



# AGENDA GENERAL BOARD MEETING

May 19, 2020  
7:00pm

**ZOOM – Meeting ID 941-7068-4328**  
**<https://zoom.us/j/94170684328>**



### To join the Meeting

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IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF GREATER TOLUCA LAKE NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ON ZOOM AND BE ACCESSIBLE TELEPHONICALLY.

Persons on the phone wishing to attend the Board telephonically may also dial (669) 900-6833, and enter the webinar ID number above and then press # twice to join the meeting. Instructions on how to sign up for public comments will be given to listeners at the start of the meeting.

<b>GTLNC BOARD</b>			<i>X = Present, AB = Absent, EX = Excused</i>		
___	Jason Friedman	<i>PRESIDENT</i>	___	Robyn Allyn	
___	Richard McFalls	<i>VICE PRESIDENT</i>	___	Reynold Blight	___
___	Arthur Wypchlak	<i>TREASURER</i>	___	Tony Carey	___
___	Juliann Miles	<i>SECRETARY</i>	___	Hannah Globus	___
___	Kelly Cole	<i>ASST. SECRETARY</i>	___	Tina Smith	___
	Youth Board Rep.		___	Joseph Roberts	___
			___	Arielle Stern	___
<b>STATE, CITY, REGIONAL + COMMUNITY ORGANIZATIONS</b>					
___	Logan Smith	NC Liaison		State 46th Assembly District	
___	Caroline Menjivar	East Valley Rep.		LA City Mayor's Office	
___	Alice Roth	Senior Deputy		LA City Council 4 <sup>th</sup> District	
___	Kurtis Delbar	Sr. Lead Officer		LAPD NoHo Division	
___	Jason Stinett	NC Liaison		LA DWP	
___	Freddy Cupen-Ames	NC Liaison		DONE	
___	Brandon Pender	NC Budget Advocate		GTLNC Budget Advocate	
___	Jon Molin	President		TL Chamber of Commerce	
___	Steve Hampar	President		TL Homeowners Association	
___	Dana Boyd	President		TL Garden Club	
___	Ryan Altoon	Chair		TL Beautification Partners	
___	Jeff Daniel	Principal		Toluca Lake Elementary School	
___	Silvia Roman	Principal		Rio Vista Elementary School	
___	Rich Armas	Manager		Toluca Lake Farmers Market	
___	Ann Bowman	Librarian		NoHo Library	
<b>TOTAL PUBLIC IN ATTENDANCE</b>					___



**COMMITTEE + BOARD MEETING SCHEDULE**

1<sup>st</sup> Mon @ 7PM – Public Safety  
 1<sup>st</sup> Tues @ 6:30PM – Outreach  
 1<sup>st</sup> Tues @ 7:00PM – Elections  
 1<sup>st</sup> Tues @ 7:30PM – Environmental Affairs  
 2<sup>nd</sup> Mon @ 6:00PM – Planning & Land Use  
 2<sup>nd</sup> Tues @ 6:00PM – Gov. Affairs  
 2<sup>nd</sup> Tues @ 6:30PM – Executive Board  
 3<sup>rd</sup> Tues @ 7PM – **General Board**

**MEETING AGENDA:**

		Topic	Responsible Person
<b>1.</b>	<b>7:00 – 7:10</b> 10 minutes	<b>Meeting Opening / Call to Order</b>	Jason Friedman, <i>President</i>
		Pledge of Allegiance Roll Call Approval of Board Minutes  <b>MOTION A: Approve the GTLNC February 18, 2020 Board Minutes as amended.</b>  President’s Welcome	Jason Friedman, <i>President</i> Juliann Miles, <i>Secretary</i> Jason Friedman, <i>President</i>  <b>VOTE:</b> ___ / ___ / ___ <i>First:</i> <i>Second:</i>
<b>2.</b>	<b>7:10 – 7:30</b> 20 minutes	<b>Open Public Forum - (Three (3) Minutes per Speaker)</b>	
<b>3.</b>	<b>7:30 – 7:40</b> 10 minutes	<b>City &amp; Neighborhood News / Announcements - (Standing Open Forum)</b>	
		1 State 46 <sup>th</sup> Assembly District	Logan Smith, <i>NC Liaison</i>
		2 LA City Mayor’s Office	Caroline Menjivar, <i>East Valley Rep.</i>
		3 LA City Council 4 <sup>th</sup> District	Alice Roth, <i>Senior Deputy</i>
		4 LAPD NoHo Division	Kurtis Delbar, <i>Sr. Lead Officer</i>
		5 LA DWP	Jason Stinett, <i>NC Liaison</i>
		6 Empower LA (DONE)	Freddy Cupen-Ames, <i>NC Advocate</i>
		7 GTLNC Budget Advocate	Brandon Pender, <i>Budget Rep.</i>
		8 Toluca Lake Chamber of Commerce	Jon Molin, <i>President</i>
		9 Toluca Lake Homeowners Association	Steve Hampar, <i>President</i>
		10 Toluca Lake Garden Club	Dana Boyd, <i>President</i>
		11 Toluca Lake Beautification Partners	Ryan Altoon, <i>Chair</i>
		12 NoHo (Amelia Earhart) Library	Ann Bowman, <i>Librarian</i>
		13 Toluca Lake Elementary School	Jeff Daniel, <i>Principal</i>
		14 Rio Vista Elementary	Silvia Roman, <i>Principal</i>
		15 Toluca Lake Farmers Market	Rich Armas, <i>Manager</i>
<b>4.</b>	<b>7:40 – 8:30</b> 50 minutes	<b>GTLNC Committee Reports – Possible Motions &amp; Votes</b>	GTLNC Committee Chairs



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	Topic	Responsible Person
10 minutes	<b>Executive Committee</b> - (One (1) Minute per Speaker, per Agenda Item Allotted)	Jason Friedman
	<ul style="list-style-type: none"> <li>Social Media, Newsletters, &amp; Website</li> <li>Upcoming GTLNC Projects               <ol style="list-style-type: none"> <li>Covid-19 Ad-Hoc</li> <li>Community Clocktower NPG</li> </ol> </li> </ul> <p><b>MOTION B:</b> Approve a 2020 NPG for Toluca Lake Beautification Partners up to \$5000.00 for the Clocktower Beautification Project on Riverside Dr.</p> <p><b>MOTION C:</b> Approve a 2020 NPG for Toluca Lake Elementary up to \$838.00 for the maintenance of the Duplo Duplicator as amended.</p> <p><b>MOTION D:</b> Approve a 2020 NPG for Toluca Lake Elementary up to \$3033.00 for the Accelerated Reader Program as amended.</p> <p><b>MOTION E:</b> Approve \$17.95 for 2019 CERT expenses as amended.</p> <p><b>MOTION F:</b> Approve \$125.00 to TYS for the Halloween Bike and Scooter Ride Flyer Design.</p>	<p><b>VOTE:</b> ___ / ___ / ___            First:            Second:</p> <p><b>VOTE:</b> / /            First:            Second:</p> <p><b>VOTE:</b> ___ / ___ / ___            First:            Second:</p> <p><b>VOTE:</b> / /            First:            Second:</p> <p><b>VOTE:</b> / /            First:            Second:</p>
	<b>Treasurer Report</b> - (One (1) Minute per Speaker, per Agenda Item Allotted)	Arthur Wypchlak, Treasurer
	<ul style="list-style-type: none"> <li>March &amp; April Pro Forma Review</li> </ul> <p><b>MOTION G:</b> Approve the <b>February 2020 MER</b> and expenditures for reconciliation submission to the City Clerk.</p> <p><b>MOTION H:</b> Approve the <b>March 2020 MER</b> and expenditures for reconciliation submission to the City Clerk.</p> <p><b>MOTION I:</b> Approve the <b>April 2020 MER</b> and expenditures for reconciliation submission to the City Clerk.</p>	<p><b>VOTE:</b> / /            First:            Second:</p> <p><b>VOTE:</b> ___ / ___ / ___            First:            Second:</p> <p><b>VOTE:</b> ___ / ___ / ___            First:            Second:</p>
10 minutes	<b>Planning &amp; Land Use Committee</b> - (One (1) Minute per Speaker, per Agenda Item Allotted)	Robert Scibelli, Chair
	<ul style="list-style-type: none"> <li>Forman Ave &amp; 134 Freeway underpass</li> </ul>	



		Topic	Responsible Person
		<p><b><u>MOTION J:</u> Approve an amount, not to exceed \$7,500, for WRT to advance their earlier conceptual plan to include more detailed layout, lighting and aesthetic treatments and go back to 2x10 foot traffic lanes, instead of 2x14 foot lanes, and add 8 feet for pedestrian and bike use at the Forman Avenue 134 Freeway underpass.</b></p> <ul style="list-style-type: none"> <li>• 10555 Bloomfield Project</li> </ul>	<p><b><i>VOTE:</i></b>     /   /</p> <p><i>First:</i></p> <p><i>Second:</i></p>
5 minutes		<p><b>Public Safety Committee</b>                      - (One (1) Minute per Speaker, per Agenda Item Allotted)</p> <ul style="list-style-type: none"> <li>• COVID - 19 Ad-hoc</li> </ul>	<p>Robyn Allyn, Co-Chair                      Jason Friedman, Co-Chair</p>
10 minutes		<p><b>Outreach Committee</b>                      - (One (1) Minute per Speaker, per Agenda Item Allotted)</p> <ul style="list-style-type: none"> <li>• Update on Community Covid-19 response, including Ad Hoc committee.</li> <li>• GTLNC PR effort for community.</li> <li>• Plan to request funds for PR efforts and supplies, including new pop-up tent, lights, meetings signage and solar-powered large community bulletin board.</li> <li>• Reminder that Board Executive seats will be elected in the June meeting.</li> <li>• Website Status and Oversight.</li> </ul>	<p>Tony Carey, Co-Chair                      Kelly Cole, Co-Chair</p>
10 minutes		<p><b>Environmental Affairs Committee</b>                      - (One (1) Minute per Speaker, per Agenda Item Allotted)</p> <ul style="list-style-type: none"> <li>• Community Sustainability Plan at:  <a href="http://www.votetolucalake.org/wp-content/uploads/2020/05/CSP-draft.pdf">http://www.votetolucalake.org/wp-content/uploads/2020/05/CSP-draft.pdf</a></li> </ul> <p><b><u>MOTION K:</u> To approve Greater Toluca Lake Neighborhood Council’s Community Sustainability Plan, as amended, and Statement in SUPPORT of Council File 19-0156.</b></p> <ul style="list-style-type: none"> <li>• Vineland Median Beautification</li> <li>• Converting outdoor space for restaurant use</li> <li>• Sidewalk Repair Program</li> </ul> <p><b><u>MOTION L:</u> To approve the Greater Toluca Lake Neighborhood Council’s statement, in collaboration with the Neighborhood Council Sustainability Alliance, in response to the Sidewalk Repair Program Draft Environmental Impact Report (SRP DEIR), in which we advocate for more thorough analysis of the Project and its impacts. Full text of the statement can be found at: <a href="http://www.votetolucalake.org/wp-content/uploads/2020/05/SRPDEIR-draft.pdf">http://www.votetolucalake.org/wp-content/uploads/2020/05/SRPDEIR-draft.pdf</a>.</b></p>	<p>Hannah Globus, Co-Chair                      Katherine Hatton, Co-Chair</p> <p><b><i>VOTE:</i></b>    ___/___/___</p> <p><i>First:</i></p> <p><i>Second:</i></p> <p><b><i>VOTE:</i></b>     /   /</p> <p><i>First:</i></p> <p><i>Second:</i></p>



	Topic	Responsible Person
	<ul style="list-style-type: none"> <li>• Mobility &amp; Open Space Access in Los Angeles during COVID-19</li> </ul> <p><b>MOTION M:</b> In response to the Mayor’s interest in open streets and in coordination with fellow Neighborhood Councils, we approve the Greater Toluca Lake Neighborhood Council’s statement requesting the expansion of mobility and open space access in Los Angeles during the declared Los Angeles City COVID-19 emergency. Proposed open streets are based on the map as discussed at the 5 May 2020 Environmental Affairs Committee Meeting. Full text of the statement and image of the map can be found at: <a href="http://www.votetolucalake.org/wp-content/uploads/2020/05/mobility-amend.pdf">http://www.votetolucalake.org/wp-content/uploads/2020/05/mobility-amend.pdf</a>.</p> <ul style="list-style-type: none"> <li>• ADAPT Program</li> </ul> <p><b>MOTION N:</b> To approve the Greater Toluca Lake Neighborhood Council’s statement requesting that the “ADAPT” (Adjusted Deployment to Accelerate Paving in High Traffic Corridors) program implement the 2035 mobility plan on the streets already scheduled for repairing. Full text of the statement can be found at: <a href="http://www.votetolucalake.org/wp-content/uploads/2020/05/ADAPT-draft.pdf">http://www.votetolucalake.org/wp-content/uploads/2020/05/ADAPT-draft.pdf</a>.</p>	<p><b>VOTE:</b> ___/___/___  <i>First:</i>  <i>Second:</i></p> <p><b>VOTE:</b> ___/___/___  <i>First:</i>  <i>Second:</i></p>
5 minutes	<p><b>Governmental Affairs Committee</b>  <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i></p>	<p>Reynold Blight, <i>Co-Chair</i>          Richard McFalls, <i>Co-Chair</i></p>
	<ul style="list-style-type: none"> <li>• Lowering the Voting Age for Neighborhood Council Elections</li> </ul> <p><b>MOTION O:</b> To approve lowering the GTLNC election voting age from 18 years old to 15 years old, by changing the GTLNC By-Laws as follows:  <u>Page 11, Article X, Section 3</u>  <u>"All stakeholders at least fifteen (15) years of age shall be allowed to vote in Council elections for all open seats, and shall have the ability to participate on the Governing Board."</u>  <u>Page 5, Article V, Section 1</u>  <u>"The Council will consist of sixteen (16) members. Council members must remain continuous and ongoing stakeholders during their entire term of office. The Governing Board shall, to the extent possible, reflect the diversity of the Council's stakeholders. Included in the sixteen (16) members shall be 2 youth members to be nominated by the President and approved by a majority vote of the Board members; youth members must be at least 15 years of age but not older than 17 years of age. Youth terms may be extended by a majority vote no more than two times for a total of three (3) years. A youth member may not</u></p>	<p><b>VOTE:</b>     /     /  <i>First:</i>  <i>Second:</i></p>



		Topic	Responsible Person
		<u>vote on financial matters."</u> <u>Attachment B - Governing Board and Voting Structure: "Who Can Vote" Boxes "A stakeholder is 15 years or older."</u> <u>This language replaces the current language on Page 11, Article X, Section 3: Minimum Voting Age, which currently has the minimum voting age at 18. The revision language also clarifies that youth may vote for all open seats, not just youth seats.</u> <ul style="list-style-type: none"> <li>• Virtual Presentation by Bureau of Street Maintenance</li> <li>• Post Office</li> <li>• Other issues</li> </ul>	
5.	8:30 – 8:40 10 minutes	<b>New Business:</b> <i>News, announcements, topics of discussion</i>	Jason Friedman, <i>President</i>
6.	8:40	<b>Meeting Adjourned</b>	Jason Friedman, <i>President</i>
Next meeting: <b>Tuesday, June 16, 2019</b> – via Zoom			

COMMITTEE + BOARD MEETING SCHEDULE		
1 <sup>st</sup> Mon @ 7PM – Public Safety	2 <sup>nd</sup> Mon @ 6:00PM – Planning & Land Use	
1 <sup>st</sup> Tues @ 6:30PM – Outreach	2 <sup>nd</sup> Tues @ 6:00PM – Gov. Affairs	3 <sup>rd</sup> Tues @ 7PM – <b>General Board</b>
1 <sup>st</sup> Tues @ 7:00PM – Elections	2 <sup>nd</sup> Tues @ 6:30PM – Executive Board	
1 <sup>st</sup> Tues @ 7:30PM – Environmental Affairs		

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** The public is requested to dial \*9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker unless adjusted by the presiding officer of the Board.

**PUBLIC POSTING OF AGENDAS** - GTLNC agendas are posted for public review as follows:

- Discovery Store (Community Kiosk), at the Southeast corner of Forman Avenue and Riverside Drive;
- [www.gtlnc.org](http://www.gtlnc.org); or
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

As 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, 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 3 business days prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at 213-978- 1551 or email [NCsupport@lacity.org](mailto:NCsupport@lacity.org) **Section 702: (GTLNC Bylaws) Grievance Procedure.**

- An individual stakeholder or group of stakeholders shall have a right to assert a grievance with respect to any act by the Council or any member of the Council.
  - Grievances shall be handled in a manner that is consistent with rules and regulations adopted by the City of Los Angeles through its Charter, its ordinances, and the rules as communicated by its agencies, including the Department of Neighborhood Empowerment.



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- Disagreement with legitimately determined policies or positions of the Council shall not be considered a grievance for the purposes of this section.
- An allegation that the Bylaws, the Charter Plan or any other local, state or federal law has been violated shall be the legitimate subject of the grievance procedure system.
- For this purpose, the stakeholders at the annual meeting shall elect a Grievance Committee, consisting of three persons, none of whom shall be a member of the Council.
- A vacancy on the Grievance Committee may be filled temporarily by the Council, but that position shall be filled by election by all stakeholders at the next regularly scheduled meeting of stakeholders.
- 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 persons 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 30 days of the initial communication and shall prepare a report and recommendation to the Council to be presented 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 in addition to reporting to the Council.
- The Council shall include Grievance Committee reports in its agenda and shall hear the reports in a timely manner as described above.
- An aggrieved stakeholder may appeal a decision by the Grievance Committee to DONE.

**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.