



**MINUTES**  
**GENERAL BOARD MEETING**  
 July 16, 2019  
 7:05pm  
 Toluca Lake Elementary School  
 4840 Cahuenga Blvd, Toluca Lake, CA 91602



**GTLNC WILL BE DARK IN AUGUST.**  
**\*ALL GTLNC MEETINGS ARE**  
**CANCELLED IN AUGUST. \***

<b>GTLNC BOARD</b>			<i>X = Present, AB = Absent, EX = Excused</i>				
<u>  </u> X	Jason Friedman	<i>PRESIDENT</i>	<u>  </u> X	Robyn Allyn	<u>  </u> X	Lee Jamieson	<i>Grievance Comm.</i>
<u>  </u> X	Richard McFalls	<i>VICE PRESIDENT</i>	<u>  </u> X	Reynold Blight	<u>  </u> X	Colby Jensen	<u>  </u> Sol Ajelat
<u>  </u> X	Arthur Wypchlak	<i>TREASURER</i>	<u>  </u> X	Tony Carey	<u>  </u> X	Robert Scibelli	<u>  </u> Jay Goldberg
<u>  </u> X	Juliann Miles	<i>SECRETARY</i>	<u>  </u> X	Hannah Globus	<u>  </u> X	Tina Smith	<u>  </u> Tim Hawkins
<u>  </u> X	Kelly Cole.	<i>ASST. SECRETARY</i>	<u>  </u> X	Katherine Hatton			
<b>STATE, CITY, REGIONAL + COMMUNITY ORGANIZATIONS</b>							
<u>  </u> X	Caroline Hogikyan	NC Liaison		State 46th Assembly District			
<u>  </u>	Jaqueline Serrano	East Valley Rep.		LA City Mayor's Office			
<u>  </u> X	Alice Roth	Senior Deputy		LA City Council 4 <sup>th</sup> District			
<u>  </u> X	Kurtis Delbar	Sr. Lead Officer		LAPD NoHo Division			
<u>  </u>	Jason Stinett	NC Liaison		LA DWP			
<u>  </u>	Gibson Nyambura	NC Liaison		DONE			
<u>  </u>	Brandon Pender	NC Budget Advocate		GTLNC Budget Advocate			
<u>  </u> X	Jon Molin	President		TL Chamber of Commerce			
<u>  </u> X	Beth	President		TL Homeowners Association			
<u>  </u> X	Dana Boyd	President		TL Garden Club			
<u>  </u> X	Jon Molin	Chair		TL Beautification Partners			
<u>  </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>  </u>	Ann Bowman	Librarian		NoHo Library			
<b>TOTAL PUBLIC IN ATTENDANCE</b>							<u>  </u> 70+ 4+ 3+ 7

**COMMITTEE + BOARD MEETING SCHEDULE**

- |   |  |                              |
|---|--|------------------------------|
| 1 <sup>st</sup> Mon @ 7:00PM – 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 – |
| 1 <sup>st</sup> Tues @ 7:00PM – Elections             | 2 <sup>nd</sup> Tues @ 6:30PM – Executive Cmte     | <b>General Board</b>         |
| 1 <sup>st</sup> Tues @ 7:30PM – Environmental Affairs |  |                              |

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**MEETING AGENDA:**

		Topic	Responsible Person
1.	7:00 – 7:10 10 minutes	<b>Meeting Opening / Call to Order</b>	Jason Friedman, <i>President</i>
		Pledge of Allegiance Roll Call Approval of Board Minutes  <u><b>MOTION A: Approve the GTLNC June 18, 2019 Board Minutes as submitted.</b></u>  President’s Welcome  National Night Out is coming Up: (8/6 5:00pm-7:00pm) Paty’s & Trader Joes are donating. Live music and fun for the family.	Jason Friedman, <i>President</i> Juliann Miles, <i>Secretary</i> Jason Friedman, <i>President</i>  <b>VOTE: 14 / 0 / 0</b> <i>1<sup>st</sup> :Tony Carey</i> <i>2<sup>nd</sup> :Robyn Allyn</i>
2.	7:10 – 7:20 10 minutes	<b>Open Public Forum - (Three (3) Minutes per Speaker)</b> <i>Joseph Leo Bwarie: Garry Marshall Theatre; We have movie night. Doing Spitfire Grill Musical; come out to support. It takes the community to keep this theatre alive and thriving.</i>  <i>Nancy Gomez: Homelessness Problem; Lived in TL for over 10+; What is Council doing about it.; Lankershim/Riverside has become an encampment; Can’t use sidewalks; Homeless girls sitting outside of back door; Couldn’t leave out the back door; Homeless man blocking drive; unable to pull into drive; Area is becoming increasingly worse; What should I do when there are homeless people in my apt area? Who do I call? What is the Council doing about the Homelessness?</i>  <i>Jason Friedman: July 22nd scheduled pick up. Come to Public Safety meeting. We discuss tackle this issue.</i>	
3.	7:20 – 7:35 15 minutes	<b>SPECIAL PRESENTATIONS:</b>  <b>Southeast Valley Community Plan Update: Miles Orr (Planning Assistant for Dept. of City Planning) Promote Concept Workshops; Develop guidelines that will be used in zoning in the area; no presentation; showcase results of outreach and the new zoning code; please come to these events; we hope to see you all there</b>  <b>TOC Presentation from City Planning: Arthi Varma (Principal City Planner) &amp; Matt Glesne (City Planner)</b>  <i>Lisa Weber is number 3 at the planning dept. I wanted you to hear from the horse’s mouth what TOC is and what it does. They came because they know the community is upset. When it comes to TOC, it was approved in JJJ. This was a voter initiative. I agree this is giving away the farm for a few units. The developers are now using this. I was the only council member who opposed JJJ. This is basically the same as SB1818 except JJJ gave more benefits to developers while building less affordable housing. We are looking more to making affordable housing and moderate affordable housing. The biggest issue that it doesn’t allow community input. Yes, this project is by right. They are going to get approved. The developer has not to sat down in my office, but they will. The reality is they don’t have to work with my office. We are looking to see if we can get them to make it more community oriented. If the planning dept rejects this based on “the community doesn’t like this”, we the city can get sued because they are following your law. There is another community group is trying to sue the city regarding the TOC to state that TOC</i>	



		Topic	Responsible Person
		<p><i>was not properly done. There can be another ballot measure that can be introduced to overturn it. The best way to address it/or change TOC projects in the future, is by going to the Community Workshop. We can incorporate elements of the TOC projects and add more elements and requirements, including community input. No one is doing any other developments, they are going toward TOC. It is more beneficial that doesn't require my approval or community input. There is an appeal process. Anyone can submit an appeal, but it is very minimal. This is not exactly what you want to hear. But this is all the information that you need to hear. I want to thank you guys for coming out. We have not given up in my office. We are still working. If we can catch them any</i></p> <p><i>You have never explained to us why they have choose this property.</i></p> <p><i>Private prop. Owner has ability to sell. There is a map that shows what you are able to qualify for. This fortunately is a lower tier. I cannot dictate where someone can buy or live. It is not about whether I am with or against us. I am trying to do short term fixes and long-term fixes. They are falling the letter of the law. I am asking for a little more.</i></p> <p><i>Q:How long can you keep in the planning committee?</i></p> <p><i>Blake: we have timelines that we have to adhere. We have to process it according to the code timelines. We have to process it to</i></p> <p><i>If it gets approved. How long does it take?</i></p> <p><i>Blake: I don't have that answer. The developer answer has the answer. Once the developer has the decision. The approval is good for 3years. An appeal has usual takes about 3 months.</i></p> <p><i>D.R. Someone said something about historical preservation. I want to stop that development does not count. I want to really think is I am trying to prevent development or is it something that we really need to preserve.</i></p> <p><i>Cathy Saliba: Are you negotiating with them. I hope you would really keep in mind our CDO. It sounds as though, we have is challenging the transit corridor idea. I understand the Burbank buses are a part of it. But intersecting in Burbank is questionable. The LA City planning dept is responsible for implementing this law, they did not include public input. That is planning dept. I was driving on Cahuenga and Lankershim with all the development. Our CDO allows for new apts and new mixed use. I feel that you start taking away, this being built is setting a dangerous precedent. I would like to know where all the other TOC designated areas.</i></p> <p><i>D.R. The planning dept wrote and interpret the law. There was not much room for them to write. JJJ was quite specific. The lawsuit that is coming, I am not sure of what it is based on, the group that is suing is Fix The City, I haven't seen the lawsuit. I am looking every which way on TOC. As for the transit dept, It may use this to challenge it on the fact that it is based on bus routes. Bus routes change. In 5-10years that bus route may not be there. We are using everything we can on what we can use to preserving this community. We are really trying to think outside of the box.</i></p> <p><i>Q: Does the lawsuit need to be resolved before they proceed?</i></p> <p><i>Blake: No, it does not.</i></p>	
<b>4.</b>	<b>7:35 – 7:50</b> 15 minutes	<b>City &amp; Neighborhood News / Announcements - (Standing Open Forum)</b>	
	1	State 46 <sup>th</sup> Assembly District	Caroline Hogikyan, NC Liaison
	2	LA City Mayor's Office	Jaqueline Serrano, East Valley Rep.



	Topic	Responsible Person
	<p>3 LA City Council 4<sup>th</sup> District</p> <ul style="list-style-type: none"> <li>-I want to welcome the new board members.</li> <li>-City Council is in recess until 7/30.</li> <li>-Repairs done with asphalt truck.</li> <li>-Homeless Encampments: Bellflower and Moorpark. Path between Cahuenga to Willow Crest.</li> <li>-Audience: I had a situation at our house. We were having a party, I went into the bathroom. The hose bib was running. The handle was removed.</li> <li>-Nancy Gomez: What do I do when the homeless is in my apt area.</li> <li>-Beautification team is available. Please contact us if you are experiencing any issues.</li> <li>-Bellflower issues: CalTrans, City Attorney, Bureau of Street Services. Worked on it for 2 years. They take a little while but</li> <li>10-2 Open house @NOHO;</li> <li>South East Planning workshop</li> <li>Looking forward to National Night Out</li> </ul>	<p>Alice Roth, <i>Senior Deputy</i></p>
	<p>4 LAPD NoHo Division</p> <ul style="list-style-type: none"> <li>-Is it Private property or public property.</li> <li style="padding-left: 20px;">Nancy Gomez: private</li> <li>-They are trespassing. There needs to be a sign with specific vernacular and size saying no trespassing. 1877ASKLAPD</li> <li>-Year to date; Crime down 20%</li> <li>-Homeless issue; I go out there once a day everyday I work.</li> <li>Clean-up is July 18<sup>th</sup> not the</li> <li>-Keep garage doors closed;</li> <li>-The no trespassing sign on apt locations. You have to get them made;</li> <li>38887@lapd.online</li> </ul>	<p>Kurtis Delbar, <i>Sr. Lead Officer</i></p>
	<p>5 LA DWP</p>	<p>Jason Stinett, <i>NC Liaison</i></p>
	<p>6 Empower LA (DONE)</p>	<p>Gibson Nyambura, <i>NC Advocate</i></p>
	<p>7 GTLNC Budget Advocate</p>	<p>Brandon Pender, <i>Budget Rep.</i></p>



		Topic	Responsible Person
	8	<p>Toluca Lake Chamber of Commerce</p> <p>-Invitation in October to come to Garry Marshall; Fritz Coleman will be doing a show. Money will go toward Holiday Open House</p> <p>-We are working on getting the clock installed</p> <p>-Ryan is getting in advance to look at problems so that we are getting permits and everything else in line as well</p> <p>-Off ramps have been planted and they are starting to thrive; it is like the gateway to universal, with the hard-work with Ryan and others, it didn't cost millions of dollars. We are looking for a few more projects. We are looking for community input.</p> <p>-It is important that you get involved and provide your input. That is why the GTLNC, the Chamber, the Garden Club, and the HOA is so important.</p>	Jon Molin, <i>President</i>
	9	<p>Toluca Lake Homeowners Association</p> <p>Turkey Trot: in November; Funds raised will be going to Beautifications Partners &amp; PALS ****</p> <p>-Keeping to an eye on membership, airport, and development</p>	Beth, **
	10	<p>Toluca Lake Garden Club</p> <p>-projects are all beautification based; planting lemon trees; doing clean ups</p>	Dana Boyd, <i>President</i>
	11	<p>Toluca Lake Beautification Partners</p> <p>-It is comprised of the GTLNC, Garden Club, Chamber and &amp; HOA; we are doing everything in our power to make the TOC blend as much aesthetically pleasing as well as sustainable to our community.</p>	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>
<b>5.</b>	<b>7:50 – 8:22</b> 32 minutes	<b>GTLNC Committee Reports – Possible Motions &amp; Votes</b>	GTLNC Committee Chairs
	10 minutes	<b>Executive Committee</b> - (One (1) Minute per Speaker, per Agenda Item Allotted)	Jason Friedman



Topic		Responsible Person
	<ul style="list-style-type: none"> <li>Administrative               <ul style="list-style-type: none"> <li>-General Board Meeting Protocol</li> <li>-Social Media Update</li> <li>-Website Update</li> </ul> </li> </ul>	
	<p><b>Treasurer Report</b>            - (One (1) Minute per Speaker, per Agenda Item Allotted)</p>	Arthur Wypchlak, <i>Treasurer</i>
	<ul style="list-style-type: none"> <li>June Pro Forma Review</li> </ul> <p><b>MOTION B</b> Approve the <b>June 2019 MER</b> and expenditures for reconciliation submission to the City Clerk.</p> <p>Reynold Blight recuses himself on the Board for TL Beautification Partners.</p> <p><b>MOTION C:</b> Approve the Fiscal Year 2019- 20 Budget for submission to the City Clerk as presented to the City Clerk.            -Richard McFalls recuses himself because he has children that attend Toluca Lake Elementary.</p> <p><b>Jim Fitz: Procedural, as we go through that year, are we handcuffed to \$300.</b></p> <p><b>Arthur Wypchlak:No.</b></p> <p><b>Jim Fitzpatrick:We would have to get it from somewhere else.</b></p> <p><b>MOTION D:</b> Approve the appointment of the President as the primary cardholder.</p>	<p><b>VOTE:</b> <u>13 / 0 / 1</u>  <i>First: Lee Jamieson</i>  <i>Second: Richard McFalls</i>  <i>Reynold Blight recused himself.</i></p> <p><b>VOTE:</b> <u>13 / 0 / 1</u>  <i>First: Robyn Allyn</i>  <i>Second: Hannah Globus</i></p> <p><b>VOTE:</b> <u>14 / 0 / 0</u>  <i>First: Reynold Blight</i>  <i>Second: Richard McFalls</i></p>
5 minutes	<p><b>Planning &amp; Land Use Committee</b>            - (One (1) Minute per Speaker, per Agenda Item Allotted)</p>	Reynold Blight, <i>Co-Chair</i> Robert Scibelli, <i>Co-Chair</i>
	<ul style="list-style-type: none"> <li>Community Plan Concept Workshop -               <ul style="list-style-type: none"> <li>Harmony Toluca Lake</li> <li>4301 Cahuenga Blvd.</li> <li>Saturday July 27<sup>th</sup></li> <li>9:00 AM to 2:00 PM</li> </ul> </li> </ul> <p>It is a drop in. You can come in and spend as much time as you need.</p> <ul style="list-style-type: none"> <li>Cahuenga/Addison Lot Beautification</li> </ul> <p>Ryan Altoon: Connected with Design Team. They need to make sure that the public dollars that are designated to that site are justified. They provide a concept design. The initial design came in \$150,000. Working to strip out the over design elements. There has been a change with Morphosis. The funding from UCLA is no longer available. We are working with team to find path to success with budget available. Look at other ways to financing.</p>	



	Topic	Responsible Person
	<ul style="list-style-type: none"> <li>Riverside Dr. Streetscape NPG application: In the process. Understanding it is a go. Money has been earmarked.</li> <li>134 Fwy on-ramp/off-ramp Beautification - ribbon cutting: This will be in concert with GTLNC and the other community organizations. Off ramp closing for about an hour. Looking at Sept &amp; Oct.</li> <li>Riverside Dr./Marriota TOC project update: Post office leases are particularly long. When the lease is not in the process of re-upping, it is easy to lose it. Planning will reach out to the Congress.</li> <li>Tony Carey: When is lease up?</li> <li>Reynold Blight: Lease is up in Spring.</li> <li>Ryan Altoon: Developers were working to try to get that element back in. Post Office said no.</li> <li>Tony Carey: Did they say why? It could be part that half of TL is being serviced by the other Post Office.</li> </ul>	
5 minutes	<b>Public Safety Committee</b> <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i>	Robyn Allyn, Co-Chair Jason Friedman, Co-Chair
	<ul style="list-style-type: none"> <li>CERT Training: Working on how to work with Fire Extinguishers; Compile your Earthquake Kit. Recommend taking a CERT Training.</li> <li>National Night Out: 8/6 5-7; Meetings at Compass on 1<sup>st</sup> Monday at 7pm</li> </ul> <p><b><u>MOTION E:</u></b> Approve up to \$500 for supplies for the 2019 National Night Out event.</p>	<p><b>VOTE:</b> <u>  14  /  0  /  0  </u>  <i>First: Robyn Allyn</i>  <i>Second: Colby Jensen</i></p>
3 minutes	<b>Outreach Committee</b> <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i>	Kelly Cole, Co-Chair Juliann Miles, Co-Chair
	<ul style="list-style-type: none"> <li>Items for board members and for general board meetings</li> </ul> <p><b><u>MOTION F:</u></b> Approve up to \$500.00 for lanyards, name placards, table clothes, and business cards for new board members, youth board members, and executive board appointees as amended.</p> <ul style="list-style-type: none"> <li>Outreach to Community Organizations: Looking to expand our outreach; working with other community organizations; such as PTA. To be more inclusive.</li> <li>New ways to increase community participation at meetings &amp; events</li> <li>Please come to meetings the 1<sup>st</sup> Tuesdays of the Month.</li> </ul>	<p><b>VOTE:</b> <u>  14  /  0  /  0  </u>  <i>First: Robert Scibelli</i>  <i>Second: Reynold Blight</i></p>
3 minutes	<b>Elections Committee</b> <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i>	Kelly Cole, Chair



Topic		Responsible Person
	<ul style="list-style-type: none"> <li>Ad Hoc Elections Materials Working Group. Group is open to all. It is just going to be to create transitional materials. DONE doesn't give us much info on transitioning the new board. We are going to create our own materials to assist board members come in more easily.</li> <li>Youth Board Seat Openings.: We would like to invite teens to participate: Ages are 14-18. Age out at our 18 birthday.</li> <li>GTLNC has Youth Board Seats available.</li> <li>Would you like to be a part of the Elections Committee? Meetings take place on every first Tuesday of the month. Please email Kelly Cole at <a href="mailto:Kelly.Cole@gtlnc.org">Kelly.Cole@gtlnc.org</a> if you have any questions or would like further information.</li> </ul>	
3 minutes	<b>Environmental Affairs Committee</b> <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i>	Hannah Globus, <i>Co-Chair</i> Katherine Hatton, <i>Co-Chair</i>
	<ul style="list-style-type: none"> <li>Community Sustainability Plan: We are looking to lay out a new plan. What we would like transit to look like in the next few years. Hopefully, to finalize a plan in Jan to the Board.               <ul style="list-style-type: none"> <li>- Sept: Transit &amp; Street Planning</li> <li>- Oct: Development &amp; Waste</li> <li>- Nov: Community Partnerships and Local</li> </ul> </li> <li>Business Outreach</li> <li>Metro Service Council: I recently spoke to the individuals; I will regularly attend those meetings; They are talking about redesigning all the bus lines. The line that qualifies that TOC project will</li> <li>Pasadena bus line will go down vineland and go on to 134? 7/31 is NOHO Pass BRT.org;               <p>-Juliann Miles: Are they including Bus lane into Vineland? Are they removing bike lane?                Hannah Globus: Not that we know of.</p> </li> <li>3-Mile Challenge: Not to take a car on a trip that is for one person that is less than 3 miles.</li> <li>Sept Meeting: Scooter issues and solutions; There are a ton of scooters in the area; we want to make sure we are being proactively about how we</li> </ul>	
3 minutes	<b>Governmental Affairs Committee</b> <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i>	Richard McFalls, <i>Chair</i>





Topic		Responsible Person
	<ul style="list-style-type: none"> <li>• Legislative Review               <ul style="list-style-type: none"> <li>○ New Legislation Highlights</li> <li>○</li> </ul> </li> <li>• Legislative Updates               <ul style="list-style-type: none"> <li>○ Approved and Updated Legislation</li> </ul> </li> <li>• Would you like to be a part of the Governmental Affairs committee? Meetings take place on every second Tuesday of the month.</li> </ul> <p>Special Purpose funds. Budget that 28 million dollars. Most of it has remained unspent. The City Controller identified these funds. Communicated on how to utilize these funds. This has gone to the mayor and the g</p>	
6.	<p><b>8:22 – 8:30</b> 8 minutes</p> <p><b>New Business:</b> <i>News, announcements, topics of discussion</i>  <i>Looking for Homelessness Liasion. All interested Board Member contact Jason.</i></p> <p><i>Reynold: Budget Advocates are recommending for a City Manager. A city manager could create efficiencies.</i></p>	Jason Friedman, <i>President</i>
7.	<p><b>9:44</b></p> <p><b>Meeting Adjourned</b></p>	Jason Friedman, <i>President</i>
<p>Next meeting: <b>Tuesday, September 17, 2019</b></p> <p><b>GTLNC WILL BE DARK IN AUGUST.</b></p> <p><b>*ALL GTLNC MEETINGS ARE CANCELLED IN AUGUST.</b></p> <p><b>COMMITTEES WILL RESUME NORMAL SCHEDULE IN SEPTEMBER *</b></p>		

COMMITTEE + BOARD MEETING SCHEDULE		
1 <sup>st</sup> Mon @ 7:00PM – 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</b>
1 <sup>st</sup> Tues @ 7:00PM – Elections	2 <sup>nd</sup> Tues @ 6:30PM – Executive Cmte.	<b>Board</b>
1 <sup>st</sup> Tues @ 7:30PM – 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](http://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](http://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](mailto: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](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.



**Minutes**  
GENERAL BOARD MEETING  
July 16, 2019  
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- 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.