



MINUTES

GENERAL BOARD MEETING

February 19, 2019
7:00pm



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>	Robyn Allyn	<u>_X_</u> David Knox	<u><i>Grievance Comm.</i></u>
<u>_X_</u>	Jason Friedman	<i>VICE PRESIDENT</i>	<u>_X_</u>	Reynold Blight	<u>EX</u> Natasha Lewin	___ Sol Ajelat
<u>_X_</u>	Arthur Wypchlak	<i>TREASURER</i>	<u>_X_</u>	Kelly Cole	<u>EX</u> Mark Stephenson	___ Jay Goldberg
<u>_X_</u>	Juliann Miles	<i>SECRETARY</i>	<u>_X_</u>	Katherine Hatton	EX Craig Strong	___ Tim Hawkins
<u>_X_</u>	Richard McFalls	<i>ASST. SECRETARY</i>	<u>_X_</u>	Lee Jamieson	X_ Joseph Roberts	
STATE, CITY, REGIONAL + COMMUNITY ORGANIZATIONS						
___	Caroline Hogikyan	NC Liaison		State 46th Assembly District		
___	Jaqueline Serrano	East Valley Rep.		LA City Mayor's Office		
___	Alice Roth	Senior Deputy		LA City Council 4 th District		
___	TBD	Sr. Lead Officer		LAPD NoHo Division		
___	Jason Stinett	NC Liaison		LA DWP		
<u>_X_</u>	Gibson Nyambura	NC Liaison		DONE		
<u>_X_</u>	Brandon Pender	NC Budget Advocate		GTLNC Budget Advocate		
<u>_X_</u>	Tim Hawkins	Representative		TL Chamber of Commerce		
___	Steve Hampar	President		TL Homeowners Association		
___	Dana Boyd	President		TL Garden Club		
___	Jon Molin	Chair		TL Beautification Partners		
___	Joseph Prendez	Principal		Toluca Lake Elementary School		
___	Silvia Roman	Principal		Rio Vista Elementary School		
___	Rich Armas	Manager		Toluca Lake Farmers Market		
<u>_X_</u>	Ann Bowman	Librarian		NoHo Library		
TOTAL PUBLIC IN ATTENDANCE						__13+1__

COMMITTEE + BOARD MEETING SCHEDULE

1 st Mon @ 7PM – Public Safety	2 nd Tues @ 6PM – Governmental Affairs	
3 rd Mon @ 6:30PM – Planning & Land Use	2 nd Tues @ 6:30PM – Executive Board	3 rd Tues @ 7PM –
1 st Tues @ 6:30PM – Outreach & Elections	1 st Tues @ 7:15PM – Environmental Affairs	General Board

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MEETING AGENDA:

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 Approval of Board Minutes
		Ryan Altoon, <i>President</i> Juliann Miles, <i>Secretary</i> Ryan Altoon, <i>President</i>
		<u>MOTION A: Approve the January 15, 2019 GLTNC Board Minutes as presented.</u>
		VOTE: <u>— / — / —</u> <i>1st : Joseph Robert</i> <i>2nd : Lee Jamieson</i>
		<u>MOTION A: Approve the GTLNC January 15, 2019 Board Minutes as submitted.</u>
		VOTE: <u>12 / 0 / 0</u> <i>1st : Jason Friedman</i> <i>2nd : Robyn Allyn</i>
		<u>MOTION B: Approve the GTLNC January 23, 2019 Special Board Minutes as submitted.</u>
		VOTE: <u>12 / 0 / 0</u> <i>1st : Lee Jamieson</i> <i>2nd : Joseph Roberts</i>
		<u>MOTION C: Approve the GTLNC February 4, 2019 Special Board Minutes as submitted.</u>
		VOTE: <u>12 / 0 / 0</u> <i>1st : Kelly Cole</i> <i>2nd : Lee Jamieson</i>
		President's Welcome
2.	7:10 – 7:20 10 minutes	Open Public Forum - (Three (3) Minutes per Speaker)
3.	7:20 – 7:35 15 minutes	PRESENTATION: Omar Gonzales, looking to open up pilot program; adding additional scooters in various areas of LA. Approx additional 6000 scooters; community outreach & equity outreach during the extended pilot; reach out to Bird via email, phone, app, or to Morgan Roth
		<i>*How do nest work: Nest team is working on nest deployment map; system will be dynamic and will be dependent upon usage</i> <i>*Where are they generally located (on sidewalks or on parking spaces): mostly located on the sidewalk; based on city by city; certain cities have stenciled parking in various areas</i> <i>*LA doesn't currently have infrastructure to allow riders to safely ride. What are you doing to give riders areas to safely travel.: Developing programs where certain amount of proceeds are going to cities to add infrastructure.</i>
4.	7:35 – 7:50 15 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
		Jaqueline Serrano, <i>East Valley Rep.</i>
	3	LA City Council 4 th District
		Alice Roth, <i>Senior Deputy</i>
	4	LAPD NoHo Division
		TBD, <i>Sr. Lead Officer</i>
	5	LA DWP
		Jason Stinett, <i>NC Liaison</i>



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Topic		Responsible Person
6	<p>Empower LA (DONE)</p> <p>-Outreach is being done for individuals in the area; letters have been sent out to residents in R1zone areas; Letters will be issued to local business owners; currently using Zimas for outreach</p> <p>-Using social media targeting to also increase candidate participation; Please continue if there are any further City Clerk platform issues</p> <p>-Will be at Farmer’s Market to increase candidate outreach</p> <p>-Motion regarding the NCs did pass; New guidelines will be rolled out and provided to the NCs</p>	Gibson Nyambura, <i>NC Advocate</i>
7	<p>GTLNC Budget Advocate</p> <p>-Requested input from NCs on White Paper; members are looking into whether multiple NCs are interested in providing input</p> <p>-Town Halls are being scheduled for various regions to increase participation</p> <p>-Would like to hire a City Manager to handle some of the issues created by the budget (i.e. Santa Monica model)</p> <p>*Have been able to see some recommendations from white papers come to completion</p> <p>*Budget for marketing/advertising is approx. \$8000. Looking into various radio spots & tv spots*</p> <p>*Success will be defined an increase in participation in surveys as well as participation in Town Hall events</p>	Brandon Pender, Budget Rep.
8	<p>Toluca Lake Chamber of Commerce</p> <p>-5/11 Pancake Breakfast for the Fire Dept</p>	Tim Hawkins, <i>Representative</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	Jon Molin, <i>Chair</i>
12	<p>NoHo (Amelia Earhart) Library</p> <p>-Friday mornings, LA Law provides a law librarian (9:30am-1:30pm); Last Friday of the month, she provides a law lecture</p> <p>-Monday 3/11: Adult Art class 2-3:30pm</p> <p>-Several programs for children</p>	Ann Bowman, <i>Librarian</i>
13	Toluca Lake Elementary School	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



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Topic		Responsible Person
10 minutes	Executive Committee - (One (1) Minute per Speaker, per Agenda Item Allotted)	Ryan Altoon
	<ul style="list-style-type: none"> • Administrative <ul style="list-style-type: none"> ○ Social Media Update ○ Website 	
	Treasurer Report - (One (1) Minute per Speaker, per Agenda Item Allotted)	Arthur Wypchlak, <i>Treasurer</i>
	<ul style="list-style-type: none"> • January Pro Forma Review <p><u>MOTION D:</u> Approve the January 2019 MER and expenditures for reconciliation submission to the City Clerk.</p> <p><i>Youth Board Member Joseph Robert abstains due to By-Law limitations of the seat.</i></p> <p><u>MOTION E:</u> Approve the revised GTLNC 2018-2019 Budget for submission to the City Clerk</p> <p><i>Youth Board Member Joseph Robert abstains due to By-Law limitations of the seat.</i></p>	<p><i>VOTE:</i> <u>11 / 0 / 1</u> <i>First: Reynold Blight</i> <i>Second: Lee Jamieson</i></p> <p><i>VOTE:</i> <u>11 / 0 / 1</u> <i>First: Lee Jamieson</i> <i>Second: Jason Friedman</i></p>
5 minutes	Planning & Land Use Committee - (One (1) Minute per Speaker, per Agenda Item Allotted)	Ryan Altoon, <i>Chair</i>



	Topic	Responsible Person
	<ul style="list-style-type: none"> 134 Freeway On/Off Ramp Beautification: Update/ Estimated Project Start Date: -Reached out to NBC Universal to continue maintenance of the property Cahuenga/Addison Lot Beautification: Pending CBA w/ City -City may have a design firm to design this property at no cost. Streetscape <p>MOTION F: Approve an amount not to exceed \$10,000 for Placeworks - an LA-based planning firm - to begin its initial stage of work for Phase 3 of Streetscape design on Riverside Drive. <i>Youth Board Member Joseph Robert abstains due to By-Law limitations of the seat.</i></p> <p>Katherine Hatton abstains.</p> <p>-Continuity of this project will be ushered by TL Beautification Partners (TL Beautification Partners is composed of several community organizations. This is a long-term project, and the scope of this project allows it to be done on a roll out basis.</p> <p>-The results of these studies as well detailed information regarding the potential project are accessible to public via our website. All information can be accessed.</p> <p>-Community will continue to have a say on the project. During the design process, the community will give input prior to any changes are implemented. No voice will be discounted, so that a collective cohesive plan will be instituted.</p> <ul style="list-style-type: none"> Homeless Housing Ad Hoc Committee 	<p>VOTE: <u>10 / 0 / 2</u> <i>First: Lee Jamieson</i> <i>Second: Reynold Blight</i></p>
5 minutes	<p>Public Safety Committee <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i></p>	Jason Friedman, <i>Chair</i>
	<ul style="list-style-type: none"> ACS vs. Post: Security company update Updates on homeless encampments New lower voltage street lights going in on Riverside New temporary Sr. Lead Officer Christopher Kelly 	
4 minutes	<p>Outreach & Elections Committee <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i></p>	Natasha Lewin, <i>Co-Chair</i> Kelly Cole, <i>Co-Chair</i>
	<ul style="list-style-type: none"> Candidate Filing Period is currently open (1/31/19 - 3/4/19). Election Period is upcoming (3/5/19 - 5/15/19). Election Day is 5/16/19. Election Outreach Update 	
3 minutes	<p>Environmental Affairs Committee <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i></p>	Juliann Miles, <i>Co-Chair</i> Katherine Hatton, <i>Co-Chair</i>



Topic		Responsible Person
	<ul style="list-style-type: none"> • Earth Day 2019: April 7, 2019 <p><u>MOTION G:</u> Approve up to \$4800.00 on rentals for Tables, Chairs, Pop Up Tents, & Umbrellas for 2019 Taste of Toluca/Earth Day.</p> <p><i>Youth Board Member Joseph Robert abstains due to By-Law limitations of the seat.</i></p> <p><u>MOTION H:</u> Approve up to \$2100.00 on Marketing & Advertising for 2019 Taste of Toluca/Earth Day through social media marketing (Facebook Ads, Web Event Posting, etc.), color fliers, & vinyl banners.</p> <p><i>Youth Board Member Joseph Robert abstains due to By-Law limitations of the seat.</i></p> <p><u>MOTION I:</u> Approve up to \$1000.00 on promotional items and T-shirts for 2019 Taste of Toluca/Earth Day.</p> <p><i>Youth Board Member Joseph Robert abstains due to By-Law limitations of the seat.</i></p> <p><u>MOTION J:</u> Approve up to \$650.00 on portable toilet rentals for 2019 Taste of Toluca/Earth Day.</p> <p><i>Youth Board Member Joseph Robert abstains due to By-Law limitations of the seat.</i></p> <p><u>MOTION K:</u> Approve up to \$1400.00 on permits for 2019 Taste of Toluca/Earth Day.</p> <p><i>Youth Board Member Joseph Robert abstains due to By-Law limitations of the seat.</i></p> <p><u>MOTION L:</u> Approve as amended up to \$150.00 on Volunteer Food for 2019 Taste of Toluca/Earth Day.</p> <p><i>Youth Board Member Joseph Robert abstains due to By-Law limitations of the seat.</i></p> <ul style="list-style-type: none"> • Suggestions for Future Projects • 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 or Katherine.Hatton@gtlnc.org. 	<p>VOTE: <u>11 / 0 / 1</u> <i>First: Jason Friedman</i> <i>Second Robyn Allyn</i></p> <p>VOTE: <u>11 / 0 / 1</u> <i>First: Kelly Cole</i> <i>Second Reynold Blight</i></p> <p>VOTE: <u>11 / 0 / 1</u> <i>First: Lee Jamieson</i> <i>Second: Robyn Allyn</i></p> <p>VOTE: <u>11 / 0 / 1</u> <i>First: Lee Jamieson</i> <i>Second Kelly Cole</i></p> <p>VOTE: <u>11 / 0 / 1</u> <i>First: Jason Friedman</i> <i>Second: Reynold Blight</i></p> <p>VOTE: <u>11 / 0 / 1</u> <i>First: Reynold Blight</i> <i>Second Jason Friedman</i></p>
3 minutes	Governmental Affairs Committee <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i>	Richard McFalls, <i>Chair</i>
	<ul style="list-style-type: none"> • Update: Proposition HHH Permanent Supportive Housing Loan Program / All Project Status / Supportive Housing Goal: Council File 17-0090-S11 -In the process of 30days on receiving the update • Legislative Update 	



Topic		Responsible Person
6.	8:20 – 8:30 10 minutes	New Business: <i>News, announcements, topics of discussion</i>
7.	8:41	Meeting Adjourned
Next meeting: Tuesday, March 19, 2019		

COMMITTEE + BOARD MEETING SCHEDULE		
1 st Mon. @ 7PM – Public Safety	2 nd Tues. 6:30PM – Executive Board	
1 st Tues. @ 6:30PM – Outreach	2 nd Tues. 6PM– Gov Affairs	3 rd Tuesday – General Board
2 nd Mon. @ 6:30PM – Planning	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.



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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.