



Special Board Meeting Agenda
Tuesday, April 22nd, 2025 at 7:00PM
Toluca Lake Elementary School – Auditorium
4840 Cahuenga Blvd., North Hollywood CA 91601



Supporting documents available at 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.
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 March 18th, 2025 Board Meeting Minutes. File 1 of 3.
5. Committee Reports.
 - 5.1 Treasurer's Report. File 2 of 3. (Federico Figus)
 - 5.2 Government Affairs. (Doug Hamblin, Chair)
 - 5.3 Outreach and Elections. (Kelly Cole, Chair)
 - 5.4 Public Safety. (Shawn Besharaty, Chair)
 - 5.5 Planning and Land Use. (Paul Hartel, Chair)
6. Motion to rescind March 18th, 2025 GTLNC Community Impact Statement to support Council File 24-1586.
7. Consent Calendar.
 - 7.1 Support Council File 25-0345 (Nazarian) Filming Permitting Process / Competitive Fee Structures / Public Safety Personnel Requirements / Public Property Use Fee / Price Gouging Enforcement. Attachment 1.
 - 7.2 Resolution to support California Legislature Entertainment Industry Bills. Attachment 2.
 - 7.3 Approve up to \$1,000.00 to print up to five (5) bus bench ads (at \$200.00 each) to appear on up to five (5) bus benches throughout Greater Toluca Lake Neighbor Council which promote awareness of GTLNC and invite stakeholder participation. Attachment 3.
 - 7.4 Approve up to \$100.00 for annual GTLNC Canva Pro license for Fiscal Year 2025-26 per EmpowerLA Friday, April 18th, 2025 email notification. Attachment 4.

7.5 Approve request for cost adjustment for additional time and expenses related to signal box art project for artist Katie Sunderalingham to perform services, for an additional cost of up to \$2,000.00. Attachment 5.

7.6 Approve request for cost adjustment for additional time and expenses related to signal box art project for artist Christine Geltz to perform services, for an additional cost of up to \$2,000.00. Attachment 6.

7.7 Approve GTLNC Monthly Expenditure Report, 2025 February. File 3 of 3.

8. Information Items:

8.1 GTLNC's Coffee With A Cop on Wednesday, April 23rd, 2025 2:00PM to 4:00PM at Red Maple Café at 10123 Riverside Drive in Toluca Lake. Refreshments provided.

8.2 GTLNC's Public Safety Roundup on Saturday, June 7th, 2025 from 9:00am to 12:00noon at North Weddington Park Rec Center at 10844 Acama Street, Studio City.

9. Old Business.

10. New Business.

11. Next meeting date on Tuesday, May 20th, 2025. Meetings take place at 7:00PM at Toluca Lake Elementary School, Auditorium, at 4840 Cahuenga Boulevard, North Hollywood CA.

12. Adjournment.

2025 GTLNC Meeting Schedule

1st Monday at 6:00PM - Public Safety
1st Tuesday at 6:00PM - Government Affairs
2nd Monday at 7:00PM - Planning and Land Use
2nd Tuesday at 7:00PM - Outreach
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 meeting in the auditorium and may take place from time to time via Zoom. Check Web site for current details.

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 Board Secretary via email at media@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 Board Secretary via email at media@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. Por favor contacte Secretary, o por correo electrónico at media@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 7.1)
Community Impact Statement

To: Los Angeles City Council
Councilmember Adrin Nazarian, Council District 2

cc: [CF 25-0345](#) (Nazarian) Filming Permitting Process / Competitive Fee Structures / Public Safety Personnel Requirements / Public Property Use Fee / Price Gouging Enforcement.

The Greater Toluca Lake Neighborhood Council (GTLNC) supports [Council File 25-0345](#) aimed to provide targeted assistance to the entertainment industry.

Greater Toluca Lake and surrounding areas have been home to a vibrant entertainment community for decades, including thousands of industry professionals, small businesses, and creative talent who are integral to our local economy and to California's cultural identity. Prolonged disruptions caused by the COVID-19 pandemic, labor strikes, and subsequent production slowdowns have resulted in lasting economic and emotional impacts on professionals employed in the entertainment industry, business owners, and those who rely on them, including residents.

GTLNC commends this council file introduced by Councilmember Nazarian which seeks to stabilize and revitalize this vital sector. Whether through tax incentives for productions, expanded access to unemployment or healthcare benefits for industry workers, or grants for small entertainment-related businesses, these initiatives and more demonstrate an understanding of the unique challenges faced by this industry.

GTLNC believes these efforts will have a significant positive impact on industry workers and businesses, and on the broader community. Revitalizing the entertainment sector supports job creation, bolsters local commerce, protects and grows tourism, and preserves the creative fabric that defines Greater Toluca Lake and of Los Angeles.

GTLNC urges relevant legislative bodies and stakeholders to support this critical legislation. GTLNC supports efforts of our elected leaders to ensure the continued vitality and resilience of our entertainment industry.

NOTE: Please see parallel objectives in pending state legislation:

[SB 630](#) (Allen) Income and corporate taxes: tax credits: motion pictures.

[AB 1138](#) (Zbur) Income and corporate taxes: tax credits: motion pictures.

[SB 474](#) (Niello) State Air Resources Board: regulatory authority: revocation.

Attachment 1 (Item 7.1)
Community Impact Statement
(continued)

Preliminary list of recipients, subject to confirmation and possible supplementation. This list is for information purposes only and is not part of the subject resolution itself.

Los Angeles City Council Economic Development and Jobs Committee.

Councilmember Curren D. Price, Jr., Chair Council District

Councilmember Hugo Soto-Martínez, Vice Chair, Council District 13

Councilmember Adrin Nazarian, Council District 2

Councilmember Traci Park, Council District 11

Councilmember Ysabel Jurado, Council District 14

California State Assemblymember Nick Schultz, Assembly District 44

Jim Metropulos, Legislative Director

California State Senator Henry Stern, Senate District 27

Gil Topete, Legislative Director

Mayor Karen Bass

Joey Freeman, Deputy Mayor, Intergovernmental Affairs, Office of Mayor

Mark Edwards, Deputy Director of Legislative Affairs, Office of Mayor

Attachment 2 (Item 7.2)
Resolution

To: California State Assembly
Assemblymember Nick Schultz

cc: [SB 630](#) (Allen) Income and corporate taxes: tax credits: motion pictures.
[AB 1138](#) (Zbur) Income and corporate taxes: tax credits: motion pictures.
[SB 474](#) (Niello) State Air Resources Board: regulatory authority: revocation.

The Greater Toluca Lake Neighborhood Council (GTLNC) supports [SB 630](#), [AB 1138](#), [SB 474](#), all three of which aim to provide targeted assistance to the entertainment industry.

Greater Toluca Lake and surrounding areas have been home to a vibrant entertainment community for decades, including thousands of industry professionals, small businesses, and creative talent who are integral to our local economy and to California's cultural identity. Prolonged disruptions caused by the COVID-19 pandemic, labor strikes, and subsequent production slowdowns have resulted in lasting economic and emotional impacts on professionals employed in the entertainment industry, business owners, and those who rely on them, including residents.

GTLNC commends these authors of these bills which seek to stabilize and revitalize this vital sector. Whether through tax incentives for productions, expanded access to unemployment or healthcare benefits for industry workers, or grants for small entertainment-related businesses, these initiatives and more demonstrate an understanding of the unique challenges faced by this community:

GTLNC believes these efforts will have a significant positive impact on industry workers and businesses, and on the broader community. Revitalizing the entertainment sector supports job creation, bolsters local commerce, protects and grows tourism, and preserves the creative fabric that defines Greater Toluca Lake and of Los Angeles.

GTLNC urges the relevant legislative bodies and stakeholders to support this critical legislation. GTLNC supports efforts of our elected leaders to ensure the continued vitality and resilience of our entertainment industry.

NOTE: Please see parallel objectives in pending City of Los Angeles legislation:

[CF 25-0345](#) (Nazarian) Filming Permitting Process / Competitive Fee Structures / Public Safety Personnel Requirements / Public Property Use Fee / Price Gouging Enforcement.

Attachment 2 (Item 7.2)
Resolution
(continued)

Preliminary list of recipients, subject to confirmation and possible supplementation. This list is for information purposes only and is not part of the subject resolution itself.

California State Legislature:

Introducing Authors, Principal Coauthors, Coauthors, Sponsors and relevant committees.

City of Los Angeles:

Councilmember Adrin Nazarian, Council District 2

Mayor Karen Bass

Joey Freeman, Deputy Mayor, Intergovernmental Affairs, Office of Mayor

Mark Edwards, Deputy Director of Legislative Affairs, Office of Mayor

Attachment 3 (Item 7.3)

From: **Monique Lovett** <MoniqueLovett@creativeoutdoor.com>

Date: Fri, Nov 1, 2024 at 10:11 AM

Subject: RE: Signage

To: Deborah Bartlett <deborah.bartlett@gtlnc.org>

Hi Deborah,

Hope your keeping well. I mentioned that I would send you an availability list for you to choose from for your upcoming campaign. The cost per sign is as follows:

Number of Prints	Cost Per Print
1	\$230
2-9	\$200
10+	\$172

As I mentioned we would need payment upfront before we start any production. I believe you said your campaign was for January. We do install on the 30th and 15th of every month except December (we don't install Dec 30th). If you wanted to go for the Jan 15th install date, we would require your high-resolution artwork by Dec 27th. Again, payment needs to be made before production starts. Let me know if you are still interested.

Monique Lovett

Creative Outdoor Advertising, InSite Street Media & Focus Media Group Inc.
Municipal & Corporate Administrator

Tel: 1.800.661.6088 x316

Fax: 1.866.426.2237

Email: MoniqueLovett@CreativeOutdoor.com

Website: www.CreativeOutdoor.com

[Like Us On Facebook](#) [Follow Us On Twitter](#) [Book a time with me](#)

Attachment 3 (Item 7.3)
(continued)

GTLNC Bus Bench Art:



Attachment 4 (Item 7.4)

From: **EmpowerLA** <empowerla@lacity.org>

Date: Fri, Apr 18, 2025 at 12:40 PM

Subject: REMINDER: Renewing Your Neighborhood Council Canva License for FY 2025-26

To: NC-GTLNC <nc-gtlnc@lacity.org>

Dear Neighborhood Council leaders,

We hope this email finds you well. We wanted to remind your Neighborhood Council that you have until **Thursday, May 15, 2025** to agendaize, vote on, and approve a motion to opt into renewing a Canva Pro license through EmpowerLA.

Neighborhood Councils are not obligated to purchase a Canva Pro license(s) and are welcome to continue using Canva under their free account program. By working in EmpowerLA's Canva Team, you will have access to technical assistance, templated designs, and customizable graphics to use to support outreach, engagement, and awareness.

EmpowerLA has previously been supplying Neighborhood Councils with one (1) Canva Pro license under the EmpowerLA team account. This license allows Neighborhood Councils to access branded templates and designs to support Neighborhood Council outreach with flyers, social media and email graphics, and more. In light of the ongoing financial challenges the City of Los Angeles is facing, beginning in Fiscal Year 2025-26, Neighborhood Councils will be required to opt into their Canva Pro license and be invoiced for the license(s) they wish to purchase. **Per recent conversations with Canva, the estimated cost for a license has been revised to approximately \$100.**

Neighborhood Councils who wish to renew their Canva Pro license with EmpowerLA must notify us no later than **Thursday, May 15, 2025**. If EmpowerLA does not hear from your Neighborhood Council, ***your Canva license will not be renewed for FY 25-26***. As with any financial expenditure, Neighborhood Councils who wish to purchase a Canva Pro license(s) must agendaize the expenditure, vote, and approve the motion at a board meeting.

If you have any questions or concerns, please contact your Neighborhood Empowerment Advocate. We look forward to continued outreach and collaboration with your Neighborhood Council!

In community,

EmpowerLA

Department of Neighborhood Empowerment

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

Downtown Office: (213) 978-1551

Downtown Fax: (213) 978-1751

EmpowerLA.org

Attachment 5 (Item 7.5)

From: **Katie Sunderalingam** <kittycolesdesigns@gmail.com>

Date: Sat, Apr 19, 2025 at 3:16 PM

Subject: Compensation letter

To: Tess Taylor <tess.taylor@gtlnc.org>

Dear Tess,

I hope this email finds you well!

You suggested I put together an email outlining my work on the traffic signal cabinet project for the Greater Toluca Lake area.

At the time of this writing on April 19th 2025 I have completed the two signal cabinets proposed. A deposit was received. I am awaiting final payment of the remaining \$1600.00 total

I first attended a meeting at Toluca Lake Elementary in October of 2023 to propose the idea.

In November I submitted two designs.

Since January of this year:

Submitted 7 design alterations and additions

8 altered versions of my original proposal with amendments to the verbiage

7 versions of Certificates of Authenticity for two designs

At least 8 reissued invoices

Time spent researching and purchasing insurance policies

Submitting reimbursement for the expired insurance policy due to delays with a deposit being paid (I was reimbursed for this insurance policy)

plus further time on zoom communication, emails, attending meetings, in person discussions and phone calls with the neighborhood council and city clerk.

In addition, my template design work displaying the neighborhood council's name and web address, which underwent multiple revisions, is now being used on cabinets by other artists across the project.

As my work has benefitted the project as a whole, and as this project has taken more than three times the amount of time it would ordinarily take to complete such a project, I propose additional compensation for my time and services, at the discretion of GTLNC.

Please let me know if you have any questions!

Thank you for your time and for considering my proposal.

Katie

Attachment 6 (Item 7.6)

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

March 30, 2025

Ms. Tess Taylor, President
Greater Toluca Lake Neighborhood Council
10153 1/2 Riverside Dr. Suite 215
Toluca Lake, CA 91602

Thank you again for inviting me to participate in your beautification program for Toluca Lake by painting mural art on two utility signal cabinets. I find it especially meaningful for my art to pay tribute to the dangerous work and the service mentality of our firefighters, in view of the recent wildfire catastrophes in our surrounding area.

Per your request, I have documented the use of my time in initiating this project in the attached spreadsheet. From the inception date of January 19, 2024 when I was contacted to bid for this project until I actually began painting, I have spent 42.50 hours, completed four COIs, and had more than 280 emails from GTLNC and the City of Los Angeles related to the organization and completion of this project. Organizing and administering a project like this would normally require about 10 hours, and completion of the murals would take a few weeks. This is far longer than I anticipated, requiring more documentation, time investment, effort, and administration than I have been asked to provide as a sole proprietor artist and operation for a relatively simple assignment like this.

I appreciate your consideration of providing me additional compensation for managing all the additional administrative, contracting and insurance requirements.

I look forward to your next call for artists so I can continue working with you all on the beautification of your outstanding neighborhood.

Very best regards,



Christine Geltz

/crg
Attachment