



## PORTER RANCH NEIGHBORHOOD COUNCIL

### Budget Retreat Meeting Minutes

Saturday, June 14, 2014

at Porter Valley Country Club, 19216 Singing Hills Dr., Porter Ranch, CA 91326

#### 1. **Welcome**

President Paula Cracium called the Meeting to order at 8:08 a.m.

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

Board Members introduced themselves: Paula Cracium (President), Pat Pope (Vice-President), Eric Nam (Secretary), Sue Hammarlund, Alex Kim, Ashiley Lee, Cindy Lee, Becky Leveque and Anthony Park. Nine of the 11 Board Members were present at the beginning of the Meeting. Sean O'Rourke (Treasurer 1) arrived later. Board Members absent: Ethan Turer (Treasurer 2). The PRNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see <http://empowerla.org/wp-content/uploads/2012/06/PorterRanchNC-Bylaws.pdf>), so the Board could take such votes. All 11 of the 11 Board Seats were filled. No Board Seats were vacant. Also attending: 13 Stakeholders and guests.

*Board Member Sean O'Rourke arrived at this time, making 10 Board Members present (the PRNC quorum is seven).*

#### 3. **Discussion** -- President, Paula Cracium: Empower LA had asked us to make assignments for DONE Liaison. Here are our current liaisons positions – I will notify them of the changes the last week in July:

DONE Liaisons:

Election – Ethan/Pat Pope/Alex

Budget - Sean and Becky

DWP - Cindy/Anthony

Legal - Ashiley

Planning – Eric

Public Works - Pat

Transportation - Sue

In addition we need someone serving as our representative on the Department of City Planning's Zoning Advocate Committee -- Alex

Ms. Cracium reviewed the above and she and Glenn Bailey, L.A. Dept. of Neighborhood Empowerment (DONE) (818-374-9953; Glenn@EmpowerLA.org; www.EmpowerLA.org), explained the Liaisons. Ms. Leveque is not a Budget Liaison. Mr. Pope volunteered to be a Liaison with the City Attorney's Office. He and Ms. Cracium join Ms. Lee as Legal Liaisons.

#### 4. **Discussion** -- President, Paula Cracium: on Board Area Leads/Sub Committees. Copies of a "Board Focus Areas" chart were distributed. Ms. Cracium reviewed how PRNC Committees have worked. Mr. Bailey described VANC [the Valley Alliance of

Neighborhood Councils; VANC@EmpowerLA.org] and its events on second Thursday nights including a November Planning Workshop at CBS Studios in Studio City, and LANCC [the L.A. Neighborhood Councils Coalition; www.LANCC.org] and its events on first Saturday mornings.

The following volunteered for Board Focus Areas:

City Relations (VANC, LANCC +): Alex Kim

DONE: Pat Pope

Events: Becky Leveque, Sue Hammarlund

Community Concerns: Pat Pope, Eric Nam, Alex Kim, Armando Nunez

Posting Agendas: Cindy Lee (Toll Bros Office / Town Center), Sue Hammarlund (Schools)

Water Donations: Alex Kim

Ordering food: Becky Leveque

Bylaws: Becky Leveque, Sue Hammarlund, Pat Pope

Mr. Bailey recommended that the Board vote on which single designated Meeting Agenda posting location it will use. Lydia Grant, BONC [L.A. Board of Neighborhood Commissioners] Commissioner [213.978.1551; cell 818.470.6629; Lydia.Grant@LACity.org; Commissioners@EmpowerLA.org; www.EmpowerLA.org] reviewed Agenda posting requirements. If Agendas are posted on the PRNC website and emailed to its Stakeholders database and the City's Early Notification System (ENS) then Agendas only need to be posted at one PRNC-designated physical posting site; Agendas can but are not required to be physically posted at other locations. There was discussion of where to physically post PRNC Agendas. Ms. Hammarlund will ask the Porter Ranch Community School and Castlebay Elementary School Principals if Agendas can be posted there. Cindy Lee will post Agendas at Starbucks.

The following also volunteered for Board Focus Areas:

Promotions: Sean O'Rourke

Outreach: Sean O'Rourke, Alex Kim

Social Networking: Sean O'Rourke, Ashiley Lee

Land Use: Becky Leveque, Eric Nam, Alan Cohen, Dave Hasson, Cindy Wu, Armando Nunez

LAFD: Pat Pope, Alex Kim

LAPD: Becky Leveque, Pat Pope, Eric Nam

Education: Sue Hammarlund, Becky Leveque, Sean O'Rourke, Ashiley Lee, Francesca Barros

Disaster Preparedness: Sue Hammarlund

Ms. Cracium reminded that "if you're going to have more than three Board Members [a quorum of the PRNC quorum of seven] present all of the posting requirements apply." Also, "we can't have conversations unless it's [in] a public forum." She recommends when emailing not to "reply all" no matter what the subject to help avoid State Brown Act violations.

**5. Discussion** -- President, Paula Cracium: Discussion possible activities for coming 2014/2015 year.

Ms. Cracium described Outreach as more general and Events as more specific. Ms. Grant explained that anyone can attend Budget Advocates Meetings; "they just can't

vote” unless they have been voted a Budget Advocate by Neighborhood Council Board Members at the annual Congress. There was discussion of possible events. She reminded that Neighborhood Councils (NCs) were formed “to be the voice of the people . . . to City Hall” and that NCs need to “get something in return” for their funding allocations, especially for outreach such as a banner acknowledging NC support/sponsorship. Community Impact Statements (CISs) are “one of the metrics” the City is using to determine NCs funding. Stakeholder Judi Daniels reminded that CISs can be submitted on issues not within the PRNC boundaries or even in the PRNC area.

6. **Discussion** -- President, Paula Cracium: Discussion budget expenditures for coming 2014/2015 year.

Mr. O'Rourke reviewed regular funding allocations. A straw poll (informal vote) was conducted regarding having another Budget Retreat at Porter Valley Country Club; six were in favor, around nine opposed. It was agreed to have the Retreat in another location and to bring food. Mr. Kim encouraged allocating more funding toward an event(s) focused on the “substantial” populations of seniors and children in Porter Ranch. There was extensive discussion of the amounts of funding to allocate to planned events and expenditures. Ms. Grant noted that DONE is requesting Requests for Proposals to approve Webmasters because there have been problems with some of them. BONC is “creating new guidelines for Neighborhood Council websites.” There was extensive discussion of what amount to allocate for website administration and outreach. Mr. O'Rourke reported that \$36,758 of the available \$37,000 in Fiscal Year 2013-2014 funding was allocated.

7. **Discussion** – President, Paula Cracium: Discussion changes in the Board due to pending resignations.

[*This Agenda Item was addressed after Item #8.*] Ms. Cracium announced that Mr. Turer will resign in September. There was discussion of how the Youth Seat on the Board can be filled.

8. **Discussion** -- President, Paula Cracium: Discussion on Community Impact statements. Who will be the lead in this area?

Ms. Grant explained that CISs can be sent to elected officials at all levels. Mr. Pope and Mr. O'Rourke were designated as the CIS writers and submitters.

9. **Motion** - Becky Leveque: Motion [see the below Motion].

[*This Agenda Item was addressed after Item #10.*]

**MOTION** (by Ms. Leveque, seconded by Ms. Hammarlund): The Porter Ranch Neighborhood Council will write a letter of support for the Porter Ranch Community School to regain the funding lost due to changes in the State budget.

**MOTION PASSED** unanimously by a roll call vote of nine of the ten eligible voters present with all nine in favor (“Yes” or “Aye”) (Hammarlund, Kim, Ashiley Lee, Cindy Lee, Leveque, Nam, O'Rourke, Pope and Park); (President Cracium did not vote).

10. **Motion** – Alex Kim: Motion [see the below Motion].

[*This Agenda Item was addressed after Item #13.*]

**MOTION** (by Mr. Nam, seconded by Mr. Nam): The Porter Ranch Neighborhood Council will move the PRNC Board Meeting location to Porter Ranch Community School.

**DISCUSSION:** There was discussion of the merits of the Motion. Ms. Leveque explained that the School was set up so that the Joint Use Permit allows the PRNC to use the School's Community Room.

**MOTION to CALL FOR THE QUESTION** (by Ms. Cracium); there was no objection.

**AMENDED MOTION** (by Mr. Nam, seconded by Mr. Nam): The Porter Ranch Neighborhood Council will move the PRNC Board Meeting location to Porter Ranch Community School pending whether the PRNC can use the School's Community Room during all 12 months of the year.

**AMENDED MOTION PASSED** by a roll call vote of nine of the ten eligible voters present with eight in favor ("Yes" or "Aye") (Kim, Ashiley Lee, Cindy Lee, Leveque, Nam, O'Rourke, Pope and Park); one opposed ("No" or "Nay") (Hammarlund); (President Cracium did not vote).

**11. Discussion** -- President, Paula Cracium: Discussion regarding a resolution that authorizes PRNC to post on its web site certain types of general information.

**12. Public Comments**

There were no public comments at this time.

**13. Future meetings**

a. July-??

It was suggested to ask DONE's Melvin Canas to speak.

b. August-??

It was suggested to ask Jarrod DeGonia, Deputy for L.A. County District Five Supervisor Michael Antonovich (818-993-5170; JDeGonia@lacbos.org; www.Antonovich.com), to speak on fracking.

**14. Motion to adjourn**

*[This Agenda Item was addressed after Item #9.]*

**MOTION to ADJOURN** (by Ms. Cracium).

**MOTION to ADJOURN PASSED** with no objection.

The Meeting was adjourned at 11:08 a.m.

Minutes written by DL.