



**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)
General Board Meeting
Wednesday, 14 March 2018
Porter Ranch Community School (PRCS)
12450 Mason Avenue, Porter Ranch 91326**

DRAFT MINUTES (PENDING BOARD APPROVAL)

1. Meeting call to order
 - President Issam Najm called the meeting to order at 6.26PM.
2. Welcome
 - President Issam Najm welcomed over eleven stakeholders, along with [eventually] nine board members.
3. Pledge of Allegiance
 - Jennifer Milbauer led us in the Pledge of Allegiance.
4. Roll Call
 - Gabriel Khanlian performed the roll call; as [eventually] nine board members were present, a quorum was declared.

Here (9)	Asaad Alnajjar, David Balen, Gabriel Khanlian, Alex Kim, Andrew Krowne, Becky Leveque (arrived 6:44pm), Hassan Memarian, Jennifer Milbauer, and Issam Najm
Absent (2)	Susan Gorman-Chang and Jason Hector

5. Motion to approve the February 12, 2018 PRNC Meeting Minutes
 - Gabriel Khanlian made a motion to approve this agenda item; David Balen seconded the motion, and it passed.

Aye (3)	Balen, Khanlian, and Najm
Abstain (5)	Alnajjar, Kim, Krowne, Memarian, and Milbauer
Absent (3)	Gorman-Chang, Hector, and Leveque

6. Motion to Approve the February 2018 MER
 - Andrew Krowne made a motion to approve this agenda item; David Balen seconded the motion, and it passed unanimously.
7. Treasurer’s Report
 - Treasurer Andrew Krowne reported that the \$13,935.13 cash balance is what PRNC has to spend prior to the end of the fiscal year, which will be Saturday, June 30, 2018. However, this does not include the usual monthly expenditures, such as the storage unit rental, food, Constant Contact, etc.



Budget Amount		\$69,506.35
Expenses to Date	Funding Requests	8,535.67
	Credit Card	10,098.79
Total Outstanding	Commitments	36,436.76
	Pending Payments	500.00
Net Available		\$13,935.13
Cash Balance		\$50,871.89

8. Presentations from representatives of elected officials and government agencies
 - Colin Crews, Deputy Director from Councilman Englander’s office addressed the PRNC:
 - Wednesday, April 4, will be the Homeless Connect Day from 10AM until 1PM at the Freedom Church, 9200 Owensmouth Avenue, Chatsworth. This will be like a job fair for the homeless. They can meet with representatives of the Department of Mental Health, the Los Angeles Homeless Services Authority (LAHSA), and the Department of Motor Vehicles (so they may get ID cards). There will also be the opportunity for a mobile shower, clean clothes, breakfast, and lunch. Currently, homeless individuals may visit the Freedom Church on Fridays for a shower and a lunch.
 - David Balen asked if CD12 had any connection with the non-profit WOLF program; Colin was not familiar with this group.
 - Councilman Englander is looking forward to attending PRNC’s Earth Day event on Saturday, April 14.
 - Saturday, April 21 will be the 25th Annual SOLID All You Can Eat Pancake Breakfast beginning at 8AM for \$9/person, and the LAPD Devonshire Division’s Annual Open House beginning at 10AM. This will be held at 10250 Etiwanda Avenue. You will get to meet your Senior Lead Officers and tour the Devonshire Station. SOLID provides accessories to the police officers for which the city does not provide, including cellular holsters, etc.
 - Last October, Councilman Englander organized the Homeless Outreach and Proactive Engagement (HOPE) team. CD12 continues to be in touch with the Department of Transportation and other city agencies to help clean homeless campsites. HOPE has gotten to know the homeless people and has built a trusting relationship with them to transition them into temporary housing. Since October, HOPE has helped clear nearly 600-homeless campsites in the west valley.
 - Colin left copies of Councilman Englander’s year end review for stakeholders.
 - Peter Lasky, President of the Northridge West Neighborhood Council (NWNC), reported that Thursday, March 29, beginning at 6PM (with 30-minutes for meet-and-greet) would be a Town Hall Meeting concerning the Long Term Health Impacts of the Aliso Canyon Gas Leak. This event is co-sponsored by the NWNC and the Northridge Chamber of Commerce. The moderators will be Patrick Healy (from NBC/Channel 4) and Diane Gonzales (a PhD candidate with an extensive background in public health). The speakers will include Dr. Nordella, the Porter Ranch physician who released a study documenting higher-than-normal levels of carcinogens found in his patients. Representatives of the LADWP, the South Coast Air Quality Management District (SCAQMD), Supervisor Kathryn Barger, Congressman Brad Sherman, State Senator Henry Stern, and Assemblyman Dante Acosta will join Dr. Nordella.
 - Tanaz Golshan, Mayor Garcetti’s West Valley Representative, presented her draft letter reflecting Mayor Garcetti’s support for renewable energy. Issam requested that this letter be on Mayor Garcetti’s letterhead and with his signature.
 - Andrew Krowne asked about the LADWP’s solar rebate program; the residential portion is nearly expired, yet the business’s rebates have approximately \$34m remaining.

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- Becky Leveque asked if the rate schedules had changed. Her first post-solar bill was merely \$6, yet now her bills are over \$200.
9. General Public Comments on Items Not on the Agenda
- Small business owner Jon Pelzer is a lifelong democrat who is running for California's 30th congressional district. His main goal is to eliminate special interests in the House of Representatives. He does not take any money from corporations or political action committees; hence, constituents can create the future we want, rather than what is handed to us. This past year, he has attended numerous neighborhood council meetings and is very impressed with the volunteers of the PRNC.
 - Campaign Manager Ricardo from Jess Phoenix's campaign for California's 25th Congressional District addressed the PRNC. Monday, March 19th, they will host an open forum at the Los Toros Mexican Restaurant, 21743 Devonshire Street, Chatsworth. For additional information, visit their website at jess2018.com and/or email him at Ricardo@jess2018.com.
 - Stakeholder Lane Semper thanked the PRNC for providing vegan food in the evening's dinner buffet, and urged them to continue.
10. Board member comments and committee updates
- Andrew Krowne and Gabriel Khanlian expressed concern about the impending closure of Toys R Us. This will leave a large space within the Porter Ranch Town Center that could remain vacant for a long time. It is unknown which businesses will be in the Vineyard, but it will attract less "big box" tenants.
 - Jennifer Milbauer was disappointed that the February PRNC meeting did not have full attendance. There are many excuses for not attending these meetings (such as disagreement with the speakers (and agenda items)), but this is what the board signed up for. She urged all PRNC board members to attend and learn.
 - Asaad Alnajjar from the Safety Committee reported that the speed study on Reseda has been completed, and now the police can start using lasers to catch speeders.
 - David Balen from the Land Use Committee reported that Toll Brothers has sold 53-homes in merely three months. The Canyons and Bluffs developments are completely sold out, with their model homes currently available for sale. As Porter Ranch will have a great many more people coming to the community, we could use a new high school. Toll Brothers is not sharing the lack of a high school with their buyers. The new Kaiser medical facility will open in 2019, and the Vineyards Shopping Center and the hotel are also coming along very quickly.
 - Two weeks ago, Issam Najm met with Councilman Englander and brought up multiple issues:
 - Councilman Englander supports removing fifty bark beetle infested trees along Tampa Avenue. He also supports the adoption and maintenance of the Tampa Avenue medians.
 - Nearby residents have complained about the speeders and vehicular noise along Sesnon Boulevard. There was a suggestion to install rumble strips; however, those strips can be very noisy.
 - Issam asked Mr. Englander about the Art Fund; there were many questions about the start-up of this project. It was revealed that the Art Fund was used for the new park. Perhaps David Balen should reach out to someone at CD12 to further discuss this issue.
 - Issam asked about street and sidewalk repairs in Porter Ranch. The city's priorities are in front of city buildings and bus stops. Porter Ranch is towards the bottom of the city's priority scale.



- It was revealed that the mail-in survey has reached another hiccup and may have to go with envelopes and inserts. The PRNC is still trying to determine how to pay the postage. Jasmine Elbarbary from the Department of Neighborhood Empowerment (DONE) stated that it would happen. However, the PRNC cannot do “prepaid returns” as the post office requires payment in advance. DONE (and the city) will not process that upfront payment.
- Alex Kim, Becky Leveque, and Hassan Memarian had no additional comments.

11. Discussion of Expenditures-to-date vs. Budget

- Issam discussed spreadsheets highlighting budgeted and actual expenditures, financial tracking, and budget analysis.

12. Discussion and possible action to approve a NPG request from the Southern California Preparedness Foundation for \$1,000 in support of the 11th Annual Valley Disaster Preparedness Fair

- This Disaster Preparedness Fair (held at the northwest parking area of the Northridge Fashion Center Mall) has been supported by PRNC for a number of years. It has been a great success that teaches people to take care of themselves and each other in the event of a disaster. There will be four or five speakers, multiple vendors, food, kits, booths, a bloodmobile, multiple neighborhood councils (including PRNC), etc. at this annual event. In addition, one could take their amateur ham radio examination for a \$15 fee.
- The fair will be held September 29th (rather than October) to align with September being national preparedness month; this ties them in with FEMA, Homeland Security, etc.
- Stakeholder Lane Semper expressed concern of this aligning with Rosh Hashanah, but this fair is after the holidays.
- The fair will be a bit earlier than normal, opening at 9AM until 1.30PM; this may help reduce lines.
- The mall’s vendors reported a significant increase in sales that day; equivalent to a holiday shopping day.
- The Disaster Preparedness Fair originally requested \$850. However, since they will distribute more emergency preparedness bags, and the people of the northwest valley will be most likely to benefit from this, they are requesting \$1k from each of the area neighborhood councils.
- The fair organizers hope to have 2,000 kits. Once those are distributed, they may do another 2,000 kits of literature only.
- Andrew Krowne made a motion to approve this NPG request; Gabriel Khanlian and Jennifer Milbauer seconded the motion, and it passed unanimously.

13. Discussion and possible action to submit an application for modifying the PRNC by-laws regarding the description of the PRNC boundaries

- DONE has requested that all by-laws changes be very specific, and submitted by mid-April.
- A stakeholder mentioned that in 2001, a neighborhood council could not be certified without specific boundaries; Issam replied that the current bylaws include the boundaries, but only by reference to an attached map.
- The boundaries shall be described as follows:

Northern	City of Los Angeles boundary line from Browns Canyon Road in the west to the Northeast corner of Porter Ridge Park in the east.
Eastern	The Eastern side of Aliso Canyon Park from the Northeast corner of Porter Ridge Park to Hesperia Avenue. Hesperia Avenue to the 118 Freeway. Aliso Canyon Park is a public area shared with the Granada Hills North Neighborhood Council.



- Southern The North side of the 118 Freeway from the Eastern side of Aliso Canyon Park to the East side of DeSoto Avenue.
- Western The East side of De Soto Avenue North of the 118 Freeway to Browns Canyon Road. East side of Browns Canyon Road North to the City of Los Angeles boundary line.

- Becky Leveque requested clarification on the eastern border; the Aliso Canyon Park and its slopes is a public area shared with the PRNC and Granada Hills North Neighborhood Councils.
- Issam Najm made a motion to approve this motion; David Balen seconded the motion, and it passed unanimously.

14. Review and discussion of proposed modifications to the PRNC by-laws to improve clarity and community involvement

- The 97-neighborhood councils throughout the city have unique by-laws as their governing document.
- Many neighborhood councils consider abstentions as a vote, the PRNC (along with several other councils) do not consider the abstention as a vote. With a full quorum of eleven PRNC members, if ten people abstain and one person votes yes, the motion would pass.
- Some neighborhood councils require a 66% approval; the PRNC requires merely a simple majority.
- A stakeholder mentioned that several years ago, the City eliminated all term limits in NC By-Laws. Now, several NCs have reinstated term limits. Jennifer Milbauer and Andrew Krowne felt that term limits are a good idea; otherwise, things can become stagnant and complacent. The proposed modification to the term limits states “no board member shall serve for more than two consecutive terms. A past board member may run for a seat on the board only after being off the board for at least one full four-year term.”
- Under the term-limits, a Board member can serve for two consecutive four-year terms at a time.
- Issam Najm requested that this be a very public discussion regarding by-laws and encouraged stakeholders to speak up.
- There are three key issues about altering the PRNC by-laws:
 - Motions must have an affirmative vote to pass (rather than insufficient negative votes)
 - Term limits
 - Clarification of selection of board members
- Hassan Memarian asked if the PRNC had reached out to review other area by-laws; Becky Leveque replied that she was the previous chair of the by-laws ad hoc committee. At that time, they reviewed the by-laws of several other councils.

BREAK

The meeting was called back to order at 7.53PM without Alex Kim or Jennifer Milbauer.

15. Discussion and possible action to submit a letter to the SCAQMD and to California Air Resources Board (CARB) advocating for Porter Ranch to be selected as one of the initial communities for installation of a community based air monitoring program under AB 617

- Via this program, the SCAQMD will fund various air monitoring systems.
- In order to expedite issues, it was requested that this letter be submitted from the PRNC’s Sustainability Committee.
- Stakeholder Deidre Bologna (on behalf of Lori (who could not attend)) wanted to make certain that this letter include a reference to Aliso Canyon being the 3rd largest polluter of the USA. There were two schools in the areas of the blow-out; this put hundreds of children at risk.



- A Stakeholder requested complete transparency of the data; it is unknown if this will go into the application, but it is something that the PRNC should advocate for.
 - Issam Najm made a motion to approve the submittal of this letter; David Balen seconded the motion, and it passed unanimously.
16. Discussion and possible action to appoint Board member Asaad Y. Alnajjar as the PRNC Resilience Liaison to work with EmpowerLA to create a Neighborhood Preparedness Plan by 2019
- Asaad Alnajjar will serve as PRNC’s liaison alongside other representatives from each neighborhood council to create a Neighborhood Prepared Plan for the entire city by 2019.
 - Gabriel Khanlian made a motion to approve this appointment; David Balen seconded the motion, and it passed unanimously.
17. Motion to approve payment to Gabriel Khanlian as a Board Member Reimbursement in the amount of \$1,165.37
- The receipts for the following expenses, incurred by Gabriel Khanlian, were attached to the agenda:
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Date	Vendor	Expenditure	Amount
11/8/2017	Investment Group	Photocopies	\$ 163.92
12/12/2017	Investment Group	Photocopies	348.87
1/7/2018	Costco	Dinner Supplies	142.56
1/8/2018	USPS	Postage	0.52
1/10/2018	Investment Group	Photocopies	135.34
1/30/2018	Investment Group	Photocopies	121.87
2/12/2018	Investment Group	Photocopies	252.29
		TOTAL	<u>\$1,165.37</u>

- Andrew Krowne made a motion to approve this expenditure; David Balen seconded the motion, and it passed unanimously.
18. Motion to purchase a carrying case for our camcorder and microphone, and to purchase an extension cord, at a combined cost of up to \$40
- Currently, the PRNC does not have a carrying case for the new equipment, and Gabriel Khanlian lent his power cord to the PRNC.
 - Gabriel Khanlian made a motion to approve this expenditure; David Balen seconded the motion, and it passed unanimously.
19. Discussion and possible action to post all video and audio recordings recorded from here on by PRNC at all PRNC general meetings on the PRNC YouTube Channel and with a link to them on our webpage
- The YouTube link will be shown on the PRNC website, which has a finite capacity.
 - Emails never get deleted off the PRNC server (hence, there are a great many old emails there). In addition, the data on the website are not backed-up which prevents PRNC to post the videos directly on their webpage, so the videos will be uploaded on YouTube and shared.
 - Gabriel Khanlian made a motion to approve this agenda item; Asaad Alnajjar seconded the motion, and it passed unanimously.
20. Meeting Adjournment
- Issam Najm adjourned the meeting at 8.15PM.