



# Encino Neighborhood Council

(A Certified Neighborhood Council)

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

## MINUTES

### ENCINO NEIGHBORHOOD COUNCIL COMMUNITY EVENTS COMMITTEE SPECIAL MEETING

**Tuesday, February 3, 2026 @ 7:00 pm**

**Please click the link to join the Zoom webinar:**

**<https://us02web.zoom.us/j/89339003086>**

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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](mailto:secretary@encinonc.org) para avisar al Concejo Vecinal.

**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 are 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 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.

#### **Community Events Committee Members:**

\*Shaindi Schwebel, *Chair* – **present**

\*Laure Stevens – **present**

\*Jennifer Novian – **present**

\*Anita Kamjoo – **absent**

\*Tess Guralnick – **absent**

Varant Majaran – **present**

#### **Alternate Committee Members:**

\*Josh Sautter – **present**

(\* Denotes Board Member/Alternate. Maximum of 5 allowed.)

**I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM[started at 7:03 pm]**

**II. WELCOME FROM THE CHAIR**

- a. Establishment of meeting norms
- b. Overview of tonight's agenda

**III. NEW BUSINESS (Motion, Discussion, and Voting)**

**a. ENCINO FEST**

1. Proposed date – May 2026
  - i. Time? 3-6 or 2-5
2. Discuss: Vendors, performances, and community organizations
  - i. Last year was partially successful because of the free food
  - ii. Entertainment was dance troupes local so families came out
  - iii. Highlight the areas of Encino – issues unique to each area
    - a. Especially area 3 and 4 – expanding reach
  - iv. Traffic mitigation
  - v. Fire station with truck, AYSO, ballet academy wants to do dance lessons (price?)
  - vi. Last year we had LAPD, LAFD
  - vii. Potential entertainment and activities:
    - a. Live music performance - Josh's friend musician
    - b. DJ and photographer
    - c. Committee booths – have games and spinning wheels
    - d. Face painting and balloon art – having more than 1 face painter so no lines
  - viii. Possible food: Pinks or local restaurant, coffee set-up from Laidrey, etc.
3. Discuss: Funding opportunities / Budget / Co-sponsors CD4
  - i. CD4, Assemblymember
  - ii. Having Pilar on board for approval
  - iii. Getting the funding
4. Next steps, communication goals and deadlines
  - i. Shaindi talks to Denton/Raman
  - ii. Josh talks to:
    - a. Horvath – last year got a grant through the EPOA
    - b. Bass's office
  - iii. Planning for which committees to set up
  - iv. Could the Armenian Cultural Foundation for example, help by providing the band?
  - v. The question is: do you give them a contract?
    - a. Handshake etc., but we can't get them to pay for it
      - i. E.g., how to ensure the vendor gets paid
  - vi. If we do food, we could do 2-5 pm
  - vii. Leave with our objectives/missions and then meet later in a couple weeks with our updates

viii. NEXT STEPS:

- a. Pick a date
- b. Determine funding proposal to bring to Board
- c. Have little stations where kids can be taught skills
- d. Need a stage – could be Nithya
- e. Get Jesse’s office to pitch in ? – he doesn’t have any discretionary fund

TASK	PERSON	DEADLINE
Talk to sponsors (CD4, Horvath, Bass, etc.)	Josh	
Talk to Denton about orgs – ask him to send a list of different orgs nearby	Shaindi	
Invite LAPD, LAFD, mounties, food, places that need to park	Jennifer/Anita	
Invite our NPG recipients (FOLAR, CERT)	Laure/Shaindi	
Invite schools	Shaindi	
Invite dance troupes/groups, AYSO	Laure	
Invite places to teach kids	Jennifer/Laure	
Talk to EPOA about co-sponsorship	Josh/Shaindi	
Flyer and Banners	Laure/Shaindi	
Check the park	Laure	

~~**Motion 1:** ENC Community Events Committee approves May 16, 2026, as the date for Encino Fest 2026.~~

**AMENDED:** ENC Community Events Committee recommends that the ENC Board approve May 16, 2026, as the date for Encino Fest 2026 at Encino Fest. (Shaindi moves, Josh seconds) [passes 5-0]

**Motion 2:** ENC Community Events Committee recommends that the ENC Board approves a budget of up to \$7,000 for Encino Fest 2026. (Shaindi moves, Josh seconds) [passes 5-0]

- ❖ The more exposure for ENC, the better
- ❖ Outreach money is meant to host events

Need 30 days for city to approve it after the Board approves it – don’t advertise it yet

**b. ENCINO WEST COMMUNITY CLEANUP**

**Motion:** Table the next agenda item to follow up at the next meeting in two weeks. (Shaindi moves, Josh seconds) [passes 5-0]

1. Discuss: Encino West community cleanup and dog poo project
  - i. CD4 involvement/collaboration
  - ii. Items needed
  - iii. Costs and proposed date

#### **IV. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS**

#### **V. COMMITTEE MEMBER COMMENTS ON NON-AGENDA ITEMS**

#### **VI. ADJOURNMENT [adjourned at 8:12 pm]**

#### **Next Community Events Committee meeting: TBD**

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.

**SB 707 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. 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).

**THE AMERICANS 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, assistive listening devices, and 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 you wish to attend by contacting the Department of Neighborhood Empowerment by email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org) or phone: (213) 978-1551.

**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, CA 91316
- Digitally at [www.encinonc.org](http://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>.

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**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](https://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).