

# **PORTER RANCH NEIGHBORHOOD COUNCIL**

## **Unadopted Meeting Minutes**

Tuesday, November 7, 2006

Shepherd of the Hills Church

Porter Ranch, California

### **1. MEETING OPENING**

#### **a. Welcome and introduction of special guests**

##### **Attendance**

President Becky Leveque called the meeting to order at 6:20 pm., noting a quorum was established. Board members present: Paul Drogichen, Pat Pope, Vasdev Singh, Chris Cooper, Bright Aregs, Sue Hammarlund, Mel Mitchell, and Becky Leveque. Paula Cracium and Tatiana Oueini were absent. Ron Nagai had a conflicting appointment and was excused. The PRNC meeting was held on Election Night, which reduced stakeholder attendance to about 20 people.

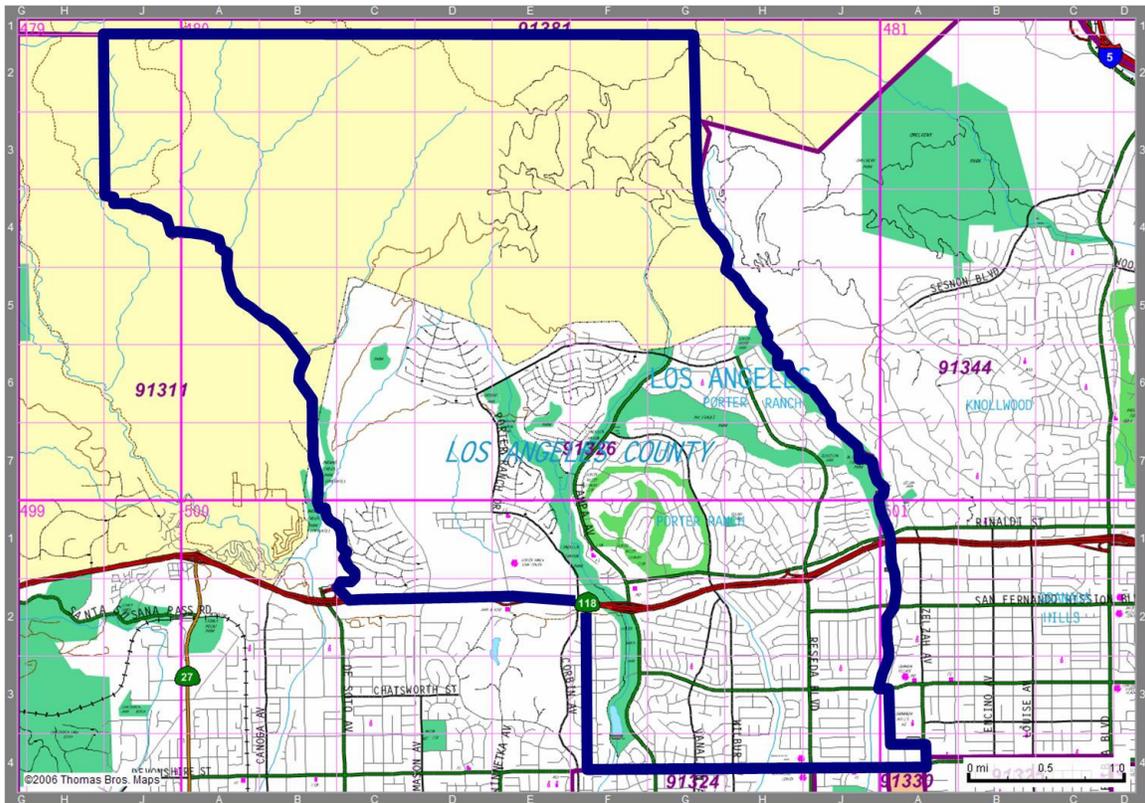
Becky Leveque introduced special guests including John Bwairie, DONE Field Representative, Michael Toh, Policy Director for Congressman Brad Sherman of the 27th Congressional District. John Lee and John Hollister from Cingular Wireless attended.

##### **Porter Ranch Community Name**

Since John Bwairie had to attend more than one Neighborhood Council meeting, Becky changed the order of the meeting to allow John to explain the city's community name designation process. Two other neighborhoods in the city are trailblazing the new official process. Porter Ranch will be third. Like any other official function of the city, there are several steps long the way, and the process could take a year, or so.

John noted the efforts led by Dr. Thomas Newman to officially designate the boundaries of Porter Ranch. He explained that a Neighborhood Council is an official part of the process, and as such the Council cannot take an official position until the process reaches the Council. However, individuals on the Council can take an advocacy position. Dr. Newman can take the lead as the "Primary Advocate"

The petition process already started will have to be re-done. All petitions must show what the signers are advocating, and the boundaries must be very specific. Pat projected a map of the 91326 Zip Code (below) which includes a large area south of the 118 Freeway and an expanse of unincorporated land in the mountains north of the city limits. It appears that many of the residents south of the 118 freeway live in what was historic Porter Ranch, and may want to keep the Porter Ranch name. This presents some challenges, since they could live in Porter Ranch, but be represented by other Neighborhood Councils.



All Neighborhood Councils affected by the name change will have to be notified and be given an opportunity to take a position for or against the name designation. Those Neighborhood Councils are: Chatsworth, Granada Hills North, Granada Hills South, Northridge East and Northridge West. Those Councils are not required to take a position. A positive vote from the adjoining Councils would help the approval process; a negative vote would slow it down, or could cause the plan to be modified. Of course, PRNC would have to approve the plan before the City Council would approve it.

Once at least 500 signatures of stakeholders in the affected area are verified the City Council Education and Neighborhood Committee schedules a hearing (usually in the neighborhood). If the Committee approves the plan it is submitted to the whole City Council for approval.

A complete description of the process can be found at the bottom of the Los Angeles City Clerk's website <http://cityclerk.lacity.org/>

**Tree Planting:**

John Bwarie announced that a tree planting will take place on November 18, 2006 at Holleigh Bernson Park and advised that 30 people are needed to attend. Mr. Bwarie asked that interested stakeholders RSVP to 818 756 8501.

### **Congressman Sherman's Office**

Michael Toh provided booklets regarding identity theft, noting plans to provide more information on this issue, and information about Congressman Brad Sherman's activities, including environmental issues, healthcare funding, transportation and traffic issues, and the extension of national recreation areas (the Rim of the Valley Corridor project). In answer to a stakeholder's question, Mr. Toh reported the cost of the Rim of the Valley study (\$500,000) and explained the proposed next steps over the next three years. Mr. Toh answered questions regarding census maps and plans for Congress's return to session. <http://www.census.gov/>

### **Wireless Coverage in Porter Ranch**

John Lee introduced himself and John Hollister. They represent Cingular Wireless. Mel Mitchell reported plans for a Land Use Committee meeting to discuss the Cingular cell phone tower presentation. Mr. Mitchell asked if a joint effort with other wireless providers was feasible. Mr. Hollister stated that Cingular is willing to work together. Sue Hammarlund asked if a recent tower installation is similar to what is planned by Cingular. In answer to Bright Aregs's question, Mr. Hollister discussed the physical requirements of an adequate cell phone tower installation including vertical separation on joint use towers.

Mel Mitchell noted that meeting space availability was a driving issue regarding scheduling a Land Use Committee meeting for such an important topic. Mr. Lee asked if the Land Use Committee meeting can be scheduled for the month of November 2006. A stakeholder volunteered a conference room at his office. There was discussion about how best to notify Porter Ranch stakeholders. Neil Estrin, a stakeholder, stated that the Land Use Committee meeting is the appropriate forum; both Pat Pope and Mr. Estrin concurred that a Town Hall forum might not be the appropriate way to discuss the issue at this early stage. It was agreed that the Porter Ranch Development Company should be included in any discussions. Mr. Estrin reiterated that invitations should be extended to other wireless telephone companies. Mr. Mitchell suggested setting the meeting for November 29, 2006 or December 6, 2006, depending on the availability of meeting space. There was consensus. (Subsequently the date was set for Tuesday, November 28 at 6:30 PM at the Re/Max Olsen office at 11141 Tampa Avenue)

#### **b. Approval of Agenda**

**Chris Cooper moved to approve the Agenda; seconded by Vasdev Singh. VOTE: Unanimous in favor.**

#### **c. Approval of Minutes**

Pat Pope reported that the Minutes for July 2006 cannot be provided.

**Pat Pope moved to approve the Minutes for October 2006; seconded by Vasdev Singh. VOTE: Unanimous in favor.**

d. Treasurer's Report

**Paul Drogichen moved to approve the Treasurer's Report for October 2006; seconded by Sue Hammarlund. VOTE: Unanimous in favor.**

**Paul Drogichen moved to approve the Treasurer's Report for November 2006; seconded by Pat Pope.**

Paul Drogichen noted that the Treasurer's report was accurate as of November 6, 2006 and that a bill for \$120 was presented as of November 7, 2006.

**VOTE: Unanimous in favor.**

In answer to Sue Hammarlund's question, Paul Drogichen explained how the Report was organized.

**2. ACTION ITEMS**

- a. (Taken out of order) Purchase of a Projector for Castlebay Lane Elementary School

**Sue Hammarlund moved to purchase a LDP projector for Castlebay Lane Elementary school; seconded by Bright Aregs.**

Sue Hammarlund provided detail regarding the proposed purchase, including comparison of various projectors. Becky Leveque requested that Ms. Hammarlund ask the Education Committee to make a recommendation for the purchase and relay its recommendation to the Board for consideration at the next meeting.

**VOTE: Unanimous in favor.**

- b. Approval of Motions Originally Introduced at the July 11, 2006 Meeting

(Taken out of order) Paul Drogichen remarked that because the July 2006 Minutes are irretrievably lost, there was discussion about how to re-introduce the motions voted on at that meeting.

**Paul Drogichen moved to approve the following Treasurer's Motions presented initially on July 11, 2006; seconded by Mel Mitchell:**

- **Accept the draft year-end budget for PRNC for fiscal year 2005-2006 as presented**
- **To allow Treasurer to reimburse to reimburse Becky Leveque \$15.69 from Petty Cash for June Meeting refreshments (Outreach).**

- **To issue a check a check to Carmen L. Robaina in the amount of \$250 for her work preparing PRNC Election Flyer (Outreach).**
- **To issue a check to Academy addressing and Mailing in the amount of \$3,985.66 for printing and mailing of election bulletin (Outreach).**
- **To give the Treasurer the authority to pay invoices on presentation from Academy Addressing & Mailing for PRNC Newsletters and Election materials without a further Board vote as long as expenditures are within the scope of the Board-approved budget.**
- **To give the Treasurer the authority to pay invoices on presentation from Carmen L. Robaina for preparing PRNC Postcard Notices, Newsletters, and Election materials without a further Board vote as long as expenditures are within the scope of the Board-approved budget.**
- **To give the Treasurer the authority to pay invoices on presentation from Apple One for PRNC Board meeting transcription (recording) of Minutes without a further Board vote as long as expenditures are within the scope of the Board-approved budget.**
- **To review and approve PRNC 2006-2007 Budget if a revision is determined to be needed.**

**VOTE: Unanimous in favor.**

**Paul Drogichen moved to accept a revised year-end budget 2005-2006, as presented; seconded by Sue Hammarlund.**

**VOTE: Unanimous in favor.**

- c. Authorization Committee Chairs or executive officers to make changes to already Board-approved on-going service agreements

**Paul Drogichen moved to authorize Committee Chairs or Executive Officers (President, Vice President, Treasurer, and Secretary) to make changes to already-Board-approved on-going service agreements as long as the change is less than \$250.00 per year. The Board and stakeholders will be given notice of the updated agreement by the next regular Board meeting; seconded by Sue Hammarlund.**

In answer to Mel Mitchell's question, Paul Drogichen discussed the rationale behind the motion, noting his intent to provide a means of modifying on-going agreements within a specific limit per contract. Becky Leveque noted that the proposed motion is appropriate. There was consensus on the need to approve changes of small amounts; Mr. Mitchell opined that PRNC should purchase larger amounts of units from Notify Quick. Mr. Drogichen advised that the account is in need of alteration.

**VOTE: Unanimous in favor. The motion passed.**

- d. Authorize the Treasurer to pay invoices on presentation from ongoing vendors.

**Paul Drogichen moved to authorize the Treasurer to pay invoices on presentation from on-going vendors where agreements have been revised; seconded by Chris Cooper.**

**VOTE: Unanimous in favor. The motion passed.**

- e. Authorize the Treasurer to pay invoices on presentation from Notify Quick.

**Paul Drogichen moved to authorize the Treasurer to pay invoices on presentation from Notify Quick for phone notifications (to stakeholders and Board members) as long as expenses remain within limits of the PRNC Outreach Budget; seconded by Sue Hammarlund.**

After some discussion, Becky Leveque noted that the issue of changing the amount of units available will be discussed at the next meeting.

**VOTE: Unanimous in favor. The motion passed.**

- f. Authorize the Treasurer to continue to pay for meeting expenses

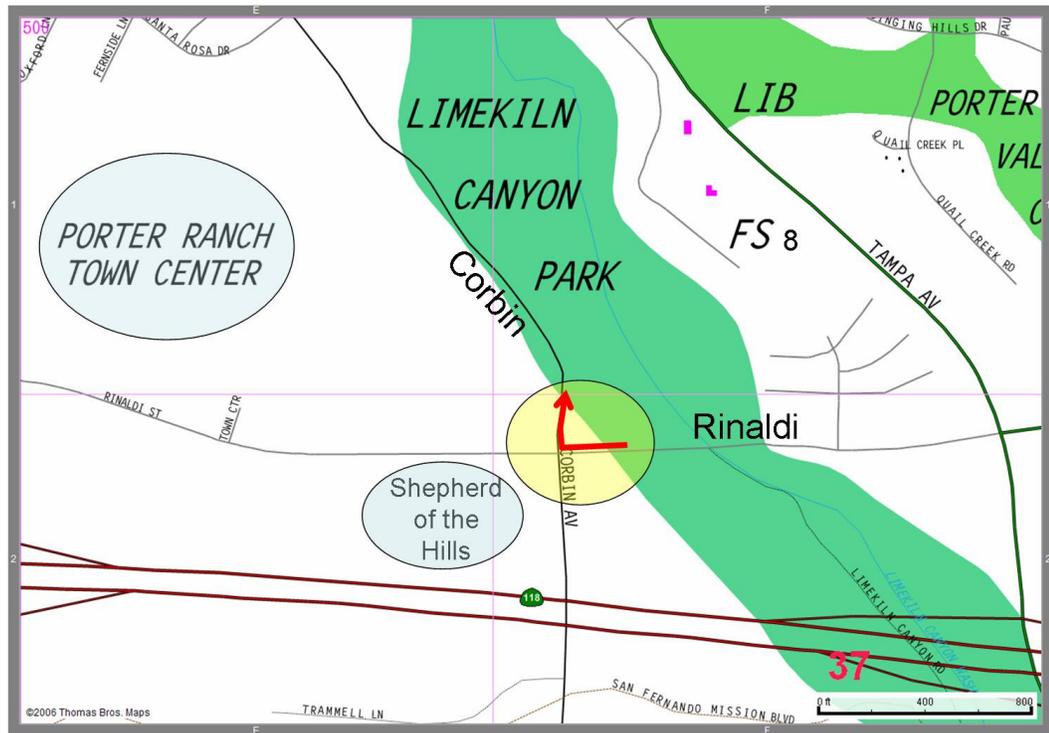
**Paul Drogichen moved to authorize the Treasurer continue to pay for meeting expenses (such as refreshments, copies and handout materials) on presentation for recognized PRNC Board, Committee, Stakeholder and PRNC elections. Any petty cash payouts to individual Board members will continue to require Board approval; seconded by Sue Hammarlund.**

**VOTE: Unanimous in favor. The motion passed.**

- g. Request of a Right Turn Lane

**Sue Hammarlund moved to request a right turn lane to be added to the west-bound lane on Rinaldi and Corbin to facilitate traffic flow; seconded by Vasdev Singh.**

Sue Hammarlund provided an explanation for her request, and noted that a letter from the PRNC Traffic Committee would be needed. Mel Mitchell asked if other stakeholders had contacted Ms. Hammarlund to express interest, and asked if this is a request for a study by the Transportation Department. There was discussion about how this suggested change will affect traffic, pedestrian traffic and the PRNC community. Chris Cooper suggested that a right-turn signal would be appropriate, as well. Mel Mitchell suggested an amendment to request a study be performed by the Transportation Department and in addition to have a draft letter prepared by the Board. Sue Hammarlund noted the wording to be used to draft the letter. Both Ms. Hammarlund and Mr. Singh agreed to the amendment.



**Sue Hammarlund moved to request a study be performed by the Transportation Department of a right turn lane to be added to the west-bound lane on Rinaldi and Corbin to facilitate traffic flow; seconded by Vasdev Singh.**

**VOTE: Unanimous in favor. The motion passed.**

## **2. NEW BUSINESS**

### **a. Committee Reports**

#### **Education Committee**

Sue Hammarlund read the text of a letter from Vivian Ihori (see Attachment 1), principal of Castlebay Lane Elementary School, which reported a wish list for the school and provided details on the school's need for televisions, DVD players, and VCRs. Ms. Hammarlund asked for support from the Board for this request. Bright Aregs noted that there is another school that children from Porter Ranch attend and asked if support can be extended to schools where Porter Ranch child stakeholders attend. There was discussion about how support can be extended to other schools. It was reported that no other schools have requested support from PRNC; Becky Leveque stated the PRNC policy to support PRNC schools. Mr. Aregs discussed zoning requirements with regard to PRNC stakeholders and school attendance. Ms. Leveque reported efforts to build a new school in the

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PRNC area. Chris Cooper suggested that a proportionate amount of funds be extended to schools where PRNC stakeholders attend. Mr. Cooper discussed PRNC support from Castlebay Lane Elementary parents.

Becky Leveque expressed disappointment with stakeholder attendance at a recent School District meeting regarding the new school. Vivian Ihori provided a possible rationale for the poor attendance. There was agreement that outreach efforts were poorly timed. Mel Mitchell reported that the next LAUSD outreach effort will take place on Thursday, November 16, 2006 at 9am in downtown Los Angeles, and a subsequent meeting will take place on December 12, 2006, also at 9am. A stakeholder discussed his experiences with an out-of-state school system and noted his belief that the new school should be large enough to accommodate children that are currently sent to schools out of the PRNC area. Sue Hammarlund reported proposed changes to school district boundary lines. Becky Leveque stated that any demands regarding the proposed new school are premature, since there has not yet been a commitment for the land. Mel Mitchell stated that changing the size of the span school at this point is not a possibility. A stakeholder suggested bringing a group from the community to attend the outreach meetings. Ms. Leveque reiterated that discussion of the school's configuration is premature. Mel Mitchell suggested that PRNC Board members attend the meeting.

Pat Pope reported problems with receiving e-mail. Mel Mitchell stated that he will send out a master e-mail list.

Vasdev Singh asked if the letter to DONE has been sent authorizing Mr. Singh and Bright Aregs to represent PRNC at Mayor's Budget meeting. Becky Leveque will send the letter.

Mel Mitchell reported the Porter Ranch Design Review Board's approval of a new sign for Verizon at its new location and approval of the first phase of a 124-unit town house development project. Mr. Mitchell noted that construction on the first phase town houses should begin within the next 6-12 months.

There being no further business, Sue Hammarlund moved to adjourn the meeting at 8:53 pm; seconded by Chris Cooper.

The meeting was adjourned by common consent.

## Attachment 1

LOS ANGELES UNIFIED SCHOOL DISTRICT  
**Castlebay Lane Elementary School**  
19010 CASTLEBAY LANE, NORTHRIDGE, CALIFORNIA 91326  
TELEPHONE: (818) 360-1908 FAX: (818) 831-5492

**Roy Romer**  
*Superintendent of Schools*  
**Vivian Ihori**  
*Principal*

October 24, 2006

Dear Porter Ranch Neighborhood Council,

Thank you very much for all the support that you have provided for Castlebay in the past. We are so grateful that education is high on your priority list, and you are willing to supplement our program in so many ways.

Recently, the Education Committee asked the president of our parent's organization, Thea Carlson, to compile a wish list for our school. There were many items on the list. However, the items that we are most in need of are televisions, DVD players, and VCRs. Susan Hammarlund asked me to write a letter to the council explaining why these items are needed. This year the state adopted a new social studies series. Throughout all the grades, DVDs for each unit are an integral component of the program. Therefore, in order to teach the program effectively, each class needs to have access to a television and DVD player. In addition, video tapes are used throughout the curriculum to supplement the program, thus we are also in need of VCRs.

Thank you again for your continued support. The partnership that we have developed with the Porter Ranch Neighborhood Council is truly special.

Sincerely,



Vivian Ihori  
Principal

cc. Susan Hammarlund