



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 SPECIAL MEETING Wednesday October 22, 2025 (after) 7:30 PM **Minutes**

Please click the link below to join the webinar:

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

Webinar ID: 875 3376 4334

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Zoom Webinars are Recorded

Every person wishing to address the Board must join the Webinar via the link above or dial (888) 475-4499 or (877) 853-5257, and enter Webinar ID 890 6730 7801 and then press # to join the meeting. When prompted by the presiding officer to provide public input at the Neighborhood Council meeting, the public will be requested to dial *9 or use the Raise Hand option, 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. Public comment on agenda items is limited to ONE MINUTE per speaker per item, unless adjusted by the presiding officer of the Board or Committee.**

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		
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1. Call to Order / Roll call / Determination of quorum 9:51 pm

ENC GENERAL BOARD					
P/PRESENT A/ABSENT					
NAME/SEAT/TITLE					
	7/23/25	8/27/25	9/24/25	10/22/25	11/26/25
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	
Jill Schwartz, Business Representative seated 8/27	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	
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2. Comments from chair **None**

3. New Business

A. Motion to appoint Rober Meer as Alternate Representative for Area 6

ENC appoints Rober Meer as Alternate Representative for Area 6

Skipped over this motion for another date

4. New Business – Funding

A. Motion to approve funding for ENC Homelessness Town Hall

ENC approves spending \$50 for use of Encino Community Center and approves \$50 for social media boosts to promote the event.

Motion stricken

5. Adjournment **10:12 pm**

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 minutes 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 Roy Nwaiser, 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/ncfiles/viewPageFile/3541>

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 Roy Nwaiser, 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.