

APPROVED

MAR 07 2024

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

O. 24-051

DATE March 07, 2024

C.D. #

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GREEK THEATRE ADVISORY COMMITTEE APPOINTMENTS

*B. Aguirre <u>ba</u>	M. Rudnick _____
B. Jones _____	C. Santo Domingo _____
B. Jackson _____	N. Williams _____



 General Manager

Approved X Disapproved _____ Withdrawn _____

RECOMMENDATIONS

1. Approve the appointment of James Kim to serve on the Greek Theatre Advisory Committee for a term ending January 1st, 2027, herein included as Attachment 1; and,
2. Approve the appointment of Lynn Alvarez to serve on the Greek Theatre Advisory Committee for a term ending January 1st, 2027, herein included as Attachment 2; and,
3. Approve the appointment of Lon Wahlstrom to serve on the Greek Theatre Advisory Committee for a term ending January 1st, 2027, herein included as Attachment 3.

SUMMARY

The Greek Theatre Advisory Committee (GTAC) is an eleven-member advisory panel charged with receiving information and making recommendations to the Department and venue management operator regarding the Greek Theatre's programming, operations, community relations, traffic and cultural development. The Board of Recreation and Park Commissioners (Board) approves the appointments of each GTAC Member as recommended by the Department of Recreation and Parks General Manager. The GTAC appointments being presented herein for the Board's approval shall fill three current vacant seats, with terms expiring on January 1st, 2026, per the GTAC Bylaws.

James Kim

James Kim is a resident of Los Feliz and avid Greek Theatre attendee. A few years ago, Mr. Kim moved from Downey to Los Feliz to be closer to the Greek and surrounding neighborhood. Professionally, James owns and operates his own company, Overtones Media, in which he helps with the creative process of podcasting. Although James is relatively new to Los Feliz, he remains

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an active member of the community participating in events that include clean ups as well as tutoring young Korean-American students.

Lynn Alvarez

Lynn Alvarez served on the Board of Recreation and Park Commissioners for approximately twelve years as both President and Vice President. During that time, Ms. Alvarez had the honor of working closely with Recreation and Parks staff and community members to re-envision the Greek Theatre and ensure its sustainability as a welcoming place for all Angelenos. Lynn is a lawyer by training, a mother to three sons, and loves everything about Los Angeles.

Lon Wahlstrom

Lon Wahlstrom has lived near Griffith Park and the Greek Theatre for the last 25 years, and is happy to call both places home. Mr. Wahlstrom has fought to protect and preserve the Greek as well as supporting the community to have the Greek in their backyards. For over 30 years, Lon worked in traffic safety and traffic control, but retired from that line of work to remodel houses all over Southern California. Despite never sitting on a committee, Lon has been involved with volunteer work from the LGBT center to the Los Feliz Home Owners Association to cleaning up garbage in his neighborhood.

FISCAL IMPACT

The approval of GTAC Member appointments has no fiscal impact on RAP's General Fund.

This Report was prepared by Stefanie Smith, Superintendent of Griffith Region.

LIST OF ATTACHMENTS/EXHIBITS

1. Appointment Letter James Kim
2. Appointment Letter for Lynn Alvarez
3. Appointment Letter for Lon Wahlstrom
4. GTAC Bylaws

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BELINDA JACKSON
ASSISTANT GENERAL MANAGER

BRENDA AGUIRRE
ASSISTANT GENERAL MANAGER

(213) 202-2633

February 6, 2024

The Board of Recreation and Park Commissioners
221 N. Figueroa Street, Suite 300
Los Angeles, Ca 90012

Dear Board of Recreation and Park Commissioners,

Subject to your confirmation, I have appointed James Kim to the Greek Theatre Advisory Committee for the term ending December 31st, 2027.

I certify that in my opinion James Kim is especially qualified by reason of training and experience for the work that shall devolve upon him and that I make the appointment solely in the interest of the city.

Sincerely,

Jimmy Kim
General Manager



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February 6, 2024

The Board of Recreation and Park Commissioners
221 N. Figueroa Street, Suite 300
Los Angeles, Ca 90012

Dear Board of Recreation and Park Commissioners,

Subject to your confirmation, I have appointed Lynn Alvarez to the Greek Theatre Advisory Committee for the term ending December 31st, 2027.

I certify that in my opinion Lynn Alvarez is especially qualified by reason of training and experience for the work that shall devolve upon her and that I make the appointment solely in the interest of the city.

Sincerely,

Jimmy Kim
General Manager



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February 6, 2024

The Board of Recreation and Park Commissioners
221 N. Figueroa Street, Suite 300
Los Angeles, Ca 90012

Dear Board of Recreation and Park Commissioners,

Subject to your confirmation, I have appointed Lon Wahlstrom to the Greek Theatre Advisory Committee for the term ending December 31st, 2027.

I certify that in my opinion Lon Wahlstrom is especially qualified by reason of training and experience for the work that shall devolve upon him and that I make the appointment solely in the interest of the city.

Sincerely,

Jimmy Kim
General Manager



Greek Theatre Advisory Committee (GTAC)

Bylaws

4/26/2022

These draft bylaws are informed by the following documents:

- *Report of General Manager, Department of Recreation and Parks, "Greek Theatre Advisory Committee" – 1/22/76*
- *Excerpt of Minutes – Board of Recreation and Park Commissioners, "Greek Theatre Advisory Committee" – 1/29/16 pp.6*
- *Report of General Manager, Department of Recreation and Parks "Greek Theatre Advisory Committee – Establishment of Policy Statement" – 3/31/83*
- *Policy Statement, Department of Recreation and Parks, "Greek Theatre Advisory Committee" – 12/93*

As well as the current practices of the Greek Theatre Advisory Committee.

Article I – Name

The name of this committee shall be the “Greek Theatre Advisory Committee.” It may hereinafter be referred to as GTAC, and is a Brown Act Body.

Article II – Purpose

Section 1. *Mission Statement:* GTAC serves to make recommendations to the Department of Recreation and Parks (“the Department”) and its Venue Management Company (“Operator”) regarding venue management, traffic control, noise issues and areas of interests for residents, visitors and patrons. GTAC will also collaborate with the Department and the Operator to support community involvement, cultural development and special events.

Section 2. *GTAC focus:* Specific areas of focus to the committee shall include, but are not limited to:

- a. Venue Management: recommendations relative to parking, concessions, transportation, traffic control and maintenance.

- b. Capital Improvements: recommendations as to capital improvements to enhance the theatre and surrounding areas.

Article III – Committee Structure

Section 1. *Composition:* The committee shall consist of eleven (11) members reflecting the diversity of the City of Los Angeles and consist of local residents or other community stakeholders who have experience in music, entertainment or theatre operations.

Section 2. *Appointment:* Members of the committee shall be appointed by the General Manager, subject to the approval of the Board of Recreation and Park Commissioners (Board). The General Manager shall make his or her appointments based on recommendations by the Department, Mayor, or any Council District.

Section 3. *Application Process:* The Department shall establish a standard and well-publicized process for interested citizens to apply for consideration for appointment to the committee.

Section 4: *Quorum:*

- a. Six (6)-committee members shall constitute a quorum.

- b. In the event that there are vacant seats on the committee, the requirement for a quorum shall be adjusted to be one (1) member more than half the total number of currently-filled seats, but in no circumstance shall a quorum be less than four (4) members.

Section 5. *Terms:*

- a. Committee members shall serve terms of three (3) years.

- b. Terms shall begin on January 1st of the calendar year.

- c. Appointments shall be staggered in three (3) stages, with 3 or 4 terms expiring every calendar year.

- d. Members who serve complete terms, or more than one half of a term to which another person was originally appointed, must wait at least one year before being reappointed to the committee. This rule shall apply to all currently situated members and to any new members appointed in the future.

Section 6. *Meetings:*

There shall be a minimum of one regular meeting per month during the concert season (March through November of each calendar year). Special meetings may be called throughout the year as needed.

Location: Meetings shall be held at the Greek Theatre and hosted by the Venue Management Operator.

Meetings shall be open to the public. Representatives from the Department and the Venue Management Team shall be afforded the opportunity to participate. Other representatives from LAPD, Council District 4, the Neighborhood Prosecutor or other civic stakeholders may attend.

Section 6. *Vacancies:*

- a. All vacancies shall be filled in the same manner as prescribed in Article III § 2. Committee members appointed to vacant seats shall serve out the remainder of the original member's term.

Section 7. *Absences and Removal:*

- a. Committee members are expected to be present at every committee meeting.
- b. "Being present" is defined as attending at least half of any given meeting, according to the time as kept by the secretary. Attendance at a portion of but less than one half of any given meeting shall be considered an excused absence.
- c. If a committee member notifies the president and secretary of an anticipated absence in advance of a given meeting, it shall be recorded as an excused absence.
- d. If a committee member fails to notify the chair and secretary of the committee in advance of an expected absence (or late arrival), it shall be recorded as an unexcused absence.
- e. Three (3) excused or two (2) unexcused absences within a twelve month period shall constitute excessive absences, which is grounds for removal of a member by majority vote of either the committee or the Board.
- f. Absences shall be recorded by the committee chair, who shall notify Department staff and, in the case of excessive absences, request that staff bring the attendance of the member in question to the attention of the Board.
- g. As an advisory body to the Board, members of the committee understand that they serve the Board at will and may be removed, at any time, by a two-thirds vote of the Board.

Article IV –Officers

Section 1. *Officers Enumerated:* The officers of the committee shall include: President, Vice President, and Secretary.

Section 2. *Terms of Officers:* Officers shall serve one (1) year terms, beginning January 1st. If a member ceases to be an officer, the committee shall elect another member to serve out the rest of that officer's term.

Section 3. *Election of Officers:* The committee shall adopt rules for the election of officers. In the absence of such rules, election shall occur in the manner prescribed by the committee's Parliamentary Authority, as defined in Article IX, Section 1.

Section 4. *Officer Duties:*

a. The president shall preside at all committee meetings, set forth agendas for future meetings, and deliver periodic updates concerning the committee and its work.

b. The vice president shall preside in the absence of the president.

c. The secretary shall keep an accurate record of all meetings, including: the start and end times of meetings, attendance, actions taken by the committee (including, if appropriate, roll call votes) as well as a concise record of the committee's deliberation and actions and ensure that such records are available to the public. The secretary shall chair meetings in the absence of the president and vice-president.

Article V – Official Actions

Section 1: *Decisions of the Committee:* Decisions of the committee may be reached by consensus, meaning unanimity amongst the voting committee members. In the event consensus is not reached (or upon the request of any present committee member) decisions shall be made by a roll call, which shall be recorded by the secretary. Approval of a decision shall require a simple majority vote of the members who are present.

Article VI –Subcommittees

Section 1. Subcommittee Creation: Subject to such terms and conditions as they seem appropriate, the committee may create or authorize ad hoc subcommittees to perform specific services or to study or investigate issues of concern and report back to GTAC their finding and recommendations, if any.

Section 2. Subcommittee Structure: All subcommittees shall be led by a chairperson, who shall be designated by the committee. No subcommittee shall consist of more than one-half-plus-one members of the current quorum of the committee.

Section 2. Subcommittee Appointment: Subcommittee members may be appointed by consensus or by committee vote in accordance with the committee's Parliamentary Authority, as defined in Article IX, Section 1.

Article VII – Compliance

Section 1. Regulations Regarding Deliberative Bodies: The committee shall operate in accordance with all applicable laws, rules, and regulations, including, but not limited to, the Ralph M. Brown Act.

Section 2. Training: All committee members shall take ethics and personnel conduct trainings as required by law and as directed by Department staff. Any members missing required training(s) will be ineligible to participate in committee meetings and shall be counted as absent (unexcused) until such time as all trainings are completed.

Article VIII – Access and Oversight

Section 1. Access to Theatre Programming: To facilitate ongoing engagement and oversight, all committee members shall be entitled to the following for public concerts and events open to the public, subject to availability:

a.) A Standing room only pass (i.e. wall pass) per committee member. This pass is nontransferable.

b.) VIP parking privileges for one (1) vehicle.

Section 2. *Restrictions on Private/Special Events:* Committee members are not guaranteed access for private rental events, special public, non-profit fundraising events and/or sold-out concerts.

Article IX – Parliamentary Authority and Amendment of Bylaws

Section 1. *Rules of Order:* All meetings of the committee and subcommittees shall be conducted in accordance with these Bylaws, any approved Standing Rules, and Parliamentary Authority. “Parliamentary Authority” shall mean Robert’s Rules of Order, newly revised.

Section 2. *Standing Rules:* The committee shall make other rules for the conduct of its meetings and official actions as are necessary and appropriate.

Section 3. These bylaws may be adopted and/or amended by a majority vote of the members of the committee, excluding vacancies. No amendment shall take effect until it has also been approved by the Board.