



# 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 OUTREACH COMMITTEE MEETING **Minutes**

**Monday May 4, 2026 @7:30PM ZOOM**  
Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82144171419>

Phone one-tap: +16699006833,,82144171419# US (San Jose) +16694449171,,82144171419# US Join via audio: +1 669 900 6833 US (San Jose) +1 669 444 9171 US +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 719 359 4580 US +1 253 205 0468 US +1 689 278 1000 US +1 929 205 6099 US (New York) +1 301 715 8592 US (Washington DC) +1 305 224 1968 US +1 309 205 3325 US +1 312 626 6799 US (Chicago) +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US +1 646 931 3860 US 833 548 0282 US Toll Free 877 853 5257 US Toll Free 888 475 4499 US Toll Free 833 548 0276 US Toll Free Webinar ID: 821 4417 1419 International numbers available: <https://us02web.zoom.us/j/82144171419>

### 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 on agenda items will be heard when the item is up for discussion. Public comment on agenda items is limited to TWO MINUTES (2) 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.

**Outreach Committee Voting Members:** \*Kristin Moss, Chair, \*Pilar DeFreest, \*Roy Nwaiser, \*Rachel Perry, \*Joshua Sautter, Dylan Sklare. **Alternate Committee Members:** Varant Majarian

\* Indicates ENC Board Member or Alternate, no more than 5 Encino Neighborhood Council Board-Members or Alternates may be seated at a time to vote during a committee meeting.

**1. Call to Order. Start recording. Roll call. Determination of quorum.**

**2. Comments from chair**

**3. Reports from Public Officials/Departments/Community Agencies.**

**4. General Public Comment on Non-Agenda Items**

**5. New Business:**

**A. New Logo Design** - Review the submitted options and gather feedback to make a recommendation to the board.

- Proposing three to move forward

**B. Branded Pop-up Tent** - Discuss options for creating an ENC branded pop-up tent, to be used at community outreach opportunities

- **Motion:** Kristin Moss, 2nd Pilar DeFreest. Approve the spend of \$1,500 for pop-up tent & signage with new logo.

Board Member	Yes	No
Roy Nwaiser	Y	
Varant Majarian	Y	
Pilar DeFreest	Y	
Josh Sautter	Y	
Kristin Moss	Y	

**C. Holiday Outreach/CIS** - Explore ideas for “lighting up” the spirit of Encino during the Holidays, utilizing CIP funding as outreach opportunities to elevate visibility and awareness of ENC in our neighborhood.

The entire committee was excited about this idea, and great for bringing our community together for the Holidays. Next step is to get specific quotes and present to the board.

**6. Adjournment 8:35pm**

**Announcements:** Please see the Encino NC website for announcements of other events and to join our mailing list. [Here](#). You can also follow us on Social media - [Instagram](#), [Facebook](#), [YouTube](#), [X](#).

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)

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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).**