



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 EXECUTIVE COMMITTEE SPECIAL MEETING Thursday January 22, 2026 @7:00 PM

Minutes

Zoom meeting online or by telephone
Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87172153317>

Or dial (888) 475-4499 to join the meeting
then enter this Webinar ID: 871 7215 3317 and press #

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Jennifer Luce, Secretaria, al (747) 282-0450 o por correo electrónico secretary@encinonc.org para avisar al Concejo Vecinal.

IN CONFORMITY WITH THE JANUARY 1, 2026 ENACTMENT OF CALIFORNIA SENATE BILL 707 (DURAZO) AND LA CITY COUNCIL FILE 23-1114, THE ENCINO NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY.

Public Comment: 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.

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 Comments on non-agenda items is limited to TWO MINUTES (2) per speaker.** Time may be adjusted at the Chair's discretion.

Public comment on agenda items will be heard when the item is up for discussion. **Public comment on agenda items is limited to ONE MINUTE (1) 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.

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. **California Government Code Section 54953.8(b)(3).**

The 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. **California Government Code Section 54953.8(b)(4).**

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. **California Government Code Section 54953.8(b)(5),**

A 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 paragraph (5), to provide public comment until that timed public comment period has elapsed. **California Government Code Section 54953.8(b)(6)(A),**

A 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 paragraph (5), or otherwise be recognized for the purpose of providing public comment. **California Government Code Section 54953.8(b)(6)(B).**

Voting Committee Members: Roy Nwaisser (Chair), Josh Sautter, Pilar DeFreest, Jennifer Luce, Kelvin Tolbert

1. Call to Order / Roll call / Determination of quorum 7:04 PM

ENC Executive Board					
P=Present / A=Absent					
NAME / SEAT / TITLE	8/19/2025	9/16/2025	10/7/2025	11/18/2025	1/22/2026
Roy Nwaisser, Home Owner's Representative, President	P	P	P	P	P
Josh Sautter, Area 1 Representative, Vice President	P	A	P	A	A
Pilar DeFreest, Renter's Representative, Treasurer	P	P	P	P	P

Jennifer Luce, Community Interest Representative, Secretary	P	P	P	P	P
Kelvin Tolbert, Planning & Land Use, Seargent at Arms	P	P	P	P	P

2. Comments from chair

Participation by elected officials Homelessness special meeting

Confirmation for Panelists for Homelessness Special Meeting on Feb. 5 include Councilmember Raman's office, Mayor Bass's office, LAHSA, LA Sanitation, Rec and Parks, Dept of Homeless Services and Housing, LAPD, Department of Mental Health, Chrysalis, and Tim Campbell. Waiting on Controller Mejia, Horvath office and a previously unhoused person who has gone through the system. The flyer should be finalized tomorrow.

Each panelist will be given 5 minutes for a presentation.

3. Reports from Public Officials/Departments/Community Agencies **None**

4. Public Comment on Non-Agenda Items (limited to ten (10) minutes)

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

Glenn Bailey: There is a new Mayor's Rep, Nico Padron. Mayor Bass sent out media advisory about the Sepulveda Basin, so it is on her radar. Board meeting should adjourn in the memory of BONC commissioner Joy Atkinson.

5. Discussion and possible motion: Proposed quarterly ENC listening session with Councilmember Raman (or without her if she will not meet with us).

Motion: Encino NC will have quarterly listening sessions for our constituents and we will invite an elected official to join us each time

Motion: Roy Nwaisser, 2nd Kelvin Tolbert

Vote: 4 Yes, 1 Absent

		YES	NO	A B S T A	I N E L I	R E C U S	A B S E N

				I N	G I B L E	E	T
Roy Nwaisser, President	Homeowner's Org Representative	Y					
Josh Sautter, Vice President	Area 1 Representative						A
Pilar DeFreest, Treasurer	Renter's Representative	Y					
Jennifer Luce, Secretary	Community Interest Representative	Y					
Kelvin Tolbert, Sergeant at Arms	Planning & Land Use	Y					

6. Discussion and possible motion: ENC Board WhatsApp group with restricted posting.

This will be looked into further regarding personal privacy with cell phone numbers and will revisit next month.

7. Discussion and possible motion: Some committees are not meeting at the required once-per-quarter frequency: Airport 12/24, Education 2/25, Parks 4/25, Community Events

9/25

Committees need to adhere to the required once-per-quarter frequency of meetings. Airport might have a new chair, Parks will potentially meet in February.

8. Discussion and motion: The Encino Neighborhood Council supports the charter reform recommendations made by the Los Angeles Neighborhood Council Coalition (LANCC) found at <https://www.encinonc.org/assets/documents/8/meeting696dd43d1d2ee.pdf>.

Motion: The ENC supports the final charter reform recommendations made by the Los Angeles Neighborhood Council Coalition (LANCC) and Neighborhood Council Budget Advocates.

Motion: Roy Nwaisser, 2nd Pilar DeFreest Vote 4 YES, 1 ABSENT

		YES	NO	A B S T A I N	I N E L I G I B L E	R E C U S E	A B S E N T
Roy Nwaisser, President	Homeowner's Org Representative	Y					
Josh Sautter, Vice President	Area 1 Representative						A
Pilar DeFreest, Treasurer	Renter's Representative	Y					
Jennifer Luce, Secretary	Community Interest Representative	Y					
Kelvin Tolbert, Sergeant at Arms	Planning & Land Use	Y					

9. Discussion: Update on grievances

There is no update on the two grievances filed against ENC, there should be an update by the next board meeting.

If the grievance does move forward the board has 60 days to respond

10. Announcements:

Committee member announcements about items not related to ENC business.

There is a NC training scheduled with the topic of Ethics and Communications and creating healthy board dynamics next Saturday.

The city has new language for Agendas for Zoom meetings.

Put out the word for the Townhall.

11. Adjourn

Next Executive Committee Meeting 2/17/26 7:45 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.

Out of an abundance of caution due to the possible attendance and participation of a majority of Encino Neighborhood Council Board Members at this Committee meeting, this meeting is noticed as a Joint Meeting of the Committee and the Board, in adherence with the State's Brown Act. No action will be taken on behalf of the Board at this meeting of the Committee. Only Committee Members are allowed to vote.

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 Jennifer Luce, Secretary, at (747) 282-0450 or email at: secretary@encinonc.org.

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

- 4933 Balboa Blvd, Encino, CA 91316
- 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/subscriptions>

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

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website www.encinonc.org