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

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Porter Ranch Neighborhood Council

**Special Board Meeting**

Thursday, September 22, 2016  
6:00 PM

Porter Ranch Community School  
12450 Mason Avenue, Porter Ranch, California

Porter Ranch Community School is located at the southeast corner of  
Sesnon and Mason – The parking lot is accessible from Mason Avenue

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS.** The public is encouraged to fill out a “Speaker Card” to address the Board on any item on the agenda prior to the Board taking action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments on other matters not appearing on the Agenda that are within the Board’s subject matter jurisdiction will be heard during the General Public Comment period.

**THE AMERICAN WITH DISABILITIES ACT** – As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices, and other auxiliary aids/or services may be provided upon request. If you require language translation services and to ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at (818) 756-8523.

**PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting, may be viewed at [www.prnc.org](http://www.prnc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the PRNC Secretary, Gabriel Khanlian at [GabrielKhanlian@PRNC.org](mailto:GabrielKhanlian@PRNC.org).

**STAKEHOLDER SURVEY** – There will be a 2-page survey available at the meeting. Please take a minute to fill out the survey and give it to the Board Secretary before you leave the meeting. THANK YOU!

Our posting location is at **11280 Corbin Avenue, Northridge, CA 91326** on a bulletin board facing Corbin Street that is available 24 hours a day.

A member of the public can send an email to all the PRNC Board members at [board@PRNC.org](mailto:board@PRNC.org), or can leave us a voicemail message at **818-217-0279**. 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).

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

Special Meeting Agenda  
 Thursday, September 22, 2016  
 6:00 PM

1.	Meeting Call to Order		6:00
2.	Welcome	President, Issam Najm	6:00 – 6:02
3.	Roll Call	Secretary, Gabriel Khanlian	6:02 – 6:05
4.	President's Comments	President, Issam Najm	6:05 – 6:10
5.	General Public Comments – <i>Comments from the public on non-agenda items within the Board's jurisdiction</i>		6:10 – 6:30
6.	Discussion and possible action to authorize the Board president to prepare a PRNC position letter on the Aliso Canyon Gas Facility to be brought in front of the Board for review, discussion, and possible approval at a later meeting – <b>Jennifer Milbauer</b>		6:30 – 7:00
7.	Discussion and possible action to nominate and authorize a Board member to prepare a letter to the City Transportation Department and CalTrans expressing concerns over the high traffic accidents at the corner of Rinaldi and Amigo, and request signal light modifications to mitigate this problem		7:00 – 7:10
BREAK			7:10 – 7:20
8.	Motion to approve reimbursements as follows ( <b>Andrew Krowne</b> ): 1. \$56.55 to Minuteman Press for the Name Tags from 2015 2. Purchase of six (6) Hot Spot Backpacks/Hydro packs/Bladders/Talk Boxes for Fire Station 28, as previously approved by the last PRNC Board. Total cost is \$2,201.45		7:20 – 7:30
9.	Motion to approve funding of the PRNC Board retreat on October 8, 2016, at a cost of no more than \$1,000 – <b>Susan Gorman-Chang</b>		7:30 – 7:40
10.	Discussion and possible action to approve funding a \$500 Neighborhood Purposes Grant (NPG) for the YMCA's Thanksgiving Basket Drive.		7:40 – 7:50
11.	Discussion and possible action to change card holder from Gabriel Khanlian to Andrew Krowne		7:50 – 7:55
12.	Discussion and Possible action to plan for and organize a town hall meeting in October to address Measure M. and/or School challenges in Porter Ranch.		7:55 – 8:15
13.	Committee Assignments – <b>Issam Najm</b>		8:15 – 8:40
14.	Board Members Comments & Announcements		8:40 – 9:00
15.	Meeting Adjournment	President, Issam Najm	9:00

**Notes:**

- 1) Time allocations for agenda items are approximate and may be changed at the discretion of the Board President.
- 2) Pizza and Bottled water will be available at the meeting.

**Attachments:**

1. NPG Application – YMCA



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

August 24, 2016

Porter Ranch Neighborhood Council

Dear Council:

Thank you very much for your past support of our YMCA Thanksgiving Baskets program.

We hope you will be a part of this project again. We have a goal of providing 3,500 families with a comforting meal. We respectfully request consideration of a \$500 donation.

Your contribution in the past has helped the North Valley Family YMCA provide a complete holiday meal to hungry families in our community. This program, which started in 2006, distributed 50 Thanksgiving baskets, has grown to helping over 3,100 families! The need is great and we are appreciative of the wonderful response from our friends.

Generous individuals, companies and civic groups come together to donate funds, food and volunteer service to make this a special holiday for so many! The spirit of the holidays is so evident with the Y's Thanksgiving Basket program.

The North Valley Family YMCA at Porter Ranch believes that every family deserves to have a Thanksgiving dinner. This is why since 2006, the North Valley Family YMCA has provided Thanksgiving baskets to families in our community who are in need. Last year we were able to provide thanksgiving baskets to over 3,300 families.

This year we have increased our goal to **3,500 families**. That's why we are asking for your help to provide Thanksgiving baskets to those families who might otherwise go without. We reach out to 35 schools and youth groups to give the baskets away.

If you would like to get more involved in this Y project, we are looking for volunteers to help secure funds and food from the community in the next few weeks. We assemble and deliver the baskets from November 12-15.

We appreciate your consideration and thank you for your help in feeding over 3,500 needy families this Thanksgiving season!

Sincerely,

*Jane Stanton*

Jane Stanton  
Executive Director/VP

*Maithili Patil*

Maithili Patil  
Thanksgiving Basket Committee Chairperson  
818-489-4762  
E: maithilipatil@yahoo.com

**NORTH VALLEY FAMILY YMCA AT PORTER RANCH**

11336 Corbin Avenue, Northridge, CA 91326

P 818 368 3231 F 818 368 5437 W [www.ymcala.org/nv](http://www.ymcala.org/nv)

**Neighborhood Council Funding Program**  
**APPLICATION for Neighborhood Purposes Grant (NPG)**



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. The Neighborhood Council (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: Porter Ranch Neighborhood Council

**SECTION I - APPLICANT INFORMATION**

- 1a) North Valley Family YMCA 95-1644052 CA 01/02/88  
**Organization Name** **Federal I.D. # (EIN#)** **State of Incorporation** **Date of 501(c)(3) Status (if applicable)**
- 1b) 11336 Corbin Avenue Porter Ranch CA 91326  
**Organization Mailing Address** **City** **State** **Zip Code**
- 1c)      
**Business Address (If different)** **City** **State** **Zip Code**
- 1d) **PRIMARY CONTACT INFORMATION:**  
Jane Stanton (818) 368-3231 janestanton@ymcala.org  
**Name** **Phone** **Email**
- 2) **Type of Organization- Please select one:**  
☐ **Public School** (not to include private schools) **or** ☒ **501(c)(3) Non-Profit** (other than religious institutions)  
**Attach Grant Request on School Letterhead** **Attach IRS Determination Letter**
- 3)      
**Name / Address of Affiliated Organization** **City** **State** **Zip Code**  
(If applicable)

**SECTION II - PROJECT DESCRIPTION**

**4) Please describe the purpose and intent of the grant.**

The YMCA conducts an annual Thanksgiving Baskets distribution to needy families in the north San Fernando Valley area. We collect funds and food items to distribute to 3500 low-income families during the third week of November. Families are identified by the School Principals and non-profit agencies we work with through our YMCA and childcare programs. Funding support from the Porter Ranch NC would help buy the turkeys, canned goods, and side dishes that are included in the meal baskets distributed to families at schools from the Northridge area including Northridge Middle School.

**5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large.  
(Grants cannot be used as rewards or prizes for individuals)**

As noted above, funding will be used to support our annual Thanksgiving baskets program, to purchase needed food items to distribute meals to low-income families and individuals in our community, helping them to have a holiday meal for Thanksgiving. Each meal provided to families contains a Happy Thanksgiving flyer listing generous supporters who make this program possible. At the \$500 support level, we would include the Porter Ranch Neighborhood Council's name on the flyer, in our e-blasts, and in press releases sent to local media. We appreciate this support, which will reflect the spirit of our community to so many.



### SECTION III - PROJECT BUDGET OUTLINE

6a) Personnel Related Expenses	Requested of NC	Total Projected Cost
NA		

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
Food items	\$ 500.00	\$ 33,000.00
Truck rental, toilet rental		\$ 2,000.00
bags, supplies, storage facility		\$ 5,000.00

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☐ No ☒ Yes, please list names of NCs: Chatsworth, Northridge South, Northridge West, Sylmar

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs) ☒ No ☐ Yes, please describe:

Source of Funding	Amount	Total Projected Cost
individual and business donations		\$ 40,000.00

9) What is the TOTAL amount of the grant funding requested with this application: \$ 500.00

10a) Start date: 07/01/16 10b) Date Funds Required: 11/01/16

10c) Expected completion date: 11/17/16 (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

### SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?

☒ No ☐ Yes - Please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application? ☐ Yes ☒ No \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department will deny the payment of this grant in its entirety.)

### SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read Appendix A, "What is a Public Benefit," and Appendix B "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED\*

Jane Stanton

Executive Director

PRINT Name

Title

Signature

Date

8-24-16

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*

Maithili Patil

Committee Chair/Board m

PRINT Name

Title

Signature

Date

8-24-16

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form

Internal Revenue Service

Department of the Treasury

District  
Director

P.O. Box 2350 Los Angeles, Calif. 90053

Young Mens Christian Association of  
Metropolitan Los Angeles  
625 S. New Hampshire Ave.  
Los Angeles, CA 90005-1371

Person to Contact:

Gilda Lewis  
Telephone Number:

(213) 894-2336  
Refer Reply to:

EO (1109) 93  
Date:

NOV 16 1993

RE: Young Men's Christian Association of Metropolitan  
Los Angeles - EIN: 95-1644052

Gentlemen:

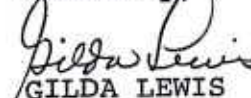
This letter is in response to your request for a copy of the determination letter for the above named organization.

Our records indicate that this organization was recognized to be exempt from Federal Income Tax in January 1988 as described in Internal Revenue Code Section 501(c)(3). It is further classified as an organization that is not a private foundation as defined in Section 509(a) of the code, because it is an organization described in Section 170(b)(1)(A)(vi).

The exempt status for the determination letter issued in January 1988 continues to be in effect.

If you need further assistance, please contact our office at the above address or telephone number.

Sincerely,

  
GILDA LEWIS

Disclosure Assistant



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# MAKE A DIFFERENCE

## Thanksgiving Baskets NORTH VALLEY FAMILY YMCA

### MISSION

At the Y, strengthening our community is our cause. Every day, we work side-by-side with our neighbors – like you – to ensure that everyone, regardless of age, income or background, has the opportunity to learn, grow and thrive.

### HISTORY

At the Y we believe that every family deserves to have a Thanksgiving dinner. Since the program started in 2006, the North Valley Family YMCA has provided Thanksgiving baskets to families in our community who are in need. Last year we were able to provide Thanksgiving baskets to over 3,000 families.



### PRESENT

This year we have extended our goal to 3,500 families. We are asking for your help to provide Thanksgiving baskets to those families who might otherwise go without.

For More Information or Sponsor Opportunities contact:  
Bianca Garcia

P: 818 368 3231 ext. 2330

Or visit

<http://www.ymcala.org/north-valley>

Tax ID: 95-1644052

### Donations Needed for a Complete Dinner

- |                                     |                   |
|-------------------------------------|-------------------|
| 2 – Canned Veggies                  | 1 – Chicken Broth |
| 2 – Powdered Gravy                  | 1 – Stuffing      |
| 1 – Cranberry Sauce                 | 1 – Dessert       |
| 1 – \$10 Gift Card to Grocery Store |                   |
| 1 – Reusable Bag                    |                   |

OR \$40 Check to Payable to  
North Valley Family YMCA-2016  
Thanksgiving to Sponsor a Family of 4  
\*All donations due by November 4, 2016







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FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# MAKE A DIFFERENCE

## Thanksgiving Baskets NORTH VALLEY FAMILY YMCA

### HISTORY

At the Y we believe that every family deserves to have a Thanksgiving dinner. Since the program started in 2006, the North Valley Family YMCA has provided Thanksgiving baskets to families in our community who are in need. Last year we were able to provide Thanksgiving baskets to over 3,000 families.

Please make checks payable to the  
North Valley Family YMCA - Thanksgiving Baskets  
Tax ID: 95-1644052

Please mail to:  
North Valley Family YMCA at Porter Ranch,  
11336 Corbin Ave. Northridge, CA 91326  
QUESTIONS? Contact YMCA at 818 368 3231

## 2016 Sponsorship Form

### Bronze Sponsor \$500

Recognition in Newsletter  
YMCA Thanksgiving Wall Recognition  
YMCA Family Sponsor Plaque



### Silver Sponsor \$1000

Recognition in Newsletter  
YMCA Thanksgiving Wall Recognition  
YMCA Member Displayed Name in YMCA Lobby  
Chairman's Roundtable Plaque



### Gold Sponsor \$2,500

Recognition in Newsletter  
YMCA Thanksgiving Wall Recognition  
YMCA Benefactor Displayed Name in YMCA Lobby  
Chairman's Roundtable Plaque



### Platinum Sponsor \$5,000

Recognition in Newsletter  
YMCA Thanksgiving Wall Recognition  
YMCA Founder Displayed Name in YMCA Lobby  
Chairman's Roundtable Plaque



Other Sponsor \$ \_\_\_\_\_

NAME: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

CC#: \_\_\_\_\_ EXP DATE: \_\_\_\_\_

For more sponsorship opportunities please visit:

<http://www.ymcala.org/north-valley>