

**Special Board Meeting Minutes
(Draft, Pending Board Approval)**

Thursday, August 18, 2016 at 6:00 p.m.
Porter Ranch Community School Multipurpose Room, 12450 Mason Ave., Porter Ranch

1. Agenda Item 1. Welcome President, Issam Najm

President Issam Najm called the meeting to order at 7:12 p.m.

2. Agenda Item 2. Roll Call Secretary, Gabriel Khanlian

Board Members who were present introduced themselves: Issam Najm, Gabriel Khanlian, Alex Kim, Cheri Derohanian, Susan Gorman-Chang and Jennifer Milbauer. Board members Becky Leveque and Mel Mitchell were absent. Board member Eric Nam resigned prior to the meeting.

The PRNC quorum is six for the Board could conduct business. All 8 of the 11 Board Seats were filled either by appointment or election. Six Board members were present, therefore quorum was met. Also in attendance were approximately 20-25 stakeholders and guests.

3. Agenda Item 3. Motion – Approve Meeting Minutes, July 13, 2016. Susan Gorman-Chang made the motion to approve the July 13, 2016 minutes. Gabriel Khanlian seconded the motion.

The minutes were approved as presented.

MOTION PASSED by a roll call vote of 6 of the 6 eligible voters present with 6 in favor (“Yes” or “Aye”) (Najm, Gorman-Chang, Khanlian, Derohanian, Kim and Milbauer). Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.]

4. Agenda Item 4. Motion – Approve Meeting Minutes, July 27, 2016. Jennifer Milbauer made the motion to approve the July 27, 2016 minutes. Gabriel Khanlian seconded the motion.

The minutes were approved as amended.

MOTION PASSED by a roll call vote of 6 of the 6 eligible voters present with 6 in favor (“Yes” or “Aye”) (Najm, Gorman-Chang, Khanlian, Derohanian, Kim and Milbauer). Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.

5. Agenda Item 5. Discussion and election of stakeholder to fill first vacant At-Large Board member position. Nine applications were received by the Board, and are attached. Each Applicant

Issam Najm, President; Susan Gorman-Chang, Vice President; Gabriel Khanlian, Secretary; Cheri Derohanian; Alex Kim; Becky Leveque; Jennifer Milbauer; Mel Mitchell

present has three minutes to introduce herself/himself, and two minutes to respond to any questions from the Board

President, Issam Najm said that the PRNC Board had received nine (9) applications initially but one (1) applicant has since withdrawn her application. However, only four (4) applicants were present at tonight's meeting and each would be given 3 minutes to give a statement and then the board and stakeholders would be given an opportunity to ask questions.

Asaad Y. Alnajjar wanted to thank everyone for giving him an opportunity for a seat on the board and whether he is appointed or not he would continue to support the PRNC. Mr. Alnajjar is a current resident of Porter Ranch for the last 15 years and is currently employed by the City of Los Angeles for the past 27 years. He has attended many meetings over the years and feels he would be an asset with the board given his engineering background and the challenges that Porter Ranch is currently facing with the Village development.

David Balen stated that he is a prior PRNC board member and that he is a native of the San Fernando Valley. Mr. Balen says he is very fortunate to be able to donate his time to various organizations in the community i.e. Habitat for Humanity, House of Ruth, PALS. Mr. Balen is currently the President of his HOA at Renaissance and even before he was a board member he attended many of the monthly meetings in addition to the Land Use Committee.

Andrew Krowne recently ran for a seat on the PRNC board back in June but stated that he was just two votes shy of becoming a board member then. Mr. Krowne says that he has demonstrated his commitment to the PRNC board by completing all of the required training ahead of time and that he is ready to "jump in" and get to work i.e. Aliso Canyon, lack of space in the schools and community outreach.

David Lasher stated that he ran unsuccessfully for the PRNC board back in June but that he is glad to be here for another opportunity. Mr. Lasher is a former Marine and appointed he would be the only veteran on the PRNC board. Mr. Lasher has a degree in Public Administration and currently resides in Porter Ranch. Mr. Lasher feels there are many pressing issues in Porter Ranch in addition to the gas leak. Just two weeks ago, Mr. Lasher was confronted by individuals who were street racing and came at his vehicle head on while he had his children in the car. Mr. Lasher feels this is a serious issue that needs to be addressed.

Several stakeholders voiced their support for each of the candidates. President Najm then opened the floor for questions by the board and stakeholders.

The following board members voted as such:

Assad Y. Alnajjar - Cheri Deroahian	Total 1
David Balen	
Andrew Krowne – Gorman-Chang, Milbauer, Kim and Khanlian	Total 4
David Lasher	

Andrew Krowne has been voted in to fill the first vacant At-Large Board Member position

6. Agenda Item 6. Discussion and election of stakeholder to fill second vacant At-Large Board member position. The same list of candidates used to select the first Board member position will be used to select the Board member for this position

The following board members voted as such:

Assad Y. Alnajjar - Derohanian and Gorman –Chang	Total 2
David Balen – Khanlian, Kim, Milbauer and Najm -	Total 4
David Lasher –	

David Balen has been voted in to fill the second vacant At-Large Board Member position.

7. Agenda Item 7. Swearing in of New Board Members NC Advocate

After each appointment of the new board members, President Issam Najm swore each new board member in.

8. Agenda Item 8. Discussion and possible action to select Treasurer 1

Board member, David Balen nominated Andrew Krowne for the position of Treasurer I. Board member Susan Gorman – Chang seconded the motion. Andrew Krowne accepted the nomination.

MOTION PASSED by a roll call vote of 6 of the 6 eligible voters present with 5 in favor (“Yes” or “Aye”) (Najm, Gorman-Chang, Khanlian, Kim and Milbauer). One abstention (Derohanian) Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.]

9. Agenda Item 9. Discussion and possible action to select Signer 2

Board member, Susan Gorman-Chang nominated David Balen for the position of Treasurer II. Board member Cheri Derohanian seconded the motion. David Balen accepted the nomination.

MOTION PASSED by a roll call vote of 6 of the 6 eligible voters present with 6 in favor (“Yes” or “Aye”) (Najam, Gorman-Chang, Khanlian, Derohanian, Kim and Milbauer). Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.]

10. Agenda Item 10. Board Members Comments & Announcements

Newly appointed board member and Treasurer I, Andrew Krowne read a pre-written statement which he read out loud to the board members and stakeholders in attendance. Mr. Krowne stated that he is excited to be on the board and be the voice of the community.

Issam Najm, President; Susan Gorman-Chang, Vice President; Gabriel Khanlian, Secretary; Cheri Derohanian; Alex Kim; Becky Leveque; Jennifer Milbauer; Mel Mitchell

President Issam Najm wished to remind everyone that it is very different sitting on the PRNC Board as opposed to sitting in the audience to many of these meetings. As a board member, individuals are to follow many City rules and procedures and under no circumstances should a board member feel the need to lash out at anyone. Mr. Najm stated that he would not tolerate board members berating, belittling and insulting to stakeholders. Mr. Najm would like everyone to work together in a positive manner.

Vice-President, Susan-Gorman Chang just wanted to thank everyone who took the time to stay for the meeting even though it started an hour late.

Board member, Cheri Derohanian just wanted to remind everyone of the Valley Disaster Preparedness Fair on October 1st from 10:00 a.m. – 2:00 p.m. at Fire Station 87 located at 10124 Balboa Boulevard. It is a great event with lots of giveaways.

Board member Jennifer Milbauer left the meeting at 8:45 p.m

11. Agenda Item 11. General Public Comments – *Comments from the public on non-agenda items within the Board's jurisdiction*

Stakeholder Jason Hector recommended that the PRNC invite the AQMD into the PRNC meeting. Mr. Hector says he has some serious issues with the leak monitoring protocol. Would like Supervisor Antonovich office brought in, AQMD and Air Resource Board. Would like the proper people from these offices/agencies to answer the questions brought forth by the PRNC board and the stakeholders.

12. Agenda Item 12. Motion to Adjourn the Meeting – Without objection, President Issam Najm moved to adjourn the meeting at 8:48 p.m.

Issam Najm, President; Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary;
Andrew Krowne, Treasurer 1; David Balen, Signer 2;
Cheri Derohanian; Alex Kim; Becky Leveque; Jennifer Milbauer; Mel Mitchell

**Special Board Meeting Minutes
(Draft, Pending Board Approval)**

Thursday, August 24, 2016 at 6:00 p.m.
Porter Ranch Community School Multipurpose Room, 12450 Mason Ave., Porter Ranch

1. Welcome President, Issam Najm

President Issam Najm called the meeting to order at 6:08 p.m.

2. Roll Call Secretary, Gabriel Khanlian

Board Members who were present introduced themselves: Issam Najm, Susan Gorman-Chang, Andrew Krowne, David Balen, Gabriel Khanlian, Alex Kim, Becky Leveque and Jennifer Milbauer. Board member Cheri Derohanian arrived at 6:20 p.m. Board member Mel Mitchell was absent.

The PRNC quorum is six for the Board to conduct business. All 10 of the 11 Board Seats were filled either by appointment or election. Ten board members were present, therefore quorum was met. Also in attendance were approximately 20-25 stakeholders and guests.

3. President's Comment President, Issam Najm

Item #4 was originally on the August 10, 2016 agenda but because the PRNC lacked a quorum, the matter could not be addressed. Mr. Najm realizes that this item is an important topic for everyone and hopes that we can all have a good and reasonable discussion about the subject.

4. Discussion and possible action on “*approving the submittal of the attached Letter of Concern to the City’s Planning Department regarding the planned Commercial Development on the corner of Rinaldi Street and Porter Ranch Drive, and to authorize the Board President, or Board Vice President in the absence of the President, to make comments at the Commission Meeting on behalf of the PRNC. The letter will be submitted to the Planning Commission during its meeting on August 25, 2016.*”

President Najm stated that he and many of the residents of Porter Ranch would like a place locally that provides upscale dining but that the development cannot go ahead on a promise alone. Mr. Najm informed everyone that the Walmart Corporation currently owns the facility it occupies and part of the parking lot, and that is not unreasonable for the community to be concerned about the traffic that will be generated from the new development. The PRNC was recently provided with an Addendum to the original EIR which is 62 pages in length. The document is currently on the PRNC website and the PRNC Facebook page for the public to review. Mr. Najm is in the process of getting the original EIR that dates back to 1988. Now is the time for the Porter Ranch community to be heard. Mr. Najm said that he and the rest of PRNC received many emails both in support and opposition to the development

**Issam Najm, President; Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary;
Andrew Krowne, Treasurer 1; David Balen, Signer 2;
Cheri Derohanian; Alex Kim; Becky Leveque; Jennifer Milbauer; Mel Mitchell**

and that he has printed those emails out and they will be attached to the official minutes. Anyone who would like to read the emails may speak with Mr. Najm after the meeting where he will make them available for viewing.

President Najm then opened the floor for discussion first to the PRNC Board and then to the stakeholders. Many of those in attendance were concerned with the need for an updated EIR, an updated traffic study, that the PRNC and the community do its due diligence and that there was no need to rush into this as the community only has one time to get it right and that they would much rather look at a “dirt lot” than have something put in that the community does not benefit from. Many residents also took issue with 2 acres being “given away”.

However, others stated that this development has been in the works for many years and that the added development would only add value to the property in and around Porter Ranch. Those same stakeholders felt that Porter Ranch should not miss this opportunity as it is not every day that a developer wants to put their own money into a project of this size.

Board member Becky Leveque asked that a letter dated September 7, 2015 be attached to the official minutes in addition to pictures of a standing room only when Shappell presented the updated plans to the PRNC and the community.

After some heated discussion from both the PRNC board and the stakeholders, President Najm asked that PRNC take a vote on the proposed letter for the hearing set to happen on Thursday, August 25, 2016 at 8:30 a.m at Van Nuys City Hall.

At this time, board member, Cheri Derohanian raised the issue regarding the motion and which in part gave authority to one or two board members to speak on behalf of the PRNC. Ms. Derohanian said she was not comfortable with that. Issam Najm clarified that when the President or Vice-President submits the letter to the Planning Commission as stated in the motion, he/she will be given time to speak, and this this part of the motion is about giving that person the authority to do so. That’s all.

Board member Alex Kim read the motion. Board member David Balen seconded the motion.

MOTION PASSED by a roll call vote of 9 of the 9 eligible voters present with 7 in favor (“Yes” or “Aye”) (Balen, Gorman-Chang, Khanlian, Kim, Krowne, Milbauer and Najm). One “No” or Nay” (Leveque). One Abstention (Derohanian). Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.

Board member Becky Leveque left the meeting at 8:00 p.m.

5. Motion – to authorize the Board President, or Vice President in the absence of the President, to speak on behalf of the PRNC at meetings and hearings of government agencies, City, or regulatory agencies, as well as to media outlets, related to the Aliso Canyon Gas Leak

Issam Najm, President; Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary;
Andrew Krowne, Treasurer 1; David Balen, Signer 2;
Cheri Derohanian; Alex Kim; Becky Leveque; Jennifer Milbauer; Mel Mitchell

Board member Jennifer Milbauer read the motion. Board member David Balen seconded the motion.

Board member David Balen raised the issue as to whether the PRNC even need to take a vote. Board member Cheri Derohanian says it is helpful to have someone appointed as in the past, when a President could not make it to a particular meeting, it is important for an alternate to be appointed so that PRNC has a voice at important meetings. Past President took the lead in these matters but at this time it is just a formality.

MOTION PASSED by a roll call vote of 8 of the 8 eligible voters present with 6 in favor (“Yes” or “Aye”) (Balen, Gorman-Chang, Khanlian, Kim, Krowne and Milbauer). One abstention (Derohanian). Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.

BREAK 8:05 p.m. – 8:11 p.m.

6. Motion to appoint Gabriel Khanlian as Bank Card Holder since he is tasked with purchasing various supplies for Board meetings and to get material printed in advance of each meeting

Board member Andrew Krowne read the motion. Board member Susan Gorman Chang seconded the motion.

President Najm wanted to clarify the reason for Mr. Khanlian being responsible for the PRNC credit card. Mr. Najm stated that Mr. Khanlian is the one who is at store getting refreshment and making copies and that it is only logical that he be responsible for the credit card. Board members Andrew Krowne and David Balen had no objections and the only requirement asked of Mr. Khanlian is that he takes the 3-hour funding class.

MOTION PASSED by a roll call vote of 8 of the 8 eligible voters present with 7 in favor (“Yes” or “Aye”) (Balen, Derohanian, Gorman-Chang, Khanlian, Kim, Krowne and Milbauer). Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.

7. Motion – to formally agree that the Porter Ranch Neighborhood Council become a member of the Neighborhood Council Sustainability Alliance. The Neighborhood Council Sustainability Alliance advances sustainability and resilience across Los Angeles through advocacy, sharing of best practices, and community action

Susan Gorman-Chang read the motion. Board member Cheri Derohanian seconded the motion.

Ms. Gorman-Chang went on to explain exactly what the Neighborhood Council Sustainability Alliance (“NCSA”) which is also attached to the agenda packet for reference.

**Issam Najm, President; Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary;
Andrew Krowne, Treasurer 1; David Balen, Signer 2;
Cheri Derohanian; Alex Kim; Becky Leveque; Jennifer Milbauer; Mel Mitchell**

Board member Jennifer Milbauer wanted to know how often the NCSA meets, to which Ms. Gorman-Chang stated so far they have only met one. Board member David Balen wanted to know what connection the NCSA had to the PRNC sustainability committee. Ms. Gorman-Chang stated that they would remain separate.

MOTION PASSED by a roll call vote of 8 of the 8 eligible voters present with 7 in favor (“Yes” or “Aye”) (Balen, Derohanian, Gorman-Chang, Khanlian, Kim, Krowne and Milbauer). Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.

8. Motion – *Appoint Vice President Susan Gorman-Chang to represent PRNC at the NCSA Meetings*

Board member Alex Kim read the motion. Board member Cheri Derohanian seconded the motion.

No discussion.

MOTION PASSED by a roll call vote of 8 of the 8 eligible voters present with 7 in favor (“Yes” or “Aye”) (Balen, Derohanian, Gorman-Chang, Khanlian, Kim, Krowne and Milbauer). Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.

9. Motion to purchase Business Cards for Board Members at a cost of no more than \$25 per member

David Balen read the motion. Board member Susan Gorman-Chang seconded the motion.

No discussion.

MOTION PASSED by a roll call vote of 8 of the 8 eligible voters present with 7 in favor (“Yes” or “Aye”) (Balen, Derohanian, Gorman-Chang, Khanlian, Kim, Krowne and Milbauer). Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.

10. Motion to “*approve expenditure of up to \$500 for the purchase of usable and environmentally friendly PRNC-labeled items (e.g., reusable shopping bags) to be handed out to visitors of the PRNC booth at the Valley Disaster Preparedness fair scheduled for October 1, 2016.*”

Cheri Derohanian read the motion. David Balen seconded the motion.

Board member Cheri Derohanian stated that approximately 28-30 neighborhood councils participate in this event which is being held on October 1st from 10:00 a.m. – 2:00 p.m. at the fire station on Balboa. Ms. Derohanian encourages everyone to register online and you can do so up until October 1st. Registering online allows you to secure one of the many reusable bags that are given away filled with

**Issam Najm, President; Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary;
Andrew Krowne, Treasurer 1; David Balen, Signer 2;
Cheri Derohanian; Alex Kim; Becky Leveque; Jennifer Milbauer; Mel Mitchell**

items in the event of an emergency. The link to register is on the PRNC website in addition to Councilman Englander's website.

MOTION PASSED by a roll call vote of 8 of the 8 eligible voters present with 6 in favor ("Yes" or "Aye") (Balen, Derohanian, Gorman-Chang, Khanlian, Kim and Milbauer). One abstention (Krowne). Presidents/Presiding Officers can choose whether or not to vote; if they don't a vote can still be unanimous.

11. Board Members Comments & Announcements

President Najm has been asked by the California Energy Commission to participate on a panel on Friday the 26th and he brought the most updated agenda of the program and will leave them on the table for anyone interested. It will also be posted on the PRNC website. Public comment will be from 4:00 p.m.-5:00 p.m. The meeting is in Diamond Bar.

Board member Susan Gorman-Chang said that the LADWP is currently offering free air conditioning tune-ups. Ms. Gorman-Chang also said that Serve Pro who is located in Encino will clean Porter Ranch resident's home who were affected by the gas leak with no money up front and will agree to work off of lien basis i.e. they agreed to get paid when lawsuit is settled. Ms. Gorman-Chang clarified that she or the PRNC is in no way endorsing this company, and is not suggesting anyone contact them. It was just a piece of information to put in front of the public.

Board member Jennifer Milbauer said that there are still some reports of people smelling gas and if you do you should call 1-800-CUT-SMOG and if you still feel sick call the health department. Mr. Najm also added that anyone smelling a gas leak should also make sure they call the gas company immediately and let them know.

12. General Public Comments – *Comments from the public on non-agenda items within the Board's jurisdiction*

Mr. Ron Nagai spoke about the YMCA's upcoming Thanksgiving Baskets. Mr. Nagai stated that in 2015 they were able to donate approximate 3,000 baskets to those in need and it is their goal for 2016 to donate 3,500 baskets and hopes the PRNC will support them as they have done so in the past. Flyers were also passed out so if anyone is interested in donating all of the information is there.

Mr. Harvey Eder from the Public Solar Coalition said that the LADWP is the largest municipal system in the country and that 20%-30% power comes from muni and co-ops and federal systems and that the LADWP is supposed to be working on community solar, mostly for renters.

Matt Pakucko noticed that there were people for and against the proposed letter and people that were against it all seemed to disappear after the vote. Mr. Pakucko said that it seems that the community has been "awakened" and that the new PRNC has now started to include and inform the community. Mr.

**Issam Najm, President; Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary;
Andrew Krowne, Treasurer 1; David Balen, Signer 2;
Cheri Derohanian; Alex Kim; Becky Leveque; Jennifer Milbauer; Mel Mitchell**

Pakucko also stated that anyone going to tomorrow's hearing will need to bring 20 written copies with them with a 2 page maximum.

Jason Hector spoke about the schools and is working to get somebody to get some demographics and enrollment numbers. Mr. Hector would also like to see a Bylaws Committee formed and would be happy to participate in that.

13. Motion to Adjourn the Meeting President, Issam Najm -Without objection, President Najm moved to adjourn the meeting at 8:58 p.m.

Attachments:

- PRNC Letter of Concern
- Emails in support of letter of concern
- Emails opposed to the letter of concern
- Village material from PRNC website
- 2015 letter of support
- Ordinance 182035
- Traffic Volume Analysis
- Report from VANC meeting
- YMCA Material