



**ENVIRONMENTAL AFFAIRS COMMITTEE MEETING
MINUTES**

Monday, March 28, 2011 @ 7:00 PM

10116 Riverside Drive, Suite 200 Toluca Lake, CA 91602

1. Call to Order Start Time 7:10 PM

2. Attendance – Please mark X=present EX=excused AB=unexcused absence:

X Cornelio Gutierrez-Lozano, *Co-Chair* X Daphne Kozek, *Co-Chair*

EX Lance King X Cathy Naugle EX Peggy Starr X Ryan Kugler

3. Meeting Opening:

- a. Review Meeting Agenda
- b. Review and approve Minutes from last meeting
- c. Chairperson's Remarks

4. New Business: - *Public input limited to 3 minutes per item*

- a. Vote to make Ryan Kugler a new committee member
 - a. YES – unanimous (3)
- b. Budget
 - a. Committee Vote - \$750 proposals from Toluca Lake & Rio Vista Elementary
 - i. YES – unanimous (3)
 - b. Committee Vote - \$500 for Earth Day event front page ad in Tolucan Times
 - i. YES – unanimous (3)
 - c. Committee Vote – Farmer's Market Promotional Flags
 - i. YES – unanimous (3)

5. On-Going Business: - *Public input limited to 3 minutes per item*

- a. Earth Day 2011
 - i. Area Lay Out & Set Up Planning
 - i. Tents & Booths
 - 1. Can Cathy get any smaller tents? Checking on 3. We will need to pay shipping fee
 - ii. Tables & Chairs - Alice
 - iii. Fire Truck - Alice
 - iv. Bike Ride Registration (Peggy & Cathy) & Council Tent (Cornelio will recruit)
 - 1. Give out water bottles, flower pots, and ~~GTLNC reusable bags~~
 - ii. Promotion
 - i. Tolucan Times –Full front page for 5 days before event
 - ii. Banners – Daphne will fix old banners and we will try to post at Patty's & Farmer's Market

- iii. Flyers – Cathy passing out
 - 1. Possible hire of flyer passer-outer
- iii. Bike Ride
 - i. Route - Done
 - ii. LAPD Escort – Meeting Thursday @ 2pm: DC4
 - iii. Street Closure – Petition & Permit
 - 1. Daphne working on it
 - a. Call Lisa for more info
 - b. Call Richard Bogy about insurance
 - iv. Bike Valet? – NO Valet; ask Alice about bike racks for people
- i. “Taste of Toluca Lake” – Fred organizing
 - A. 10:30 Start
 - B. Restaurants participating – TBD
 - C. Set up - TBD
- ii. Educational Booths
 - 1. Tree Topping - Cathy
 - 2. DWP – Alice
 - 1. Need tent
 - 3. Adopt a tree – Terry & Andrew
 - 4. Rain Barrels – Volunteer needed
 - 5. e-waste – Cornelio working
- iii. Entertainment – School of Rock? – Cornelio meeting on Thurs.
- iv. Volunteers
 - 1. Job delegation
 - 2. Post on www.volunteermatch.com; Disney Volunteers 818.560.1000; schools in area
- v. Kids Corner
 - 1. Bounce House – \$85 – Vote YES
 - 2. Petting Zoo/Animal Adoption - \$500 – Vote YES
 - 3. Recycling Game – Cornelio bought one
 - 4. Face Paint? – Cathy checking

6. Close Meeting: Close Time 8:20 PM

7. Next Meeting: Monday, April 11, 2011 at 7:00pm – 10116 Riverside Drive, Suite 200

Neighborhood Council Meeting Agendas are posted for public review: Discovery Shop bulletin board on west wall, Ramsey-Shilling Real Estate, 10205 Riverside Dr.; Toluca Lake Car Wash, 10515 Magnolia Blvd.; North Weddington Park Recreation Center-Bulletin Board; North Hollywood Public Library, as well as on the GTLNC Web site www.gtlnc.org.

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 accommodations to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive 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 three (3) business days (72-hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Project Coordinator Taneda Larios at 818-374-9892, Toll-Free (866) LA-HELPS, or email taneda.larios@lacity.org.

Process for Reconsideration: Any person or group adversely affected by the decisions or policies of the GTLNC may file a written grievance with the Council. The Council shall then refer the matter to the Grievance Committee. Persons who wish to claim a grievance may do so by communicating with any member of the Grievance Committee, and the Grievance Committee shall invite the person claiming a grievance to present arguments and evidence, which may include testimony, to the committee. The Grievance Committee shall act to hear a grievance within thirty days of the initial communication and shall prepare a report and recommendation to the GTLNC to present at its next meeting, or at least no later than the following meeting. The Grievance Committee may on its own volition, communicate its findings directly to the Department of Neighborhood Empowerment (DONE) in addition to reporting to the Governing Board. The Governing Board shall include Grievance Committee reports in its agenda and shall hear the reports in a timely manner as describe above. Any aggrieved stakeholder has the right of appeal to DONE any decision by the GTLNC. This grievance process is intended to address matters involving procedural disputes, e.g., the Council’s failure to comply with these Bylaws, or its failure to comply with the City’s Charter, the Plan, or local, State or Federal law.