



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

ENCINO NEIGHBORHOOD COUNCIL GENERAL BOARD MEETING Wednesday June 24, 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/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 P	Adam Wright Area 2 Representative P	Shaindi Schwebel Area 3 Representative P	Michelle Tepper Area 4 Representative P	Diane Rosen Area 5 Representative P
Laure Stevens Area 6 Representative P	Jennifer Novian Area 7 Representative P	VACANT At Large Representative 1	Anita Kamjoo At Large Representative 2 P	Heather Michaels At Large Representative 3 P
Victoria Biddle Business Representative P	Rachel Perry Business Representative P	Roy Nwaiser Homeowner Representative P	Pilar DeFreest Renter’s Representative P	Glenn Bailey Park & Environment Rep P
Kelvin Tolbert Planning & Land Use Rep P	Jennifer Luce Community Interest Rep P	Tess Gurlanick Youth Representative P	Geraldine Hernandez At Large Alternate 1 A	LeeVante Haywood At Large Alternate 2 A
Sally Bayram At Large Alternate 3 A	Dana Caruso Area 1 Alternate A	Mark Reynolds Area 2 Alternate P	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 7:03 roll call, 7:07 began recording

ENC GENERAL BOARD										
P/PRESENT A/ABSENT I/INELIGIBLE										
NAME/SEAT/TITLE										
*Special Meeting	7/23/25	8/27/25	9/24/25	10/22/25	12/3/25	1/28/26	2/25/26	4/22/26	5/27/26	6/24/26
Josh Sautter, Area 1 Representative, Vice President	P	P	P	P	A	P	P	P	A	P Left 8:09
Adam Wright, Area 2 Representative	P	P	P	P	P	P	P	P	P	P Left 8:08
Shaindi Schwebel, Area 3 Representative	P	P	P	P	A	P	P	P	P	P
Michelle Tepper, Area 4 Representative	P	P	P	P	P	A	P	P		P
Diane Rosen, Area 5 Representative	P	A	P	P	P	A	P	P	A	P
Laure Stevens, Area 6 Representative	P	P	P	P	P	P	P	P	P	P
Jennifer Novian, Area 7 Representative	P	P	P	P	A	P	P	P	A	P Left 8:25
At Large Representative 1, vacant	P	P	P	P	P	P	P	P	P	vacant
Anita Kamjoo, At Large Representative 2	P	P	P	P	P	A	P	P	P Left 7:54	P
Heather Michaels, At Large Representative, 3	P	P	P	P	P	P	P	P	P	P
Victoria Biddle, Business Representative	P	P	A	A	P	A	P	P	P	P
Rachel Perry, Business Representative	vacant	vacant	vacant	vacant	vacant	vacant	P	P	A	P

Roy Nwaisser, Homeowner Representative, President	P	P	P	P	P	P	P	P	P	P
Pilar DeFreest, Renter's Representative, Treasurer	P	P	P	P	P	P	P	P	P	P
Glenn Bailey, Park & Environment Rep	P	P	P	P	P	P	P	P	P	P
Kelvin Tolbert, Planning & Land Use Rep, Sergeant At Arms	P	P	P	P	P	P	P	P	P	P
Jennifer Luce, Community Interest Rep, Secretary	P	P	P	P	P	P	P	P	P	P
Tess Gurlanick, Youth Representative	A	P	P	P	P	P	A	P	P	P

2. Comments from chair

Adam Wright’s Birthday, video needs to be on at all times, except Diane Rosen. Reminder of code of conduct, Brown Act, Roberts Rules of order, which all applies to the chat as well. Do not discuss anything not on agenda.

A letter was sent to all board members by a board member that was disrespectful and a violation of our code of conduct and code of civility. Please be professional when acting as an ENC member. An apology is requested.

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

Crime numbers May compared to April: Homicide May 0/April 0, Rape May 0/April 0, Robbery May 3/April 2, Aggravated Assault May 4/April 3, Burglary May 4/April 9, Motor Vehicle Theft May 6/April 7, Theft from Motor Vehicle May 9/April 13, Theft May 32, April 33 Total decrease of 8%

Last month huge burglary, 4 people were caught from South LA that were burglarizing Encino Secure breaker boxes with locks so thieves cannot cut electricity

Secure ladders so they cannot be used to enter second story of homes

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

Palos Fire in Boyle Heights has been knocked down. Currently in overhaul phase to make sure its completely out. Air pollution should be subsiding soon. Area 93 which borders Encino had one brush fire that was contained to 1 acre. Cause was from garden equipment being used for brush clearance. Drones were issued to ensure fire is completely out.

Fireworks are illegal in Los Angeles and there is high risk of fire.

Incident in Sepulveda Basin, a person fell into the LA River from the trail that was closed due to damage from the trail. Person ignored blocking. They were air lifted out.

Extending LAFD as potential for providing free CPR class, they need a location and assistance in coordination.

[Mayor Karen Bass](#): Nico Padron, nico.padron@lacity.org None

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

Thank you for EncinoFest. The section of Mulholland between Calneva and Encino Hills Drive has been repaired. Last week near White Oak and Calvert someone dumped a trailer that had a boat on it and a huge pile of debris. Calls came in on Tuesday and LA Sanitation and LADOT took care of removal on Thursday.

[Assemblymember Jesse Gabriel](#): Zoe Hronsky, Zoe.Hronsky@asm.ca.gov (818) 380-2460. None

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

Plane incident at Whiteman Airport in Pacoima, Supervisor Horvath called on all operations at the airport to be ceased immediately in response while there is an investigation conducted. Also sent a letter to FAA calling on suspension of all flight operations at airport pending a completion of Federal safety review. Will report response to letter. Friday June 26 the office will be hosting a World Cup Community Watch party at El Carrizo Community Park in Sylmar. Free event with pre game activities and youth soccer clinics starting at 4pm. Free snacks at halftime.

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

Budget Day is Saturday June 27, thank you Glenn Bailey, co-chair of Budget Advocates.

Registration is at Budgetadvocates.org

If you register before midnight tonight you can still register for parking. After tonight you can still register for attendance but will have to park somewhere else.

Neighborhood Council election will have partial in person voting with 6 or 7 locations for in person voting. July there will be election information sessions from the city. New city clerk funding must be completed by August 30. It will last until June 30 of 2027. The next time it is taken in June 2027 it will last two years, to coincide with elections.

[Budget Advocates](#): Glenn Bailey, glennbaileyenc@yahoo.com

Confirmations from Mayor, City Controller, City Council President, Chair of the City Council Budget Finance committee, the CAO and others who deal with City Budget. Expect there could be some changes.

Every two years there is Budget Advocates election, it is a two-year term and there are 3 budget advocates for each region. Encino is region 3, Southwest Valley.

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 seated in At Large Rep 1 Seat at 7:30 with no objection

Mark Reynolds seated in Area 2 Rep Seat at 8:19 with no objection

5. ENC Appointments

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

No Action Taken

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

Motion: To nominate Rachel Perry as cochair of Parks & Environment Committee

Motion: Josh Sautter 2nd Glenn Bailey VOTE YES 15/NO 1/ABSTAIN 1/ABSENT 1

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Michelle Tepper	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative	Y					
Robert Meer	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3						A
Victoria Biddle	Business Representative	Y					
Rachel Perry	Business Representative	Y					
Roy Nwaiser	Home Owner Representative		N				
Pilar DeFreest	Renter's Representative			A			
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative	Y					

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

A. President

All chairs should have received a new template for agendas and minutes with our logo on it. Email was sent yesterday using the board alias regarding email addresses. New email host should fix past problems with email communication.

B. Vice President

Reflection on EncinoFest. Vice President suspects there were thousands of people that came. Recognition for Shaindi Schwebel and whole Special events committee.

C. Treasurer. NONE

D. Secretary. NONE

E. Sergeant At Arms

- Update on required [training](#) for Board and Committee members.
- Reading of ENC Meeting Protocols
Josh Sautter funding training is due, everyone else is current

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

Executive Committee: Roy Nwaiser

Motion for reconsideration of the logo was requested by Laure Stevens but was not put on agenda due to her expired training which made her ineligible to vote.

Finance: Pilar DeFreest. None

Planning & Land Use: Kelvin Tolbert. None

Outreach: Kristin Moss

Fiscal year ends next month, sharing year-end report on outreach progress. Goal for the year was to grow community by 15%, actual growth was 15.07%

Growth on social was 23%, email declined by 15%

There were 128,000 views across all content on social media. The Encino community is 60,000. Shout out to Tess Gurlanick in launching TikTok. The last video had 30,000 views, talking about how much people love Encino.

Shaindi Schwebel: Thank you to all board members who helped with EncinoFest. There may be close to 200 new emails on our email list. Got a lot of feedback how to make EncinoFest better next year. Committee might meet to discuss potential business fair, Harvest Moon movie night preparations will be discussed soon.

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](#)

Motion: Roy Nwaisser 2nd Jennifer Luce. VOTE YES 18/NO 0

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Michelle Tepper	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative	Y					
Robert Meer	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3	Y					
Victoria Biddle	Business Representative	Y					
Rachel Perry	Business Representative	Y					
Roy Nwaisser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative	Y					

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

Motion: Roy Nwaisser. 2nd Jennifer Luce VOTE YES 17/NO 0/ABSTAIN 1

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative	Y					
Adam Wright	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Michelle Tepper	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative	Y					

Kristin Moss	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3	Y					
Victoria Biddle	Business Representative	Y					
Rachel Perry	Business Representative	Y					
Roy Nwaisser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep			A			
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative	Y					

11. New Business

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

Motion: ENC approves the [ENC inventory list for 2025-2026](#) and the pop up tent will not be added to inventory list until it is purchased.

Motion: Pilar Defreest, 2nd Diane Rosen VOTE YES 17/NO 0/ABSENT 1

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative						A
Mark Reynolds	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Michelle Tepper	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative	Y					
Robert Meer	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3	Y					
Victoria Biddle	Business Representative	Y					
Rachel Perry	Business Representative	Y					
Roy Nwaisser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative	Y					

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.

Parks had a meeting on April 29, Youth and Education have not met, Youth committee and Education committee will hold meetings in the near future.

12. New Business – Funding

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

Motion: Roy Nwaiser. 2nd Pilar Defreest VOTE YES 14/NO 0/ABSENT 2/ABSTAIN 1/INELIGIBLE 1

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative						A
Mark Reynolds	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Michelle Tepper	Area 4 Representative			A			
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative						A
Robert Meer	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3	Y					
Victoria Biddle	Business Representative	Y					
Rachel Perry	Business Representative	Y					
Roy Nwaiser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative				I		

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.

Motion: ENC approves up to \$1,000 on new ENC swag. This will consist of wireless fast charging cellphone stands. This will be funded from the 2026-2027 budget allocation.

Motion: Glenn Bailey, 2nd Roy Nwaiser

VOTE YES 13/NO 1/ABSENT 3/INELIGIBLE 1

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative						A
Mark Reynolds	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Michelle Tepper	Area 4 Representative						A
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative		N				
Jennifer Novian	Area 7 Representative						A
Robert Meer	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3	Y					
Victoria Biddle	Business Representative	Y					
Rachel Perry	Business Representative	Y					
Roy Nwaiser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative				I		

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.

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

This will be funded from the 2026-2027 Budget Allocation

Motion: Roy Nwaiser, 2nd Pilar Defreest

VOTE YES 14/NO 1/ABSENT 2/INELIGIBLE 1

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative						A

Mark Reynolds	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Michelle Tepper	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative		N				
Jennifer Novian	Area 7 Representative						A
Robert Meer	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3	Y					
Victoria Biddle	Business Representative	Y					
Rachel Perry	Business Representative	Y					
Roy Nwaiser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative				I		

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

Motion: Roy Nwaiser, 2nd Pilar Defreest

VOTE YES 14/NO 0/ABSENT 3/INELIGIBLE 1

		YES	NO	ABSTAIN	INELIGIBLE	RECUSE	ABSENT
Board Member	Seat						
Josh Sautter	Area 1 Representative						A
Mark Reynolds	Area 2 Representative	Y					
Shaindi Schwebel	Area 3 Representative	Y					
Michelle Tepper	Area 4 Representative	Y					
Diane Rosen	Area 5 Representative	Y					
Laurie Stevens	Area 6 Representative	Y					
Jennifer Novian	Area 7 Representative						A
Robert Meer	At Large Representative 1	Y					
Anita Kamjoo	At Large Representative 2	Y					
Heather Michaels	At Large Representative 3						A
Victoria Biddle	Business Representative	Y					
Rachel Perry	Business Representative	Y					
Roy Nwaiser	Home Owner Representative	Y					
Pilar DeFreest	Renter's Representative	Y					
Glenn Bailey	Park & Environment Rep	Y					
Kelvin Tolbert	Planning & Land Use Rep	Y					
Jennifer Luce	Community Interest Rep	Y					
Tess Gurlanick	Youth Representative				I		

13. Announcements:

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

14. Adjournment.

8:52 PM

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