



Encino Neighborhood Council

4924 Paso Robles Avenue, Encino CA 91316 Phone: 747.282.0450

Roy Nwaiser - President
Josh Sautter - Vice President
Jennifer Luce - Secretary
Pilar DeFreest - Treasurer
Kelvin Tolbert - Sergeant-at-Arms

ENCINO NEIGHBORHOOD COUNCIL GENERAL BOARD MEETING Wednesday October 22, 2025 @7:00 PM **MINUTES**

Please click the link below to join the webinar:

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IN CONFORMITY WITH THE OCTOBER 6, 2023 ENACTMENT OF CALIFORNIA SB 411 (PORTANTINO) AND LA CITY COUNCIL APPROVAL ON NOVEMBER 1, 2023, THE ENCINO NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY.

Encino Neighborhood Council Representatives

Josh Sautter Area 1 Representative	Adam Wright Area 2 Representative	Shaindi Schwebel Area 3 Representative	Joanna C. Power Area 4 Representative	Diane Rosen Area 5 Representative
Laure Stevens Area 6 Representative	Jennifer Novian Area 7 Representative	Kristin Moss At Large Representative 1	Anita Kamjoo At Large Representative 2	Heather Michaels At Large Representative 3
Victoria Biddle Business Representative	Business Representative VACANT	Roy Nwaiser Homeowner Representative	Pilar DeFreest Renter's Representative	Glenn Bailey Park & Environment Rep
Kelvin Tolbert Planning & Land Use Rep	Jennifer Luce Community Interest Rep	Tess Gurlanick Youth Representative	Geraldine Hernandez At Large Alternate 1	LeeVante Haywood At Large Alternate 2
Rachel Perry At Large Alternate 3	Dana Caruso Area 1 Alternate	Area 2 Alternate VACANT	Area 3 Alternate VACANT	Area 4 Alternate VACANT
Area 5 Alternate VACANT	Area 6 Alternate VACANT	Andrew Zucker Area 7 Alternate		

1. Call to Order / Roll call / Determination of quorum. 7:03 pm

Encino NC BOARD	P=Present	A=Absent			
	7/23/25	8/27/25	9/24/25	10/22/25	12/3/25
Josh Sautter, Area 1 Representative, Vice President	P	p	P	P	
Adam Wright, Area 2 Representative	P	p	P	P	
Shaindi Schwebel, Area 3 Representative	P	p	P	P	
Joanna C. Power, Area 4 Representative	P	p	P	P	
Diane Rosen, Area 5 Representative	P	A	P	P	
Laure Stevens, Area 6 Representative	P	p	P	P	
Jennifer Novian, Area 7 Representative	P	p	P	P	
Kristin Moss, At Large Representative 1	P	p	P	P	
Anita Kamjoo, At Large Representative 2	P	p	P	P	
Heather Michaels, At Large Representative, 3	P	p	P	P	
Victoria Biddle, Business Representative	P	p	A	A	
Business Representative	vacant	vacant	vacant	vacant	
Roy Nwaiser, Homeowner Representative, President	P	p	P	P	
Pilar DeFreest, Renter's Representative, Treasurer	P	p	P	P	
Glenn Bailey, Park & Environment Rep	P	p	P	P	
Kelvin Tolbert, Planning & Land Use Rep, Sergeant At Arms	P	p	P	P	
Jennifer Luce, Community Interest Rep, Secretary	P	p	P	P	
Tess Gurlanick, Youth Representative	A	p	P	P	

2. Comments from chair

Roy states that he is in disagreement with the rhetoric that was posted in a video posted by the office of Rick Caruso regarding the Sepulveda Basin that he was visually in. Roy sent a message to both the mayor's office and Rick Caruso's office stating he is in disagreement with the statements made in the video. He stated Caruso shouldn't have said that the city and Mayor aren't doing anything. He (Roy) said that they are making progress, and did not ask for a meeting because the city was not taking any action. He feels blindsided for being included in political messaging which misrepresents his views and the facts.

There was a Facebook page post made by an ENC member about the Sepulveda Basin visit with Rick Caruso that was inappropriate.

Roberts Rules will be enforced in the meeting, there was a reading of Code of Civility, to run a respectful meeting.

3. Reports from Public Officials/Departments/Community Agencies not limited to (limited to five minutes per report):

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

Stay away from the bears that have been spotted in the area, and call 911 if you have to. Fish & Game are tracking the bears.

Crime report for Encino from 101 South to Mullholland, the 405 West to Etiwanda. For September there were zero homicides, zero rapes, 6 robberies, 4 aggravated assaults, 9 burglaries, 3 motor vehicle thefts, 15 thefts from motor vehicles, 61 thefts for a total of 98 crimes in the area.

There have been a lot of burglary suspect arrests from LAPD and surrounding agencies.

Holidays are coming up, tell neighbors if you will be out of town and for how long and make sure your security systems are working.

If you are selling items to strangers, please meet at the police station to exchange goods and money.

Officer Walia is participating in the Unity Tour bike ride in May, for police officers that have died in the line of duty. Donations can be made through the link

Mayor Karen Bass: David Nguyen, david.c.nguyen@lacity.org not present

Councilmember Nithya Raman: Denton Cohen, denton.cohen@lacity.org

CD4 has partnered with the Dept of Cultural affairs on a grant opportunity for artists and art organizations in CD4. Individual artists are eligible for up to \$4,000 and organizations up to \$11,000. The deadline is Friday.

Raman is making big push to pass Unarmed Crisis Response motion. ENC already passed a CIS in support, but individuals are encouraged to weigh in with written public comment on the council file <https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=25-0331>

Doggie costume contest on Nov 1

Reseda NC movie night is this Saturday at 6pm

CD4 is hosting their second fall concert series in VNSO park on Sunday at 3pm

Denton will reach out as to why Raman voted against allowing park rangers to be armed.

Assemblymember Gabriel: Jack Trent-Dorfman, Jack.Trent-Dorfman@asm.ca.gov not present

Supervisor Lindsey Horvath: Katie Abrams, KAbrams@bos.lacounty.gov not present, but updates shared: They have approved a proclamation of local emergency for federal immigration actions, and that empowers the county to mobilize resources, expedite contracting and procurement, coordinate interagency response, and request state and federal assistance to protect and stabilize impacted communities. This will be in effect until it is terminated by the board.

An LA County Small business resiliency fund was launched on Sept 29 with a deadline of Oct 31 to supply grant money of up to \$5000 in direct relief to small businesses across LA that experienced economic hardship following federal immigration enforcement actions.

DONE: John Darnell, john.darnell@lacity.org Sept 18 was Homelessness Liaisons meeting via zoom. Homeless count will be in January. Meetings are quarterly. Mentioned Congress of Neighborhoods on Sept 27 and Civic University program on Oct 11. Homelessness liaison zoom was recorded and posted

Update from LAFD Battalion Chief Barna- For past two days in collaboration with LAHSA, rec and park and LA Sanitation there has been a homeless cleanup on the South side of Encino creek along Burbank with 5 encampments being cleared.

Safety issue was discovered, the trail along the LA River just north of the golf course on the south bank has been compromised by a turn in the river. The trail will be closed until further notice. If going out for Halloween please wear glow sticks or a light to make yourself visible to avoid pedestrian/car incidents. Do not wear masks that block vision and keep an eye on all children in the streets. Do not use open flames for decorations, use battery operated candles.

No camping signs are being posted in the basin to make illegal camping easier to enforce

4. ENC Officer Reports (limited to two minutes per report)

- A. **President:** Meetings will be on zoom, standing rules says executive committee shall have the authority to set the agenda and scheduling for each board meeting, so that will be discussed at next exec meeting and then presented to the board for decision.
- B. **Vice President:** Josh will be having a block party on Sunday from 3-6, everyone is welcome to come, with a costume contest after 4:30
- C. **Treasurer:**
Sept monthly expenditure report passed by finance committee with a beginning balance

of \$32,922 with spending of just under \$4500 with the majority, about \$4485 going to movie night and some promo purchases and new equipment. At end of month there is a net available of \$28,436.95. It was stated that the MER has an incorrect description and incorrect BAC for the \$200 expense for stickers that was applied to movie night instead of how it was passed in Outreach committee as promo items as part of swag. The treasurer states she will pull the MER and redo it. It was suggested to approve the MER tonight and amend if city clerk agrees to regenerate the MER.

Motion: ENC approves the [September 2025 Monthly Expenditure Report](#).

Motion: Roy Nwaisser, 2nd Kelvin Tolbert **Vote 15 YES, 1 ABSENT, 1 INELIGIBLE**

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Joanna C. Power	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative	Y					
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3	Y					
Victoria Biddle	Business Representative						A
VACANT	Business Representative						
Roy Nwaisser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative				I		

D. Secretary

Motion: ENC approves the [September 2025 Board meeting minutes](#).

Motion: Jennifer Luce 2nd Roy Nwaisser. **VOTE 16 YES, 1 ABSENT**

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Joanna C. Power	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative	Y					
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3	Y					
Victoria Biddle	Business Representative						A
VACANT	Business Representative						
Roy Nwaisser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative	Y					

E. Sergeant At Arms

Update on required [training](#) for Board and Committee members.

Diane completed training, Andrew Zucker's training expired, Heather <Michael's training expires in/on Dec 6.

All committee members must complete Code of Conduct training

5. Reports from Alliances (limited to one minute per report):

Budget Advocates: Glenn Bailey **Mayor released budget request letter to city depts, budgets are due on Nov 18 so any input to depts should be done before then for the next budget cycle. If you**

want any input from meetings that have been held the website is <http://budgetadvocates.org/> Session with DONE where dept presents budget request is scheduled for Monday Dec 1st at 7pm via zoom. Invitations will be sent. There is a vacancy in Region3, southwest valley. Only budget reps are nominated and voting is done by two budget reps from each NC.

LADWP Advocacy and Oversight: Shaindi Schwebel LA City council has approved the rate hikes for trash rates for single family homes. It will be in effect as of Nov 15 and will be an additional \$55.95 a month.

Los Angeles Neighborhood Council Coalition (LANCC): Heather Michaels. Glenn Bailey-there is a recording of the last LANCC meeting at <http://lancc.org/> Two motions passed, a letter to City Controller's office to audit Beautify LA, and submitting a letter to DONE for NC to be able to connect WIFI on city property while on official business.

Neighborhood Council Emergency Preparedness Alliance (NCEPA): Joanna C Power Last meeting was cancelled, next meeting is Saturday from 10-12, if anyone would like to attend email jcpower@gmail.com and she will send a link to the meeting

Neighborhood Council Sustainability Alliance (NCSA): Glenn Bailey/Shaindi Schwebel Glenn Bailey, LA Public Bank was the topic. The meeting was recorded and may now be posted to the website. There is a feasibility study being done that is required by state law.

Plan Check NC: Victoria Biddle/Kelvin Tolbert Kelvin-was not able to attend meeting with the password provided. Meeting topic was passing of SB79

Valley Alliance of Neighborhood Councils (VANC): Glenn Bailey/Heather Michaels Heather Pattrice Lattimore new city clerk was introduced. Session for election work group discussed. New BONC commissioner Karen Waters introduced. Dennis Zine was guest speaker.

6. Reports from Committee Chairs (limited to one minute per report):

Executive Committee: Roy Nwaiser none

Public Safety Committee: Roy Nwaiser A camera has been installed in the Sepulveda Basin where illegal dumping occurs and bollards have been installed to keep people from entering the area to prevent illegal dumping.

Planning & Land Use: Kelvin Tolbert Kelvin will start letting area reps know when any planning and land use alerts arise in their areas via the planning and land use emails he receives about proposed projects.

Outreach: Kristin Moss. ENC should be present at our community events to build engagement with the community and get everyone involved. Please respond to Josh with either nametag or Lanyard request as well as t shirt request. Next outreach meeting will be discussing a style guide to show consistency across all branding. Run anything to the public through Outreach committee.

Youth: Tess Guralnick & Shaindi Schwebel First meeting will be tomorrow at 7 pm and doing outreach for new members

Finance: Pilar DeFreest \$230 spent this month so far, with a net of \$28,206.42

Others

Joanna will be setting up the Parks committee, email if interested. Committee will be covering the Sepulveda Basin, and Olympics as well as other projects. Olympics session for Neighborhood Councils will be Wed Oct 29 at 6 pm via zoom

Shaindi will be starting the education Committee in November. If anyone is interested, please email Shaindi.

Airport Committee still needs members

7. **Public Comment on Non-Agenda Items**

Public comments on non-agenda items **within the ENC's subject matter jurisdiction** is limited to *TWO (2) MINUTES* per speaker. Time may be adjusted at the Chair's discretion.

Councilmembers may not answer questions from the public or respond to public comment. They may only ask brief clarifying questions.

The total Comment period shall not last more than ten minutes. At the conclusion of all business, if time allows, the Chair may, at his or her discretion, open another Comment Period. **None**

8. **Seating of Alternates:** Per ENC Bylaws (Article V, Section C.1-C.2)

Area Seats: Absent Area Rep -> Designated Area Alternate -> Other Area Alternate (designated by president or presiding officer with Board approval) -> At Large Alternate (designated by president or presiding officer with Board approval)

Non-Area Alternates: Non-Area Rep -> At Large Alternate 1 -> At Large Alternate 2 -> At Large Alternate 3 -> Area Alternate (designated by president or presiding officer with Board approval)

Alternates must be in good standing with all training required by the City to be eligible to be seated.

Rachael Perry nominated by Roy Nwaisser to fill Victoria Biddle's Business Rep seat with no objections.

Rachael Perry seated.

9. Old Business

None

10. **Consent Calendar** (Consent items are voted together by one vote. Consent items can be pulled for discussion or separate vote.)

Laure Stevens to pull motion C from Consent Calendar

Vote on Consent Calendar items A, B, D, E, F

VOTE 16 YES/1 ABSENT

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Joanna C. Power	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative	Y					
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3						A
Rachel Perry	Business Representative	Y					
	Business Representative						
Roy Nwaiser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative	Y					

- A. **Council File 25-0247** – Changes the California Building Code to allow single exit, single-stairway, in multifamily residential buildings of up to six stories.

MOTION: ENC PLU Committee recommends submitting a CIS opposing CF 25-0247. (PLU passed 5-0)

- B. **Motion to amend ENC Standing Rules:** ENC amends the Standing Rules with Article VII, Section 3.D.I.iii to read “In order to ensure transparency and document Board actions, motions passed by a committee will not be considered by the Board unless the committee vote is documented in the committee’s minutes, along with the individual votes of each committee member listed by name.” (Exec passed 5-0)

- C. **Motion to amend ENC Standing Rules:** ENC amends Article V, Section 11 of the Standing Rules to read “The Encino Neighborhood Council’s digital platforms—its website and social media channels—are governed by a framework designed to ensure transparency, accessibility, and compliance with city and state regulations. This framework is defined in the ENC Digital Roles & Responsibilities Attachment A.” and include ENC Digital Roles & Responsibilities as Attachment A. (Exec passed 5-0)

Motion: Roy Nwaisser 2nd Diane Rosen

Motion to amend the motion raised by Laure Stevens

Amended motion: To amend the proposed ENC website and social media operations guide by deleting everything from the document and adding the following language The ENC Board shall appoint and authorize 3 Board members to approve all digital and other communications before publishing all content. All communications must be approved by 3 board members before any communication is published. This applies, but is not limited to email, social media, posts etc. The admin approvers shall have full access to the digital media accounts and the ENC website. Administrators will be responsible for maintenance of the website and social media platforms, keeping posts current and the ENC website in good working order. All digital media will abide by BONC guidelines. The admin approvers will be the ENC president, the ENC outreach chair, and the ENC Vice president or a senior board member that has served at least one full term.

Motion: Laure Stevens 2nd Heather Michaels **VOTE 3 YES/7 NO/7 ABSTAIN**

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative		N				
Shaindi Schwebel	Area 3 Representative			A			
Joanna C. Power	Area 4 Representative			A			
Diane Rosen	Area 5 Representative			A			
Laurie Stevens	Area 6 Representative	Y					

Jennifer Novian	Area 7 Representative		N				
Kristin Moss	At Large Representative 1		N				
Anita Kamjoo	At Large Representative 2		N				
Heather Michaels	At Large Representative 3	Y					
Rachael Perry	Business Representative			A			
	Business Representative						
Roy Nwaisser	Home Owner Representative		N				
Pilar DeFreest	Renter's Representative		N				
Glenn Bailey	Park & Environment Rep			A			
Kelvin Tolbert	Planning & Land Use Rep		N				
Jennifer Luce	Community Interest Rep			A			
Tess Gurlanick	Youth Representative			A			

Motion to pass original Motion which states: ENC amends Article V, Section 11 of the Standing Rules to read “The Encino Neighborhood Council’s digital platforms—its website and social media channels—are governed by a framework designed to ensure transparency, accessibility, and compliance with city and state regulations. This framework is defined in the ENC Digital Roles & Responsibilities Attachment A.” and include ENC Digital Roles & Responsibilities as Attachment A. (Exec passed 5-0)

MOTION: Roy Nwaisser 2nd Diane Rosen **VOTE 12 YES/3 NO/2 ABSTAIN**

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative			A			
Joanna C. Power	Area 4 Representative		N				
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative		N				
Jennifer Novian	Area 7 Representative	Y					
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					

Heather Michaels	At Large Representative 3		N				
Rachael Perry	Business Representative	Y					
	Business Representative						
Roy Nwaiser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep			A			
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative	Y					

D. **Motion:** ENC demands action from public officials and City departments to address dangerous conditions and property damage caused by ground water seepage on Ballina Canyon Rd and Red Rose Dr. This includes communication such as letters, emails and public comments made by the Public Safety Committee Chair (Public Safety passed 4-0)

E. [Council File 25-1136](#) – Requests a report on the feasibility of reestablishing the Neighborhood Prosecutor Program. The program assigned a Deputy City Attorney to each LAPD division to act as a local prosecutor for that community. These attorneys collaborated closely with community representatives and LAPD Senior Lead Officers to identify and solve criminal problems.

Motion: ENC Public Safety Committee recommends submitting a CIS supporting CF 25-1136. (Public Safety passed 4-0)

F. [Council File 25-1152](#) - Requests a report on the feasibility of requiring Neighborhood Council applicants to disclose their status as registered sex offenders, and to evaluate the feasibility of prohibiting individuals on the sex offender registry from serving on Neighborhood Councils through election, appointment or selection.

Motion: ENC Public Safety Committee recommends submitting a CIS supporting CF 25-1152. (Public Safety passed 4-0)

11. New Business

A. **Motion to amend digital roles & responsibilities document:** ENC amends the [Digital](#)

[Roles & Responsibilities](#) as recommended by the Outreach Committee with a revision to the selection process of Account Admin 2 to read “Nominated by the Outreach Committee & Approved by the Board.” (Exec passed 3-2)

Motion: Roy Nwaisser 2nd Laure Stevens

Motion to amend the Motion made by Roy Nwaisser 2nd Laure Stevens

Amended Motion: ENC amends the [Digital Roles & Responsibilities](#) as recommended by the Outreach Committee with a revision to the selection process of Account Admin 2 to read “Nominated by the Executive Committee & Approved by the Board.”

Motion: Roy Nwaisser 2nd Adam Wright **VOTE 4 YES/10 NO/3 ABSENT**

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative		N				
Adam Wright	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative		N				
Joanna C. Power	Area 4 Representative						A
Diane Rosen	Area 5 Representative		N				
Laurie Stevens	Area 6 Representative		N				
Jennifer Novian	Area 7 Representative	Y					
Kristin Moss	At Large Representative 1		N				
Anita Kamjoo	At Large Representative 2						A
Heather Michaels	At Large Representative 3						A
Rachael Perry	Business Representative		N				
	Business Representative						
Roy Nwaisser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep		N				
Kelvin Tolbert	Planning & Land Use Rep		N				
Jennifer Luce	Community Interest Rep		N				
Tess Gurlanick	Youth Representative		N				

- A. **Motion to amend digital roles & responsibilities document:** ENC amends the [Digital Roles & Responsibilities](#) as recommended by the Outreach Committee with a revision to the selection process of Account Admin 2 to read “Nominated by the Outreach

Committee & Approved by the Board.” (Exec passed 3-2)

Motion: Roy Nwaisser 2nd Laure Stevens

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Joanna C. Power	Area 4 Representative						A
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative	Y					
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2						A
Heather Michaels	At Large Representative 3						A
Rachael Perry	Business Representative	Y					
	Business Representative						
Roy Nwaisser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative	Y					

12. New Business – Funding

- A. **MOTION:** ENC will enter into a contract with The Web Corner, Inc. until June 30, 2026 (end of the fiscal year) to provide website services costing \$199 per month.

Motion: Roy Nwaisser 2nd Josh Sautter

Motion to amend the motion by Glenn Bailey

Amended Motion: ENC will enter into a contract with The Web Corner, Inc. until June 30, 2026 (end of the fiscal year) to provide website services costing up to \$199 per month.

Motion: Glenn Bailey 2nd Roy Nwaisser **VOTE 16 YES/1 INELIGIBLE**

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative	Y					

Shaindi Schwebel	Area 3 Representative	Y					
Joanna C. Power	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative	Y					
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3	Y					
Rachael Perry	Business Representative	Y					
	Business Representative						
Roy Nwaisser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative				I		

- B. **MOTION:** Any funding expense exceeding \$250 that is approved by any ENC committee must be referred to the Finance Committee for review and approval prior to being presented to the ENC Board for consideration. (Finance passed 4-0)

MOTION: Roy Nwaisser 2nd Jennifer Luce

Motion to amend motion by Roy Nwaisser

Amended motion: Any funding expense exceeding \$250 that is approved by any ENC committee must be referred to the Bylaws Committee for review and approval prior to being presented to the ENC Board for consideration. (Finance passed 4-0)

Motion: Roy Nwaisser 2nd Pilar Defreest

Motion for 2nd amendment by Glenn Bailey

Amended Motion: Any funding expense exceeding \$250 that is approved by any ENC committee must be referred to the Treasurer for review prior to being presented to the ENC Board for consideration. Any funding expense exceeding \$250 that is approved by any ENC committee must be referred to the Bylaws Committee for review and approval prior to being presented to the ENC Board for consideration. (Finance passed 4-0)

Motion: Glenn Bailey 2nd Josh Sautter VOTE 16 YES/1 INELIGIBLE

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Joanna C. Power	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative	Y					
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3	Y					
Rachael Perry	Business Representative	Y					
	Business Representative						
Roy Nwaissier	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative				I		

- C. **MOTION:** The Finance Committee recommends that the ENC Board approve an annual expense of \$250 for a subscription to Dropbox, enhanced with GoogleDocs/GoogleSpace, to serve as a centralized file repository for Neighborhood Council documents (Finance passed 4-0)

Motion: Roy Nwaissier 2nd Josh Sautter. VOTE 16 YES/1 INELIGIBLE

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
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Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Joanna C. Power	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative	Y					
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3	Y					
Rachael Perry	Business Representative	Y					
	Business Representative						
Roy Nwaissar	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative				I		

Meeting Recess 9:51pm for Special Agenda

Meeting called back to order at 10:13 pm

13. Announcements:

Committee member announcements only about items not related to ENC business.

Glenn Bailey would like to adjourn the meeting in the memory of Melanie Winter, who was the founder of River Project, and who spent an extraordinary amount of time trying to improve the Los Angeles River and the Sepulveda Basin. She passed away last night.

14. Adjournment 10:32 pm

Next meeting: 7:00 PM Wednesday, December 3, 2025

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 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 on agenda items is limited to 1 minute per speaker per item, unless adjusted by the presiding officer of the Board or Committee.

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 digitally at www.encinonc.org. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/government/subscribe-agendasnotifications/subscribe-other-meetings-agendas-and-documents>

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: 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 Pat Bates, 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 Pat Bates, 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.