



Issam Najm, President; Susan Gorman-Chang, Vice President; Gabriel Khanlian, Secretary;
Andrew Krowne, Treasurer; David Balen, Signer;
Cheri Derohanian; Jason Hector; Alex Kim; Becky Leveque; Jennifer Milbauer

**Porter Ranch Neighborhood Council (PRNC)
General Board Meeting
Wednesday, 11 January 2017
Porter Ranch Community School
12450 Mason Avenue, Porter Ranch 91326**

**DRAFT MINUTES
(PENDING BOARD APPROVAL)**

1. Meeting called to order
 - President Issam Najm called the meeting to order at 6.16PM.
 2. Welcome
 - President Issam Najm welcomed over twenty stakeholders, along with the ten board members.
 3. Roll Call
 - Gabriel Khanlian performed the roll call.
- Here (10) David Balen, Cheri Derohanian, Susan Gorman-Chang, Jason Hector, Gabriel Khanlian, Alex Kim, Andrew Krowne, Becky Leveque, Jennifer Milbauer, and Issam Najm
4. Motion – Approve Meeting Minutes for September 22, 2016
 - Gabriel Khanlian made a motion to approve the minutes; David Balen seconded the motion, and it passed unanimously.
 5. Motion – Approve Meeting Minutes for December 14, 2016
 - Gabriel Khanlian made a motion to approve the minutes; David Balen seconded the motion. However, it was tabled, due to the distribution of November (rather than December) minutes.
 6. Discussion and possible action to Approve Treasurer’s Report and Monthly Expenditure Reports (MERs) for July and August 2016

Date	Item	Category	Vendor	Amount
July 5	Website Maintenance	Operations	Moore Business Results	\$ 750.00
July 11	Email Blast Service	Outreach	Constant Contact	60.00
July 14	Unknown	Unknown	Unknown	522.22
July 29	Overdraft Fees	Operations	Union Bank	33.00
			TOTAL	<u>\$1,365.22</u>

Date	Item	Category	Vendor	Amount
August 12	Email Blast Service	Outreach	Constant Contact	\$ 288.00
August 18	Newspaper Ad	Outreach	Reuters Newspaper Group	400.00
August 25	Website Maintenance	Operations	Moore Business Results	750.00
			TOTAL	<u>\$1,438.00</u>



- These are the items posted and paid per the bank account.
- Becky Leveque and Jennifer Milbauer expressed concern about the “unknown” on the July MER. This is being investigated, as PRNC does not know the vendor or item(s) purchased. Glen Bailey (from the Northridge East Neighborhood Council (NENC)) recommended that they investigate and enter the vendor’s name [from the bank statement] into the MER. There was no debit card or treasurer at that time. These expenses may have been incurred by the previous treasurer (or as a mistake by another neighborhood council); the city advised PRNC to proceed forward.
- The incurred expenses shown in the August MER were already paid. This includes advertising expenses (via Reiter’s Newspaper Group) for the May election. Although this \$400 expense was incurred in the previous fiscal year, the paper invoices were submitted late, and paid in this fiscal year.

Current Available Funds	\$18,449.58
Including Q3 Deposit	\$8,014.47
Pending Expenditure: Save Porter Ranch	\$2,000.00
Pending Expenditure: Board Member Reimbursement	\$11.12
Net Available Funds	\$16,438.46
Remaining Deposit for FY2016/17	\$12,033.14

- PRNC hoped to purchase backpacks and accessories for LAFD Station 28. However, as they are not a non-profit nor school, this expenditure is not allowed. If anyone knows a charity that supports the LAFD, please contact a PRNC member. Glen Bailey knew such a charity, and would discuss this with Andrew Krowne after the meeting.
- Two days ago, some board members received a single-page letter from the city clerk concerning the previous treasurer. This person made questionable expenditures of \$27,354.18; this money was recently returned to the city (rather than to PRNC). This issue is not on tonight’s agenda. Therefore, PRNC could not discuss it. PRNC should wait until it is agendized and announced to the public.
- Jennifer Milbauer apologized to the stakeholders on behalf of the PRNC.
- David Balen added that he is a signer on the account, and he keeps an additional eye (besides Andrew Krowne) on the finances.
- Jason Hector, Susan Gorman-Chang, Jennifer Milbauer, Gabriel Khanlian, and Cheri Derohanian requested a special meeting to discuss this, as soon as we have all the facts.
- Issam stated that PRNC would wait until the city does their investigation. Issam received a copy of a letter from Councilman Englander (addressed to City Attorney Feuer) requesting that this issue be examined to the fullest extent of the law (including involvement from the LAPD and District Attorney).
- Becky Leveque mentioned that she previously went to the Treasurer and President of the prior PRNC; however, she was out-ruled and could not receive straight answers from them.
- A stakeholder issued concern that the treasurer resigned yet he promised to continue working. Once he resigned, he should have lost all access to bank accounts and debit cards.
- A stakeholder questioned this former treasurer’s integrity when he stated that there was no problem with Aliso Canyon or the methane.

7. Presentations from Government Representatives

- Senior Lead Officer (SLO) Danny Del Valle, who covers the area west of Tampa Avenue, reported that there were 26 open garage doors today. This is eye candy for thieves.
- He asked that everyone be alert to suspicious behavior and do not be reluctant to call 911.
- You can let people know that you are watching them, but please do not confront them.
- The LAPD can put out a description of people; however, releasing photographs of potential criminals could jeopardize investigations.



- If interested in setting up a neighborhood watch, please contact Officer Del Valle at 818-832-0875 or via email at 27677@lapd.online. If you live east of Tampa Avenue, reach out to Officer Dario at 27286@lapd.online or telephone 818-634-0577.
 - The next local neighborhood watch meeting will be at 7PM, Thursday, January 26, at St. Johns Church, 9901 Mason Avenue (at Lassen); guest speakers will discuss domestic violence and women's shelters.
 - Colin Crews, Field Deputy for Councilman Englander reported that everyone at CD12 is concerned that the former treasurer's \$27k breach of the public trust is unacceptable. Today, Councilman Englander put a motion before the city council to reimburse the PRNC for this \$27k. This motion may go before the city council as soon as the week of January 16-20, and may have to be approved by Mayor Garcetti.
8. Update from Board President on his activities regarding Aliso Canyon
- President Issam Najm recently had a conference call with the Public Utilities Commission (PUC) and the California Energy Commission; he will write a report on this discussion.
 - A few days ago, Issam received a call from the Division of Oil, Gas and Geothermal Resources (DOGGR), inviting him to join the PUC and DOGGR for the Friday (January 13) 9AM tour of the Aliso Canyon facility. He will attend. Becky Leveque stated that it would be helpful to the community if he participates in the Gas Company's Community Advisory Council (CAC). He noted that he objects to the fact that the CAC meetings are closed to the public and its minutes are not made public.
9. Discussion and possible election of stakeholder to fill vacant Board member position (four applications were received)
- Asaad Alnajjar has been a structural engineer with the city for 27-years. These past three months, he has been the Community Services Division Manager, handling 311 calls. Depending upon the future of city hall, he may retire in two years. He has lived in Los Angeles for 33-years, and has lived in Porter Ranch for thirteen years. He has a great deal of familiarity with state of the art LED lights and solar panels. He has already completed all mandatory training (ethics, etc.).
 - He currently serves on the Land Use and Beautification Committees, and would like to chair the Transportation Committee. If there are too many board members on a committee, Asaad may continue to support the committee as a non-voting stakeholder.
 - David Balen expressed concern about conflict of interest; Asaad does not see a conflict. If there is any potential conflict of interest, he will recuse himself from voting.
 - Jacques Antikadjian is one of the newest stakeholders here at PRNC, he has lived in Porter Ranch for less than a year, and this is his second PRNC meeting.
 - Jacques believes his leadership skills as a technical business owner (working with Silicon Valley start-ups), negotiation, planning, and business experiences will be a benefit to the PRNC.
 - He is concerned about security and theft, and would like to serve on the Safety Committee.
 - While living in the Larchmont/Hollywood community, he and his neighbors got together and made burritos to pass out to the homeless individuals.
 - Ayman El-Sharkawi was unable to attend this evening's PRNC meeting.
 - Jon Markarian has attended every meeting since the new board was seated (except October, which he missed for the birth of his son).
 - Jon is the father of three, a four-year-old (who will attend Castlebay Lane Charter School next year), a two-year-old, and a three-month-old.



- He was previously a member of the Woodland Hills Warner Center Neighborhood Council. In that position, he served as Vice-Chairman of the Public Safety Committee (which met twice a month) for four years; he coordinated meetings with the LAFD, LAPD, and CHP. While there, he also participated in the Environmental Impact Report (EIR)/Planning Committee for the “Village at Topanga”, including safety, traffic, Costco, etc.
- He would like to serve on the Public Safety and Outreach Committees.
- A stakeholder expressed concern that none of the candidates mentioned renewable energy.
- Another stakeholder expressed his support for his knowledgeable friend, Asaad.
- Issam reviewed the voting procedures; if 10 votes are cast, the winning candidate should receive six votes. The voting results were as follows:

Candidate	Votes	Voter(s)
Asaad	5	Balen, Derohanian, Gorman-Chang, Kim, and Leveque
Jacques	2	Khanlian and Krowne
Jon	1	Milbauer
Abstain	1	Hector
Did Not Vote	1	Najm

- Department of Neighborhood Empowerment (DONE) Project Coordinator Melvin Canas administered the oath of office to Asaad Alnajjar.

10. General Public Comments – Comments from the public on non-agenda items within the Board’s jurisdiction
 - Maureen feels that we need a better ambulance service; she recently witnessed an ambulance coming from Granada Hills to Porter Ranch. In addition, why not get CCTV cameras, like they have in England?
 - A stakeholder reported that her purse was stolen from Ralph’s; she was disappointed that the 911 operator advised her to go to the nearest police station to file a report.
 - A lady reminded everyone that SoCalGas are criminals, and that methane is 86-times stronger than carbon monoxide.
 - Matthew Pakucko, President of Save Porter Ranch (SPR) reported that the South Coast Air Quality Management District (SQAQMD) will hold a public hearing to consider the extension of the Order for Abatement against SoCalGas related to its Aliso Canyon storage site. Matthew urged people to attend this meeting on Wednesday, January 18, at 9AM, at the SCAQMD Hearing Board Room, 21865 Copley Drive, Diamond Bar. This hearing will be webcast, and can be viewed at <http://www.aqmd.gov/home/library/webcasts>. For additional information, please contact the Public Advisor at 909-396-2432 or at publicadvisor@aqmd.gov.
 - Glen Bailey from NENC mentioned that the Valley Alliance Neighborhood Council (VANC) [a coalition of 34 neighborhood councils throughout the valley] Anniversary Mixer would be held Thursday evening, March 9 at CBS Studios, Studio City. This annual event is attended by city council members, Mayor Garcetti, etc. Perhaps at their next meeting, PRNC can pledge money to support this event.

11. Committee Report – Outreach Committee

- This agenda item was tabled; instead a one-page committee report was desired.

12. Committee Report – Sustainability Committee

- This agenda item was tabled; instead a one-page committee report was desired.



13. Committee Report – Community Beautification Committee
 - This agenda item was tabled; instead a one-page committee report was desired.
14. Committee Report – Land Use Committee
 - This agenda item was tabled; instead a one-page committee report was desired.
15. Committee Report – Education Committee
 - This agenda item was tabled; instead a one-page committee report was desired.
16. Committee Status – Safety and Police
 - This agenda item was tabled; instead a one-page committee report was desired.
17. Committee Status – Rules and By-Laws
 - This agenda item was tabled; instead a one-page committee report was desired.
18. Discussion and possible action to authorize Jason Hector or another approved Board member to file a Community Impact Statement (CIS) of SUPPORT for the Porter Ranch Village Commercial Development project (Council File # 16-1341-S1) if amended as follows:
 - a. EIR is updated to include recent (less than two years old) traffic studies for all streets adjacent to the project as well as include of the potential impacts of the Aliso Canyon gas storage facility.
 - b. Require the developer to have the two-acre site deeded to City for future library or other municipal facility (senior center, multipurpose room, etc.) prior to issuance of any building permits.
 - c. The Applicant/Developer provides proof of compliance with state Greenhouse Gas Emissions law AB32 and SB375 and project includes all required mitigations to achieve compliance with the above laws.
 - d. Require evidence of Art Fees deposited into Porter Ranch Art Trust account to be also provided to PRNC.
 - e. Continued denial of double side digital sign as recommended by City Planning Commission and City Planning staff with all signage to conform to specific plan and building code.
 - f. Require the 4,000 square foot community room to be built as part of the project, as recommended by the City Planning Commission given the current shared space at the Porter Ranch Community School site is not readily available to the community on weekends, when school is out of session, or when it is being used by school. Additionally, the ten-year contract will expire with no guarantee of the benefit being available in perpetuity if LAUSD or City chooses not to renew.
 - Matthew Pakucko from SPR felt that these are no-brainers; these issues and the EIR were debated years ago, and he supports this motion.
 - A stakeholder feels that a community room is important to support the senior citizens and children of Porter Ranch.
 - Another stakeholder feared that five-stories was too high; she would prefer that it not be higher than the nearby medical plaza building.
 - A stakeholder feared that the idling cars will cause cancer, asthma, and may kill people.
 - David Balen made a motion to approve this agenda item; Susan Gorman-Chang seconded the motion, and it passed.

Aye (9)	Alnajjar, Balen, Derohanian, Gorman-Chang, Hector, Khanlian, Krowne, Milbauer, and Najm
Abstain (2)	Kim and Leveque

- Jason Hector made a motion to amend this motion that no building in the new development be higher than the existing three-story medical building at Rinaldi Street and Porter Ranch Drive; Gabriel Khanlian seconded this motion, yet it was tabled with no vote due to concern over height definition.



19. Discussion and possible action to take position on the LADWP “Customer Bill of Rights”, and possibly submit a CIS
- Issam recused himself, as he owns a business that does business with the LADWP.
 - LADWP has a public relations nightmare on their hands as people have been put on-hold for too long. This Bill of Rights (to be reviewed every two years) will lead to shorter wait-time.
 - Neighborhood councils only have until Tuesday, January 17, to do a CIS.
 - Glen Bailey mentioned that a representative from LADWP would attend the Thursday, January 12 meeting of the VANC.
 - Jason Hector made a motion to submit a CIS of no position, and request a 60-day extension (from January 3) for PRNC to review and comment on the proposed LADWP Customer Bill of Rights; David Balen seconded the motion, and it passed.

Aye (9)	Alnajjar, Balen, Derohanian, Gorman-Chang, Hector, Khanlian, Krowne, Leveque, and Milbauer
Recusal (1)	Najm
Absent (1)	Kim

20. Discussion and possible action to appoint Susan Gorman-Chang and possibly another Board member or Stakeholder as Homelessness Liaison(s) with the City
- Jennifer Milbauer made a motion to approve this agenda item; Jason Hector seconded the motion. However, it was tabled.
 - David Balen made an amended motion for Susan Gorman-Chang to serve as PRNC’s Homeless Liaison with the City, with Jason Hector as the alternate; Asaad Alnajjar seconded the motion, and it passed.

Aye (10)	Alnajjar, Balen, Derohanian, Gorman-Chang, Hector, Khanlian, Krowne, Leveque, Milbauer, and Najm
Absent (1)	Kim

21. Discussion and possible action to appoint Film Liaisons with the City and the Film Industry
- Susan Gorman-Chang made a motion for David Balen to serve as PRNC’s Film Liaison with the City and Film Industry, with Gabriel Khanlian as the alternate; Asaad Alnajjar seconded the motion, and it passed.

Aye (10)	Alnajjar, Balen, Derohanian, Gorman-Chang, Hector, Khanlian, Krowne, Leveque, Milbauer, and Najm
Absent (1)	Kim

22. Discussion and possible action to appoint Purposeful Aging Liaisons with the City
- Susan Gorman-Chang made a motion to approve this agenda item; Jennifer Milbauer seconded the motion. However, it was tabled, due to lack of a volunteer.

23. Discussion and possible action to adopt the procedure of beginning each PRNC meeting with the Pledge of Allegiance
- Jennifer Milbauer made a motion to approve this agenda item; Andrew Krowne seconded the motion, and it passed unanimously.

24. Board Members Comments and Announcements
- Cheri Derohanian asked if anyone from PRNC planned to attend this month’s Civic University. Jason Hector and David Balen stated that they would attend.

25. Meeting Adjournment
- Issam Najm adjourned the meeting at 9:12PM.