



## PORTER RANCH NEIGHBORHOOD COUNCIL

### General Board Meeting Minutes

Tuesday, September 10, 2013

at Shepherd of the Hills Church, 19700 Rinaldi St., Porter Ranch, CA 91326

#### 1. **Welcome**

President Paula Cracium called the Meeting to order at 6:00 p.m.

#### 2. **Roll Call**

Roll call was taken by Secretary Pat Pope. Nine of the 11 Board Members were present at the beginning of the Meeting and introduced themselves: Paula Cracium (President), Dick Rippey (Vice-President), Pat Pope (Secretary), Sean O'Rourke (Treasurer), Maha Batta, Sue Hammarlund, Mel Mitchell, Vas Singh and Ethan Turer. Becky Leveque (Vice-President) arrived later. Board Member absent: Bright Aregs. The PRNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven, so the Board could take such votes. All eleven Board Seats are filled. No Board Seats were vacant. Also attending: 38 Stakeholders and guests.

#### 3. **Treasurer's Report**

Mr. O'Rourke distributed and reviewed the "PRNC Profit and Loss Budget vs. Actual July 1 through September 10, 2013," "Expenses by Vendor Detail July 1 through September 10, 2013," "Unpaid Bills Detail as of September 10, 2013," the US Bank Purchase Card statement, the PRNC automatic phone service statement, and the "Monthly Expenditure Reports" for July and August.

*Board Member Becky Leveque arrived at this time at 6:03 p.m.*

The balance is \$27,407.28. The City is working on giving a checking account to each Neighborhood Council. Budget reconciliations will be monthly, not quarterly.

#### 4. **MOTION** [see the below Motion].

**FUNDING MOTION** (by Mr. O'Rourke, seconded by Mr. Singh): the Porter Ranch Neighborhood Council approves the September 10, 2013 Treasurer's Report as presented, including the Monthly Spending Reports of July and August 2013.

**FUNDING MOTION PASSED** unanimously by a roll call vote of nine of the ten eligible voters present with all nine in favor ("Yes" or "Aye") (Batta, Hammarlund, Leveque, Mitchell, O'Rourke, Pope, Rippey, Singh and Turer). [Presidents can choose whether or not to vote; if they don't a vote can still be unanimous.]

## 5. Minutes Approval

**MOTION** (by Mr. Pope, seconded by Ms. Leveque): The Porter Ranch Neighborhood Council approves the Minutes of its July 9, 2013 General Board Meeting as written.

**MOTION PASSED** Aye: Pope, Rippey, O'Rourke, Batta, Hammerlund, Mitchell, Singh, Turer, and Leveque.

**MOTION** (by Mr. Pope, seconded by Mr. Hammarlund): The Porter Ranch Neighborhood Council approves the Minutes of its July 29, 2013 Special Board Meeting as written.

**MOTION PASSED** by a voice vote with five in favor: Pope, O'Rourke, Hammerlund, Turer, and Leveque. Four abstained: Batta, Mitchell, Rippey and Singh.

## 6. MOTION [see the below Motion].

Ms. Hammarlund explained the Motion and described the need.

**FUNDING / MOTION** (by Ms. Hammarlund, seconded by Ms. Leveque): The Porter Ranch Neighborhood Council approves the expenditure of \$500 for the Sixth Annual Preparedness Earthquake Fair Saturday October 5, 2013 for the purchase of safety products from SOS Survival Products.

**DISCUSSION:** There was discussion of the Motion wording.

**FUNDING MOTION PASSED** unanimously by a roll call vote of nine of the ten eligible voters present with all nine in favor ("Yes" or "Aye") (Batta, Hammarlund, Leveque, Mitchell, O'Rourke, Pope, Rippey, Singh and Turer). [Presidents can choose whether or not to vote; if they don't a vote can still be unanimous.]

## 7. MOTION [see the below Motion].

**FUNDING MOTION** (by Ms. Leveque, seconded by Mr. Mitchell): The Porter Ranch Neighborhood Council will sponsor at a level not to exceed \$500 for party rentals including canopies for the Chatsworth/Porter Ranch Chamber of Commerce Family Festival September 22<sup>nd</sup>.

**DISCUSSION:** Rana Ghadban (exec@ChatsworthChamber.com; www.ChatsworthChamber.com) of the Chatsworth-Porter Ranch Chamber of Commerce described the event. The PRNC name will be on promotional materials.

**FUNDING MOTION PASSED** unanimously by a roll call vote of nine of the ten eligible voters present with all nine in favor ("Yes" or "Aye") (Batta, Hammarlund, Leveque, Mitchell, O'Rourke, Pope, Rippey, Singh and Turer). [Presidents can choose whether or not to vote; if they don't a vote can still be unanimous.]

*President Paula Cracium recused herself from voting because she works for Shepherd of the Hills Church and left the room at this time. Vice-President Dick Rippey became the Presiding Officer.*

**8. MOTION** [see the below Motion].

Debbie Forstall, Community Relations Manager, Shepherd of the Hills Church, described the October 2-3 free event's activities. Only vendor booths must be paid. Last year around 2,500 people attended and "a lot of jobs" were obtained.

**FUNDING MOTION** (by Mr. O'Rourke, seconded by Mr. Singh): The Porter Ranch Neighborhood Council supports the Shepherd of the Hills Job Fair in an amount not to exceed \$400 for the rental of tables and chairs.

**FUNDING MOTION PASSED** unanimously by a roll call vote of nine of the ten eligible voters present with all nine in favor ("Yes" or "Aye") (Batta, Hammarlund, Leveque, Mitchell, O'Rourke, Pope, Rippey, Singh and Turer). [Presidents can choose whether or not to vote; if they don't a vote can still be unanimous.]

*President Paula Cracium returned to the room at this time and resumed as the Presiding Officer.*

**9. DISCUSSION:** PRNC logo and branding for website, magnets, pens, bus benches. Mr. O'Rourke described the importance of the PRNC "branding" itself and having a single logo.

**10. MOTION** to approve \$200 for bus signs.

There was extensive discussion about purchasing bus bench advertising, locations and merits. No Motion was made.

[Non-Agenda Item:] Danny Del Valle, LAPD Devonshire Division Senior Lead Officer (office 818-363-1726; mobile/text phone 818-634-0362; 27677@LAPD.LACity.org, or DelVallesw.45@att.net for urgent; [http://www.LAPDonline.org/Devonshire\\_Community\\_Police\\_Station](http://www.LAPDonline.org/Devonshire_Community_Police_Station)), encouraged reporting suspicious items and activities. He reported that the Devonshire Division is "leading the Valley in crime reduction" and sometimes "leading the City"; crime is down 14%. Senior Lead Officer Jeanine Angeles noted that three years ago property crime in Devonshire was the worst in the City. Officer Del Valle continued that there are still many burglaries from motor vehicles, especially in the "early morning hours." A serial thief was arrested. Speed radar is now "on Mason south of Chatsworth." Neighborhood Watch Meetings are every fourth Thursday at 7:00 p.m. at St. John Eudes [Church, 9901 Mason Ave.; 818.363.1726].

**11. UPDATE:** blue Porter Ranch signs.

See the below report.

Tania Oronoz, Field Deputy for L.A. City District 12 Councilman Mitch Englander (818-882-1212; Tania.Oronoz@LACity.org; www.CD12.org), reported that the Councilman is working on allowing neighborhoods to make their own choice about murals through an “opt-in choice,” and on obtaining and installing community signs.

Ms. Cracium described excellent academic scores at Castlebay Lane Elementary School and Porter Ranch Community School. The Castlebay Science Center dedication will be September 28<sup>th</sup>.

## **12. UPDATE**

*[This Agenda Item was addressed after the report by CD12’s Tania Oronoz.]* Ms. Cracium explained that workout equipment is being installed at Holleigh Bernson Park and to contact CD12 with any concerns.

## **13. DISCUSSION**

Mr. O’Rourke described and demonstrated a possible www.prnc.org website appearance. Two-thirds of website visitors are first-time with an average viewing time of one minute and ten seconds. Webmaster Wendy Moore quoted approximately \$1,200 “to optimize the website” for better viewing and utilization on mobile devices. The funds would be for a web designer to “scale” and design “the technical part . . . the content is not the issue.” There was discussion about how to allocate the funds. There was extensive discussion of the merits of “optimizing” the website for mobile phones and the cost. Ms. Leveque, Mr. Mitchell, Mr. O’Rourke, Mr. Pope, and Stakeholders Eric Nam and Hank Parada volunteered to meet, research and report back on options.

## **14. DISCUSSION**

Mr. O’Rourke explained that the PRNC website hosting service, Hostaway, can be renewed at annual rate of \$168 instead of continuing to pay \$15.95 a month (\$191.40 per year).

**15. DISCUSSION:** proposed PRNC Bylaw amendment – Article V Section 7: Absences: A Board member shall be allowed no more than three (3) consecutive or a total of four (4) absences from REGULARLY SCHEDULED MONTHLY Board meetings per calendar year. Upon the fourth (4<sup>th</sup>) absence the seat shall be declared vacated by the Board President. The seat shall then be filled by the procedure noted in Article V section 6.

*[This Agenda Item was addressed after Item #18.]* Ms. Cracium explained the need for the above Bylaws amendment. Mr. Mitchell was concerned that the proposed amendment could exclude Board Members who have been very active and involved in the community. [See below Item #'s 19 and 20.]

## **16. PRESENTATION**

Ms. Nickie Bonner, UCLA Health Marketing and Community Outreach Coordinator, introduced Robbie Gloxan, Marketing and Community Outreach Manager, and Dr. Mateo Dinolfa. They presented slides and described UCLA’s extensive programs and expansion plans.

**17. PRESENTATION:** LAFD Battalion Jose Cronenbold to speak about the upcoming brush fire season. He will discuss LAFD preparation and how our residents should be prepared.

Chief Cronenbold was unable to attend; this may be rescheduled.

**18. PRESENTATION**

Stakeholder John Polito of Hidden Creeks Estates ([www.Hidden-Creeks.com](http://www.Hidden-Creeks.com)) and Wayne Avershaw, Attorney, presented regarding the 285-acre project near Sesnon Blvd. and Mason Ave. 1 ½ miles north of Brown's Canyon. It would include 188 homes including 163 zoned RE-11, 25 equestrian lots and a 15-16-acre equestrian center. Estimates are in today's dollars 70% of the homes will cost \$1 to \$1.5 million; the equestrian estates will cost more.

The developer will be providing 13 turnouts on Brown's Canyon Road and plan to help maintain the road in areas of where the city and county will not. Residents will only use the equestrian road in an emergency if a locked gate is opened. The last traffic study was "done several years ago and updated in 2011 or 2012" and included in the EIR [Environmental Impact Report]. "All the infrastructure will be at our expense." 114 acres will not be developed, in perpetuity. A park will be "built with private funds, not public funds" and "will not be a negative financial impact to the City." They are seeking to annex the land from L.A. County to the City of Los Angeles. Board Members expressed that Hidden Creeks has worked with the PRNC on the project. Ms. Cracium will agendize a Motion of support for the project.

**19. ACTION**

[*This Agenda Item was addressed after and see above Item #15.*] Ms. Cracium explained that the Bylaws left her no choice but to enforce the Bylaws and that she consulted with the DONE [L.A. Dept. of Neighborhood Empowerment] General Manager and the City Attorney's Office. Ms. Cracium declared the Board Seats of Ms. Batta (Seat #1) and Mr. Singh (Seat #2) vacant due to excessive absences according to the PRNC Bylaws. Ms. Hammarlund, Ms. Leveque, Mr. Mitchell and Mr. Rippey volunteered to be on an ad hoc Bylaws Amendment Committee and the ad hoc Outreach Committee. Ms. Cracium will agendize Board Seat filling for the next [November 5<sup>th</sup>] General Board Meeting. There was very extensive discussion of the above and related issues by all Board Members and many Stakeholders.

**20. ANNOUNCEMENT**

Ms. Cracium read aloud the relevant Bylaws section and described the procedure for possible reinstatement of Board Members to vacated Seats.

**21. ADJOURN**

**MOTION to ADJOURN** (by Ms. Hammarlund, seconded by Mr. Pope).

**MOTION PASSED** without any objections.

The Meeting was adjourned at 9:15 p.m.