



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

**Porter Ranch Neighborhood Council (PRNC)  
General Board Meeting  
Wednesday, 8 March 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 6.25PM.
2. Welcome
  - President Issam Najm welcomed over fourteen stakeholders, along with ten (eventually eleven) board members.
3. Roll Call
  - Gabriel Khanlian performed the roll call.
 

Here (11)	Asaad Alnajjar, David Balen, Cheri Derohanian (arrived late), Susan Gorman-Chang, Jason Hector, Gabriel Khanlian, Alex Kim, Andrew Krowne, Becky Leveque, Jennifer Milbauer, and Issam Najm
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4. Pledge of Allegiance
  - Jennifer Milbauer led us in the Pledge of Allegiance.
5. Motion to approve January 2017 Monthly Expenditure Report (MER)
  - Becky asked about the three banners from Printer Safari and offered thanks to whoever ordered them.
  - Andrew Krowne made a motion to approve the January MER; David Balen seconded the motion, and it passed unanimously.

Date	Vendor	Category	Item	Amount
Jan 3	Jennifer Milbauer	Outreach	Food and Supplies, Outreach	50.42
Jan 25	Save Porter Ranch	NPG	Neighborhood Purpose Grant	2,000.00
Jan 12	Apple One	Operations	Note Taker	161.70
Jan 12	Gabriel Khanlian	Operations	Meeting Supplies/Food	340.79
Jan 12	Jennifer Milbauer	Operations	Meeting Printing	11.12
Jan 12	Moore Business Results	Outreach	Website Maintenance	414.08
Jan 11	Big Mamas and Papas	Operations	Meeting Food	124.12
Jan 12	Hostgator	Outreach	Website Hosting Fee	76.65
Jan 23	Constant Contact	Outreach	Email Blast	288.00
Jan 25	One Call Now	Outreach	Robo Call Credits	388.07
Jan 26	Printing Safari	Operations	Banners	364.31
Jan 26	Minuteman Press	Operations	Name Badges	139.20
			<b>TOTAL</b>	<b><u>\$4,358.46</u></b>



6. Motion to approve February 2017 Monthly MER

- Andrew Krowne made a motion to approve the February MER; Gabriel Khanlian seconded the motion, and it passed unanimously.

Date	Vendor	Category	Item	Amount
Feb 15	Apple One	Operations	Note Taker	150.15
Feb 1	Moore Business Results	Outreach	Website Maintenance	545.90
Feb 17	Gabriel Khanlian	Operations	Meeting Supplies/Food	580.51
Jan 31	Amazon	Operations	SD Memory Card/Tablecloths	88.98
Jan 30	LA Lasagna Company	Operations	Meeting Food	242.31
Jan 31	Allen Silk Screen Printing	Operations	Polo Shirts, Board Members	495.95
Feb 8	LA Lasagna Company	Operations	Meeting Food	217.49
Feb 20	Amazon	Operations	200 Nylon Cable Ties	9.78
Feb 22	Ralph's	Operations	Waters for Town Hall	11.07
Feb 22	International EZ-Up	Operations	Pop-Up with Graphics	1,959.75
Feb 20	Amazon	Operations	Vinyl Gloves	7.99
			<b>TOTAL</b>	<b><u>\$4,309.88</u></b>

7. Treasurer's Report

- The investigation of previously mishandled funds by the former treasurer is still on going.
- As of an hour before the meeting, PRNC had over \$27,315.18 in the bank account, including the recently received extra \$5k from the City Council. PRNC has requested a rollover of funds from the previously mishandled funds. It is yet to be determined if this is possible without a motion before the city council. The Department of Neighborhood Empowerment (DONE) feels that this action will require a motion, but Councilman Englander feels that the money can be achieved without a council motion.
- A year ago, Cheri Derohanian made a motion for \$2k for Save Porter Ranch and \$364.31 for Printer Safari; she wondered if her motion was still valid. Andrew replied that these items were re-approved during this fiscal year.

8. Presentations from Representatives of Elected Officials

- Eric Matos, Legislative Affairs Director for Supervisor Kathryn Barger reported that Supervisor Barger issued a press release stating that [earlier today] the county filed suit against the state regulatory agency, the Division of Oil, Gas and Geothermal Resources (DOGGR); this was met with applause. The county is seeking a mandate to perform an Environmental Impact Report (EIR).
- Eric also reported that SB57, calling for a moratorium on natural gas storage, recently passed 7-2, and will be passed along to the Energy Committee. This follow-on meeting was originally scheduled for March 21, but that will be re-scheduled.
- Jason Hector asked if Porter Ranch individuals can reach out to state senators; Eric recommended visiting [senate.ca.gov](http://senate.ca.gov), click on Energy Committee, where one can see the list of committee members, their contact information, and their staff's email addresses.
- Taylor Criddle from Assemblyman Dante Acosta reported that he is new to the assemblyman's staff; however, if anyone has any questions or concerns, please contact him. Issam added that he would meet with Assemblyman Acosta later this week.
- Joshua Rivers runs the Santa Clarita office of Congressman Knight, and he reported that they support what PRNC is doing.
- Congressman Knight does NOT support HR861, which calls for the termination of the Environmental Protection Agency (EPA). In addition, Congressman Knight does not support the reopening of Aliso



Canyon until it is thoroughly researched, with a root cause analysis. Issam requested that Congressman Knight acknowledge that Aliso Canyon should be shut down, and feels the congressman should work towards that goal.

- Congressman Knight supports the Chiquita Canyon Landfill in Santa Clarita (near Val Verde, west of Castaic); this may be one of the largest landfills in the USA.
- Colin Crews, Field Deputy for Councilman Englander, reported that they are very pleased about the lawsuit filed by the county today. They are in touch with the city attorney's office about how we can support this and move forward.
- Their office is making certain that misappropriated funds from the PRNC's former treasurer are rolled forward into the next fiscal year. This action is currently with the city attorney's office, and it is anticipated that a council motion will not be required.
- Wednesday, April 26, at 6PM, LAPD captains will join Councilman Englander at the Ride On Therapeutic Horsemanship Center, 10860 Topanga Canyon Boulevard, Chatsworth for a Conversation with Council.
- The Annual Making Movies that Matter Youth Short Film Festival is off and running for hundreds of young film makers from over thirty elementary, middle school, high school, and college campuses throughout the San Fernando Valley, alongside the Greig Smith Devonshire PALS Youth Community Center, New Horizons (which deals with the developmentally disabled), and the San Fernando Valley Rescue Mission. Participants will be using the themes of social action and civic engagement to guide their creative process in one of four categories: Public service announcement, documentary, live action, and animation. They will receive mentoring from award-winning artists-in-residence from the Cal Arts Community Arts Program. In addition, the Apple stores of Northridge and Topanga are donating editing training to the students and staff. The final event will be held on Wednesday, May 24, at the CSUN Performing Arts Center. This event is free but tickets will be required. Andrew Krowne thanked Councilman Englander and his staff, as his daughter is involved in this activity.
- Susan Gorman-Chang asked about the annual Citrus Sunday; this program is at risk this year due to excessive fruit flies in the area.
- David Balen, chairman of the Land Use Committee, asked about the new Porter Ranch Town Center. 1% of the funds should go to an Arts Committee. However, this Arts Committee may have never been created. Colin reported that Councilman Englander's staff is looking into this.
- Stakeholder Lane expressed concern about the Porter Ranch Town Center. Colin recommended that Lane work with Hannah Lee at Councilman Englander's office.
- A stakeholder asked what we could do about crime reduction prior to the April 26 meeting. Colin reported that his co-worker Erich King met with the LAPD earlier today, and they are working to increase patrols. He stressed that is why the meeting will involve captains, rather than the Senior Lead Officers.
- Public Safety chairwoman Becky Leveque added that the voter's passed regulations that permitted early release of prisoners. Colin added that the LAPD officers are at their offices, answering the telephones, rather than patrolling the neighborhoods.
- Jennifer Milbauer reported that neighbors recently called 911 because someone was walking around smashing car windows; it took nearly an hour for the officers to arrive.
- Jasmine Elbarbary from DONE introduced herself; she is replacing Neighborhood Council Advocate Melvin Canas, who has moved onto a new position at the city clerk's office.

9. General Public Comments on matters not on the Agenda

- Stakeholder Lane reported that SoCalGas recently met to discuss the \$1m settlement; they erroneously blamed the governing board. Lane would like the PRNC to send a letter. In addition, she also spoke with representatives from the Department of Energy in Simi Valley regarding the Santa Susana Field Laboratory.
- A stakeholder (blue shirt) reported that there have been 54-home burglaries in Porter Ranch since August. Former Crips gang members committed two more robberies prior to their arrest. In addition, traffic cops are being reduced to cellular telephone usage or safety belt enforcement rather than tagging people for speeding.
- Stakeholder Dierdre invited everyone to her Temple Ahavat Shalom at 18200 Rinaldi Place on Saturday, April 1; they will host a community forum to keep Aliso Canyon closed. They are also seeking additional senators to support SB57.

10. Committee Reports

a. Sustainability

- Susan Gorman-Chang reported that they meet at 7PM on the first Tuesday of each month. At their last meeting, the LADWP recommended that people do an energy audit. Their next meeting is on April 4.

b. Outreach

- Jennifer Milbauer reported that they met in January, and will meet again soon. The committee now has a new digital camera's SD card, pop-up, polo shirts and table clothes. There is now a concern about where to store all this stuff.
- They are now working on putting together surveys and coordinating with HOAs.
- The Outreach and Beautification Committees are working together on an Earth Day event for Saturday, April 22.
- A stakeholder expressed concern about finding meeting minutes on the website. This led to a request for a volunteer who may have web experience to help update the website.

c. Beautification

- Jason Hector and Lori Kelman are working with the Outreach Committee and the Northridge West Neighborhood Council to lead an event on Earth Day, Saturday, April 22.
- Luckily, Porter Ranch does not have much of an issue with trash. Please email the PRNC board for any areas that require weed clean up, especially Reseda Boulevard and Tampa Avenue. A stakeholder added that Palisades Park, between Reseda Boulevard and Wilbur Avenue has a great deal of trash, including red cups and old furniture. A stakeholder volunteered his boy scouts to help clean up those areas.
- Currently, PRNC has budgeted \$13k for community improvement; perhaps some of these funds can be used for tree-stump removal. Another possible Beautification and Outreach expenditure could be to add trees in front of people's homes, provided that people commit to watering and taking care of the trees.
- People can put requests on 311. Jason urges everyone to participate by using the MyLA311 Service Request portal.

d. Land Use

- Chairman David Balen reported that they meet on the last Wednesday of each month; however, the February 21 meeting was cancelled.

- They did a Community Impact Statement (CIS) on the new shopping center called The Village and spoke at the PLUM committee Meeting to request additional trees in the parking area. Regretfully, an electric billboard will be installed
  
- e. Education and Schools
  - Chairman Jason Hector mentioned that this committee is currently composed of himself and David Balen; their mission statement has been tabled.
  - All schools in the area are at capacity, except Chatsworth High that may accept new students. There are currently about 2,000 homes and apartments being built. The Porter Ranch community will need another middle school as well as a new high school.
  - They hope to have Kevin Taylor attend their next meeting to discuss the “Safe Routes to School” program to get additional crosswalks and crossing guards (which are needed near the Castlebay School).
  
- f. Police and Safety
  - Chairwoman Becky Leveque hopes to organize the first public safety meeting. She has not been available to set-up meetings, as she has been dealing with the recent passing of her husband.
  - She recently spoke with the LAPD and Councilman Englander’s office to lower the crime rate.
  - Porter Ranch’s ambulance is basic life support, not acute care. Becky hopes to have “Porter Ranch” on the side of all fire trucks and emergency vehicles.
  
- g. Rules and By-Laws
  - President Issam Najm mentioned that he has not yet set up this committee. If anyone would like to help, please reach out to him.
  - Jasmine Elbarbary from DONE said the by-law amendments are due in May. Issam replied that he is not planning on submitting changes for 2017. He believes that amending the by-laws need to be done slowly with ample discussion time, and therefore he will plan on meeting the 2018 deadline.
  
- h. Legislative
  - Chairwoman Cheri Derohanian mentioned that she is anxious to work on this committee, as well as earthquake preparedness; she did not have a copy of their mission statement with her.
  
  - Alex Kim expressed concern about the Budget Committee; he feels that we should have this for feedback from the community. Treasurer Andrew Krowne did not feel that the budget committee is mandatory, as these items were discussed at the retreat.
  - Jasmine recommended creating an ad hoc budget committee, who could meet three times, and then dissolve. Jason Hector suggested a straw poll to see if the board would like a budget committee. Issam preferred not to do that as it was not agendized; it may be agendized at a future PRNC meeting.

BREAK

11. Presentation from City of Los Angeles Board of Public Works, on Sidewalk Repair Effort Undertaken by the City
  - Jason Valencia from the Engineering Department of the city addressed the PRNC. They have a warehouse of over 3,000 tools (rakes, shovels, paint, etc.). A loan request form is available online.
  - If anyone wants to adopt a sidewalk or median near their homes, please reach out to Jason for tools. If you decide not to maintain the median, it must be returned to its original condition.



- They also have thirteen or fourteen non-profits that do graffiti abatement (oftentimes within three days). Danny Ruiz from the West Valley Alliance handles that.
- Steven Chen from the sidewalk repair program reported that they hope to make all sidewalks and ramps accessible for all. Their dedicated website is <http://www.sidewalks.lacity.org>
- The keys points as shown on the website are:
  - Access request program
  - Rebate program (half of what it would cost for a city contractor to do the work). The recommended contractors will have special licenses (beyond a contractor’s license) to do this repair on behalf of the city.
  - Report a sidewalk problem
  - Which program is right for me?
- Commercial areas have a higher rebate (\$4k rather than merely \$2k) because they have wider sidewalks.
- The warranty is twenty-years for residential areas, and five-years for commercial property areas.
- These programs also allow for a larger tree well, which saves trees.

12. Discussion and possible action to revise the PRNC budget to reflect the addition of funds to FY 2016-17 budget

- By the end of March, all neighborhood councils are required to submit their revised budget for the extra \$5k from the city council; their budgets will serve as a casual roadmap.
- Treasurer Andrew Krowne prefers that PRNC not yet budget the \$27k of the misappropriated funds until that money is in hand.
- There are no current requests for NPGs. Jasmine recommended that we show an amount for NPGs; that way, people will see that funds are available.
- This was followed by a review of the proposed budget, including storage rental. PRNC’s current storage procedure (using someone’s garage) is not compliant with DONE.
- Andrew Krowne made a motion to approve the revised budget, upon reallocating the \$5k from the fourth outreach event to beautification project (tentatively scheduled for June 2017); Jason Hector seconded the motion, and it passed.

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

13. Discussion and possible action to create an Aliso Canyon Working Group

- This agenda item it tabled, pending Susan Gorman-Chang’s conversation with the City of Torrance, who are in a similar situation with their refineries.

14. Discussion and possible action to petition the City Attorney’s office to allow the Board President, or Vice President in the President’s absence, to participate in the CPUC Proceedings No. I1702002 on the future of Aliso Canyon convened under SB 380 as a representative of the PRNC, with the understanding that this representation is limited to the PRNC and does not extend to the City of Los Angeles

- Under SB380, the California Public Utilities Commission (CPUC) is required to lead an investigation into the need for the Aliso Canyon facility. The CPUC has issued an Order Instituting Investigation (OII). Any entity or individual may participate in these proceedings. The outcome of these proceedings is of utmost importance to the Porter Ranch community, and the PRNC has already taken a clear position on the need to close the gas storage facility.
- This representation must be requested (to the city attorney) by Friday, March 17. Issam needs to determine if this is being submitted by the PRNC, or should Issam submit this request as an individual.



- Cheri added that she is very proud of Issam’s presentation and speaking ability, and feels he does an excellent job of representing PRNC
- Cheri Derohanian made a motion to petition the city attorney’s office to have President Issam Najm (or his designee) submit an opinion on the future of Aliso Canyon as a representative of the PRNC (this representation is as a PRNC member and does not extent to the city of Los Angeles); Andrew Krowne seconded the motion, and it passed unanimously.
- After the vote, Issam asked Susan Gorman-Chang to follow-up with the write-up.

15. Discussion and possible action to submit a request to CD12 to direct the Urban Forestry Department to designate Porter Ranch as a priority zone
- This action will enable the city to quickly plant more trees in the areas of Porter Ranch that need them.
  - As Porter Ranch has very strong winds, 193 trees have been destroyed and should be replaced.
  - These new trees will be at “no cost” rather than “substantial investment” (as shown on the motion for board consideration attached to the agenda).
  - There was discussion between Asaad Alnajjar and Jennifer Milbauer regarding “floating trees”.
  - Jason Hector made a motion to submit a request to CD12 to direct the Urban Forestry Department to designate Porter Ranch (north of the 118) as a priority zone for tree replanting under the city sidewalk repair program (beginning with (in order) Wilbur Avenue, Reseda Boulevard, Tampa Avenue, and Rinaldi Street); Cheri Derohanian seconded the motion, and it passed unanimously.

16. Discussion and possible action to authorize Susan Gorman-Chang or another approved Board member to file a CIS on the LADWP Customer Bill of Rights
- Jason Hector made a motion to authorize Susan Gorman-Chang to file the CIS on the LADWP Customer Bill of Rights; David Balen seconded the motion, and it passed.

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

17. Discussion and possible action to submit a Thank You Letter to Castlebay Lane School for hosting the PRNC 2016 Holiday Party
- David Balen made a motion to send this thank you letter to Castlebay Lane School; Gabriel Khanlian seconded the motion, and it passed unanimously.

18. Board Members Comments & Announcements
- Jennifer Milbauer reported that the Chatsworth Neighborhood Council would hold their election for ten open seats on Saturday, March 18, 11AM to 5PM, at the Chatsworth Train Depot, 10038 Old Depot Plaza Road. Proof of residency will be required.
  - Andrew Krowne would like to send a letter to Scott Schmerelson of the LAUSD thanking him for all that he and his staff have done for the community.
  - Jason Hector urged stakeholders to sit on the Education Committee.

19. Adjournment
- President Issam Najm adjourned the meeting at 9:30 PM.