



# 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 EXECUTIVE COMMITTEE SPECIAL MEETING Monday May 11, 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/87172153317>  
 Or dial (888) 475-4499 to join the meeting  
 then enter this Webinar ID: 871 7215 3317 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.

**Voting Committee Members:** Roy Nwaiser (Chair), Josh Sautter, Pilar DeFreest, Jennifer Luce, Kelvin Tolbert

#### 1. Call to Order / Roll call / Determination of quorum **7:04 PM**

ENC Executive Board										
P/PRESENT A/ABSENT										
NAME/SEAT/TITLE										
	8/19/2 5	9/16/2 5	10/7/2 5	11/18/2 5	1/22/2 6	2/17/2 6	3/17/2 6	*4/17/2 6	*5/11/2 6	
Josh Sautter, Area 1 Representative, Vice President	P	A	P	A	A	A	P	A	A	
Roy Nwaiser, Homeowner	P	P	P	P	P	P	P	P	P	

Representative, President									
Pilar DeFreest, Renter's Representative, Treasurer	P	P	P	P	P	P	P	P	P
Jennifer Luce, Community Interest Rep, Secretary	P	P	P	P	P	P	A	P	P
Kelvin Tolbert, Planning & Land Use Rep, Sergeant At Arms	P	P	P	P	P	P	P	P	A

**2. Comments from chair**

*\*The Listening Session with Mayor Karen Bass is not for political purposes. The purpose of this meeting is to provide information regarding city services. Questions regarding the election or campaign will not be entertained.*

*\*The ENC does not endorse or oppose any candidates for public office and this is not a campaign event. This event is for informational purposes only, and the participation of elected officials does not constitute an endorsement.*

**3. Discussion with Mayor Karen Bass regarding City services and municipal priorities.**

**Note:** This is a Special Meeting of the ENC Executive Committee. While the Listening Session format allows for public Q&A to the panelist, the Councilmembers are prohibited by the Brown Act from taking action on any item not listed on this agenda, answering questions from the public or responding to public comment. They may only ask brief clarifying questions.

**Public Comment:**

Members of the public may ask questions or provide comments related to City services affecting the community, with a time limit of 1 minute per speaker. The Chair may adjust the time limit as necessary to ensure orderly conduct of the meeting.

**4. Discussion with the Encino Neighborhood Council regarding City services and municipal priorities.**

**Public Comment:**

Members of the public may ask questions or provide comments related to City services affecting the community, with a time limit of 2 minutes per speaker. The Chair may adjust the time limit as necessary to ensure orderly conduct of the meeting.

**Councilmembers may not answer questions from the public or respond to public comment. They may only ask brief clarifying questions.**

**5. Announcements:**

Committee member announcements about items not related to ENC business.

**6. Adjourn. 7:47 pm**

**Next Executive Committee Meeting 6/16/26**

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)