

President Gabriel Khanlian;  
Secretary Christine Demirtshian; Treasurer Jason Hector; 2nd Signer Jennifer Ibrahim;  
Becky Leveque; Hilda Sarkisyan; David Balen; Bright A Aregs

Rev. 08-03-2021

## PORTER RANCH NEIGHBORHOOD COUNCIL SPECIAL “IN-PERSON” BOARD MEETING DRAFT MINUTES

**TUESDAY, MAY 23, 2023 @ 6:00pm**  
**PORTER RANCH LIBRARY – COMMUNITY ROOM**  
**(LOCATED INSIDE THE LIBRARY ON THE RIGHT SIDE)**  
**11371 TAMPA AVE, PORTER RANCH, CA 91326**

1. Meeting call to order – **President Khanlian**  
President Khanlian called to order the Porter Ranch Neighborhood Council In-Person Board Meeting on May 23, 2023 at 6:04 p.m. and presided as moderator.
2. Welcome, Discussion of the meeting logistic – **President Khanlian**
  - President Khanlian welcomed all in attendance and stated that a permanent location is still underway, please check your email and the Porter Ranch website for updated information;
  - Treasurer Hector was thanked for securing the library location for this meeting;
  - President Khanlian introduced Board members Dr. Aregs, Secretary Demirtshian, and Hilda Sarkisyan, who were elected to the Board during COVID and attending their first in-person meeting.
  - President Khanlian informed all in attendance that the meeting is recorded and will be uploaded to YouTube and the Porter Ranch website. Stakeholders have two minutes to comment on Agenda items and please raise your hand to comment under Agenda item 9, Public Comment for items not on the Agenda and within the purview of the Board.
3. Roll Call and determination of quorum – **Secretary Demirtshian**

Board member Leveque called the roll as follows:

|   |   |
|---|---|
| 1 | Gabriel Khanlian, President                                   |
| 1 | Christine Demirtshian, Secretary                              |
| 1 | Jason Hector, Treasurer                                       |
| 1 | Jennifer Ibrahim, 2 <sup>nd</sup> Signer (late arrival @6:10) |
| 1 | Becky Leveque   |
| 1 | Hilda Sarkisyan   |
| 1 | David Balen (late arrival @6:50)                              |
| 1 | Dr. Bright Aregs  |



|          |   |
|----------|---|
| <b>8</b> | <b>Board Members were present and a quorum was attained.<br/>10-15 stakeholders were present during the meeting</b> |
|----------|---|

1 = present 0 = absent

4. Pledge of Allegiance

Tatiana Khanlian guided the Council to stand and recite the Pledge of Allegiance.

5. President's Comments and Updates – **President Khanlian**

No Action Taken.

6. Updates from representatives of **Elected Officials, City Departments and City Attorney – 20 minutes**

Colin Crews, District Director, Council District 12, Council person John Lee's Office updated the Council on the following:

- To be in possession of a catalyst converter is now a misdemeanor without proof that it belongs to the individual or proof of purchase;
- A "save the date" announcement was given for upcoming conversations with the Council for June 20<sup>th</sup> with a guest speaker;
- A homeless outreach team is now part of CD12's office with an outreach team of two staff members. Interim housing is at Travel Lodge, until permanent housing can be established. Job training, mental health assessment and substance abuse are all assessed;
- The office is open by appointment;
- A future open house is under discussion;
- The Reseda offramp is now open.

Board member Leveque inquired about aging out housing for youths. Mr. Crews stated that there is a placement program called TAY, Transitional Aged Youth, that assists in interim housing placing. They are working in conjunction with Volunteers of America, that was in hiatus during COVID.

Board member Dr Aregs asked for an update on illegal RV housing. Mr. Crews stated that RV placement is very difficult and they are working with Travel Lodge to park their vehicles in their lot to assist with the transition process. Illegal RV rental is an ongoing problem.

A stakeholder inquired about the renaming of the park and closure of Aliso Canyon. Mr. Crews stated that the Councilperson has called for the closure of the Aliso Canyon facility and the renaming of the park is underway.

One stakeholder expressed concern regarding interim housing as sometimes an individual does not want to be confined, especially if they have dependency disorders. Mr. Crews stated that those concerns are being address by the outreach team.

President Khanlian introduced Board member Jennifer Ibrahim (arrival at 6:10 p.m.) who was elected to the Board during COVID and attending her first in-person meeting

7. Updates from LAPD Devonshire **Senior Lead officers – 5 minutes**

No Action Taken.

Announcement were made by a volunteer redemption division staff member:

- National Night Out is scheduled for August 1<sup>st</sup> from 6:00 p.m. to sundown at the Northridge Recreation Center;
- Monthly retailers' meetings are being conducted and the next meeting is Tuesday, June 6<sup>th</sup> via Zoom at 10:30 and will provide information if anyone is interested;
- An organized crime task force is available to address retail thefts;
- The LA Devonshire app provides information on all upcoming meetings.

8. Updates from **Chatsworth - Porter Ranch Chamber of Commerce – 3 minutes**

No Action Taken.

9. Public comments on items NOT on the Agenda and within the Purview of the Board – **2 Minutes per person**

Ms. Gluck was recognized to speak and spoke on the closure of the Aliso Canyon gas storage facility and also spoke on the Community Advisory Group health study and the usage of alternative forms of energy.

One stakeholder spoke on the deterioration of the appearance of Tuscany Street and stated that it is under HOA jurisdiction. The Board referred the stakeholder to continue discussion with her HOA.

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 9 was closed.

10. Treasurer's Report – **Treasurer Hector – 2 minutes**

Treasurer Hector stated that the available balance is \$20,252.00, of which, \$10,000.00 can be rolled over. June 1<sup>st</sup> is the deadline for check issuance and June 20<sup>th</sup> is the deadline for the use of the debit card.

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 10 was closed.

11. Motion to approve March 2023 MER – **Attachment A - Treasurer Hector - 2 minutes**

Treasurer Hector outlined the March expenses to be the storage unit, Apple One for notetaking, website maintenance (Wendy Moore). Treasurer Hector made the motion to approve the March MER that was seconded by President Khanlian.

Board member Leveque called the vote as follows:

|          |   |
|----------|---|
| yes      | Gabriel Khanlian, President                                   |
| yes      | Christine Demirtshian, Secretary                              |
| yes      | Jason Hector, Treasurer                                       |
| yes      | Jennifer Ibrahim, 2 <sup>nd</sup> Signer (late arrival @6:10) |
| yes      | Becky Leveque   |
| yes      | Hilda Sarkisyan   |
| absent   | David Balen (late arrival @6:50)                              |
| yes      | Dr. Bright Aregs  |
| <b>7</b> | <b>Motion passed "7" yes</b>                                  |

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 11 was closed.

12. Motion to approve April 2023 MER – **Attachment B - Treasurer Hector - 2 minutes**

Treasurer Hector outlined the March expenses to be the storage unit, credit card, name badges and the bill for Constant Contact outreach, and Wendy Moore. Treasurer Hector made the motion to approve the March MER that was seconded by President Khanlian.

Board member Leveque called the vote as follows:

|          |   |
|----------|---|
| yes      | Gabriel Khanlian, President                                   |
| yes      | Christine Demirtshian, Secretary                              |
| yes      | Jason Hector, Treasurer                                       |
| yes      | Jennifer Ibrahim, 2 <sup>nd</sup> Signer (late arrival @6:10) |
| yes      | Becky Leveque   |
| yes      | Hilda Sarkisyan   |
| absent   | David Balen (late arrival @6:50)                              |
| yes      | Dr. Bright Aregs  |
| <b>7</b> | <b>Motion passed "7" yes</b>                                  |

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 12 was closed.

13. Discussion and Motion to approve up to \$7250.00 for dead wood and brush removal in Limekiln Canyon, Wilbur Tampa and Aliso Canyon Park (Community Improvement Project) to be transferred to PRNC's special account for brush removal. – **Treasurer Hector – Attachment C - 15 minutes**

Treasurer Hector outlined the scope of the work for the community improvement project to focus on three parks, Limekiln Canyon, Wilbur/Tampa and Aliso. Treasurer Hector is working with Councilperson Lee's office and they have agreed to match funds. Fire brush season is rapidly approaching. These funds will pay for 3 days of work and the goal is to add the additional work after the City has performed their work. A site visit will be scheduled with Parks and Recreation to identify the work to be performed. The funds will need to be allocated to a special account through the City Clerk to keep these funds available after June 1<sup>st</sup>.

President Khanlian solicited public comment:

Asaad Alnajjar was recognized to speak and stated his support of transferring funds to a special account in conjunction with the City Clerk.

Board member Leveque called the vote as follows:

|          |   |
|----------|---|
| yes      | Gabriel Khanlian, President                                   |
| yes      | Christine Demirtshian, Secretary                              |
| yes      | Jason Hector, Treasurer                                       |
| yes      | Jennifer Ibrahim, 2 <sup>nd</sup> Signer (late arrival @6:10) |
| yes      | Becky Leveque   |
| yes      | Hilda Sarkisyan   |
| absent   | David Balen (late arrival @6:50)                              |
| yes      | Dr. Bright Aregs  |
| <b>7</b> | <b>Motion passed "7" yes</b>                                  |

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 13 was closed.

14. Discussion and motion to change the meeting times for all future PRNC board meetings to a new start time of 6pm and end time of 9:15pm – **President Khanlian – 5 minutes**

President Khanlian opened the discussion to change in future meeting times once a permanent meeting location can be secured.

One stakeholder stated that 9:15 p.m. may not allow appropriate time for all business to be conducted.

President Khanlian made the motion to approve the change in meeting time that was seconded by Secretary Demirtshian.

Board member Leveque called the vote as follows:

|     |                                  |
|-----|----------------------------------|
| yes | Gabriel Khanlian, President      |
| yes | Christine Demirtshian, Secretary |
| yes | Jason Hector, Treasurer          |

|          |   |
|----------|---|
| yes      | Jennifer Ibrahim, 2 <sup>nd</sup> Signer (late arrival @6:10) |
| yes      | Becky Leveque   |
| yes      | Hilda Sarkisyan   |
| absent   | David Balen (late arrival @6:50)                              |
| yes      | Dr. Bright Aregs  |
| <b>7</b> | <b>Motion passed "7" yes</b>                                  |

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 14 was closed.

15. Discussion and possible action to hold a candidate forum for the 2023 PRNC elections and to allocate up to \$500 for snacks, drinks and cleaning fee – **President Khanlian – 5 minutes**

President Khanlian made the motion to approve the expenditure of \$500.00 for a candidate forum that was seconded by Secretary Demirtshian.

President Khanlian opened the floor for discussion.

Treasurer Hector stated that future locations may be at a school, such as Castle Bay and he is working on the approval process. The possibility of meeting at the Vineyards has reached a stalemate with contract signing.

President Khanlian stated that holding a candidate forum will allow a Q&A and a meet-and-greet for stakeholders and anyone interested in running for an office, with a date to be determined. Treasurer stated that the motion should be amended to include the possibility of a Zoom virtual meeting.

One stakeholder stated that the timeframe may be too close for approval by the City Clerk to have a candidate forum and suggested scheduling a special meeting.

President Khanlian amended the motion to include the option of a virtual Zoom meeting that was seconded by Board member Sarkisyan.

Board member Leveque called the vote as follows:

|          |   |
|----------|---|
| yes      | Gabriel Khanlian, President                                   |
| yes      | Christine Demirtshian, Secretary                              |
| abstain  | Jason Hector, Treasurer                                       |
| abstain  | Jennifer Ibrahim, 2 <sup>nd</sup> Signer (late arrival @6:10) |
| yes      | Becky Leveque   |
| yes      | Hilda Sarkisyan   |
| absent   | David Balen (late arrival @6:50)                              |
| yes      | Dr. Bright Aregs  |
| <b>5</b> | <b>Motion passed "5" yes</b>                                  |



President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 15 was closed.

16. Discussion and motion to approve up to \$2000 to purchase shirts and hats with PRNC logos printed on them for outreach and giveaways to be used at future events and functions – **President Khanlian – 5 minutes**

President Khanlian made the motion to approve the expenditure for \$2,000.00 in outreach shirts and hats that was seconded by Board member Leveque.

President Khanlian solicited public comment. None.

Board member Leveque called the vote as follows:

|          |   |
|----------|---|
| yes      | Gabriel Khanlian, President                                   |
| yes      | Christine Demirtshian, Secretary                              |
| yes      | Jason Hector, Treasurer                                       |
| yes      | Jennifer Ibrahim, 2 <sup>nd</sup> Signer (late arrival @6:10) |
| yes      | Becky Leveque   |
| yes      | Hilda Sarkisyan   |
| absent   | David Balen (late arrival @6:50)                              |
| yes      | Dr. Bright Aregs  |
| <b>7</b> | <b>Motion passed “7” yes</b>                                  |

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 16 was closed.

17. Motion to approve FY 2023-24 annual budget – **Treasurer Hector – Attachment E**

Treasurer Hector distributed a written copy of the proposed 2023-2024 budget for the Board and stakeholders to review and stated that it is very similar to the previous year’s budget. Treasurer Hector reviewed the signers, card holders and expenses. Rollover funds will be allocated when received. Treasurer Hector stated that this is a guide and funds can be moved around. This budget is necessary for the City Clerk.

President Khanlian solicited public comment. None.

Treasurer Hector made the motion to approved the 2023-2024 budget that was seconded by President Khanlian.

Board member Leveque called the vote as follows:’

|     |                                  |
|-----|----------------------------------|
| yes | Gabriel Khanlian, President      |
| yes | Christine Demirtshian, Secretary |
| yes | Jason Hector, Treasurer          |





|          |   |
|----------|---|
| yes      | Jennifer Ibrahim, 2 <sup>nd</sup> Signer (late arrival @6:10) |
| yes      | Becky Leveque   |
| yes      | Hilda Sarkisyan   |
| yes      | David Balen (late arrival @6:50)                              |
| yes      | Dr. Bright Aregs  |
| <b>8</b> | <b>Motion passed "8" yes</b>                                  |

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 17 was closed.

18. Motion to approve March 8, 2023 Meeting Draft Minutes – **Secretary Demirtshian – Attachment D.**

Secretary Demirtshian made the motion to approve the March 8 2023 Minutes that was seconded by Treasurer Hector.

President Khanlian solicited public comment. None

Board member called the vote as follows:

|          |   |
|----------|---|
| yes      | Gabriel Khanlian, President                                   |
| yes      | Christine Demirtshian, Secretary                              |
| yes      | Jason Hector, Treasurer                                       |
| yes      | Jennifer Ibrahim, 2 <sup>nd</sup> Signer (late arrival @6:10) |
| yes      | Becky Leveque   |
| yes      | Hilda Sarkisyan   |
| yes      | David Balen (late arrival @6:50)                              |
| yes      | Dr. Bright Aregs  |
| <b>8</b> | <b>Motion passed "8" yes</b>                                  |

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 18 was closed.

19. Updates from Board Members and Committees – **10 minutes**

- Many Board members voiced concerns on future meeting locations.
- Board member Leveque stated that the Safety Committee has been alerted to an increase in residential home invasion robberies. Be aware what is going on in your neighborhood.
- Treasurer Hector shared that local Porter Ranch students composed video projects.
- One stakeholder shared an event, A Day of the Horse on Sunday, June 11<sup>th</sup> for the equestrian heritage in Chatsworth.
- One stakeholder spoke on the defunding of LAPD helicopter operations.

20. Next meeting will be held on June 14, 2023.





21. Meeting Adjournment – **President Khanlian**  
President Khanlian adjourned the meeting at 7:10 p.m.