



@ GTLNC



@ GTLNC



@ GTLNC



MINUTES GENERAL BOARD MEETING March 20, 2018 7:04pm



Toluca Lake Elementary School
4840 Cahuenga Blvd, Toluca Lake, CA 91602

GTLNC BOARD			<i>X = Present, AB = Absent, EX = Excused</i>			
<u>_X_</u>	Ryan Altoon	<i>PRESIDENT</i>	<u>X_</u>	Ralene Anderson	<u>_X_</u> Natasha Lewin	<u>Grievance Comm.</u>
<u>_X_</u>	Joanne Saliba	<i>VICE PRESIDENT</i>	<u>_X_</u>	Reynold Blight	<u>_X_</u> Richard McFalls	<u> </u> Sol Ajelat
<u>_X_</u>	Arthur Wypchlak	<i>TREASURER</i>	<u>X_</u>	Kelly Cole	<u>_X_</u> Mark Stephenson	<u> </u> Jay Goldberg
<u>_X_</u>	Juliam Miles	<i>SECRETARY</i>	<u>_X_</u>	Jason Friedman	<u>EX_</u> Craig Strong	<u> </u> Tim Hawkins
			<u>_X_</u>	David Knox	<u>_X_</u> Lee Jamieson	
STATE, CITY, REGIONAL + COMMUNITY ORGANIZATIONS						
<u> </u>	Caroline Hogikyan	NC Liaison		State 46th Assembly District		
<u> </u>	Brian Gavidia	East Valley Rep.		LA City Mayor's Office		
<u> </u>	Alice Roth	Senior Deputy		LA City Council 4 th District		
<u> </u>	Rob Benavidez	Sr. Lead Officer		LAPD NoHo Division		
<u> </u>	Jason Stinett	NC Liaison		LA DWP		
<u>_X_</u>	Kathleen Quinn	NC Liaison		DONE		
<u>_X_</u>	Brandon Pender	NC Budget Rep		GTLNC Budget Rep		
<u> </u>	Jon Molin	President		TL Chamber of Commerce		
<u> </u>	Richard Bogy	President		TL Homeowners Association		
<u> </u>	Dana Boyd	President		TL Garden Club		
<u> </u>	Paulanna Cuccinello	Chair		TL Beautification Partners		
<u>_X_</u>	Joseph Prendez	Principal		Toluca Lake Elementary School		
<u> </u>	Silvia Roman	Principal		Rio Vista Elementary School		
<u> </u>	Rich Armas	Manager		Toluca Lake Farmers Market		
<u>_X_</u>	Ann Bowman	Librarian		NoHo Library		
TOTAL PUBLIC IN ATTENDANCE						<u> 22 </u>

COMMITTEE & BOARD MEETING SCHEDULE

1st Mon @ 7PM – Public Safety

2nd Mon @ 6:30PM – Planning & Land Use

1st Tues @ 6:30PM – Outreach & Elections

2nd Tues @ 6PM – Governmental Affairs

2nd Tues @ 6:30PM – Executive Board

1st Tues @ 7PM – Environmental Affairs

3rd Tues @ 7PM – **General Board**



MINUTES
GENERAL BOARD MEETING
 March 20, 2018



MEETING MINUTES:

Topic		Responsible Person
1.	7:00 – 7:10 10 minutes	Meeting Opening / Call to Order
		Ryan Altoon, <i>President</i>
		Pledge of Allegiance Roll Call Review and approve GTLNC Minutes: <u>MOTION A: Approve the GTLNC February 20, 2018 Board Minutes as submitted.</u> President’s Welcome
		Ryan Altoon, <i>President</i> Juliann Miles, <i>Secretary</i> Ryan Altoon, <i>President</i> <u>VOTE: 12 / 0 / 1</u> <i>1st : Mark Stephenson</i> <i>2nd : Reynold Blight</i>
2.	7:10 – 7:20 10 minutes	Open Public Forum - (Three (3) Minutes per Speaker) <i>Katherine Hatton: Would like to rearrange the agenda so that the committees reporting toward the end of the meeting would be able to receive greater attention and time. Suggest that the committee order is rearranged regularly.</i> <i>Hannah Globus: Believes that the Supportive Permanent Housing panel is important. She stated that she is concerned that not all members voting on the matter will attend the event. She feels that it is important to clear up miscommunication. She stated that it is important to hold events like this prior to voting. She hopes that the council will do this in the future for important issues like this.</i>
3.	7:20 – 7:30 10 minutes	SPECIAL PRESENTATION: Ken Fuller, Deputy District Attorney, Environmental Crimes Division
4.	7:30 – 7:50 20 minutes	City & Neighborhood News / Announcements - (Standing Open Forum)
	1	State 46 th Assembly District
		Caroline Hogikyan, <i>NC Liaison</i>
	2	LA City Mayor’s Office
		Brian Gavidia, <i>East Valley Rep.</i>
	3	LA City Council 4 th District
		Alice Roth, <i>Senior Deputy</i>
	4	LAPD NoHo Division
		Rob Benavidez, <i>Sr. Lead Officer</i>
	5	LA DWP
		Jason Stinett, <i>NC Liaison</i>
	6	Empower LA (DONE) -By-laws deadline is April 15; DONE suggests continuous and ongoing stakeholder to be added to By-Laws; Board of Commissioners is looking to redefine stakeholder
		Kathleen Quinn, <i>NC Advocate</i>



MINUTES
GENERAL BOARD MEETING
 March 20, 2018



Topic		Responsible Person
7	<p>GTLNC Budget Advocate</p> <p>-The white paper is available. The subject for this year is “Who is in Charge?”. The 10 recommendations the budget advocates plan to address can be found on the website. Go to ncbala.com to view.</p> <p>-There is also a survey for stakeholders for the budget advocates. Results of survey will be listed at budget day.</p> <p>-Brandon Pender expressed interest to attend the next Exec meeting.</p>	Brandon Pender, Budget Rep.
8	<p>Toluca Lake Chamber of Commerce</p> <p>- May 12th is the Pancake Breakfast. All volunteers reach out to Tim Hawkins</p>	Tim Hawkins, Chamber of Commerce Representative
9	Toluca Lake Homeowners Association	Richard Bogy, <i>President</i>
10	Toluca Lake Garden Club	Dana Boyd, <i>President</i>
11	Toluca Lake Beautification Partners	Paulanna Cuccinello, <i>Chair</i>
12	<p>NoHo (Amelia Earhart) Library</p> <p>-April 16th Launch Party for LA Plays</p>	Ann Bowman, <i>Librarian</i>
13	<p>Toluca Lake Elementary School</p> <p>-Wants to address safety. TLE has a safe school plan. Extends training on issues regarding the safe school plan. There is an active shooter training this Saturday, March 24. It is free for all LAUSD employees. This training will be done in conjunction with LAPD.</p> <p>-U-turns and traffic on Cahuenga is a safety issue. LAPD and school security have been deterring this safety issue. LAPD has started issuing tickets to address this issue.</p>	Joseph Prendez, <i>Principal</i>
14	Rio Vista Elementary	Silvia Roman, <i>Principal</i>
15	Toluca Lake Farmers Market	Rich Armas, <i>Manager</i>
5.	<p>7:50 – 8:20 30 minutes</p> <p>GTLNC Committee Reports – Possible Motions & Votes</p>	GTLNC Committee Chairs
	<p><i>10 minutes</i></p> <p>Executive Committee - (One (1) Minute per Speaker, per Agenda Item Allotted)</p>	Ryan Altoon



MINUTES
GENERAL BOARD MEETING
 March 20, 2018



Topic		Responsible Person
	<p><u>MOTION B:</u> Approve Lisa Cahan Davis as Administrative and Social Media for GTLNC through Apple One.</p> <ul style="list-style-type: none"> • Administrative <ul style="list-style-type: none"> ○ Website / Webzazzle ○ Admin Expense ○ Social Media 	<p><i>VOTE:</i> <u> 13 </u> / <u> 0 </u> / <u> 0 </u> <i>First: Reynold Blight</i> <i>Second: Lee Jamieson</i></p>
	<p>Treasurer Report - (One (1) Minute per Speaker, per Agenda Item Allotted)</p>	Arthur Wypchlak, <i>Treasurer</i>
	<ul style="list-style-type: none"> • February Budget and Performa Review <p><u>MOTION C:</u> Approve the February 2018 MER and expenditures for reconciliation submission to the City Clerk.</p>	<p><i>VOTE:</i> <u> 13 </u> / <u> 0 </u> / <u> 0 </u> <i>First: Mark Stephenson</i> <i>Second: Lee Jamieson</i></p>
5 minutes	<p>Planning & Land Use Committee - (One (1) Minute per Speaker, per Agenda Item Allotted)</p>	Ryan Altoon, <i>Chair</i>
	<ul style="list-style-type: none"> • Cahuenga / Addison Lot Beautification <ul style="list-style-type: none"> ○ Peition: 100 Signature ○ HUMC Approved by City as Leasehold Interest ○ Richard McFalls- Who would have access to project? ○ Ryan Altoon- This is to be determined. The contract by the leaseholders will define the access according to the new plan. More details to come at next week. • Beautification Projects <ul style="list-style-type: none"> ○ Clybourn / Forman Median ○ Median on Moorpark Way • Caltrans Projects <ul style="list-style-type: none"> ○ 134 Freeway on-ramp/off ramp Beautification ○ -Looking into funding to use CALTrans design to purchase the materials to do the planting. • Angled parking on Forman under the 134 Freeway • Riverside Drive (134 freeway/Vineland segment) • Abandoned multifamily property on Whipple <ul style="list-style-type: none"> ○ Kathleen suggests reaching out to Todd Gilman 	
5 minutes	<p>Public Safety Committee - (One (1) Minute per Speaker, per Agenda Item Allotted)</p>	Craig Strong, <i>Chair</i>



MINUTES
 GENERAL BOARD MEETING
 March 20, 2018



Page 5 of 9

Topic		Responsible Person
	<ul style="list-style-type: none"> • New paintings and bollards on Ledge and Riverside. <ul style="list-style-type: none"> ◦ Safety issue is being address by the upcoming move of the bollard • Trailer parked on Talofa Ave. • Potential expansion of Paty’s and Paty’s parking lot improvement to sell more baked goods • Toluca Lake safer for cyclists.: Complete Street list • Mark Stephenson is requesting that Public Safety also add onto their agenda the abandoned building on Whipple 	
4 minutes	Outreach & Elections Committee <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i>	Natasha Lewin, <i>Co-Chair</i>



MINUTES
GENERAL BOARD MEETING
 March 20, 2018



Topic	Responsible Person
	<p><u>MOTION D:</u> To approve up to \$300 for GTLNC-branded table covers</p> <ul style="list-style-type: none"> • Ryan Altoon: How many are we looking at? The size? What is the color? <ul style="list-style-type: none"> ○ Kelly Cole: Looking into the number. Minimum 2. 8 foot table, but this is an option. The table clothes are green with the white writing. • Elections Workshop 2019 Update <ul style="list-style-type: none"> ○ Kelly Cole: During the application process, phone numbers, home addresses, and emails will be made public record. Global Shapers participated at the event. Their goal is to get the younger population to vote. ○ Lisa: Was budget discussed for the 2019 elections? ○ Kathleen: Number projected are between \$100,000-\$200,000 for all neighborhood councils. ○ Ryan Altoon: Funding equity could reduce GTLNC budget significantly. Is DONE working with the individuals in street banner scheduling to ensure banner positioning for election advertising. ○ Kathleen: DONE is looking into various avenues to get the word out. • Natasha: Candidate submission starts at the end of 2018. • Supportive Housing Panel April 12th <ul style="list-style-type: none"> ○ Natasha: Several organizations will be present (Los Angeles Homeless Services Authority (LAHSA), United Way, A Community of Friends (a non-profit supportive housing developer), the LAPD, and others.. The Panel will take place at Harmony United Methodist Church. The event will be covered by press. ○ Juliann: It concerns me that the panel seems weighted. I brought this up at the last Outreach meeting. So far, the panel is made up of people who pro PSH. It would be helpful to have a balanced panel. Maybe add groups who are neutral and some who are against it. ○ Kelly: I agree that it would be nice have individuals who are neutral. Individuals maybe from the City who can provide practical responses and information for concerns and issues. ○ Natasha: We have invited the City and there will be representation from LAPD. There will be plenty of negativity and this panel is just to provide information because the City is going to do this like it or not. This is happening. We are trying to provide information and answer questions. ○ Jason: Yes, this is to provide information and clear up confusion. If you have questions for the panel or suggestions for the panel, please email them to TLshpanel@gmail.com

VOTE: 13 / 0 / 0
First: Mark Stephenson
Second: Joanne Saliba



MINUTES
 GENERAL BOARD MEETING
 March 20, 2018



Page 7 of 9

Topic		Responsible Person
3 minutes	Environmental Affairs Committee - (One (1) Minute per Speaker, per Agenda Item Allotted)	Juliann Miles, <i>Chair</i>
	<ul style="list-style-type: none"> Discussion of future projects Earth Day 2018 If you are interested in joining Environmental Affairs or if you have ideas for potential projects for the committee, please do not hesitate to send an email to Juliann.Miles@gtlnc.org. 	
3 minutes	Governmental Affairs Committee - (One (1) Minute per Speaker, per Agenda Item Allotted)	Joanne Saliba, <i>Chair</i>
	<ul style="list-style-type: none"> Follow-Up to 12-18- 2018 Board Approved By-Laws <p><u>MOTION E as Amendment in Section 1 Composition:</u> <u>Approve Amended By-Laws per input from DONE .</u></p> <ul style="list-style-type: none"> Update: RecycLA <p><u>MOTION F: Approve Community Impact Statement (CIS)</u> <u>Reference: Council Files 17-0878- S1,2,3</u></p> <p>Ralene Anderson, Richard McFalls, Juliann Miles, & Mark Stephenson recused themselves because they are customers of recycLA vendors.</p> <ul style="list-style-type: none"> Update: Homeless Initiative relating to DTLA city property used for temporary housing <p><u>MOTION G: To Approve Community Impact Statement (CIS)</u> <u>Reference: Council Files 15 1138 S30, S31</u></p> <p>Joanne Saliba moves to Table “Motion G”.</p> <ul style="list-style-type: none"> Update: Toluca Lake elected officials appearing at the Taste of Toluca/Earth Day Event Legislative Update: None at this time If you are interested in joining Governmental Affairs or if you have ideas for potential speakers, please do not hesitate to send an email to Joanne.Saliba@gtlnc.org. 	<p><i>VOTE: 13 / 0 / 0</i> <i>First: Mark Stephenson</i> <i>Second: Jason Frideman</i></p> <p><i>VOTE: 9 / 0 / 4</i> <i>First: Reynold Blight</i> <i>Second: Kelly Cole</i> <i>Recusals: 4</i></p> <p><i>VOTE: ___ / ___ / ___</i> <i>First:</i> <i>Second:</i> <i>NO VOTE TAKEN / Tabled</i></p>
6. 8:20 – 8:30 10 minutes	New Business: <i>News, announcements, topics of discussion</i> <i>Reynold Blight: Would like to come into agreement to shift the committee order</i>	Ryan Altoon, <i>President</i>
7. 8:30	Meeting Adjourned	Ryan Altoon, <i>President</i>

Next meeting: **Tuesday, April 17, 2018**



MINUTES
GENERAL BOARD MEETING
 March 20, 2018



COMMITTEE + BOARD MEETING SCHEDULE

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

Speakers’ Card: The public is requested to fill out a Speakers Card to address the Council on any item on the agenda prior to the Council taking action on an item. Matters not on the agenda that are within the Council’s subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to three (3) minutes per speaker, unless waived by the presiding officer of the Council. **Neighborhood Council Meeting Agendas** are posted for public review at: Discovery Shop west wall bulletin board, as well as on the GTLNC Web site www.gtlnc.org. 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.gtlnc.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 admin@gtlnc.org. 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 e-mail 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.
- 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



MINUTES
GENERAL BOARD MEETING
March 20, 2018



Page 9 of 9

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.