



MINUTES

GENERAL BOARD MEETING

March 19, 2019
7:03pm



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

GTLNC BOARD			<i>X = Present, AB = Absent, EX = Excused</i>				
<input checked="" type="checkbox"/>	Ryan Altoon	<i>PRESIDENT</i>	<input checked="" type="checkbox"/>	Robyn Allyn	<input checked="" type="checkbox"/>	David Knox	<u>Grievance Comm.</u>
<input checked="" type="checkbox"/>	Jason Friedman	<i>VICE PRESIDENT</i>	<input checked="" type="checkbox"/>	Reynold Blight	<input checked="" type="checkbox"/>	Natasha Lewin	___ Sol Ajelat
<input checked="" type="checkbox"/>	Arthur Wypchlak	<i>TREASURER</i>	<input checked="" type="checkbox"/>	Kelly Cole	<input checked="" type="checkbox"/>	Mark Stephenson	___ Jay Goldberg
<input checked="" type="checkbox"/>	Juliann Miles	<i>SECRETARY</i>	<input checked="" type="checkbox"/>	Katherine Hatton	<input checked="" type="checkbox"/>	Craig Strong	___ Tim Hawkins
<input checked="" type="checkbox"/>	Richard McFalls	<i>ASST. SECRETARY</i>	<input checked="" type="checkbox"/>	Lee Jamieson	<input checked="" type="checkbox"/>	Joseph Roberts	
STATE, CITY, REGIONAL + COMMUNITY ORGANIZATIONS							
___	Caroline Hogikyan	NC Liaison		State 46th Assembly District			
<input checked="" type="checkbox"/>	Hannah Kelley	District Rep		Senator 18 th District			
___	Jaqueline Serrano	East Valley Rep.		LA City Mayor's Office			
<input checked="" type="checkbox"/>	Alice Roth	Senior Deputy		LA City Council 4 th District			
___	TBD	Sr. Lead Officer		LAPD NoHo Division			
___	Jason Stinett	NC Liaison		LA DWP			
<input checked="" type="checkbox"/>	Gibson Nyambura	NC Liaison		DONE			
___	Brandon Pender	NC Budget Advocate		GTLNC Budget Advocate			
___	Jon Molin	President		TL Chamber of Commerce			
___	Steve Hampar	President		TL Homeowners Association			
<input checked="" type="checkbox"/>	Robyn Allyn	Member		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			
___	Ann Bowman	Librarian		NoHo Library			
TOTAL PUBLIC IN ATTENDANCE							_12_+4_

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 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 Approval of Board Minutes <u>MOTION A: Approve the GTLNC February 19, 2019 Board Minutes as submitted.</u> President’s Welcome	Ryan Altoon, <i>President</i> Juliann Miles, <i>Secretary</i> Ryan Altoon, <i>President</i> <i>VOTE: _13_ / _0_ / _0_</i> <i>1st :Jason Friedman</i> <i>2nd :Reynold Blight</i>
2.	7:10 – 7:20 10 minutes	Open Public Forum - (Three (3) Minutes per Speaker)
3.	7:20 – 7:35 15 minutes	GUEST PRESENTATION:
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>
		-Introduction of District Rep Hannah Kelley -Natural Resources & Water Cmte; Environment is a huge area of push for Senator -Criminal Justice Reform: -Lunching Bill: Prohibit schools to discriminate against children whose parents are unable to pay for school lunches -SB258: allocate dollars to qualified homeless shelters that allow pets;
	2	LA City Mayor’s Office
		Jaqueline Serrano, <i>East Valley Rep.</i>



	Topic	Responsible Person
3	<p>LA City Council 4th District</p> <ul style="list-style-type: none"> -Announcement of Earth Day; Councilman will be present -New Neighborhood Service guides are available; These are until June and it will be updated -New Senior Lead Officer: Kurtis Delbar -Big Homeless Encampment on Riverton was addressed; working on fixing fence in partnership with CalTrans; Sanitation & Hope Team was available. -Lighting project /on Riverside Dr is underway until mid September Clyborn to Lankershim; Switching to low voltage LED lights (prohibits an entire grid being knocked off if a light is -Beautification is taking place in Toluca Lake; Contac 311 first; Beautification truck is available from Tues- Sat -HHH pilot projects are underway; Will update when it is time for public discuss <p>Has there been any discussion regarding scooter parking areas?</p> <p>Yes. We are in the process of working on this. Please call 311 for any E-Scooters problems/ issues. They will keep a record of these issues/problems & relay them on to the City.</p> <p>Concerned of the shape of the subway system on the Metro. Especially the Redline. Who do I contact?</p> <p>Contact Karen Swift: SwiftK@metro.net</p> <ul style="list-style-type: none"> -Councilman is also working on several bridge transitional housing for the homeless. -Senior Scam Program at East Valley Adult Center 9:30am; 	<p>Alice Roth, <i>Senior Deputy</i></p>
4	<p>LAPD NoHo Division</p>	<p>TBD, <i>Sr. Lead Officer</i></p>
5	<p>LA DWP</p>	<p>Jason Stinett, <i>NC Liaison</i></p>



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Topic		Responsible Person
6	<p>Empower LA (DONE)</p> <p>-City Clerk emailed list of candidates to the Board; list of verified candidates is on the City Clerk website as well as polling locations</p> <p>-Will be doing an Outreach to the community; provide election info as well as link community to the local NC</p> <p>-Introducing a new training program for all new board members</p> <p>-City Clerk will be handling elections;</p> <p>Will there be a City Clerk person on site at the polling location?</p> <p>-Yes.</p> <p>*Can we have a City Clerk come to the meetings? We have plenty of questions and they seem to be intertwined with DONE.*</p> <p>-We will extend the gesture.</p>	Gibson Nyambura, <i>NC Advocate</i>
7	GTLNC Budget Advocate	Brandon Pender, Budget Rep.
8	<p>Toluca Lake Chamber of Commerce</p> <p>-Working on Pancake Breakfast</p> <p>-</p>	Jon Molin, <i>President</i>
9	Toluca Lake Homeowners Association	Steve Hampar, <i>President</i>
10	<p>Toluca Lake Garden Club</p> <p>-18 planters now have lemon trees</p>	Robyn Allen, <i>Member</i>
11	Toluca Lake Beautification Partners	Jon Molin, <i>Chair</i>
12	NoHo (Amelia Earhart) Library	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.	7:50 – 8:20 30 minutes	GTLNC Committee Reports – Possible Motions & Votes
	10 minutes	Executive Committee - (One (1) Minute per Speaker, per Agenda Item Allotted)
		<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>



Topic		Responsible Person
	<ul style="list-style-type: none"> February Pro Forma Review <p><u>MOTION B</u> Approve the February 2019 MER and expenditures for reconciliation submission to the City Clerk.</p> <p>As a Youth Board Member, Joseph Robert abstains.</p> <p><u>MOTION C:</u> Approve as Amended the 2019 NPG requests from Toluca Lake Elementary school for a total of \$2500, which includes the shared copiers (\$835.00) and the Accelerated Reader program (\$1,665.00).</p> <p>Richard McFalls recusing himself because his children attend Toluca Lake Elementary.</p> <p>As a Youth Board Member, Joseph Robert abstains.</p> <p>Kelly Cole: How long have we had the arrangement for the copier?</p> <p>For many years we paid a rental fee for the use of the auditorium. We asked that in lieu of paying rent, can we assist in copier fees? In addition to the copier payments, the neighborhood council has made contributions</p> <p><u>MOTION F:</u> Approve the 2019 NPG request for Rio Vista Elementary School to cover 2 picnic benches (\$1,000).</p> <p>Ryan Altoon & David Knox recused themselves because their children attend Rio Vista.</p> <p>As a Youth Board Member, Joseph Robert abstains.</p> <p>Each year, it appears this neighborhood council votes on new picnic tables. Is there anything we can invest in? It seems like they should have 10 picnic tables by now.</p> <p>-The school is doing a rolling out</p>	<p>VOTE: <u> 12 </u> / <u> 0 </u> / <u> 1 </u> <i>First: Mark Stephen</i> <i>Second: Robyn Allen</i></p> <p>VOTE: <u> 11 </u> / <u> 0 </u> / <u> 2 </u> <i>First: Lee Jamieson</i> <i>Second: Reynold</i></p> <p>VOTE: <u> 10 </u> / <u> 0 </u> / <u> 3 </u> <i>First: Lee Jamieson</i> <i>Second; Mark Stephenson</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"> • Cahuenga Addison Lot:thenowinstitute.org; • 134 Freeway @ Cahuenga Improvements; Should be completed by mid-April • Riverside Drive Streetscape; focus on 1 block; before moving on to the other 6 blocks; have a detailed plan in order to go after federal grants as well as partnering with local corporations. Will apply for the Great Streets Grant; <p>*With the great streets grant deadline is at the end of the month. How beholden is the community to the Placeworks’s plans. *</p> <p>-This is a longer process. We will be submitting an initial application. If the application is accepted, they will give be an additional 6 months. During that time, we work hand and hand with city departments.</p> <p>How does the planning process with Placeworks proceed? Are they given direction on what items to include/ exclude?</p> <p>-We do this in concert with the community input as well as with the City consultant. The City of LA will keep Placeworks feet to the fire. We look at feasibility issues as well as survey the community.</p> <ul style="list-style-type: none"> • Lankershim Blvd Streetscape • <u>10063 Riverside Drive TOC Project</u> <ul style="list-style-type: none"> ○ 4-story mixed use project ○ One level below grade parking (28 parking stalls) ○ 10,427 sf ground floor retail ○ 38 residential units (4 of which are affordable) (10.5%) <p>-Infrastructure is not in place to sustain a vehicle-less living.</p> <p>-Traffic flow is an issue over in this area. Parking impact will be significant.</p> <p>-Can the NC submit a letter to the City regarding this project. This project does not represent the village feel and does not meet the standards established in our CDO.</p> <p>-Parking behind School of Rock is included in the deed. This property will not be incorporated to a future project.</p> <p>-Postal Office’s lease is coming to an end.</p> <p>-CPO were established to preserve a village’s area. TCOs override CPOs? What is established to protect the Community’s character.</p>	
5 minutes	Public Safety Committee <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i>	Jason Friedman, <i>Chair</i>



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Topic		Responsible Person
	<ul style="list-style-type: none"> LAPD- Officer Kelly provided some safety tips; Cyclists please take a picture of serial number SLO Kurtis Delbar will be taking over in mid April LADOT - Clybourn and Forman update CD4 - Alice Roth gave an Addison / Cahuenga street light update; approved and fully funded; 12-18 months before installed 	
4 minutes	Outreach & Elections Committee - (One (1) Minute per Speaker, per Agenda Item Allotted)	Natasha Lewin, <i>Co-Chair</i> Kelly Cole, <i>Co-Chair</i>
	<ul style="list-style-type: none"> Elections: 28 Candidates for this election; looking into informal locations for candidate forums Election Day is 5/16/19. Election Outreach Update 	
3 minutes	Environmental Affairs Committee - (One (1) Minute per Speaker, per Agenda Item Allotted)	Juliann Miles, <i>Co-Chair</i> Katherine Hatton, <i>Co-Chair</i>
	<ul style="list-style-type: none"> Earth Day 2019: April 7, 2019 TLE Clean Up: 3/23 @ 8am 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. 	
3 minutes	Governmental Affairs Committee - (One (1) Minute per Speaker, per Agenda Item Allotted)	Richard McFalls, <i>Chair</i>
	<ul style="list-style-type: none"> Legislative review: Study see how to spend funds for Prop HHH; Prop D passed; Affordable school lunches Legislative Update: will continue to monitor the items moving through the system and how they are being 	
6. 8:20 – 8:30 10 minutes	New Business: <i>News, announcements, topics of discussion</i>	Ryan Altoon, <i>President</i>
7. 8:40	Meeting Adjourned	Ryan Altoon, <i>President</i>
Next meeting: Tuesday, April 16, 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



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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 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.