



ENCINO
NEIGHBORHOOD COUNCIL

4424 Paso Robles Avenue, Encino CA 91316 Phone: (747) 282-0450

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

NOTICE AND AGENDA ENCINO NEIGHBORHOOD COUNCIL GENERAL BOARD MEETING Wednesday September 23, 2026 @ 7:00 PM

Minutes

**Women's Club 4924 Paso Robles Ave, Encino CA 91316
(At the Encino Community Center 4935 Balboa Bl, Encino CA 91316)**

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 Rep A	Adam Wright Area 2 Rep P	Shaindi Schwebel Area 3 Rep P	Michelle Tepper Area 4 Rep P
Diane Rosen Area 5 Rep A	Laure Stevens Area 6 Rep P	Jennifer Novian Area 7 Rep P	Mark Reynolds At Large Rep 1 P
Anita Kamjoo At Large Rep 2 P	Heather Michaels At Large Rep 3 A	Victoria Biddle Business Rep A	Rachel Perry Business Rep A
Roy Nwaiser Homeowner Rep P	Pilar DeFreest Renter's Rep P	Glenn Bailey Park & Environment Rep P	Kelvin Tolbert Planning & Land Use Rep P
Jennifer Luce Community Interest Rep P	Tess Gurlanick Youth Rep A	Geraldine Hernandez At Large Alternate 1 A	LeeVante Haywood At Large Alternate 2 A
At Large Alternate 3 Sally Bayram A	Dana Caruso Area 1 Alternate A	Area 2 Alternate VACANT	Area 3 Alternate VACANT
Area 4 Alternate VACANT	Area 5 Alternate VACANT	Robert Meer Area 6 Alternate P	Andrew Zucker Area 7 Alternate A

1. Call to Order / Roll call / Determination of quorum 7:06

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 *Be careful about your packages and use Amazon or UPS lockers. Put a lock on your breaker boxes to avoid burglars.*

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

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

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

Valley Beth Shalom's Traffic accident — Thanks to LAPD/LAFD for transporting multiple victims to be treated. Recent meeting with LADOT to conduct traffic safety study for Ventura and Densmore, and Ventura and Gloria. New speed bump on Densmore. VBS lost their crossing guard this year so we are working on ways to make it safer there. Brush clearance finally moved forward today, thanks to the ENC Traffic Committee for making this happen.

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

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

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

Contact John if you ever have questions about the legislative process and to make your voice heard. The ENC is an advisory board to the City and DONE supports us. Quarterly homelessness liaisons meeting recently, with a nonprofit organization making a presentation. NCs can get a sense of policy by joining it. Come to the Congress of Neighborhoods this Saturday, September 26th at 8 AM! John is Chief Resilience Officer for the City and is creating a template that NCs can use for emergency preparedness. Thursday, October 29, will be a Citywide meeting about this.

Budget Advocates: Glenn Bailey, glennbaileyenc@yahoo.com

Sponsoring one of the workshops at Congress. Awaiting the Mayor's Budget Policy letter which will indicate priorities and cuts for the Budget Advocates.

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.

Robert Meer is seated as Area 1 Representative.

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

- A. President** – *Remember to have your cameras on at all times on Zoom meetings, not just for voting, and keep in mind upcoming ADA requirements for agendas.*
- B. Vice President** – *Check out the Airport Committee, watch the VANCC recording.*
- C. Treasurer** – *We have rollover funds from last year \$4,200, some of it was already reserved for the tent and swag we voted on in May/June. Reminder to take your funding training before October 16, 2026. You won't be able to vote if not.*
- D. Secretary** – *None*
- E. Sergeant At Arms**
 - I. Update on required [training](#) for Board and Committee members. – *3 Board members still need the new funding training; Kelvin will email.*
 - II. Reading of ENC Meeting Protocols – *1st comment gets 2 minutes, 2nd comment gets 1 minute.*

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

Finance Committee: Pilar DeFreest – *None*

Planning & Land Use: Kelvin Tolbert – *Last meeting we had land use attorneys about the programs being implemented. Go watch the recording and read the minutes.*

Outreach: Michelle Tepper – *Next event is Movie Night, then Holiday event in December.*

Community Events: Shaindi Schwebel – *Reach out to Jennifer M. if you're interested in volunteering for Movie Night.*

Public Safety: Roy Nwaissar – *Coffee with a Cop October 7, 2026 at 11 am–12:30 pm. Come get free Coffee Bean.*

Youth Committee: Tess Guralnick – *Shaindi provides update about recent meetings, new members.*

Others

Education: *First meeting October 4, 2026 at 1-2 PM!*

Traffic: *October 1 meeting. We'll be addressing the recent car accidents and other fatalities in Encino. The Traffic Committee has been advocating for years about better traffic enforcement and will continue to do so.*

Parks: *Meeting Wednesday, September 30 at 7 PM.*

Airports: *Join the Committee! Friday Oct 9 and Saturday Oct 10 will be airport tours at Van Nuys. Contact Pilar for questions. It's open to any NCs located around the airport.*

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.

LAFH Builds (Plan Check) first community meeting October 15 from 6–8 PM at the ONEGeneration Center. The goal is to present the project and get community feedback and hands-on workshops in the future. This is for multi-family housing at the former Park 'n Ride.

8. Old Business

- A. Motion:** ENC approves the formation of an Ad Hoc LA28 Olympic Committee. (passed by exec 5-0) Appoint LA28 committee chair

Roy 1st, Pilar 2nd

No objections, motion passes by show of hands.

- B.** Nomination of Ad Hoc LA28 Olympic Committee Chair by Vice President and approval by Board.

VP nominates Roy and Pilar as Co-Chairs. Laure comments: preference should be given to those who are on no committees; she nominates Josh because he's not on committees and wants to be.

Motion: Jennifer Luce 1st, Pilar 2nd, Passes 12-1 by show of hands.

9. Consent Calendar

10. New Business

- A. Motion:** ENC approves the [August 26, 2026 Board meeting minutes](#).

Roy 1st, Shaindi 2nd. Motion passes by show of hands.

- B. Motion:** Approve Coffee Bean as event sponsor for National Coffee With A Cop Day.

The treasurer will reach out to the funding rep to make sure we are allowed to advertise with Coffee Bean on flyers.

Roy 1st, Mark 2nd. Motion passes by show of hands.

- C. Motion:** Approve Tapia Bros as event sponsor for holiday event on **December 6, 2026**.

Glenn comment: motions need to include details such as date.

Roy 1st, Jennifer M. 2nd. Motion passes by show of hands.

- D. Motion:** Approve Encino Property Owners Association as co-host or co-sponsor for holiday event.

Jennifer Luce 1st, Mark 2nd. Motion passes by show of hands.

11. New Business Funding

- A. Motion:** ENC approves the [August 2026 Monthly Expenditure Report](#).

Motion: ENC approves the August 2026 Monthly Expenditure Report.

Roy 1st, Mark 2nd. Motion passes by show of hands.

- B. Motion:** ENC approves up to ~~\$175~~ **\$150** for expenses related to ENC Public Safety Committee special meeting including facility fees, application fee, water, and light refreshments. (Passed Public Safety Committee 4-0)

Discussion pertains to the appropriateness of a meeting so soon after the recent tragedy outside Valley Beth Shalom, and whether it would be best suited for the Public Safety or the Traffic Committee. Ultimately it is decided that it will be held as a joint meeting to ensure non-Committee members are able to participate.

Motion: ENC approves up to \$150 for expenses related to a joint ENC Public Safety Committee and ENC General Board special meeting in October including facility fees, water, and light refreshments.

Roy 1st, Kelvin 2nd. Motion passes by show of hands.

- C. Motion:** ENC approves [updated 2026-2027 ENC Funding Packet](#) with revised ENC budget including reallocation of Rollover Funds as summarized [here](#). (Passed Finance Committee 4-0)

Pilar points out that the Canva price will be amended from \$125 to \$140, and Line 2 phone service will be changed from \$140 to \$125.

Motion: ENC approves updated 2026-2027 ENC Funding Packet with revised ENC budget including reallocation of Rollover Funds.

Roy 1st, Pilar 2nd. Motion passes by show of hands.

- D. Motion:** ENC approves Home For The Holidays [budget](#) of up to \$2300.

Laure asks about vendors of snow and hay. Roy says there will be a play area of snow and a sled run. Laure recommends adding more details and padding to the City Clerk submission.

Motion: ENC approves a budget of up to \$2300 of Outreach category funding for the Home for the Holidays event taking place on December 6, 2026.

Shaindi 1st, Kelvin 2nd. Motion passes by show of hands.

12. Announcements:

Committee member announcements about items not related to ENC business. **None**

13. Adjournment **8:50 PM**

Next meeting: 7:00 PM Wednesday, October 28, 2026

Name	7/22/26	8/26/26	9/23/26
Josh Sautter, Area 1 Representative	P	P 7:11 PM, L 8:21 PM	A
Adam Wright, Area 2 Representative	P	P, L 8:15 PM	P
Shaindi Schwebel, Area 3 Representative	P	P	P
Michelle Tepper, Area 4 Representative	P	P	P

Diane Rosen, Area 5 Representative	P	P	A
Laure Stevens, Area 6 Representative	P	P	P
Jennifer Novian, Area 7 Representative	P	A	P
Mark Reynolds, At Large Representative 1	P	P	P
Anita Kamjoo, At Large Representative 2	P	A	P
Heather Michaels, At Large Representative 3	P	P	A
Victoria Biddle, Business Representative	A	P	A
Rachel Perry, Business Representative	P	A	A
Roy Nwaisser, Homeowner Representative, President	P	P	P
Pilar DeFreest, Renter's Representative, Treasurer	P	P	P
Glenn Bailey, Park & Environment Rep	P	P	P
Kelvin Tolbert, Planning & Land Use Rep, Sergeant At Arms	P	P	P
Jennifer Luce, Community Interest Rep, Secretary	P	P	P
Tess Gurlanick, Youth Representative	P	A	A
Robert Meer, Alternate	P	P	P
Sally Bayram, Alternate	A	P, L 9:38 PM	A

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 Shaindi Schwebel, 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