



# 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 Thursday April 2, 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/87533764334>

Or dial (888) 475-4499 to join the meeting

then enter this Webinar ID: 875 3376 4334 and press #

**Zoom Webinars are recorded**

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.

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.

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.

### 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	Rachel Perry Business Representative	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
At Large Alternate 3 VACANT	Dana Caruso Area 1 Alternate	Area 2 Alternate VACANT	Area 3 Alternate VACANT	Area 4 Alternate VACANT
Area 5 Alternate VACANT	Robert Meer Area 6 Alternate	Andrew Zucker Area 7 Alternate		

**1. Call to Order / Roll call / Determination of quorum 7:18 PM**

ENC GENERAL BOARD								
P/PRESENT A/ABSENT								
NAME/SEAT/TITLE								
SPECIAL MEETING *	7/23/25	8/27/25	9/24/25	10/22/25	12/3/25	1/28/26	2/25/26	4/2/26*
Josh Sautter, Area 1 Representative, Vice President	P	p	P	P	A	P	P	A
Adam Wright, Area 2 Representative	P	p	P	P	P	P	P	P
Shaindi Schwebel, Area 3 Representative	P	P	P	P	A	P	P	P
Joanna C. Power, Area 4 Representative	P	P	P	P	P	A	P	A
Diane Rosen, Area 5 Representative	P	A	P	P	P	A	P	P
Laure Stevens, Area 6 Representative	P	P	P	P	P	P	P	A
Jennifer Novian, Area 7 Representative	P	P	P	P	A	P	P	A
Kristin Moss, At Large Representative 1	P	P	P	P	P	P	P	P
Anita Kamjoo, At Large Representative 2	P	P	P	P	P	A	P	A
Heather Michaels, At Large Representative, 3	P	P	P	P	P	P	P	A
Victoria Biddle, Business Representative	P	P	A	A	P	A	P	A
Rachel Perry	vacant	vacant	vacant	vacant	vacant	vacant	P	A
Roy Nwaiser, Homeowner Representative, President	P	P	P	P	P	P	P	P
Pilar DeFreest, Renter's Representative, Treasurer	P	P	P	P	P	P	P	P
Glenn Bailey, Park & Environment Rep	P	P	P	P	P	P	P	P
Kelvin Tolbert, Planning & Land Use Rep, Sergeant At Arms	P	P	P	P	P	P	P	P
Jennifer Luce, Community Interest Rep, Secretary	P	P	P	P	P	P	P	P
Tess Gurlanick, Youth Representative	A	P	P	P	P	P	A	P

## 2. Comments from chair

Name tags are in and they will be given out at the next in person general board meeting.

Pat Bates just received the award as one of 2026's Inspirational Women of the San Fernando Valley

The city attorney approved Diane Rosen to be able to attend meetings via zoom without camera being on due to ADA purposes.

If you have not already done so, please join the ENC Board What's app chat so you can receive updates /notifications. Brown Act, Roberts Rules apply, this chat is only for logistical announcements.

## 3. Reports from Public Officials/Departments/Community Agencies (limited to two minutes per report). If you have questions, please call or email the representatives, their contact information is below.

LAPD: Senior Lead Officer Walia, 34024@lapd.online (818) 374-7634\_ **NONE**

LAFD: Battalion Chief Barna [robert.barna@lacity.org](mailto:robert.barna@lacity.org) **NONE**

Mayor Karen Bass: Nico Padron, nico.padron@lacity.org **NONE**

Councilmember Nithya Raman: Denton Cohen, denton.cohen@lacity.org (213) 851-3407

As of today, all of the correct signage has been posted by LADOT and conformed to be in the correct locations Supplemental signs have also been posted to enhance visibility. Ongoing monitoring will take place as everyone adjusts to new traffic rules. CD4 has heard that so far the traffic has calmed quite a bit, not eliminating it completely but helping.

Assemblymember Gabriel: Zoe Hronsky, Zoe.Hronsky@asm.ca.gov (818) 380-2460. **NONE**

Supervisor Lindsey Horvath: Katie Abrams, KAbrams@bos.lacounty.gov (213) 852-2179. **NONE**

DONE: John Darnell, john.darnell@lacity.org (213) 473-7470. **NONE**

Budget Advocates: Glenn Bailey, [glennbaileyenc@yahoo.com](mailto:glennbaileyenc@yahoo.com)

Mayor will be releasing proposed budget on April 20. If there are any CIS that we want to file that are budget related we can start doing that today. CIS 26-0600. The Budget Advocates will be holding a town hall session following the mayors budget release on Sunday April 26 at 1pm via zoom. It is called Thoughts on the City Budget townhall, led by Jack Humphreyville, budget advocate who writes for Citywatch.

LANC is having a presentation on Saturday at 10 am with a NC president to go over new funding changes. It will be recorded. VANC will also do the same type of presentation next Thursday, which will also be recorded. Presentations will be made by NC Board members.

## 4. 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 Seats: Absent 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.

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

A. **President.** NONE

B. **Vice President.** NONE

C. **Treasurer** Budget started at \$34,746.76, expenses to date \$14,153.62 with net balance of \$18,093.14 however most of the net balance has already been allocated. Refer to the funding website.

City states for any event approvals we must have that information in by May 20.

June 1 is final date to submit a check payment request through the NC Funding System portal (including NPGs). so treasurer is looking at May 31.

Final date to make any purchases with Bank Card is June 20.

New funding guidelines came out yesterday

D. **Secretary.** NONE

E. **Sergeant At Arms.** NONE

- Update on required [training](#) for Board and Committee members.
- Reading of ENC Meeting Protocols

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

Executive Committee: Roy Nwaiser

Committee talked about ways to shorten meetings, instead of 2 min/1 min, try 1 min/1 min for comment. Put time caps on agenda items,

Public Safety Committee: Roy Nwaiser. NONE

Outreach: Kristin Moss

Three website RFP proposals were not budget friendly to the needs of Outreach. Outreach chair can share a more detailed report at next meeting. The \$4,000 allocated is not being used for the website so that frees up budget for other things. Next board meeting is April 22, a motion to activate outreach dollars could be made at that date to ensure the May 20 deadline.

Finance: Pilar DeFreest. NONE

Planning & Land Use: Kelvin Tolbert. **NONE**

Traffic & Transportation: Laure Stevens. **NONE**

Community Events: Shaindi Schwebel

Finalized May 31 2026 for Encino Fest from 2-5 pm. Currently in the process of getting park permit.

Revisit Photography for Encino Fest.

Others

## 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. Old Business

- A. **Encino Charter Elementary School NPG (2:00)**. Motion failed due to validity of votes. One board member was not present in an official manner. The NPG has been resubmitted and will be on the April 22 General Board Agenda
  
- B. **Encino Fest (3:00)**: Itemized budget to the Board. Item was not considered due to loss of quorum.

## 9. Consent Calendar

Item B pulled

- A. **Motion**: ENC approves the [February 2025 Board meeting minutes](#) Item was not considered due to loss of quorum.
- B. **Motion**: ENC approves the [February 2026 Monthly Expenditure Report](#)
- C. **Motion**: ENC opposes LA City Clerk budget proposal to defund 2027 Neighborhood Council elections. (Passed Exec 4-0). Item was not considered due to loss of quorum.

**Motion**: ENC approves the [February 2026 Monthly Expenditure Report](#)

Motion: Roy Nwaiser, 2<sup>nd</sup> Adam Wright. **VOTE 8 YES0 NO/1 INELIGIBLE/8 ABSENT**

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative						A
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						A
Jennifer Novian	Area 7 Representative						A
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2						A
Heather Michaels	At Large Representative 3						A
Victoria Biddle	Business Representative						A
Rachel Perry	Business Representative						A
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				I		

## 10. New Business

**A. Discussion and possible motion (5:00):** Some committees are not meeting at the required once-per quarter frequency: Education February 2025, Parks April 2025. Executive Committee requests “meet-by” dates. **Item was not considered due to loss of quorum.**

**B. Council file 26-0268 (15:00):** ENC will submit a CIS supporting CF 26-0268 and request the addition of LAPD West Valley station. (Passed Public Safety 3-0)

**Motion: Roy Nwaiser, 2<sup>nd</sup> Glenn Bailey VOTE 9 YES/1 NO/8 ABSENT**

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative						A
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						A
Jennifer Novian	Area 7 Representative						A
Kristin Moss	At Large Representative 1		N				

Anita Kamjoo	At Large Representative 2						A
Heather Michaels	At Large Representative 3						A
Victoria Biddle	Business Representative						A
Rachel Perry	Business Representative						A
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					

### 11. New Business – Funding

**A. Discussion and possible motion (5:00):** The ENC approves up to \$40/year for a license to a suite of Zoom meeting management apps by BlueSky; the apps will track speaking time, meeting attendance and other features to help meetings run more smoothly and to assist with minutes. (Passed Exec 4-0)

**Motion: Roy Nwaiser, 2<sup>nd</sup> Glenn Bailey VOTE 9 YES/0 NO/1 INELIGIBLE/8 ABSENT**

Board Member	Seat	YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Josh Sautter	Area 1 Representative						A
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						A
Jennifer Novian	Area 7 Representative						A
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2						A
Heather Michaels	At Large Representative 3						A
Victoria Biddle	Business Representative						A
Rachel Perry	Business Representative						A
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				I		

**B. Discussion and possible motion (5:00):** ENC Board approves up to \$20 for a LightWidget

license to enable ENC to embed our Instagram feed into our website.

**Motion: Roy Nwaisser, 2<sup>nd</sup> Jennifer Luce VOTE 9 YES/0 NO/1 INELIGIBLE/8 ABSENT**

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative						A
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						A
Jennifer Novian	Area 7 Representative						A
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2						A
Heather Michaels	At Large Representative 3						A
Victoria Biddle	Business Representative						A
Rachel Perry	Business Representative						A
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		

**C. Discussion and possible motion (10:00):** ENC Board approves a \$200 paid social media budget for the Outreach category for 2025-2026 fiscal year, to be managed by the Outreach Committee, without requiring separate Board approval for each campaign. Vendors: Meta (Facebook & Instagram), TikTok, X, Nextdoor, and YouTube

**Motion: Roy Nwaisser, 2<sup>nd</sup> Pilar Defreest Vote 9 YES/0 NO/1 INELIGIBLE/8 ABSENT**

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative						A
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						A
Jennifer Novian	Area 7 Representative						A
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2						A
Heather Michaels	At Large Representative 3						A
Victoria Biddle	Business Representative						A
Rachel Perry	Business Representative						A

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				I		

**D. Discussion and possible motion (2:00):** ENC approves \$255.61 to renew our Zoom license for 2026-2027.

**Motion: Roy Nwaiser, 2<sup>nd</sup> Glenn Bailey VOTE 9 YES/0 NO/1 INELIBILE/8 ABSENT**

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative						A
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						A
Jennifer Novian	Area 7 Representative						A
Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2						A
Heather Michaels	At Large Representative 3						A
Victoria Biddle	Business Representative						A
Rachel Perry	Business Representative						A
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				I		

**E. Discussion and possible motion (5:00):** ENC approves increasing contribution for Congress of Neighborhoods from \$250 to \$500. **No objection to table**

**F. Discussion and possible motion (10:00):** ENC approves \$125 for advertising on two bus shelters to promote Encino Fest. (Motion for \$90 Passed Outreach 7-0)

**Discussion-amend motion for advertising to promote Encino Neighborhood Council with a QR code**

**G. Discussion and possible motion (15:00):** ENC will start a new safety, community-building, outreach, and wellness program called **“Encino Walks.”** The ENC will encourage

all residents of Encino to get out and walk at a preset time each week (i.e. 6:30pm on Wednesdays). This will help neighbors get to know each other, foster a sense of community, increase safety and get more exercise while promoting the Encino Neighborhood Council. The Public Safety Committee recommends spending \$800 for lawn signs to be placed throughout Encino. (Passed Public Safety 3-0). **Item was not considered due to loss of quorum.**

**H. Discussion and possible motion (20:00):** The Executive Committee voted (3-Yes 1- No) to forward this [NPG request](#) for \$2240 to the General Board for discussion, pending requested invoices from the Los Angeles Youth Orchestra that provide documentation supporting the funding request. **Item was not considered due to loss of quorum.**

## **12. Announcements:**

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

**Happy Holidays to Everyone!**

## **13. Adjournment. 8:25 PM**

**Next meeting:** 7:00 PM Wednesday, April 22, 2026

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 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.

**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](mailto: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](http://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](mailto: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](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>

**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](http://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)

**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](http://www.encinonc.org)