



Officers:
Josh Sautter - President
Roy Nwaiser - Vice President
LeeVante Haywood - Secretary
Laure Stevens - Treasurer
Glenn Bailey - Sergeant-at-Arms

4924 Paso Robles Avenue • Encino • CA • 91316 (747) 284-0450

NOTICE AND AGENDA ENCINO NEIGHBORHOOD COUNCIL

GENERAL BOARD MEETING

Wednesday, July 24, 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>

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IN CONFORMITY WITH GOVERNOR NEWSOME SIGNING SB411 INTO LAW ON OCTOBER 9, 2023
AND IN CONFORMITY 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 raise 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 minute 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.

Joshua Sautter Area 1 Rep	LeeVante Haywood Area 2 Rep	Vacant Area 3 Rep	Robert Wenger Area 4 Rep	Diane Rosen Area 5 Rep
Laure Stevens Area 6 Rep	Andrew Zucker Area 7 Rep	Heather Michaels At-Large Rep	Lissa Morrow At-Large Rep	Vacant Apt/Condo Rep
Daniel Kashani Business Rep	Kelvin Tolbert Business Rep	Vacant Education Rep	TBD Encino Chamber Rep	Laurie Kelson EPOA Rep
Vacant HOME Rep	Glenn Bailey Park/Advocate Environment Rep	Matthew May PLU Rep	Roy Nwaiser Public Safety Rep	Anni Keusseyan Religious Rep
Vacant Volunteer Rep	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	Vacant At-Large Alt 1	Vacant At-Large Alt2	Vacant Apt/Condo Alt
Vacant 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.

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

- 2. LAPD, Senior Lead Officer Walia, 34024@lapd.online (818) 374-7634**
Councilmember Nithya Raman: ricky.angel@lacity.org
Assemblymember Gabriel: Ryan Valencia, ryan.valencia@asm.ca.gov
Department of Neighborhood Empowerment NEA: Vincent Autiero
vincent.autiero@lacity.org
NC Budget Advocates: Glenn Bailey www.BudgetAdvocates.org

3. 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.

4. Consideration of any applications received for open positions.

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
- B. Vice-President's Report
- C. Treasurer's Report
 - 1. **Motion to approve the June Monthly Expenditure Report:** [MER](#)
- D. Secretary’s Report
 - 1. **Motion to approve the [June Minutes](#)**
- E. Sergeant-at-Arms Report
 - 1. Training compliance update - [EmpowerLA webpage for ENC](#)

7. NEW BUSINESS - FUNDING:

- A. **MOTION:** The Encino Neighborhood Council ratifies its June 26, 2024 approval (8 yes-2 no-1 abstain-3 absent) of the \$6,825, [Proposal - Working Budget](#) for the ENC Back to School Movie Night Event at Encino Park on August 10, 2024 to instead be funded from the ENC’s fiscal year 2024-2025 allocation inasmuch the event request was received by the City Clerk NC Event Funding Portal after July 1, 2024, after the submittal deadline for the previous Fiscal Year.
- B. **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 previous Fiscal Year. (Postponed from June 26, 2024 Board meeting)

8. NEW BUSINESS:

- A. **MOTION:** ENC Board vote to confirm Glenn Bailey as Chair of the Bylaws Committee.
- B. **MOTION:** ENC Board vote to confirm Glenn Bailey as Chair of the Parks and Environment Committee.
- C. **MOTION:** ENC Board vote to confirm Laure Stevens and Glenn Bailey as Co-Chairs of the Finance Committee.
- D. **MOTION:** ENC Board vote to appoint Roy Nwaiser as second ENC Budget Representative to replace Pat Bates.
- E. **MOTION:** ENC Board vote to appoint Glenn Bailey as Representative to the Sepulveda Basin Wildlife Areas Steering Committee to replace Pat Bates, who has resigned. (Glenn is currently the ENC Alternate member and that position will be filled at a subsequent meeting.)
- F. **MOTION:** The ENC Executive Committee recommends that the board support the formation of an Ad Hoc 2025 Election Committee. July 16, 2024 - Josh/Laure (5-0).
- G. **MOTION:** The ENC Executive Committee recommends Encino NC designate the following Board members as its authorized filers of Community Impact Statements: Glenn Bailey, Laure

- H. Consideration of any Encino Neighborhood Council Applications – Discussion and possible action – Multiple Youth Rep Applications Received, Homeowners of Encino, and Education Rep.

9. FUNDING BUSINESS CONSENT ITEMS: *Items 9A. thru 9B. all passed their respective committees with full consent, following discussion by committee members and the public. Public comment was taken on all of the following consent items in committee. Unless a board member pulls an item, items 9A. thru 9B. will be deemed approved unanimously by the Encino Neighborhood Council. If an item is pulled, the remaining consent items will pass by consent and the pulled items will be discussed in the order on the agenda.*

- A. **MOTION:** The ENC Executive Committee recommends that the Board re-approve a new ENC safety initiative called “Encino Walks.” An initiative to encourage all residents of Encino to get out and walk at a predetermined time. This will help neighbors meet each other, foster a sense of community, increase safety and get more exercise. Previously approved unanimously for 2023-2024 budget by the Public Safety Committee and General Board (April 24, 2024 17/0), and funds will roll over in August, 2024 upon City Clerk approval. Recommendation for the Board to support up to \$500 for promotion including printing and advertising.
- B. **MOTION:** The ENC Executive Committee recommends that the Board re-approve a new ENC safety initiative called “Safety Pro Tips.” A series where we have experts in different fields give presentations on things like self-defense, home security, emergency preparedness, etc. Previously approved unanimously for 2023-2024 budget by the Public Safety Committee and General Board May 22, 2024 16 yes/1 absent), funds will roll over in August, 2024 upon City Clerk approval. Recommendation for the Board to support up to \$1,000 for promotion, facility rental, refreshments and stipends.

10. New BUSINESS CONSENT ITEMS: *Items 10A. thru 10B. all passed their respective committees with full consent, following discussion by committee members and the public. Public comment was taken on all of the following consent items in committee. Unless a board member pulls an item, items 10A. thru 10B. will be deemed approved unanimously by the Encino Neighborhood Council. If an item is pulled, the remaining consent items will pass by consent and the pulled items will be discussed in the order on the agenda.*

- A. 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. (Postponed from June 26, 2024 Board meeting)
- B. **MOTION:** The Encino Neighborhood Council Traffic & Transportation Committee votes to file a Community Impact Statement in support of: [CF 21-0956-S2](#), a Motion (de Leon, Park - Lee) relative to clarifying that any and all vehicles that are stopped or parked in a peak hour travel lane or a tow away no stopping any time zone will be towed. LINK: CF-21-0956-Motion Makers Kelson / Stevens VOTE: Yes 7 / No 0 / Abstain 0 (Postponed from June 26, 2024 Board meeting)

11. Board Member comment on non-agenda items.

12. Adjournment

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., At-Large Alt (2), Apartment/Condo Alt (1), Business Rep Alt (2), Education Rep (1), Education Alt (1), Park/Environment Advocate Alt (1), PLU Alt (1), Public Safety Rep Alt (1), Religious Alt (1), Volunteer Alt (1), Youth Rep (1).**

Next meeting: Wednesday, August 28, 2024 @ 7pm – Virtual via Zoom

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 Sherman Oaks/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 Josh Sautter, 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 Josh Sautter, Presidente de la Mesa Directiva, al (747) 282-0450 o por correo electrónico president@encinonc.org para avisar al Concejo Vecinal.

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.