



ENCINO NEIGHBORHOOD COUNCIL

4424 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 June 24, 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	Michelle Tepper Area 4 Representative	Diane Rosen Area 5 Representative
Laure Stevens Area 6 Representative	Jennifer Novian Area 7 Representative	VACANT 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
Sally Bayram At Large Alternate 3	Dana Caruso Area 1 Alternate	Mark Reynolds Area 2 Alternate	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 Jesse 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 Appointments**

A. Discussion and Motion: Appoint Tom Koh to fill At Large Rep vacancy – [Candidate Statement](#)

B. Discussion and Motion: Appoint co-chair of Parks & Environment Committee

6. **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

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

Executive Committee: Roy Nwaiser

Finance: Pilar DeFreest

Planning & Land Use: Kelvin Tolbert

Outreach: Kristin Moss

Others

8. 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.

9. Old Business

10. Consent Calendar

A. Motion: ENC approves the [May 2026 Board meeting minutes](#)

B. Motion: ENC approves the [June 8, 2026 Special Board meeting minutes](#)

11. New Business

A. Discussion and Motion: ENC approves the [ENC inventory list for 2025-2026](#).

B. Discussion and possible motion: Some committees are not meeting at the required once-per quarter frequency: Education February 2025, Parks April 2025. Executive Committee requests “meet-by” dates.

12. New Business – Funding

A. Motion: ENC approves the May 2026 Monthly Expenditure Report (See ENC [Financial Documents](#).)

B. Motion: ENC approves up to \$1,700 on new ENC swag. This will consist of wireless fast charging cellphone stands and hardcover books with various size post-it style pads.

This was previously approved at the May 27, 2026 Board meeting but we could not complete the purchase because Encino Fest expenses put us over our \$5,000 monthly spending limit. We have to approve it again for the new fiscal year.

C. Motion: ENC approves up to \$1,500 for branded pop-up tent and accessories.

This was previously approved at the May 27, 2026 Board meeting but we could not complete the purchase because Encino Fest expenses put us over our \$5,000 monthly spending limit. We have to approve it again for the new fiscal year.

- 10' x10' pop-up tent with custom canopy top, full printed back wall, two double-sided printed half walls with rails + rolling storage bag. Frame is aluminum with 1.6" hex construction.
- Custom tablecloth with 5-spot logo customization.
- Custom 33" x 81" retractable vertical banner with carrying case.
- Expected cost is approximately \$1030 including tax & shipping but price is subject to change based on available promotions and ordinary Amazon price fluctuations.

D. Discussion and Motion: Approve ENC [2026-2027 Fiscal Year Administrative Packet](#)

13. Announcements:

Register for Budget Day on June 27! Free registration [here](#).

14. Adjournment

Next meeting: 7:00 PM Wednesday, July 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

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