



**Issam Najm, President; Susan Gorman-Chang, Vice President; Gabriel Khanlian, Secretary;
Andrew Krowne, Treasurer; David Balen, Signer; Asaad Alnajjar
Jason Hector; Alex Kim; Becky Leveque; Hassan Memarian; Jennifer Milbauer**

**Porter Ranch Neighborhood Council (PRNC)
Special Board Meeting
Wednesday, 9 May 2018
Porter Ranch Community School (PRCS)
12450 Mason Avenue, Porter Ranch 91326**

APPROVED MINUTES

1. Meeting call to order
 - President Issam Najm called the meeting to order at 6.25PM.
2. Welcome
 - President Issam Najm welcomed over twenty-one stakeholders.
3. Pledge of Allegiance
 - Jennifer Milbauer led us in the Pledge of Allegiance.
4. Roll Call
 - Gabriel Khanlian performed the roll call; as all eleven board members were present, a quorum was declared.

Here (11)	Asaad Alnajjar, David Balen, Susan Gorman-Chang, Jason Hector, Gabriel Khanlian, Alex Kim, Andrew Krowne, Becky Leveque (arrived 6:45pm) , Hassan Memarian, Jennifer Milbauer, and Issam Najm
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5. Motion to approve the April 11, 2018 PRNC Meeting Minutes
 - This was tabled, pending a review of the videotape for the specific spoken words, and correction of the word “errors”; this may include misappropriation and/or alleged errors by the previous board and their treasurer, Sean O’Rourke (not PRNC’s current treasurer, Andrew Krowne).
6. Motion to Approve the April 2018 MER
 - This agenda item was tabled, pending the MER.

7. Treasurer’s Report			
Budget Amount			\$69,506.35
Expenses to Date	Funding Requests		22,309.58
	Credit Card		30,469.96
Total Outstanding	Commitments		9,060.00
	Pending Payments		1,423.75
Cash Balance`	As of 5/9/2018		\$6,243.06
Operations	Meeting Food (May/June)	800.00	
	Website (\$75/month June)	75.00	1,600.00
	Printing of Meeting Materials (\$375/month June)	375.00	



	Personnel Costs (\$350/month June)	350.00	
	Remaining Earth Day Expenses	721.56	
Outreach	Board Member Reimbursement (BMR)	192.99	1,074.55
	Constant Contact (\$65/month May/June)	130.00	
	Facebook (\$15/month May/June)	30.00	
Net Available Cash Balance			<u>\$3,568.51</u>

- The Earth Day event was classified as a Community Improvement, rather than an Outreach expenditure; this is merely a classification issue.
 - The current cash balance of \$15,303.06 does not agree with the Department of Neighborhood Empowerment’s (DONE) Cash Balance shown as \$16,726.81. This is due to some expenditures that have not yet cleared the bank.
 - The \$2,500 Neighborhood Purpose Grant (NPG) to the Friends of PRCS was denied by DONE. The last day to submit payments is June 1. PRCS will submit a revised NPG, and it will be discussed (and hopefully voted upon) during a special meeting of the PRNC.
 - There should be approximately \$6,000 to be spent prior to the end of the fiscal year (June 30).
 - Jason Hector mentioned that another \$160 of approved clean-up supplies (gloves, trash bags, etc. from Harbor Freight) have not yet been purchased and expensed (although this pending purchase has been approved).
8. Presentations from representatives of elected officials and government agencies
- Colin Crews, Deputy Director from Councilman Englander’s office addressed the PRNC:
 - The city council is currently in the middle of budget season reviewing everything with a fine-tooth comb, including funding for tree trimming, homelessness, etc.
 - Councilman Englander supports a pilot program with the LADWP to place floating solar panels on LADWP reservoirs; this could help reduce our dependence on fossil fuels and create energy to power 3,000 homes per year.
 - Street racing continues to be a concern in the northwest valley, but the new thing is donuts in intersections. CD12 is moving towards installing rumble strips, which vibrate the vehicle and create loud noise.
 - CD12 has not yet determined the location of the pending homeless shelters. These new shelters could be similar to the Winnetka Village apartment facility (for the homeless) on Sherman Way; some of these apartment buildings look better than their adjacent buildings.
 - Braemore Road needs tree trimming, and Reseda Boulevard, between Sesnon Boulevard and Rinaldi Street has too many potholes and needs repaving. To report potholes, please reach out to 311 and report this to the Small Asphalt Repair Division. The intersection of westbound Rinaldi Street and southbound Wilbur Avenue has been approved to receive a left-turn signal. Hassan mentioned that he sees a great many accidents along Rinaldi Street, including two today, one at 9.30AM, and another at 2.30PM.
 - Issam added that Caltrans is responsible for the intersection of Rinaldi Street and Amigo Avenue (as this is a freeway exit); Asaad Alnajjar replied that the north side is controlled by the city, while the south side is controlled by Caltrans. Becky Leveque recommended referring this to Assemblyman Dante Acosta.
 - Jason asked that Colin put in a good word for Field Deputies Jessie Strobel and Jonathan Coto for their extra efforts in the Earth Day and YMCA activities.
 - A stakeholder mentioned that there have been multiple complaints about a homeless campsite behind the fire station at 10108 Balboa Boulevard, Granada Hills; this campsite was recently cleaned out.
9. General Public Comments on Items Not on the Agenda

- Vice Principal David Garringer from Castlebay reported that they received their recently approved \$1,000 NPG money; over forty students are currently on the wait-list for their robotics program.
 - Christy Smith introduced herself to the folks of Porter Ranch. She is currently running for the 38th Assembly District (which encompasses Porter Ranch and Santa Clarita) against the incumbent, Dante Acosta (she previously ran against him in 2016). She pledges not to take any fossil fuel money for this campaign and her website is Christysmithforassembly.com
 - Carlos Phoenix attended this evening's meeting as a representative of his wife, Jess Phoenix, who is running for congress for the 25th Congressional District (currently occupied by Steve Knight). This is California's opportunity to elect a geologist who wants to bring green technology jobs and innovation to the area. To meet Jess, she will be at the Simi Valley Street Fair this coming Saturday, May 12 from 1PM until 3PM, and on Wednesday, May 16, she will host a meet and greet here in Porter Ranch at the Owl's Ice Cream, 19763 Rinaldi Street. For additional information, her website is Jess2018.com
 - Porter Ranch resident Fabiola believes that she has been overcharged by the LADWP; thousands of dollars for thousands of gallons of water that they did not use. Issam Najm will talk with her during the break.
 - Social investment manager Christian has lived in Porter Ranch for 3½ years and invests in companies that are socially responsible. He recommends that the PRNC request that businesses that go into the Vineyard meet social responsibilities rather than taking value from the earth.
10. Presentation from Ms. Linda Hernandez of the Los Angeles City Attorney's Office, Victim's Assistance Program, LAPD Devonshire Area Station
- Linda Hernandez from the Victim Assistance Program of the LA City Attorney's office [with her office at the LAPD's Devonshire station (they have advocates at each station)] reminded everyone that services are available for crime victims. This state-funded program includes accompanying a victim to court, legal aid, reimbursement for medical bills, counseling, moving costs, reimbursement for loss of work pay, funeral costs, etc. This service is available for up to three years. If the sexual assault victim is a minor, coverage is valid until their 20th birthday. For additional information, their website is help4crimevictims.org
11. Board member general comments and updates
- Susan Gorman-Chang reported that the \$5k NPG to Clean Streets/Clean Starts (CSCS) has been put to good use. Don Larson's group started working on Tuesday, May 8. Nine participants (most from Hope of the Valley) joined Don to help beautify Porter Ranch. Five of the participants are valley natives. The team cleaned and trimmed Rinaldi Street, between Tampa and Corbin Avenues. Each worker received a \$25 gift card (which they will receive each day) for gas or Wal-Mart. This program will be on Tuesdays and Fridays through June 15. Folks are welcome to meet them at The Pillars Café at 7AM. Pillars Café also has employment opportunities for dishwashers, maintenance workers, and line cooks.
 - Susan added that the Sustainability Committee might meet again on Tuesday, June 19.
 - Jason Hector noticed that the CSCS people he met Tuesday morning were very professional and focused on the job at hand.
 - He is working with the very responsive folks from Caltrans regarding street maintenance; he recommends adding PRNC to the street maintenance trash bags; that way, people will know who is cleaning the streets.
 - Jason would also like to start the planning process for the 2019 Earth Day Celebration ASAP; that way, PRNC can get a better rate on trees with bigger and better events at the festivities.
 - Asaad Alnajjar, who works alongside Gabriel Khanlian, David Balen, and the LAPD on the Safety Committee, remains concerned about traffic accidents along Rinaldi Street. They are relieved that the LAPD has increased their presence, as there have been several car break-ins.

- Gabriel Khanlian requested that board members alert Issam or himself if they are unable to attend a PRNC meeting in July or August. It may be difficult to attain a quorum when so many people may be on vacation.
 - Gabriel Also stated that there has been a great deal of online news regarding the Vineyards Project; the media seems to know more than PRNC. Why can't John Love come and address the board regarding the project and potential tenants coming in,
 - In addition, the PRNC has done everything within its power to make the intersection of Mason Avenue and Sesnon Boulevard safe for children. However, the parents need to be more aware of this intersection, traffic, and pedestrians and the city needs to do install safety measures.

 - Andrew Krowne recommends that board members and stakeholders start to think about the annual retreat, tentative scheduled for later summer/early autumn. The PRNC's committees should also start discussing this retreat.

 - David Balen from the Land Use Committee reported that Toll Brothers is in full swing, with their properties selling like hot cakes. However, parents of students here at PRCS are being informed that their kids may not be able to return to this school.
 - David also reported that the Vineyard Shopping Center's Grand Opening might be in May 2019; tenants will include an AMC movie theatre, Whole Foods, Nordstrom Rack, Ulta, a nice seafood restaurant (possibly Lure Fish House), and a high-end steakhouse. If anyone has any ideas of desirable tenants, please reach out to the developers via their website <https://www.thevineyards.com/>
 - Across the street, Burlington Coat Factory will occupy the space previously held by Sports Chalet.
 - David offered kudos to Susan Gorman-Chang. Susan and her family make delicious homemade food, and deliver it to the homeless campsites in clamshell containers.
 - David also appreciates the people at the LAPD's Devonshire Division and recommends downloading their app at <http://www.apexmobile.net/app/lapd-devonshire/>.

 - Hassam Memarian reported that the Homelessness Committee received a great many positive comments concerning the CSCS and PRNC's homelessness assistance activities.

 - Becky Leveque reported that there would be a Neighborhood Watch Basic Car Meeting on Tuesday evening, May 15. The LAPD's Devonshire Division has seen a decrease in crime. However, people should NEVER leave anything visible in their cars. Thieves will break a window just to access something as simple as a cellular charger.

 - Issam Najm reported that the mail-in survey has gone out; however, he is not happy with the printing quality. Jason recommended requesting a discount from the FedEx office.
 - Tuesday, May 8, Issam attended a very good meeting of the Energy Reliability Group at the South Coast Air Quality Management District (SCAQMD) in Diamond Bar. The Gas Company is becoming isolated. Issam made a presentation during his allocated ten-minutes; this will be posted on the PRNC website.

 - Alex Kim and Jennifer Milbauer had no additional comments.
12. Report on the Community Earth Day Event
- The Subway sandwiches were great and delivered on time. However, Follow Your Heart did not deliver, and did not provide serving utensils.
 - The mobile solar-powered gizmo was great.

- There was a concern about the cardboard blowing away with the strong winds. It was so windy by the photo booth that merely 27-people took advantage of that.
 - The PRNC tent was popular, yet many people came back for a second free item via the new PRNC spinner.
 - The recycled relay game was fun and the scavenger hunt had a great many happy participants.
 - We left the park very clean, and will receive our entire deposit back.
 - A few of the lessons learned for next year:
 - A few of the stations forgot to bring their stickers for the kid's passport card; next year, perhaps PRNC can provide the stickers.
 - The PRNC ran out of water; we will definitely need more next year.
 - We should request that Councilman Englander waive the parking enforcement so that our visitors do not receive tickets.
 - A few people were sunburned because the shaded area moved as the day progressed.
 - We may have a petting zoo.
 - Merely six of the eleven PRNC board members were present; we hope to have more participation next year.
 - The National Park Service has a really cool truck they may bring out for bird watching, kid's activities, etc.
13. Discussion and possible action to approve holding half of the PRNC General (regular) meetings (in alternating fashion) for fiscal year 2018-19 at Castlebay Lane Elementary School
- Jason Hector added that this would help with PRNC's Outreach activities, as this location would be very convenient for the stakeholders of East Porter Ranch. Vice Principal David Garringer will be full-time at Castlebay and available to open the facility, and help set-up the meetings.
 - Asaad Alnajjar, Alex Kim, Becky Leveque, and Hassan Memarian support this as it gets more people to attend the meetings. Hassan and Becky suggested doing several months in a row rather than switching every other month. Stakeholder Brandii mentioned that the Harbor Neighborhood Council alternated meetings between the library and their Chamber of Commerce; it was mentioned at the end of each month's meeting where the next meeting would be held.
 - Issam mentioned that PRNC would need to get a permit from the LAUSD.
 - Jason Hector made a motion to take the steps to apply to hold regular board meetings at Castlebay; Andrew Krowne seconded the motion, and it passed unanimously. (Jennifer was absent)

BREAK

14. Presentation by the non-profit organization Climate Resolve, titled: "Climate Change in Los Angeles: Addressing our Era's Extraordinary Challenge + Opportunity for a Better Quality of Life"
- Climate Resolve's Outreach Director Kristina von Hoffman addressed the PRNC. This is a non-profit based in downtown LA, founded in 2010 to focus on solutions.
 - In 2014, the city enacted the cool roof ordinance to refurbish rooftops; these roofs are not just white, but include shingles and flat roofs, and they reflect 80% back to the sky. This reduces the use of fossil fuels and the demand for electricity. Since that time, over 30,000 cool roofs have been installed.
 - 40% of LA's surface is asphalt and 20% of the surface area is roof; this makes for a big urban heat island.
 - 1981 to 2000, CD12 averaged 61-days of extreme heat; it is anticipated that from 2041 to 2060, there may be 95 days of extreme heat.
 - Heat is the leading weather-related causes of death and illness; more than fires, hurricanes, etc. combined. Extreme heat will also affect air quality, food supply, energy demand, wildfires, roads, property values, and water evaporation.
 - 88% of LA's water comes from the aqueduct; merely 12% comes from local sources.



- There is currently a cool (light grey) street along Etiwanda Avenue, between Napa and Malden Streets in Northridge, the Palomar material is created in Corona.
- The LADWP still has a rebate program; information is available at climateresolve.org/rebates
- For additional information, please visit these website at <http://climateresolve.org/> and <http://pathtopositive.la/join/>

15. Update on the Tree Trimming/Removal Project

- Jason Hector reported that he would meet with the Urban Forestry Department on Monday, May 14 to discuss the permits to begin work on Wednesday, May 16. They have already placed white marks on the sidewalk and street to indicate trees set for removal. They will remove 20 to 25 trees along Tampa Avenue and Rinaldi Street. The work should be completed by Friday, May 18, and they will be paid via a check at that time.
- Portions of Tampa Avenue and Rinaldi Street will be closed; this will cost merely \$163, rather than the anticipated \$500.
- Jason added that he could use help to spread the word that this street work is done by PRCS, not necessarily by the city.
- During the next fiscal year, a few more trees may be removed along Porter Valley Drive.

16. Motion to approve payment to Susan Gorman-Chang as a Board Member Reimbursement in the amount of \$487.07 for the cost of the LA Recreation and Parks (LAPR) Permit for the Earth Day event

- Although Susan paid \$887.07, she will be directly refunded the \$400 LAPR deposit.
- Becky Leveque feels that we should use the P.Card and checks rather than personal funds. Issam Najm replied that the city would not accept a credit card over the telephone; one would have to go to the downtown city hall. Susan is aware that if the city does not pay, she is taking this on as a personal risk.
- Andrew Krowne made a motion to approve this agenda item; David Balen seconded the motion, and it passed.

Aye (8)	Alnajjar, Balen, Gorman-Chang, Hector, Khanlian, Krowne, Memarian, and Najm
No (1)	Leveque
Absent (2)	Kim and Milbauer

17. Motion to approve payment to Gabriel Khanlian as a Board Member Reimbursement in the amount of \$192.99 for the April meeting expenses

- Stakeholder Brandii asked if board members could vote for their own reimbursement; the reply was affirmative.
- Jason Hector mentioned that he would like to see these costs reduced.
- Andrew Krowne made a motion to approve this agenda item; David Balen seconded the motion, and it passed.

Aye (8)	Alnajjar, Balen, Gorman-Chang, Hector, Khanlian, Krowne, Memarian, and Najm
No (1)	Leveque
Absent (2)	Kim and Milbauer

18. Motion to approve payment to Issam Najm as a Board Member Reimbursement in the amount of \$234.49 for the cost of supplies for the Earth Day event

- Andrew Krowne made a motion to approve this agenda item; David Balen seconded the motion, and it passed.

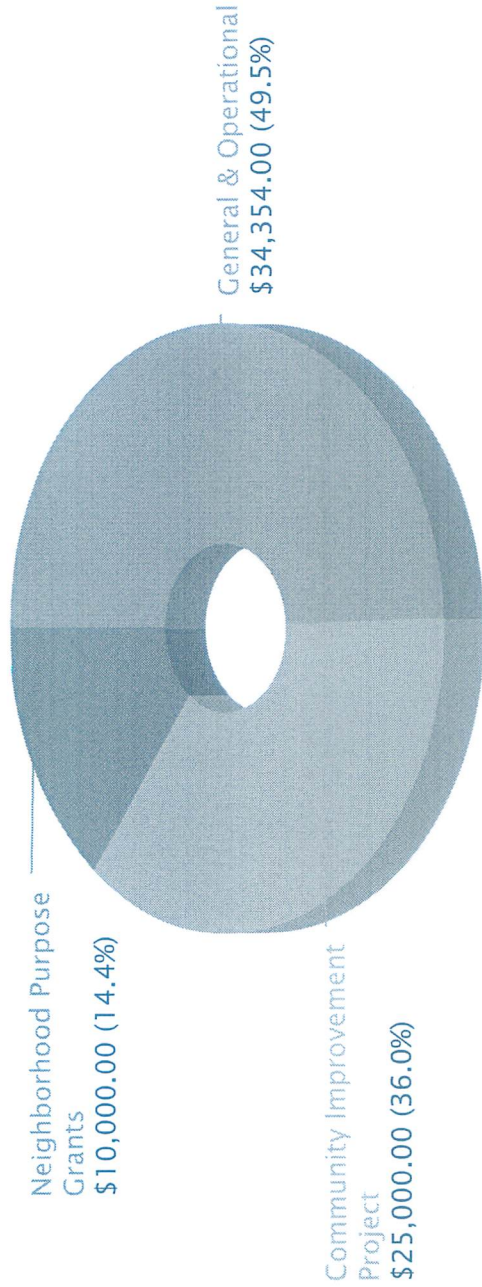
Aye (8)	Alnajjar, Balen, Gorman-Chang, Hector, Khanlian, Krowne, Memarian, and Najm
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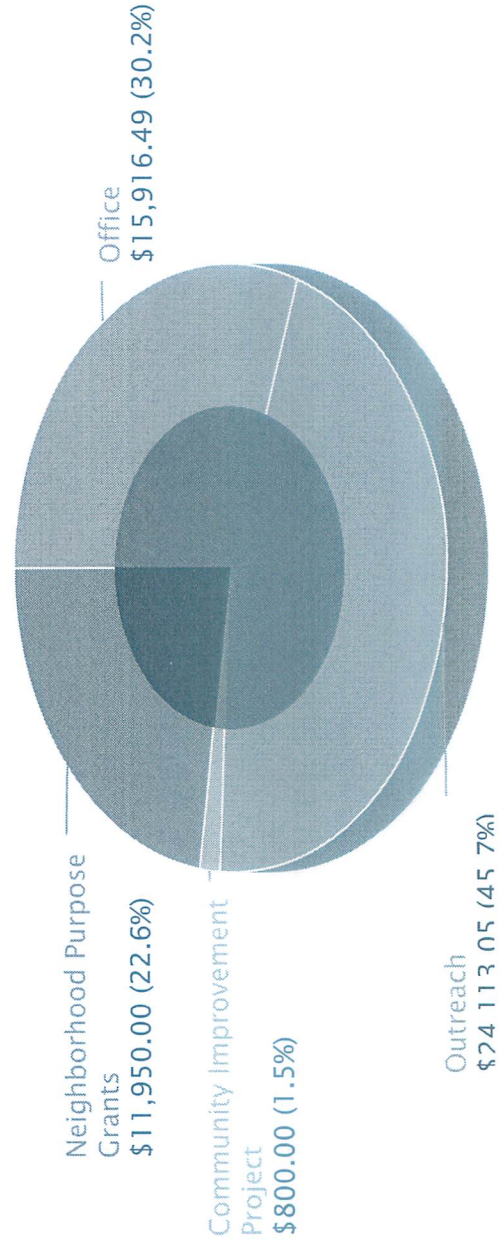
No (1)	Leveque
Absent (2)	Kim and Milbauer

19. Discussion and possible action to approve up to \$4,000 in “outreach” supplies consisting of a combination of t-shirts, hats, pens, mugs, stickers, magnets, notepads, banners, and/or signs
- This procurement will help the PRNC spend every last penny (via the credit card) before the end of the fiscal year.
 - Issam Najm mentioned that this should include street signs, such as “this project is funded by the PRNC”.
 - Andrew Krowne made a motion to approve this agenda item; Hassan Memarian seconded the motion, and it passed unanimously.
20. Meeting Adjournment
- Issam Najm adjourned the meeting at 9.05PM.

Budget Allocation



Expenditures-to-Date by Category



Porter Ranch Neighborhood Council Neighborhood ...

Budget Amount ?

\$69,506.35

Budget: \$42,000.00

Adjustments: \$27,506.35



Expense-to-Date ?

\$52,779.54

Funding Requests: \$22,309.58 ?

Credit Card: \$30,469.96 ?



Total Outstanding ?

\$10,483.75

Commitments: \$9,060.00 ?

Pending Payments: \$1,423.75 ?



Net Available ?

\$6,243.06

Cash Balance: \$16,726.81 ?



Cash Analysis - PRNC

Cash Balance as of 5/11/18

Operations:

Storage Unit:
 Meeting food (May / June)
 Website (\$75/mn June)
 Printing of meeting materials (\$375/mn June - May is BMR - GK below)
 Personnel Costs (\$350/mn June)

Outreach:

Remaining Earth Day expenses (BMR - Issam, BMR - Susan)
 BMR - GK
 Constant Contact (\$65/mn May/ June)
 Facebook (\$15/mn May / June)

NPGs:

Friends of PRNC (\$2500)- UPDATE

Net Available Cash Balance (Pre-Meeting):

Funding motions approved 4-11-18

#21 Tree removal
 Stamps - still applicable?

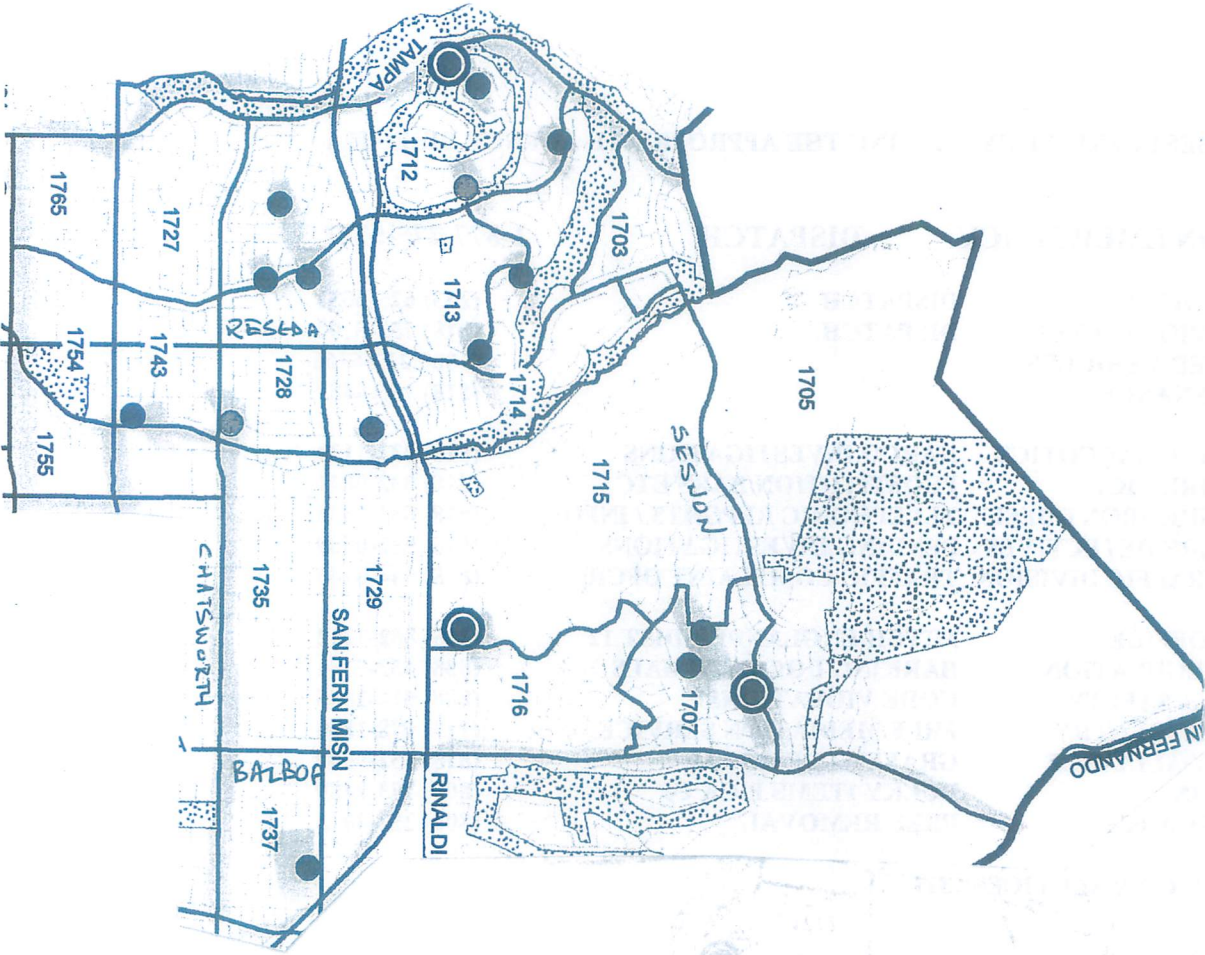
Unallocated Funds (Post Meeting)

	BUDGET	ACTUAL
	\$ 15,303.06	\$ 15,303.06
Storage Unit:	\$ -	\$ -
Meeting food (May / June)	800.00	402.50
Website (\$75/mn June)	75.00	-
Printing of meeting materials (\$375/mn June - May is BMR - GK below)	375.00	-
Personnel Costs (\$350/mn June)	350.00	-
	<u>-</u>	<u>-</u>
	(1,600.00)	(402.50)
Outreach:		
Remaining Earth Day expenses (BMR - Issam, BMR - Susan)	721.56	-
BMR - GK	192.99	-
Constant Contact (\$65/mn May/ June)	130.00	-
Facebook (\$15/mn May / June)	30.00	-
	<u>1,074.55</u>	<u>-</u>
NPGs:		
Friends of PRNC (\$2500)- UPDATE	<u>-</u>	<u>-</u>
	-	-
Net Available Cash Balance (Pre-Meeting):	12,628.51	14,900.56
Funding motions approved 4-11-18		
#21 Tree removal	9,000.00	-
Stamps - still applicable?	60.00	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	<u>(9,060.00)</u>	<u>-</u>
Unallocated Funds (Post Meeting)	<u>\$ 3,568.51</u>	<u>\$ 14,900.56</u>
	-	-
	-	-
	-	-
	-	-
	<u>-</u>	<u>-</u>
	<u>\$ 3,568.51</u>	<u>\$ 14,900.56</u>

BASIC CAR 17A35

RESIDENTIAL BUREAUX

4.8.18 - 5.5.18



Coffee with the Captain



Have a cup of coffee with
 Captain Bryan Liim,
 Commanding Officer of L.A.P.D.'s Devonshire Area

Thursday, June 14th at 10:00 AM

Pillars Café - Shepherd Church

19700 Rinaldi Street

Porter Ranch

 Devonshire Area Senior Lead Officers will be available
 especially for conversations pertaining to crime prevention



UPCOMING EVENT

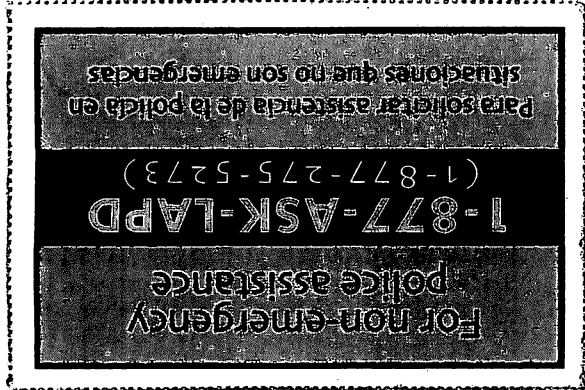
6.14.18

MYDEVONSHIRETIPS@LAPD.ONLINE

TWITTER @SLO17A35

FACEBOOK- LAPD DEVONSHIRE COMMUNITY POLICE STATION

CRIME MAP WWW.CRIMEMAPPING.COM



SLO D. DEL CORE (818) 634-0577
EMAIL 27286@LAPD.ONLINE

—May 8 (Tuesday)
June 11 (Monday)
July 9 (Monday)
September 11 (Tuesday)
October 9 (Tuesday)

2018 MEETINGS

ALWAYS AT 7 PM
SAINT EUPHRASIA CHURCH
11767 SHOSHONE AVE, GRANADA HILLS

17A35 BASIC CAR MEETING-

ALL OTHER CITY SERVICES 311

- SCHOOL POLICE DISPATCH
- PARKING VIOLATIONS DISPATCH
- ABANDONED VEHICLES
- ST MAINTENANCE
- DEVONSHIRE NARCOTICS NARCO INVESTIGATIONS (818) 832-1131
- DEVONSHIRE VICE PROSTITUTION/BARS ETC (818) 832-0811
- DEVONSHIRE FRONT DESK TELEPHONIC REPORTS / INFO (818) 832-0633
- DEVONSHIRE DETECTIVES PENDING INVESTIGATIONS (818) 832-0609
- VALLEY TRAFFIC DIVISION TRAFFIC COMPLAINT OFCR (818) 644-8146
- COUNCIL OFFICE MITCH ENGLANDER DIST 12 (818) 882-1212
- ANIMAL REGULATION BARKING DOGS/ ANIMALS (888) 452-7381
- BUILDING & SAFETY CODE VIOLATIONS (888) 524-2845
- DISPUTE RESOLUTION FREE MEDIATION SERVICE (213) 978-1880
- W. VALLEY ALLIANCE GRAFFITI REMOVAL (818) 832-9999
- SANITATION BULKY ITEMS PICK UP (800) 773-2489
- SHOPPING CARTS FREE REMOVAL (800) 252-4613
- LAPD NON EMERGENCY DISPATCH 1-877-275-5273

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