



**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, 11 October 2017
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 6.21PM.
2. Welcome
 - President Issam Najm welcomed over seventeen stakeholders, along with nine board members.
3. Pledge of Allegiance
 - Issam Najm led us in the Pledge of Allegiance.

4. Roll Call

- Gabriel Khanlian performed the roll call and a quorum was declared.

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

5. Motion to Approve the September 2017 Meeting Minutes

- Corrections included Jennifer’s involvement with an ambulance program, the mis-spelling of a congressional candidate’s name (the corrected name is “Pelzer”), and an inaccurate reference to Aura Garcia (attending a meeting of the Valley Alliance of Neighborhood Councils (VANC)).
- Gabriel Khanlian made a motion to approve this agenda item; Jennifer Milbauer seconded the motion, and it passed.

Aye (8)	Alnajjar, Balen, Gorman-Chang, Khanlian, Krowne, Memarian, Milbauer, and Najm
Abstain (1)	Hector
Absent (2)	Kim and Leveque

6. Motion to Approve the June 2017 MER

- Andrew Krowne made a motion to approve this agenda item; Gabriel Khanlian seconded the motion, and it passed unanimously.

7. Motion to Approve the August 2017 MER

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

8. Treasurer’s Report



- A recently submitted form was rejected, as the data was sent on an expired form. This will be resubmitted on Thursday, October 12. The online financial portal does not reflect the \$27,000 roll-over funds from the previous fiscal year; Treasurer Andrew Krowne has repeated requested that the city clerk’s office correct this oversight.

Budget Amount		\$42,125.00
Expenses to Date	Funding Requests	1,107.40
	Credit Card	2,216.02
Total Outstanding	Commitments	579.03
	Pending Payments	313.48
Net Available		\$37,909.07
Cash Balance		\$38,801.58

9. Presentation from Budget Advocates and Responses to Board/Stakeholder Questions
 - Budget Advocate Glenn Bailey from the Northridge East Neighborhood Council (NENC) thanked the PRNC for agendizing this issue, as has been requested of all 97 Neighborhood Councils.
 - The advocates met with city departments to discuss funding levels, feedback, etc.; they are not yet 50% through the process, and hope to complete this action by November.
 - Mayor Garcetti sent his budget requests to the various city departments; they hope to be returned to the mayor’s office by mid-November. Afterwards, these requests will be forwarded to the City Administrative Office (CAO), and forwarded to the city council in late March. The advocates will meet with Mayor Garcetti in mid-March.
 - The valley’s annual regional budget day is tentatively set for Saturday, January 20 (this could be pushed to January 27). The annual citywide budget day will be Saturday, June 16, at which time the new budget advocates will be selected.
 - If anyone has any issues with taxes, money, city funds, etc., please reach out to Glenn Bailey. The central email address to reach budget advocates [could be] budgetadvocates@empowerla.org
 - Issam reminded everyone that PRNC’s budget representatives are Jason Hector and Andrew Krowne.
10. Presentations from Representatives of Elected Officials and Responses to Board/Stakeholder Questions
 - Senior Lead Officer (SLO) Danny Del Valle reported the following
 - Friday, October 20, 5PM to 8PM, will be the annual Supports of Law Enforcement in Devonshire (SOLID) Pasta Dinner at St. Nicholas Greek Orthodox Church, 9501 Balboa Boulevard (at Plummer Street), Northridge. SOLID is the booster group that provides things that the city does not provide, such as (cellular telephone holsters) and promotes community policing. Dinner is \$10, and includes great food provided by leading area Italian restaurants, such as Maria’s, Ameci’s, Cavaretta’s, Chi-Chi’s, etc. (no doggie bags). There will be a silent auction, and the SLOs and LAPD Captains will be there to serve you.
 - Thursday, October 26 (4th Thursday), beginning at 7PM will be the Devonshire Division/Neighborhood Watch Basic Car Meeting at St. Johns Eudes Church, 9901 Mason Avenue (at Lassen Street), Chatsworth. This month’s guest speaker will be a comedian who will provide a light look at crime prevention.
 - Wednesday, November 8, there will be Coffee with a Cop at Togo’s Sandwiches, 18080 Chatsworth Street (between Lindley and Zelzah Avenues), Granada Hills.
 - Traffic accidents are increasing, and speed is a major factor. There was recently a single fatality near the intersection of Amigo Avenue and Rinaldi Street; a female driver lost control of her vehicle (possibly due to a sudden cardiac arrest) and veered into oncoming traffic. Friday, October 6, at approximately 10.55PM, a silver BMW/340i was traveling eastbound on Lassen Street. The driver lost



control of his vehicle east of Balboa Boulevard; it collided with a light standard and a tree. The BMW burst in flames and the four occupants died instantly.

- There have recently been too many automotive break-ins; please never leave valuables in your car. If thieves see it, they will break into your car to access it. The LAPD's motto is "lock it, hide it, keep it".
- With the upcoming holidays, the LAPD will increase their presence at shopping centers. A horse patrol, also known as the Devonshire cavalry, will start again, patrolling the Porter Ranch Town Center. When parking at such centers, please be aware of lighting and traffic. Park in a well-lit area [perhaps with motion detectors] where people walk around. If you park in the distance, those cars can be victimized. A stakeholder expressed concern about receiving door dings if parked too close to other cars. If the shopper is gone for a while, they can place a car cover over their vehicle.
- David Balen expressed concern about people picking up packages that do not belong to them. Danny recently got information on someone who was picking up UPS packages from front doors. A witness was able to get the car's make, model, and license plate. It turns out that person had a very long rap sheet. The more information they can achieve on thieves, the better. Someone asked about emailing photos. Danny recommended emailing photos to himself at 27677@lapd.lacity.org and/or SLO Dario Del Core at 27286@lapd.lacity.org.
- Someone asked about the excessive speed along Tampa Avenue; Danny recommended that people contact Councilman Englander. Issam mentioned that the speed limit on Reseda and Sesnon Boulevards would be reduced from 50mph to 45mph.
- Jason Hector asked about Palisades Park; the LAPD is aware that there is excessive trash and graffiti in that area, especially during nights and weekends.
- Danny told the story of a home invasion/robbery during the night of Sunday, October 1 along the 18500 block of Brasilia Drive. Thieves came in via an open sliding back door. Later that evening, the thieves were caught in the Newton Division, with the stolen property (including a safe) in their car. If you must leave a back door open, please make certain that you are in that room; better yet, add a lock.
- Joshua Rivers, who runs Congressman Knight's Santa Clarita office, addressed the PRNC. His job is legislative, rather than political.
 - Congress recently passed HR2763, the Small Business, Science, Space and Technology bill. This will grant small businesses access to capital.
 - Many people think congress can do everything or nothing, and constituents feel they are not being heard.
 - Right now, tax reform is the biggest thing on the federal plate right now. Joshua urged everyone to visit their website at Knight.house.gov, and click on the tax reform button to provide feedback. Every comment from that area is reviewed. If you care about tax reform, this is the best way for your voice to be heard.
 - A stakeholder replied that he felt that the Las Vegas massacre was the number one issue above tax reform. He asked how Congressman Knight felt about bump stocks. Congressman Knight issued a statement that the ATF should investigate this issue.
 - Stakeholder Lane expressed concern about constituents suffering from methane gas and asked if Congressman Knight will appear at Saturday's presentation by Dr. Nordella. Joshua replied that this should to be handled at the state level.
- Mikkie Loi from the Devonshire Area Police Advisory Board discussed the Map Your Neighborhood (MYN) program, coordinated by the LAPD's Devonshire Division and the American Red Cross (ARC).
 - This is a nine-step customizable neighborhood disaster program implemented locally by the ARC to improve readiness. Disasters and other emergencies can strike suddenly. The first hour after any

disaster is considered the “Golden Hour” when you will be able to do the most good for your neighborhood. Families and neighbors who are prepared for emergencies and disasters save lives, reduce injuries and trauma, and minimize property damage. Working as a team develops stronger communities and improves the quality of life in a community. MYN teaches neighbors to rely on each other. It takes just one person to begin. Using a 90-minute DVD to facilitate the MYN meeting and accompanying materials [provided at no cost] neighborhood leaders can help their communities prepare for a disaster.

- The two-hour facilitator training will be on Saturday, October 21, 10AM at Granada Hills Charter High School, 10535 Zelzah Avenue.
- ARC hopes to have additional training available.

- Jasmine Elbarbary from the Department of Neighborhood Empowerment (DONE) reported that they found the PRNC sign and returned it to the board. She also reported that the next elections would be in 2019 unless PRNC wants to change them to 2018. If in 2018, DONE will support them, yet the board will be elected for merely a year.

11. General Public Comments on matters that are not on the Agenda

- Glenn Bailey from NENC reported that VANC would have their monthly meeting at Sherman Oaks Hospital, 4929 Van Nuys Boulevard on Thursday, October 12. This month’s guests will be Councilman David Ryu, who oversees neighborhood councils, and Joy Atkinson, the new president of the Board of Neighborhood Commissioners (attending her first VANC meeting). Among the discussed topics will be equity funding, as some neighborhood councils have over 100,000 stakeholders.
- David Hasson from the Friends of Oakridge Estates (FOE), a 501c3 non-profit corporation, reported that this estate has a great deal of historical value. FOE will request a \$1k PRNC donation (along with funding from other area neighborhood councils) to initiate a landscaping and parking project. Mr. Hasson was directed to the online NPG form.
- Designed (by Paul Williams) and built in 1937 for Barbara Stanwyck, this estate was sold to actor Jack Oakie in the 1940s, where his widow lived until a few years ago. It was later donated to USC, and then to the city. Councilman Gregg Smith spearheaded making it a public park, rather than tearing it down to develop 34-homes.
- This estate has a great deal of history in the horseracing as well as the entertainment industry, and they look forward to making this a public park in six to nine months. This new park may be used for corporate meetings, weddings, etc. However, the landscaping has deteriorated, including several dead trees.
- Andrew Krowne expressed concern about the driveway. Over \$1m of Proposition K funded may go towards new landscaping and a new entrance. The new park will have a separate entrance (possibly with a new traffic light); visitors will not use the current driveway.
- Stakeholder Lane reported that it has been two years since the Aliso Canyon blowout. She has attended all but two PRNC meetings in this timeframe. In addition, pollution kills 250,000 people per year via asthma and the effects of climate change. She asked what is more important; getting a new bike for your child or letting them breathe? She thanked the PRNC for keeping the focus on Methane Mountain, and urged them to keep up the good work.
- Matthew Pakucko, president and co-founder of Save Porter Ranch (SPR) reported that Dr. Jeffrey Nordella was recently dismissed from the Porter Ranch Quality Care Urgent Care Clinic prior to releasing results of his 100+ participant study. This study included toxins and metals found in hair and urine of residents



affected by the Aliso Canyon gas storage facility and the 2015 blowout. Saturday, October 14, 1PM to 4PM, Dr. Nordella will discuss these findings at the Hilton Woodland Hills Hotel, 6360 Canoga Avenue.

- Wednesday, November 1, SPR will have their monthly meeting; residents are urged to attend to learn what they can do to shut down the Aliso Canyon Gas Storage Facility.
- Stakeholder Shirley lives in Porter Ranch, and has frequent headaches and nose bleeds. The gas leak, blowout, and subsequent smoke caused a great deal of trouble for her and her neighbors. She requested that PRNC remind the gas company about the leak and fires.

12. Creation of “Homelessness Solutions” Committee to be chaired by the homeless liaison Susan Gorman-Chang

- The Porter Ranch Homelessness Solutions Committee Meeting will meet at 6PM on Wednesday, October 18, at the Porter Ranch Branch Library, 11371 Tampa Avenue (this meeting was later cancelled due to lack of a quorum).
- Susan told the story of Betsy, a former vice president of Wells Fargo bank, who is now homeless. She fell through the cracks because she does not have children or a drug problem, and has been on the streets for four months.
- Someone expressed concern that we do not know how truthful these people are; some homeless people fake hunger and use hand-outs to purchase liquor.
- Sylvania from the Los Angeles Homeless Services Authority (LAHSA) looks forward to collaborating with the Susan, the Porter Ranch community, the west valley, and the Coordinated Entry System (CES) to help solve the homeless problem. She reported that the annual homeless count would be on Tuesday, January 23, beginning at 6PM. Additional volunteers would increase the accuracy of this annual count. The LAHSA is thankful for all the millions of dollars they will receive via Propositions H and HHH.
- Stakeholder Lane suggested posting notices in the Valley Voice newsletter; perhaps therapists can donate their time to assist the homeless.
- Hassan Memarian and David Balen mentioned Don Larson’s “Clean Streets, Clean Starts” program that helps the homeless find housing and jobs, while cleaning the streets of the west valley.

BREAK

13. Discussion and possible action to authorize Susan Gorman-Chang or another approved Board member to file a Community Impact Statement (CIS) on City Council File (CF) 09-0969 which called for a study to research the full cost recovery fee for Appeals to Planning and Land Use Management and will lead to a recommendation on the amount of the Appeal Fee by City Council

- If you want to appeal a development, the fee is \$89. However, it costs the city \$13,538 to research these appeals. The Planning and Land Use Management Committee (PLUM) of the city council requested that a comprehensive fee study and recommendations be conducted and requested a report back. On July 26, the CAO released its report, with five options for increases to the appeal fees ranging from \$271 to \$13,538. On August 15, PLUM requested a report back on what the cost for appeals would be given the current rate (\$89) plus increases to account for cost of living; that figure came to \$155. PLUM has not yet voted on which increase to the appeal fee will be implemented by the city.
- If the appeal fee is raised to \$13,538, that would make it very difficult for people to file appeals.
- David Balen mentioned that developers are charged \$14k to file an appeal; perhaps the city wants to make this an even playing field?
- This PRNC CIS is to request that the appeal fee remains at \$89. Several other neighborhood councils have already submitted an identical CIS.
- Stakeholder Lane feels that this is corruption for the developers and takes away the people’s voices.



- Issam mentioned that individuals are entitled, under California Environmental Quality Act (CEQA), to voice their questions, objections, comments, and suggestions for any new buildings and developments in their community and to file formal appeals with the city.
 - Jennifer Milbauer heard that the city wants to avoid frivolous appeals; however, if a nearby homeowner is appealing a development, that is hardly considered “frivolous”.
 - Susan Gorman-Chang made a motion to approve this agenda item; Jennifer Milbauer seconded the motion, yet the motion was amended prior to a vote.
 - As Susan may have a conflict of interest, she suggested that Jason Hector or Becky Leveque write and clarify the language of the CIS.
 - Susan Gorman-Chang made a motion to approve this amended agenda item; Jennifer Milbauer seconded the motion, and it passed unanimously.
14. Motion to approve funding of up to \$2,500 for the PRNC to purchase a video camera, accessories, projector, screen, tripod, and two memory cards
- This originally was discussed during the Outreach Committee meeting of a few months ago. It would be nice for PRNC to have their own projector available for PowerPoint presentations, and less dependent upon the PRCS for equipment.
 - Issam recommended reducing this to \$1,800, and restrict it to the identified items.
 - Gabriel requested wireless microphones and speaker; this was followed by discussion regarding wireless microphones, and if they should be attached to the camera.
 - Andrew confirmed (with Matthew Pakucko) that two 128g flash drives are adequate to record a three-hour (or longer) meeting.
 - Asaad recommended an SDI card with built-in wifi.
 - Jason Hector made a motion to approve this agenda item, with the addition of microphones, SDI cards, and two 128g flash drives, as long as the expenditures are within \$2,500. If they go over that amount, this item will be discussed at another PRNC meeting; David Balen seconded the motion, and it passed unanimously.
15. Motion to approve an NPG request by Blanket of Love for \$600
- Nine years ago, former teacher Eileen Smuson adopted Ginger, her therapy dog from Petco Porter Ranch. When she learned that the West Valley Animal Shelter of Chatsworth did not have comfort items for dogs and cats, she founded Operations Blankets of Love to collect over 500 items for their animals. She now serves 67 shelters throughout Southern California, and coordinates a Human Education Learning Program (HELP) to teach children responsible pet ownership, the importance of spaying, neutering, and why animals end up in shelters.
 - In addition to over fifty drop-off locations at pet stores, she can do collections at holiday parties, meetings, etc.
 - Eileen and Operation Blankets of Love were written about in Oprah and Redbook magazines, and she has appeared on Animal Planet, and multiple television programs.
 - Groups of one hundred students attend her presentation, are given Eileen’s booklet (already approved by the animal shelters), and then the kids lead a collection drive. For many, this is their first opportunity to be involved in [animal-related] charity activities. Eileen does not do a presentation without a commitment of a collection drive.
 - This training is approved by LAUSD, as there is currently no humane educational training within LAUSD. Thursday, October 12, she will meet with Ankur Patel from LAUSD’s Scott Schmerelson’s office. She also works with eagle scouts, girl scouts, and high-school students (who are required to do 40-hours of volunteer service). Due to their age, these kids cannot work in shelters.



- Eileen has published 2,500 booklets for distribution; the next batch of booklets may include the tagline “this booklet is sponsored by PRNC”.
 - Issam asked Eileen about her plans to work with the Porter Ranch schools, PRCS and Castlebay; she has not yet reached out to them, but she will.
 - She has a fundraising email list of 10,000, managed via Constant Contact. Eileen also has 10,000 contacts on her Twitter, Facebook and Instagram accounts. Issam asked if she would share her Constant Contact list; the response was negative.
 - Stakeholder Lane recommending donating \$6,000 to Operation Blankets of Love.
 - Andrew Krowne made a motion to approve this agenda; David Balen seconded the motion, and it passed unanimously.
16. Motion to approve co-funding of VANC forum on "The Future of LA: Planning and Transportation" in the amount of \$500
- Susan Gorman-Chang made a motion to approve this agenda item; Gabriel Khanlian seconded the motion, yet the motion was amended prior to a vote.
 - This motion was originally to support the VANC Planning and Transportation Forum on Thursday, November 9. Glenn Bailey mentioned that this is very generous, whereas most other valley neighborhood councils are donated \$500 to both of the VANC events on Thursday, November 9, as well as March 2018 (\$250/each); Glenn asked if this \$500 was for both events, or merely the November 9 event.
 - Rather than amend the motion, Issam asked if PRNC could vote on the March event in November. Glenn replied that PRNC could pay for both events at the same time with this aforementioned \$500.
 - Jason Hector made an amendment to the motion for \$250 to the November 9 Planning and Transportation Forum, as well as \$250 to the March 2018 mixer (totaling \$500); Gabriel Khanlian seconded the motion, and it passed unanimously.
17. Motion to approve the submittal of a Great Streets Challenge application with Northridge West Neighborhood Council (NWNC) for the Tampa Median
- PRNC’s share will be \$750 of this project alongside the NWNC. The application (already submitted by NWNC) was due to the city prior to this evening’s meeting.
 - Issam snagged a Google Earth map of a Tampa Avenue median between Rinaldi Street and the 118 Freeway with merely one tree. The recommended drip irrigation has already been approved for this median.
 - Someone expressed concern about the November 30th deadline; Asaad mentioned that November 30 is the filing deadline; not the work completion due date.
 - Issam Najm made a motion to approve this agenda item; Andrew Krowne seconded the motion, and it passed unanimously.

18. Discussion and possible action to finalize the PRNC budget plan for FY 2017- 2018

			Total
General and Operational	Office	20,254	\$34,354
	Outreach	14,100	
Community Improvement Projects (CIP)	CIP1	10,000	25,000
	CIP2	7,500	
	CIP3	7,500	
Neighborhood Purpose Grants (NPG)	NPG	10,000	10,000
		Total	<u>\$69,354</u>



- The \$10,000 for NPG was solely dedicated to the Education Committees; someone asked if PRNC could donate NPG funding to a non-education cause. Andrew replied that the Education Committee was the only committee that mentioned NPG in their budget request.
- Issam recommended removing the specific committee reference; instead, refer to general CIP or NPG. That way, PRNC is not committee to any specific committee. Jasmine agreed that the budget should not mention specific committees. DONE will review PRNC's strategic plan, and look into CIP versus NPG, but they do not care which committee receives the funds.
- Andrew Krowne made a motion to approve this budget, yet change the labels to CIP1, CIP2, CIP3, and NPG, rather than specific committees; David Balen seconded the motion, and it passed unanimously.
- Andrew Krowne made a motion that recurring charges from frequently used vendors (such as Host Gator, Apple One, Constant Contact, Facebook, Moore Business Results, etc.) do not need to be approved each month; David Balen seconded the motion, and it passed unanimously.

19. Discussion and possible action to authorize the outreach committee to ~~partner with PRCS and/or Castlebay Lane Charter School~~ to plan and organize a Holiday Celebration in December at a not-to-exceed PRNC cost of \$2,500, and to bring the plan to the PRNC in November for approval

- Issam will temporarily take on the responsibilities of the Outreach Committee, as Jennifer Milbauer is not available.
- Issam Najm made a motion to approve this agenda item; Gabriel Khanlian seconded the motion, yet the motion was amended prior to a vote.
- Asaad mentioned that he is not comfortable with the word "partner" in this motion as the PRCS lacks respect for the PRNC and is a hostile school.
- Jasmine recommends just stating "partner with schools" without getting specific about which school.
- Hassan recalled last year holiday celebration had insufficient food and servers (Jason ended helping out).
- As a lesson learned, it was recommended not to hold the holiday party in conjunction with a PRNC business meeting.
- Issam Najm made an amendment to the motion to remove any reference to specific schools and delete the crossed-out areas; Gabriel Khanlian seconded the motion, and it passed unanimously.

20. Board Member Statements and Comments

- Asaad Alnajjar mentioned that the Safety Committee would meet at 6PM on Thursday, October 19, at the Porter Ranch Public Library, 11371 Tampa Avenue.
- Andrew Krowne mentioned that the city offers free mulch and ground cover to keep the moisture within your soil. You can order a full or a half pile. For additional information and/or requests, please reach out to the Department of Sanitation. For smaller yard, you can go pick it up yourself.
- Jason Hector mentioned that he is working with Lori Kalman to organize a Beautification Town Hall Meeting at the Porter Valley County Club, possibly on Tuesday, November 28. He added that there are cleanup activities along Tampa Avenue. If anyone knows of areas that require cleanup, please reach out to the West Valley Alliance, a non-profit that specializes in graffiti removal and weed abatement.
- Susan Gorman-Chang mentioned that the Sustainability Committee would meet at 6PM on Tuesday, October 17, at the Porter Ranch Public Library, 11371 Tampa Avenue.
- Susan Gorman-Chang mentioned that the Homeless Committee would meet at 6PM on Wednesday, October 18, at the Porter Ranch Public Library, 11371 Tampa Avenue.

21. Meeting Adjournment

- Issam adjourned the meeting at 9.27PM.