy sent to Mayor Bass.
Vote: Yes 11 / 3 Absent
- D. **MOTION:** The Encino Neighborhood Council Traffic & Transportation Committee votes to support: **TABLED**
CF-21-0956-S2.
LINK: [CF-21-0956-](#)
Motion Makers Kelson / Stevens
VOTE: Yes 7 / No 0 / Abstain 0

10. Board Member comment on non-agenda items.

11. Adjournment 10:26PM

Available ENC Representative Positions:

- **Open Board positions in the Encino Neighborhood Council. Open Positions Include: Area 2 Alt (1), Area 3 Alt (1), Area 4 Alt (1), Area 5 Alt., Area 7 Alt., Apartment/Condo Rep, Apartment/Condo Alt (1), Business Rep (1), Business Rep Alt (1), Education Rep (1), Education Alt (1), Public Safety Rep Alt (1), Religious Alt (1), Volunteer Rep (1), Volunteer Alt (1), Youth Rep (1), Youth Rep Alt (1).**

Next meeting: TBD

Announcements: Please see the Encino NC [website](#) for announcements of other events and to join our mailing list. Following are Planning and Land Use Projects/Pending Cases:

- **[2025 Election Timeline](#) and [Election Handbook](#) – The 2025 ENC elections are around the corner, please review the election handbook and timeline to become familiar with all things election. Encino is in Region 3.**

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.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – 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 subject matter 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 one (1) minute per speaker per item, unless adjusted by the presiding officer of the Board or Committee. Consent items which have been unanimously approved by a public committee meeting are exempted unless pulled from the consent section by a Board member.

PUBLIC POSTING OF AGENDAS - ENC agendas are posted for public review as follows: Glass display case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino, Encino-Tarzana Branch Library, and Encino Community Center auditorium at 4935 Balboa Blvd, Encino, 91316, and digitally at www.encinonc.org You can also receive our agendas via email by subscribing to L.A. City's Early Notification System: [Early Notification System \(ENS\)](#)

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, 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 the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.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 (747) 282-0450 or email via president@encinonc.org.

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 <https://www.encinonc.org/page/viewPage/bylaws>

NOTICE TO PAID REPRESENTATIVES - If you are compensated to monitor, attend, or speak at this meeting, City law may

require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

SERVICIOS DE TRADUCCIÓN: 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 (747) 282-0450 o por correo electrónico president@encinonc.org para avisar al Concejo Vecinal.