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President David Balen; Vice President Hilda Sarkisyan; Secretary Deborah Violante;  
Treasurer Jason Hector; 2<sup>nd</sup> Signer Jennifer Ibrahim; Hrant Vartzbekian Alt. Secretary;  
Asaad Alnajjar; Christine Demirtshian; Becky Leveque; Bright Aregs; Patrick Gipson

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Rev. 08-25-2025

# PORTER RANCH NEIGHBORHOOD COUNCIL

## GENERAL BOARD MEETING MINUTES

### WEDNESDAY, SEPTEMBER 10, 2025 @ 6:00 pm

Castlebay Lane Charter Elementary (Performing Arts Center)  
19010 Castlebay Lane, Porter Ranch, CA 91326

*This Agenda and all attachments can be downloaded at: <https://prnc.org/meetings>*

**General Public Comment** – As noted in the meeting Agenda, there is an item dedicated to Public Comment on Items not on the Agenda, but within the purview of the Board. When the item comes up during the course of the meeting, the presiding officer will ask if any member of the public wishes to address the Board regarding any issue that is NOT on the agenda but is within the domain of the Board’s actions and capabilities. At that time, the meeting attendees can electronically “raise their hand” to speak using the same procedure described above. Please note that under the Brown Act, the Board is prevented from discussing or acting on a matter that is brought to its attention during the General Public Comment period. However, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer at his or her discretion.

If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned.

If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council’s control, the meeting must be recessed or adjourned.

**Material Provided During the Meeting** – In some instances, invited speakers may bring material with them to be provided to the Board during the meeting. With online meetings, this material will likely be sent to the Board as an email attachment so it can be presented and displayed during the online meeting. If members of the public wish to receive copies of this material via email before the meeting begins, please send an email to the Board secretary at [Secretary@PRNC.org](mailto:Secretary@PRNC.org) and ask for copies of materials provided. Materials provided to the Board no less than two hours of the meeting will be emailed to all those who request them before the meeting begins. Material provided to the Board within less than two hours of the start of the meeting will be emailed to those who requested them after the meeting. All materials presented during the meeting will be included with the meeting minutes, which are then posted on the PRNC meetings page.

#### **Notice to Paid Representatives -**

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](https://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**PUBLIC POSTING OF AGENDAS** – PRNC agendas are posted for public review as follows:

- 11280 Corbin Ave. Northridge, CA 91326 on a BULLITIN BOARD facing Corbin and [www.PRNC.org/calendar](http://www.PRNC.org/calendar)
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://www.lacity.org/subscriptions> A member of the public can send an email to all the PRNC Board members at [board@PRNC.org](mailto:board@PRNC.org). The PRNC website is at: [www.prnc.org](http://www.prnc.org). For information on the PRNC process for Board action reconsideration, stakeholder grievance policy, or any other procedural matter related to this Council, please consult the PRNC Bylaws. The PRNC bylaws are available on our website at [www.prnc.org](http://www.prnc.org).



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**GENERAL BOARD MEETING MINUTES**  
**WEDNESDAY, SEPTEMBER 10, 2025 @ 6:00 pm**  
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This Agenda and all attachments can be downloaded at: <https://prnc.org/meetings>

1- Meeting call to order at 6:08 Pm. 8 Present, 3 absent. Quorum is established.

<b>Board Member's First and Last Name</b>	<b>Board Position</b>	<b>Present</b>	<b>Absent</b>
Asaad Alnajjar		X	
Bright Aregs		X	
David Balen	President	X	
Christine Demirtshian		X	
Patrick Gipson			x
Jason Hector	Treasurer	X	
Jennifer Ibrahim	2 <sup>nd</sup> Signer	X	
Becky Leveque			x
Hilda Sarkisyan	Vice President	X	
Hrant Vartzbedian		X	
Deborah Violante	Secretary		x

2- Roll Call and determination of quorum.

3- Pledge of Allegiance.

4- Updates from representatives of Elected Officials, City Departments and City Attorney.

NEA representative shared that by laws changes are due.

Sean Regan shares that about constituent service program and help with fire assistance. He offers help with Social Security and Passport. Shannon Hurst also shares there a Congressional Coding challenge for high schools and middle schoolers. The website is Congressionalappchallenge.us and you must submit by October 30<sup>th</sup>. Shannon shares her work contact 661.477.6012

Paolina shares on October 4<sup>th</sup> there will be an Emergency Preparedness Event in Topanga

5- Treasurer's Report—Jason Hector

Jason shares operational may go up.

6- Budget Advocates Report

Glen Bailey shares that there will be meetings to share thoughts on budget requests. It will take place in September to October. It will take place this Saturday on Zoom at 1pm.

7- Motion to approve August 2025 MER.—Attachment A

Jennifer makes motion to approve August 2025 MER and Assad seconds. 8 yes, 3 absent, motion passes

<b>Board Member</b>	<b>Board Position</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>	<b>Ineligible</b>	<b>Recused</b>
Asaad Alnajjar		X					
Bright Aregs		X					



David Balen	President	X					
Christine Demirtshian		x					
Patrick Gipson					x		
Jason Hector	Treasurer	X					
Jennifer Ibrahim	2 <sup>nd</sup> Signer	X					
Becky Leveque					X		
Hilda Sarkisyan	Vice President	X					
Hrant Vartzbedian	Alt Secretary	X					
Deborah Violante	Secretary				x		

8-Motion to approve minutes from August 13, 2025 general board meeting. – Attachment B

Jason makes motion to approve minutes from August 13, 2025 general board meeting. – Attachment B

Second by Assad. Motion passes. 7 yes, 1 abstain, 3 absent.

Board Member	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Asaad Alnajjar		X					
Bright Aregs				x			
David Balen	President	X					
Christine Demirtshian		x					
Patrick Gipson					x		
Jason Hector	Treasurer	X					
Jennifer Ibrahim	2 <sup>nd</sup> Signer	X					
Becky Leveque					X		
Hilda Sarkisyan	Vice President	X					
Hrant Vartzbedian	Alt Secretary	X					
Deborah Violante	Secretary				x		

9-Discussion and possible action to approve virtual meetings in addition to in person meetings for PRNC board and committees. David proposes having in person and online meetings. In order to have online meetings, there must be strong WIFI connection. Equipment will cost around \$1000 (includes laptop, webcam, hotspot) Senate bill 707

David makes motion approve virtual meetings in addition to in person meetings for PRNC board and committees. Bright seconds motion. Jason makes amendment to file a CIS on council file 23-114 in support. Bright seconds motion. Motion of amendment passes. 8 yes, 3 absent



Board Member	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Asaad Alnajjar		X					
Bright Aregs		x					
David Balen	President	X					
Christine Demirtshian		x					
Patrick Gipson					x		
Jason Hector	Treasurer	X					
Jennifer Ibrahim	2 <sup>nd</sup> Signer	X					
Becky Leveque					X		
Hilda Sarkisyan	Vice President	X					
Hrant Vartzbedian	Alt Secretary	X					
Deborah Violante	Secretary				x		

10-Discussion and possible action to approve expenditures up to \$500 for zoom related equipment and / or software licenses. Jason makes motion to approve expenditures up to \$500 for zoom related equipment and / or software licenses and Assad seconds motion. Motion passes 8 yes, 3 absent

Board Member	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Asaad Alnajjar		X					
Bright Aregs		x					
David Balen	President	X					
Christine Demirtshian		x					
Patrick Gipson					x		
Jason Hector	Treasurer	X					
Jennifer Ibrahim	2 <sup>nd</sup> Signer	X					
Becky Leveque					X		
Hilda Sarkisyan	Vice President	X					
Hrant Vartzbedian	Alt Secretary	X					
Deborah Violante	Secretary				x		

11-Discussion and possible action to hold future general board meetings at the Vineyards Community Room in Porter Ranch. 6 yes, 5 absent. Motions passes



Board Member	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Asaad Alnajjar		X					
Bright Aregs		x					
David Balen	President	X					
Christine Demirtshian					x		
Patrick Gipson					x		
Jason Hector	Treasurer	X					
Jennifer Ibrahim	2 <sup>nd</sup> Signer				x		
Becky Leveque					X		
Hilda Sarkisyan	Vice President	X					
Hrant Vartzbekian	Alt Secretary	X					
Deborah Violante	Secretary				x		

12-Motion to approve up to \$20 expenditure for new lockset with 3 keys for storage unit.

Jason makes motions and David seconds it. 6 yes 5 absent

Board Member	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Asaad Alnajjar		X					
Bright Aregs		x					
David Balen	President	X					
Christine Demirtshian					x		
Patrick Gipson					x		
Jason Hector	Treasurer	X					
Jennifer Ibrahim	2 <sup>nd</sup> Signer				x		
Becky Leveque					X		
Hilda Sarkisyan	Vice President	X					
Hrant Vartzbekian	Alt Secretary	X					
Deborah Violante	Secretary				x		

13-Discussion and possible action to approve board retreat with date and location TBD and budget not to exceed \$1200.



Jason makes motion. Hilda seconds. Jason proposes the retreat for next month. David proposes it for November. Motion passes. 6 yes, 5 absent

Board Member	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Asaad Alnajjar		X					
Bright Aregs		x					
David Balen	President	X					
Christine Demirtshian					x		
Patrick Gipson					x		
Jason Hector	Treasurer	X					
Jennifer Ibrahim	2 <sup>nd</sup> Signer				x		
Becky Leveque					X		
Hilda Sarkisyan	Vice President	X					
Hrant Vartzbekian	Alt Secretary	X					
Deborah Violante	Secretary				x		

14-Discussion, field updates and possible action to address the lack of mobile operations’ signal coverage within some parts of Porter Ranch.

Assad wants to share issue affecting community with failed coverage of mobile operations. He proposes that there should be an ad hoc to address these concerns and add boosters to address the shortages.

15-Discussion and possible action regarding PRNC committees and committee chairs.

Bright: Land Use

Hilda: Education

Assad: Public Safety and Bylaws

Hrant: Outreach

16- Public comments on items NOT on the Agenda and within the Purview of the Board – 2 Minutes per person

Sherry, former PRNC member, shares events happening at the San Fernando Valley Museum. The next events are Thursday, September 11<sup>th</sup> from 6:30-8:30 on Wilbur.

Sujunta is the vice president of San Jose Gifted School in Mission Hills, shares she applied for the NPG for enrichment program. She shares that a large population of the students are from Porter Ranch.

Mickey shares there is a new patrol captain.

Glen Bailey shares that Neighborhood Councils may count abstains as “yes’s”.

17- Board member announcements.

Asaad shares that Ab91 requires state and local agencies to collect and report demographics data for Middle Eastern and North African (MENA) communities. SB79 was approved.

18- Meeting Adjournment at 7:50pm.

Notes: 1. Time allocations and order for agenda items are approximate and may be changed at the discretion of the Board President.

THE AMERICAN WITH DISABILITIES ACT - As a covered entity under Title II of the Americans with Disabilities Act, the



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