



AGENDA
Regular Board Meeting
Tuesday, June 18th, 2024 at 7:00PM
Toluca Lake Elementary School – Auditorium
4840 Cahuenga Blvd., North Hollywood CA 91601



Supporting documents available at [GTLNC.org](https://www.gtlnc.org).

For public comments, please fill out a separate speaker card for each agenda item on which you wish to be heard. Up to two (2) minutes per speaker.

1. Call to Order. Roll call. Announcements. Useful resources for GTLNC and its stakeholders:
 - 1.1 LA City Clerk’s council file system: <https://bit.ly/LACityClerk-Connect>
 - 1.2 City Personnel directory for all departments: <https://bit.ly/City-Directory-City-of-LA>
2. Brown Act Public Comments on non-agenda items only. Please fill out a speaker card.
3. Update from Community, City, Regional and State Representatives.
4. Approve May 21st, 2024 Board Meeting Minutes.
5. Summary of Governmental Affairs Committee Resolution: To support repeal of Proposition 47. (Hamblin)
6. Amendment to February 20th, 2024 GTLNC Traffic Signal Cabinet Beautification Project Resolution. Attachment 1.
7. Approve fiscal year 2024/25 GTLNC Budget and Administrative Packet. (Wypchlak) Attachment 2.
8. Consent calendar to approve the following items. Supporting documents attached.
 - 8.1 May 2024 GTLNC Monthly Expenditure Report.
 - 8.2 Summary of Outreach Committee Resolution: Remit up to \$300 for GTLNC Outreach Event with Harmony Toluca Lake on Sunday, June 30th, 2024 for snacks, beverages, napkins, plates, plastic cutlery, trash bags, etc.
 - 8.3 Summary of Outreach Committee Resolution: Remit up to \$1,000 for snacks for up to four (4) “Coffee With A Cop” events once per calendar quarter alternating through the four (4) neighborhoods of Greater Toluca Lake (i.e., Toluca Lake, Toluca Woods, Toluca Terrace and West Toluca Lake). Such funds will purchase beverages, napkins, plates, plastic cutlery, trash bags, etc.
 - 8.4 Remit up to \$268.00 to reimburse Traffic Signal Cabinet artist Christine Geltz for Certificate of Insurance as required by the City of Los Angeles under the Neighborhood Council Funding Program Policies and Guidelines dated April 8th, 2019 (Policy 2.5: Expenditures of Community Improvement Projects). Attachment 3.

AGENDA: GTLNC Regular Board Meeting

Tuesday, June 18th, 2024

8.5 Remit up to \$268.00 to reimburse Traffic Signal Cabinet artist Katie Sunderalingham for Certificate of Insurance as required by the City of Los Angeles under the Neighborhood Council Funding Program Policies and Guidelines dated April 8th, 2019 (Policy 2.5: Expenditures of Community Improvement Projects). Attachment 4.

9. Committee Reports.

- 9.1 Government Affairs. (Doug Hamblin, Chair)
- 9.2 Outreach and Elections. (Tim Micsko, Chair)
- 9.3 Planning and Land Use. (Paul Hartel, Chair)
- 9.4 Public Safety. (Shawn Besharaty, Chair)
- 9.5 Treasurer’s Report. (Arthur Wypchlak, Treasurer)

10. Information Items.

11. Old Business.

12. New Business.

13. Next meeting: Tuesday, July 16th, 2024 at 7:00PM at Toluca Lake Elementary School, Auditorium, at 4840 Cahuenga Blvd., North Hollywood CA.

14. Adjournment.

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2024 GTLNC Meeting Schedule

- 1st Monday at 6:00PM - Public Safety
- 1st Tuesday at 6:00PM - Governmental Affairs
- 2nd Monday at 7:00PM - Planning and Land Use
- 2nd Tuesday at 7:00PM - Outreach & Elections
- 3rd Tuesday at 7:00PM - Regular Board Meeting

All meetings take place at Toluca Lake Elementary School at 4840 Cahuenga Blvd., N. Hollywood, CA 91601. Committee meetings are in Room 17, regular board meetings in auditorium.

Tuesday, June 18th, 2024

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS: Comments from the public on agenda items will be heard only when respective item is considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during 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 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 Ave. and Riverside Dr.;
- [GTLNC.org](https://www.gtlnc.org); or
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

THE AMERICANS WITH DISABILITIES ACT: As a 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 and 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 (72 hours) prior to the meeting you wish to attend by contacting Jo Ann Rivas, Board Secretary via email at Joann.Rivas@gtlnc.org.

PUBLIC ACCESS OF RECORDS: 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 [GTLNC.org](https://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 Jo Ann Rivas, Board Secretary via email at Joann.Rivas@gtlnc.org

RECONSIDERATION AND GRIEVANCE PROCESS: For information on the GTLNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the GTLNC Bylaws. The Bylaws are available at our Board meetings and our website [GTLNC.org](https://www.gtlnc.org)

SERVICIOS DE TRADUCCION: Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Jo Ann Rivas, Secretary, o por correo electrónico at Joann.Rivas@gtlnc.org para avisar al Concejo Vecinal.

NOTICE TO PAID REPRESENTATIVES: If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

CONSENT CALENDAR: Every item on the Consent Calendar is considered bundled and voted on as a single item. If a Board Member or Stakeholder has an objection to an item being on the Consent Calendar or wishes to pull an item, they need to raise that objection to an item and ask to have that item or items considered separately. There will be no discussion or comment on the substance of any item unless it is removed from the Consent Calendar. Removed items will be moved to end of the agenda for consideration, or earlier within discretion of Chair.

Attachment 1

Item 6

Summary of Amendment approved by Resolution of the Outreach Committee on March 12th, 2024 to February 20th, 2024 GTLNC Traffic Signal Cabinet Beautification Project Resolution:

The third artist selected for the GTLNC Traffic Signal Cabinet Beautification Project is Muralism who shall be paid by a matching grant from CD2 Neighborhood Council Community Beautification Program which has been deposited into a Special Account for GTLNC for this purpose. Muralism shall be paid up to \$5,000 to paint up to five (5) Traffic Signal Cabinets under the same terms and conditions as set forth in the foregoing Resolution.

Attachment 3
Item 8.4



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley CA 95945		CONTACT NAME: Will Maddux PHONE (A/C, No, Ext): (530) 477-6521 FAX (A/C, No): E-MAIL ADDRESS: info@theeventhelper.com															
INSURED Christine R Geltz 1030 Bradbourne Ave #29 Duarte CA 91010		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Evanston Insurance Company</td> <td>35378</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Evanston Insurance Company	35378	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Host Liquor Liability <input type="checkbox"/> Retail Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	N	3DS5475-M3858149	06/29/2024 12:01 AM	06/30/2024 12:01 AM	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (other than fire) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Deductible \$ 1,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea. accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED. RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder listed below is named as additional insured per attached MEGL 2217 01 19. Attendance: 5, Event Type: Art Installation - With Construction/Setup.

CERTIFICATE HOLDER City of Los Angeles 4305 Vineland Ave Los Angeles CA 91602	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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COMMERCIAL GENERAL LIABILITY
POLICY NUMBER: 3DS5475-M3858149

EVANSTON INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SCHEDULE

<p>Name Of Additional Insured Person(s) Or Organization(s):</p> <p>City of Los Angeles 4305 Vineland Ave Los Angeles, CA 91602</p>

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule of this endorsement, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by the acts or omissions of any insured listed under Paragraph 1. or 2. of Section II – Who Is An Insured:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

MEGL 2217 01 19

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Page 1 of 2

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All other terms and conditions remain unchanged.

Attachment 3
Item 8.4 (continued)

Invoice

Christine Geltz

1030 Bradbourne Ave, #29
 Duarte CA 91010
 626.483.0560
 geltzcr@gmail.com

Date	To	For
June 12, 2024	Greater Toluca Lake Neighborhood Council	GTLNC Signal Cabinet Painting Program

Description	Total
Insurance for design and painting of two signal cabinets	\$268.00
TOTAL	\$268.00

Please make checks payable to Christine Geltz at the above address.
 Electronic transfer: Zelle 626 483 0560 Venmo @Christine-Geltz
 Payment is due within 30 days of the date of this invoice.

Attachment 4
Item 8.5



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/12/2024

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IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley CA 95945	CONTACT NAME: Will Maddux PHONE (A/C, No, Ext): (530) 477-6521 E-MAIL ADDRESS: info@theeventhelper.com	FAX (A/C, No): NAIC #
	INSURER(S) AFFORDING COVERAGE INSURER A: Evanston Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
INSURED Katie Chrisanthi Sunderalingam 10742 1/2 Camarillo St Los Angeles CA 91602	NAIC # 35378	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder listed below is named as additional insured per attached MEGL 2217 01 19. Attendance: 20, Event Type: Art Installation - With Construction/Setup.

CERTIFICATE HOLDER City of Los Angeles 4305 Vineland Avenue Los Angeles, CA 91602 4305 Vineland Ave Los Angeles CA 91602	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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COMMERCIAL GENERAL LIABILITY
POLICY NUMBER: 3DS5475-M3957548

EVANSTON INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SCHEDULE

<p>Name Of Additional Insured Person(s) Or Organization(s):</p> <p>City of Los Angeles 4305 Vineland Avenue Los Angeles, CA 91602 4305 Vineland Ave Los Angeles, CA 91602</p>
--

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule of this endorsement, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by the acts or omissions of any insured listed under Paragraph 1. or 2. of Section II – Who Is An Insured:

- 1. In the performance of your ongoing operations; or
- 2. In connection with your premises owned by or rented to you.

However:

- 1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

MEGL 2217 01 19

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Page 1 of 2

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or
- 2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All other terms and conditions remain unchanged.

Attachment 4
Item 8.5 (continued)



10742 1/2 CAMARILLO STREET
NORTH HOLLYWOOD
CA 91602
WWW.KATIESWORK.COM
323 397 2200

INVOICE 0042024 TO:
Greater Toluca Lake Neighborhood Council

JOB NAME: Signal cabinet painting Insurance plan DATE: 12th June 2024

SERVICES	AMOUNT
Insurance for Design and painting of 2 x signal cabinets	\$268.00
TOTAL	\$268.00

THANK YOU

PLEASE MAKE CHECKS PAYABLE to KATIE C SUNDERALINGAM at ABOVE ADDRESS

Electronic transfer details: ZELLE - 323 397 2200 Venmo: @katiecsunderalingam

50% DEPOSIT REQUIRED before painting projects commence

FINAL PAYMENT IS DUE WITHIN 30 DAYS OF THE DATE ON THIS INVOICE