



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

NOTICE AND AGENDA ENCINO NEIGHBORHOOD COUNCIL GENERAL BOARD MEETING Wednesday April 22, 2026 @7:00 PM

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 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**
2. **Comments from chair**
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

LAFD: Battalion Chief Barna robert.barna@lacity.org

Mayor Karen Bass: Nico Padron, nico.padron@lacity.org

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

Assemblymember Gabriel: Zoe Hronsky, Zoe.Hronsky@asm.ca.gov (818) 380-2460

Supervisor Lindsey Horvath: Paige Hajiloo, PHajiloo@bos.lacounty.gov (310) 231-1170

DONE: John Darnell, john.darnell@lacity.org (213) 473-7470

Budget Advocates: Glenn Bailey, glennbaileyenc@yahoo.com

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

B. Vice President

C. Treasurer

D. Secretary

E. Sergeant At Arms

- 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

Public Safety Committee: Roy Nwaiser

Finance: Pilar DeFreest

Planning & Land Use: Kelvin Tolbert

Community Events: Shaindi Schwebel (5:00) ENC Encino Fest Board participation

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.

8. Old Business

9. Consent Calendar

- A. **Motion:** ENC approves the [February 2026 Board meeting minutes](#)
- B. **Motion:** ENC approves the [April 2 2026 Board meeting minutes](#)
- C. **Council File 24-0238:** ENC will submit a CIS supporting CF 24-0238 implementing Real Time Crime Centers and requesting prioritization of LAPD West Valley station. (Passed Public Safety 5-0)
- D. **Council File 25-1136:** ENC will submit a CIS supporting CF 25-1136. This council file seeks to reestablish the Neighborhood Prosecutor Program. (Passed Public Safety 5-0)
- E. **Council File 26-0600:** ENC will submit a CIS for CF 26-0600 recommending City Council restore Neighborhood Council funding to \$50,000 and guaranteeing full funding for 2027 Neighborhood Council elections. (Passed Exec 4-0)
- F. **Council File 26-0489:** ENC will submit a CIS in support of LANCC recommendations that are included in the charter commission recommendations in CF 26-0489. (Passed Exec 4-0)
 - NCs CIS shall be in a separate queue from public comment
 - NCs may deliver to any governmental agency a statement past in a Brown Acted public meeting at which there is a quorum. The City shall create/require language to indicate the NC is speaking for itself and not the City
 - NCs may include consent calendars on their agendas
 - When selecting a new DONE GM, provide NCs the opportunity to submit questions to ask GM candidates during the employment interview
 - Increase the number of BONC commissioners from seven to nine with the two additional being at-large and appointed by NCs
 - NCs shall submit their budget request at the same time as departments. BONC president shall be a single point-of-contact and shall organize the requests into a single request for Mayor's consideration

- Require City Council, City Council committees, and city commissioners make provision for NCs to comment via telephone or telephonic conferencing at all meetings of these bodies
- Capitalize “Neighborhood Councils” throughout the Charter

G. Motion: New standing rule for Standardized Referral and Review of NPG Applications. (Passed Exec 4-0)

All Neighborhood Purpose Grant (NPG) applications submitted to the Encino Neighborhood Council shall be processed according to the following mandatory workflow to ensure fiscal oversight and appropriate subject-matter review:

- 1) Initial Fiscal Review: Every NPG application must first be submitted to the Treasurer to confirm funding availability within the current fiscal year’s budget and to ensure the application is administratively complete. Treasurer will ask applicant to make any necessary corrections before referral to committee.
- 2) Primary Committee Referral: Once verified for funding, the Treasurer shall refer the application to the standing committee whose primary focus most naturally aligns with the request (e.g., school-related grants to the Education Committee; community-outreach projects to the Outreach Committee). Treasurer will inform committee of available funding and any application concerns that could cause City to deny funding.
- 3) General Referral: In instances where an application falls outside the specific scope of a subject-matter committee, or if the relevant committee is inactive, the Treasurer shall forward the application to the Executive Committee. Treasurer will inform committee of available funding and any application concerns that could cause City to deny funding.
- 4) Committee Action and Recommendation: The receiving committee shall agendize the application, provide an opportunity for public comment, and vote on whether to recommend the grant to the full Board.
- 5) Technical Review & Board Vote: If approved on its merits by the initial committee review, the NPG will go to the Finance Committee for a purely technical review, and then will be agendized for the Board.

H. Discussion and possible motion: New ENC standing rule for event budget approval. (Passed Exec 4-0)

Any ENC event that requires an Event Request Form to be filed with the City Clerk must have the itemized budget approved by the Board before being submitted to the City Clerk.

I. Motion: ENC approves the re-issuance of the alcohol license for CVS. (Passed PLU 6-0)

ZA-2010-1208-CUB-CU-PAZ CVS 16461 Ventura Blvd – refers to a request for a Conditional Use Permit (CUB/CU) and plan approval (PA2) located at 16461 W. VENTURA BLVD in Encino. This file pertains to ongoing planning, typically involving the sale of alcoholic beverages or operational changes for a commercial property in the Sherman Oaks - Studio City - Toluca Lake - Cahuenga Pass area. Discussion and a possible vote.

- J. **Motion:** ENC approves a plan concerning the expansion of the school at Valley Beth Shalom at 4754 N. Densmore Ave. (Passed PLU 6-0)

ZA-2026-1370-ADJ-F 4754 N. Densmore Ave. Adjustment of a fence height at an existing school. Case Description: The project involves the construction of a new development. Based on the case code suffixes, this includes an Adjustment (ADJ) and a Fences/Walls (F) request.

10. New Business

- A. **Discussion and Motion (5:00):** ENC approves co-sponsors for Encino Fest.

- Armenian Cultural Foundation (ACF)
- Encino Property Owners Association (EPOA)
- Sherman Oaks – Encino Chamber of Commerce
- Valley Beth Shalom (VBS)

- B. **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.

11. New Business – Funding

- A. **Motion (5:00):** ENC approves the [March 2026 Monthly Expenditure Report](#)
- B. **Motion (5:00):** ENC approves \$27 for encinonc.org domain renewal.
- C. **Discussion and Motion (10:00):** Approve itemized budget for Encino Fest (see meeting supporting documents on ENC Board meeting [page](#)).
- D. **Motion (5:00):** ENC approves \$100 for Canva license renewal. (Passed Exec 4-0)
- E. **Discussion and possible motion (5:00):** ENC approves increasing contribution for Congress of Neighborhoods from \$250 to \$500.
- 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)
- 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)

H. Discussion and possible Motion (10:00): ENC approves \$400 for a table at the ONEgeneration 17th Annual Senior Symposium Day on May 16, 2026. The committee recommends processing this as an Outreach Committee expense to be paid via invoice. (Passed Finance 3-1)

Note: This requires the ENC to provide and staff a table. We must get confirmation from members as to who can staff the table prior to requesting the funding.

I. Discussion and possible motion (10:00): Consider [NPG request](#) from Encino Charter Elementary School for up to \$2,500 to cover a 5th Grade Field Trip to Camp Keystone (Passed Finance 4-0)

J. Discussion and possible motion (15:00): Consider [NPG request](#) from Los Angeles Youth Orchestra for up to \$2240 for free concert in the Encino Community Center. (Passed Exec 3-1)

12. Announcements:

Commemoration of Earth Day – Today April 22

Commemoration of Armenian Genocide Remembrance Day – April 24

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

13. Adjournment

Next meeting: 7:00 PM Wednesday, May 27, 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

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