

Monthly Expenditure Report



Reporting Month: January 2018

Budget Fiscal Year: 2017-2018

NC Name: Porter Ranch
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$54306.48	\$2136.34	\$52170.14	\$500.00	\$0.00	\$51670.14

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$34354.00	\$1363.36	\$20467.79	\$0.00	\$19967.79
Outreach		\$772.98		\$500.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$25000.00	\$0.00	\$25000.00	\$0.00	\$25000.00
Neighborhood Purpose Grants	\$10000.00	\$0.00	\$6550.00	\$0.00	\$6550.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$15199.87	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	STORAGE ETC CHATSWORTH	01/04/2018	(Credit card transaction)	General Operations Expenditure	Office	\$102.00
2	PAGODA INN	01/10/2018	(Credit card transaction)	General Operations Expenditure	Office	\$393.89
3	AMECI'S PIZZA AND PAST	01/30/2018	(Credit card transaction)	General Operations Expenditure	Office	\$188.71
4	CTC CONSTANTCONTACT.C	01/08/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$65.00
5	FACEBK Q9M9QFEVY2	01/31/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$25.00
6	Ed Baroth	01/04/2018	Music for the PRNC annual Stakeholder Holiday Part...	General Operations Expenditure	Outreach	\$300.00
7	Moore Business Results	01/04/2018	website services	General Operations Expenditure	Office	\$170.55
8	AppleOne Employment Services	01/04/2018	note taker	General Operations Expenditure	Office	\$75.08

9	Issam Najm	01/10/2018	BMR for Holiday Party costs	General Operations Expenditure	Outreach	\$382.98
10	AppleOne Employment Services	01/10/2018	meeting note taker	General Operations Expenditure	Office	\$433.13
Subtotal:						\$2136.34

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	JCS Catering Company	12/08/2017	sponsoring of VANC mixer	General Operations Expenditure	Outreach	\$250.00
2	JCS Catering Company	12/08/2017	VANC Planning and Transportation Meeting sponsorsh...	General Operations Expenditure	Outreach	\$250.00
Subtotal: Outstanding						\$500.00

[My Account](#) [Sign Out](#)

Storage Etc. - Chatsworth
20550 Lassen Street
Chatsworth, CA 91311
818-576-8955
chatsworth@storageetc.com

Select Language | ▼

Thank you for your payment.

Your payment was successful. Your receipt number is: 59713. [Print this page](#) for your records.

Your name: Porter Ranch Neighborhood Council
Your unit name: D356
Credit card number: ****5627
Payment amount: 102.00
Authorization: 060658
Date: 1/04/2018

Please do **NOT** use the "Back" button on your browser.

[Print this page](#) for your records.

Click [here](#) to continue.

[My Account](#) |



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PAGODA INN
19348 RINALDI ST
NORTHridge, CA, 91326
818-368-6299

Server ID: 10

Sale

XXXXXXXXXX5627

MASTERCARD

Entry Method: Chip

Amount: \$ 373.89

Tax: \$ 0.00

Tip: 20 -

Total: 393.89

01/18/18 13:41:28

Inv #: 000000018 Appr Code: 079603

Apprvd: Online

MASTERCARD

ATD: 90000000041010

TVR: 30 00 00 00 00

TSE: 38 00

Customer Copy

THANK YOU!

Food provided to
stakeholders @ general
meeting

1-30-18

Meeting food

AMECIS PIZZA AND PASTA
11229 TAMPA AVE
NORTHRIDGE, CA 91326

01/30/2018

14:22:22

CREDIT CARD

MC SALE

Card #	XXXXXXXXXXXX5627
SEQ #:	5
Batch #:	946
INVOICE	5
Approval Code:	000462
Entry Method:	Manual
Mode:	Online
Tax Amount:	\$0.00
Cust Code:	
Avs Code:	NYZ

MDSE/SERVICES \$168.71

TIP 20-

TOTAL AMOUNT 188.71

CUSTOMER COPY



[Print](#)

Billing Activity - Invoices

Porter Ranch NC
Attn: Andrew Krowne
200 N Spring Street
Fl 20
Los Angeles CA 90012
US
P: 818-217-0279

Today's Date: 01/06/2018
User Name: porterranchnc

Invoices from 11/07/2017 to 01/06/2018

Date	Description	Charge Amount	Credit Amount
12/13/2017	Invoice #182352980	\$65.00	
	Constant Contact Toolkit - Email		
	Contacts		
	2,501 - 5,000 Contacts		
	Maximum Number of Contacts This Billing Period: \$65.00		
	3944		
	Period from 12/13/2017 to 01/12/2018		
11/13/2017	Invoice #180358984	\$65.00	
	Constant Contact Toolkit - Email		
	Contacts		
	2,501 - 5,000 Contacts		
	Maximum Number of Contacts This Billing Period: \$65.00		
	3949		
	Period from 11/13/2017 to 12/12/2017		

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US

From: Jen <tinyhammer4@yahoo.com>
Sent: Wednesday, January 31, 2018 10:23 AM
To: AndrewKrowne@prnc.org
Cc: Issam Najm
Subject: Fwd: Your Facebook Ads Receipt (Account ID: 28230389)

FYI - please see the receipt below for the Facebook boost we did for the January general board meeting.

Please excuse any typos~Sent from my mobile

Begin forwarded message:

From: "Facebook Ads Team" <advertise-noreply@support.facebook.com>
Date: January 31, 2018 at 9:33:51 AM PST
To: Jen Milbauer <tinyhammer4@yahoo.com>
Subject: **Your Facebook Ads Receipt (Account ID: 28230389)**
Reply-To: noreply <noreply@facebookmail.com>



Receipt for Jen Milbauer (Account ID: 28230389)

Summary

AMOUNT BILLED

\$25.00 USD

BILLING REASON

Remaining ad costs at the end of the month.

DATE RANGE

Jan 06, 2018 3:32pm - Jan 11, 2018 3:30pm

PRODUCT TYPE

Facebook Ads

PAYMENT METHOD

MasterCard*5627

REFERENCE NUMBER ⓘ

Q9M9QFEVY2

CAMPAIGN

RESULTS AMOUNT

Post: "The PRNC will be holding its first general Board..."

2,305 **\$25.00**
Impressions

Transaction ID: 1631851066932777-3127543

Thanks,
The Facebook Ads Team

[Manage Your Ads](#)

[See Full Receipt](#)

This is an automated message. Please do not reply. If you have questions about ads, you can [get help](#). You can also manage your [email notification settings](#) for this ad account.

Facebook, Inc., Attention: Community Support, 1 Hacker Way, Menlo Park, CA 94025



The K_a-Band

Invoice

Ed Baroth, Leader - Bass
John Brugman - Trumpet, Flugelhorn
Les Deutsch - Piano
Jey Giuliano - Drums, Flute



Invoice No: PRNC-01

Date: December 21, 2017

Customer: Porter Ranch Neighborhood Council (PRNC)
P.O. Box 7337
Porter Ranch, CA 91327-7337

Event Name: Holiday Celebration

Event Date: December 20, 2017

Thank you for the opportunity to perform at your event. Per our agreement, please accept this invoice for our performance services.

Amount Due: \$300

Please make payment to **ED BAROTH** and send it to:

Ed Baroth
Ka-Band
11816 Laughton Way
Porter Ranch, CA 91326

Ed Baroth
Band Leader
(818) 363-2387

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Porter Ranch Meeting Date: 12/13/17

Budget Fiscal Year: 17-18 Agenda Item No: 9

Board Motion and/or Public Benefit Statement (CIP and NPG):
November MCR

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
David Balen	Signer II	X					
Susan Gorman-Chang	VP	X					
Jennifer Milbauer		X					
Asaad Alnajjar		X					
Issam Najm	President	X					
Gabriel Khanlian	Secretary	X					
Becky Leveque		X					
Jason Hector		X					
Andrew Krowne	Treasurer	X					
Alex Kim		X					
Hassan Memarian		X					
Totals		11	0	0	0		

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature
 Print/Type Name: Andrew Krowne
 Date: 12/13/17

Second Signer's Signature
 Print/Type Name: David Balen
 Date: 12/13/2017



Invoice #2018 0102
Number

Date January 2, 2018

Mr. Issam Najm
President
Porter Ranch Neighborhood Council
P.O. Box 7337
Porter Ranch, CA 91327-7337

Please remit to:

Wendy L. Moore
Moore Business Results
19300 Rinaldi St. #7164
Northridge, CA 91327

818 252-9399
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communications services	\$139.05
Developer services	31.50
Total Amount Due:	\$170.55

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of \$25. We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the due date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Details	Hours
12/4/2017	Updated beautification mission statement.	0.17
12/8/2017	Gas venting letter.	0.17
12/18/2017	Letter. Archive old article. Account info. Suggest year end article. Celebration on slideshow.	0.34
12/21/2017	Heath study article.	0.67
	Communications Total	1.35
12/16/2017	Developer completes security updates	0.50

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: Porter Knott Meeting Date: 10/11/17

Budget Fiscal Year: 17-18 Agenda Item No: 18b

Board Motion and/or Public
Benefit Statement (CIP and NPG):

Approve monthly reoccurring vendors per
budgeted amount.

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Issam Najm		X					
Susan Garna-Cheng		X					
Gabriel Khalil		X					
Andrew Krume		X					
David Balen		X					
Assed Almagjjar		X					
Jason Hecker		X					
Alex Kim					X		
Becky Levesque					X		
Hassan Memarian		X					
Jennifer Milbauer					X		
Totals							

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Treasurer's Signature: [Signature] Second Signer's Signature: [Signature]

Print/Type Name: Andrew Krume Print/Type Name: David Balen

Date: 10/11/17 Date: 10/11/2017



AppleOne Employment Services
 P.O. Box 29048
 Glendale CA 91209-9048
 Tel: 818-240-8688
 Email: specialbillingvms@ain1.com
 TIN: 95-2580864

City of Los Angeles

Attn: Attn: Accounts Payable
 PORTER RANCH NC
 200 N. Main Street, Room 2005
 LOS ANGELES, CA 90012

Invoice

Customer No: 00950101
 Site No: 0071
 Period Ending: 12/16/2017
 Invoice Date: 12/20/2017
 Invoice No: S6954752
 Amount Due: \$75.08
 Payment Term: NET 40 DAYS

Name	Weekend	Inv Date	Ref Inv No	Reg Hr	Reg Rate	OT Hr	OT Rate	DT Hr	DT Rate	Misc Hr	Misc Rate	ACA Hr	ACA Rate	Tax	Amount	State	Office
POLLOCK, FRANCES	12/16/2017	12/20/2017	01-4717445	3.25	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$75.08	CA	1002
Sub Total For:				3.25		0.00		0.00		0.00		0.00		\$0.00	\$75.08		
Grand Total Invoice Amount				3.25		0.00		0.00		0.00		0.00		\$0.00	\$75.08		

Please remit payment to: **AppleOne Employment Services**
P.O. Box 29048
Glendale, CA 91209-9048

You can now pay electronically through



Visit www.ApplePay.com or Call (866)898-7152 for details

Web Timecard Details

Report Run by: ajmartinez , 12/18/2017 11:24:18 AM oareporter02/OANet_Sales/USAWebTimecard_detail

Data Source: , selected databases: 002

Client Name: City of Los Angeles D.O.N.E./Credit PORTER RANCH

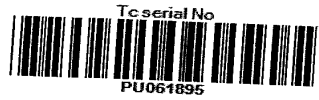
Name: Pollock, Frances Week Ending: 12/16/2017

SSN: *****5742 Serial No: XA28728317

Date	Time In	Time Out	Lunch	Regular	Overtime	Double Time
Wed 12/13/2017	6:15 PM	9:30 PM	0 hr 0 min	3 hr 15 min	0 hr 0 min	0 hr 0 min

Approved By: Gabriel Khanlian|172664 on 12/18/2017 3:20:29 AM Total: 3 hr 15 min 0 hr 0 min 0 hr 0 min

Notes: - On 12/18/2017 3:20 AM (Supervisor|172664) Gabriel Khanlian approved this timecard.
12/18/2017 12:18 AM by Frances Pollock



Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Porter Keith Meeting Date: 10/11/17

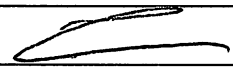
Budget Fiscal Year: 17-18
 Board Motion and/or Public
 Benefit Statement (CIP and NPG):


Approve monthly reoccurring vendors per
 budgeted amount.

Vote Count
 Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
<u>Issam Najm</u>		<u>X</u>					
<u>Susan Gomez-Cheng</u>		<u>X</u>					
<u>Gabriel Khalil</u>		<u>X</u>					
<u>Andrew Krause</u>		<u>X</u>					
<u>David Balen</u>		<u>X</u>					
<u>Assad Almqjjar</u>		<u>X</u>					
<u>Jason Hector</u>		<u>X</u>					
<u>Alex Kim</u>					<u>X</u>		
<u>Becky Levesque</u>					<u>X</u>		
<u>Hassan Memarian</u>		<u>X</u>					
<u>Jennifer Milbever</u>					<u>X</u>		
Totals							

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Treasurer's Signature: 
 Print/Type Name: Andrew Krause
 Date: 10/11/17

Second Signer's Signature: 
 Print/Type Name: David Balen
 Date: 10/11/2017

December 28, 2017

To: Porter Ranch Neighborhood Council

From: Issam Najm

Re: Reimbursement Request

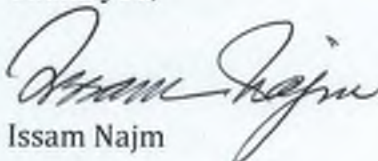
While the majority of the items used at the Holiday Celebration of December 20th were paid for directly by the PRNC treasurer, few items were purchased on my personal credit cards. The specific items are listed below, and all individual receipts are attached:

Items	Store	Cost
Water, Sodas, & Juice	COSTCO	\$172.42
Water, Sodas, & Juice (Returns)	COSTCO	-\$58.83
Decorations	COSTCO	\$53.06
Decorations	Party City	\$149.31
Decorations	JOANN	\$23.55
Decorations	JOANN	\$12.57
Ice	Ralphs	\$10.94
Candy	VONS	\$19.96
	TOTAL:	\$382.98

Please issue a reimbursement check in the amount of **\$382.98** to **ISSAM NAJM** and send it to:

Issam Najm
11800 Eddleston Drive
Porter Ranch, CA 91326

Thank you,


Issam Najm



Northridge #437
 8810 Tampa Ave
 Northridge, CA 91324
 (818) 775-1860

P8 Member 111848316527

E	854330	COKE 35 ****	10.99	A
E	8000000000	CA REDEMP VA	1.75	A
E	854330	COKE 35 ****	10.99	A
E	8000000000	CA REDEMP VA	1.75	A
E	906165	KSCTR 80/8**	6.99	
E	6300000000	CA REDEMP VA	4.00	
E	906165	KSCTR 80/8**	6.99	
E	6300000000	CA REDEMP VA	4.00	
E	906165	KSCTR 80/8**	6.99	
E	6300000000	CA REDEMP VA	4.00	
E	906165	KSCTR 80/8**	6.99	
E	6300000000	CA REDEMP VA	4.00	
E	854344	SPRITE 35 **	10.99	A
E	8000000000	CA REDEMP VA	1.75	A
E	854342	DIETCOKE35**	10.99	A
E	8000000000	CA REDEMP VA	1.75	A
E	854342	DIETCOKE35**	10.99	A
E	8000000000	CA REDEMP VA	1.75	A
E	577	PEPSI ****	9.99	A
E	6500000000	CA REDEMP VA	1.80	A
E	578	DIET PEPSI	9.99	A
E	6500000000	CA REDEMP VA	1.80	A
E	578	DIET PEPSI	9.99	A
E	6500000000	CA REDEMP VA	1.80	A
E	438851	C SUN 100%	9.99	
E	438851	C SUN 100%	9.99	
		SUBTOTAL	163.01	
		TAX	9.41	
		**** TOTAL	172.42	

XXXXXXXXXXXX7891 CHIP Read
 AID: A0000000031010
 Seq# 6840 App#: 06633B
 Visa Resp: APPROVED
 Tran ID#: 73520006840....
 Merchant ID: 990437

APPROVED - Purchase
 AMOUNT: \$172.42
 12/18/2017 15:32 437 6 268 178



Northridge #437
 8810 Tampa Ave
 Northridge, CA 91324
 (818) 775-1860

10 Member 111848316527

E	438851	C SUN 100%	9.99-
E	578	DIET PEPSI	9.99-A
E	6500000000	CA REDEMP VA	1.80-A
E	854330	COKE 35 ****	10.99-A
E	8000000000	CA REDEMP VA	1.75-A
		2 @ 6.99	
E	906165	KSCTR 80/8**	13.98-
		2 @ 4.00	
E	6300000000	CA REDEMP VA	8.00-
		SUBTOTAL	56.50-
		TAX	2.33-
		**** TOTAL	58.83-

XXXXXXXXXXXX1301 SWIPED
 Seq#: 84997 App#: 075464
 Visa Resp: APPROVED
 Tran ID#: 736100084997....
 Merchant ID: 990437

APPROVED - Refund
 AMOUNT: \$58.83-
 12/27/2017 14:16 437 84 52 634

RF	Visa	58.83-
	CHANGE	0.00

A 9.5% Tax	2.33-
TOTAL TAX	2.33-
TOTAL NUMBER OF ITEMS SOLD -	0
12/27/2017 14:17 437 84 52 634	

SEASONS GREETINGS & HAPPY HOLIDAYS

OP#: 634 Name: Juan O.
 Thank You!
 Please Come Again
 Whse:437 Trn:84 Trn:52 OP:634

Party City

NOBODY HAS MORE PARTY FOR LESS

19927 RINALDI ST
NORTHRIDGE, CA 91326
818 831-0999

OE ORGANIZATION DISCOUNT

048419948179 54X108IN FES \$19.90 T
54X108IN FESTIVE GRN TC PLSTC
10 @ \$1.99

ITEM DISCOUNT \$2.99 -
048419483496 54X108IN SLV \$19.90 T
54X108IN SLVR TC PLSTC
10 @ \$1.99

ITEM DISCOUNT \$2.99 -
013051454234 10IN PL SEAS \$23.94 T
10IN PL SEASONAL HOLLY
6 @ \$3.99

ITEM DISCOUNT \$3.59 -
013051454241 6.75IN PL SE \$11.94 T
6.75IN PL SEASONAL HOLLY
6 @ \$1.99

ITEM DISCOUNT \$1.79 -
013051517311 10IN GRN TIN \$14.94 T
10IN GRN TINSEL TREE
6 @ \$2.49

ITEM DISCOUNT \$2.24 -
013051517328 10IN SLVR TI \$19.92 T
10IN SLVR TINSEL TREE
8 @ \$2.49

ITEM DISCOUNT \$2.99 -
013051517274 18IN LG GRN \$49.90 T
18IN LG GRN TINSEL TREE
10 @ \$4.99

ITEM DISCOUNT \$7.49 -
TRAN. DISC 15.00%

SUBTOTAL \$136.36
GEN MERCH TAX @ 9.500% \$12.95
TOTAL \$149.31
CR VISA \$149.31
ITEMS = 56 YOU SAVED \$24.08

CR VISA SALE \$149.31
XXXXXXXXXXXX7989 CHIP
APPR: 04013D
JOURNAL: 0277121277615098

COSTCO WHOLESALE

Northridge #437
8810 Tampa Ave
Northridge, CA 91324
(818) 775-1860

W2 Member 111828352141
675749 TAPE 6 PACK 11.99 A
1455652 XMAS WRAP 11.99 A
1455652 XMAS WRAP 11.99 A
999394 XMAS WRAP 12.49 A
*****Bottom of Basket*****
*****BOB Count 0*****
SUBTOTAL 48.46
TAX 4.60
**** TOTAL *****

XXXXXXXXXXXX7989 CHIP Read
AID: A0000000031010
Seq# 10226 App#: 03249D
Visa Resp: APPROVED
Tran ID#: 734700010226....
Merchant ID: 990437

APPROVED - Purchase
AMOUNT: \$53.06
12/13/2017 11:22 437 10 85 36

Visa 53.06
CHANGE 0.00

A 9.5% Tax 4.60
TOTAL TAX 4.60
TOTAL NUMBER OF ITEMS SOLD = 4
12/13/2017 11:22 437 10 85 36

SEASONS GREETINGS & HAPPY HOLIDAYS

OP#: 36 Name: ANOUSH S
Thank You!
Please Come Again
Whse:437 Trn:10 Trn:85 OP:36

JOANN

19819 RINALDI ST
NORTHRIDGE, CA 91326-4145
818-832-6045

BLOO SINO JACKIA LEAF BSH	
882821219652	*2.39
REGULAR PRICE	5.99
BLOO SINO JACKIA LEAF BSH	
882821219652	*2.39
REGULAR PRICE	5.99
BLOO SINO JACKIA LEAF BSH	
882821219652	*2.39
REGULAR PRICE	5.99
BLOO SINO JACKIA LEAF BSH	
882821219652	*2.39
REGULAR PRICE	5.99
BLOO SINO JACKIA LEAF BSH	
882821219652	*2.39
REGULAR PRICE	5.99
BLOO SINO JACKIA LEAF BSH	
882821219652	*2.39
REGULAR PRICE	5.99
BLOO SINO JACKIA LEAF BSH	
882821219652	*2.39
REGULAR PRICE	5.99

SUBTOTAL	21.51
STATE TAX 6.000 %	1.29
COUNTY TAX 1.250 %	0.27
LOCAL TAX 2.250 %	0.48
TOTAL	23.55
VISA	23.55
*****7989 CHIP READ Visa	
PURCHASE USD\$23.55	

REF#: 00367D Approved

JOANN

19819 RINALDI ST
NORTHRIDGE, CA 91326-4145
818-832-6045

MAKE LARGE BOW ON CLIP ST	
091869278914	*1.19
REGULAR PRICE	3.99
HOLI 21INCH DECO MESH GRE	
610120819712	*4.49
REGULAR PRICE	14.99
HOLI 21INCH DECO MESH SIL	
610120819682	*4.49
REGULAR PRICE	14.99
HOLI 5IN X 30FT DECO MESH	
610120819491	*2.09
REGULAR PRICE	6.99
HOLI 5IN X 30FT DECO MESH	
610120819491	*2.09
REGULAR PRICE	6.99
20% TP MKR HOLIDY DC	2.87
32173541964050601060	
SUBTOTAL	11.48
STATE TAX 6.000 %	0.69
COUNTY TAX 1.250 %	0.14
LOCAL TAX 2.250 %	0.26
TOTAL	12.57
VISA	12.57

PURCHASE USD\$12.57
*****7989 CHIP READ Visa

REF#: 01091D Approved

Visa Credit
A0000000031010

TC - C70587F967A91641



19781 Rinaldi St.
(818) 832-5955
Your cashier was Sheri H

3 @ 3.99	SUPER ICE	11.97 B
2 @ 0.99	Ice 101b 2/\$6 241	1.98-B
1 @ 0.00	Green Bag points NP	0.00 F
DB	Green Bag Pts	5
RALPHS	rewards CUSTOMER	*****0642
	TAX	0.95
****	BALANCE	10.94

Northridge CA 91326
Visa Credit Purchase
*****7891 - C
REF#: 05839B TOTAL: 10.94
AID: A000000031010
TC: 0144BF2202209A7E

VISA	10.94
CHANGE	0.00
TOTAL NUMBER OF ITEMS SOLD =	4
RALPHS rewards SAVINGS	\$ 1.
TOTAL COUPONS	\$ 1.98

12/20/17 05:02pm 127 6 250 189

Tell Us How We Are Doing!
Earn 50 BONUS FUEL POINTS!
Plus, enter our monthly Sweepstakes:
for ONE OF 100 - \$100 gift cards and
ONE \$5,000 gift card grand prize!
Go to www.krogerfeedback.com
within 7 days.
Enter the information below:



STORE MGR JOE JESSICK 818-831-8511
THANK YOU FOR SHOPPING WITH US!

GROCERY

4 QTY HRSY CDY	19.96 S
Regular Price	27.96
Card Savings	8.00-
TAX	0.00
**** BALANCE	19.96

VONS STORE #2250
16830 SAN FERNANDO MISSIO
GRANADA HILLS CA 91344

Credit Purchase 12/20/17 12:25
CARD # *****4007
REF: 43001060419 AUTH: 00874290

PAYMENT AMOUNT 19.96

AL AMERICAN EXPRESS
AID A00000025010801
TVR 000008000
TSI E800

AMEX	19.96
CHANGE	0.00
TOTAL NUMBER OF ITEMS SOLD =	4
12/20/17 12:25 2250 1 116 0981	

XX

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: Porter Ranch Meeting Date: 12/13/17

Budget Fiscal Year: 17-18 Agenda Item No: 9

Board Motion and/or Public Benefit Statement (CIP and NPG): November meeting

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
David Balen	Signer II	X					
Susan Gorman-Chang	VP	X					
Jennifer Milbauer		X					
Asaad Alnajjar		X					
Issam Najm	President	X					
Gabriel Khanlian	Secretary	X					
Becky Leveque		X					
Jason Hector		X					
Andrew Krowne	Treasurer	X					
Alex Kim		X					
Hassan Memarian		X					
Totals		11	0	0	0		

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: [Signature]

Print/Type Name: Andrew Krowne

Date: 12/13/17

Second Signer's Signature: [Signature]

Print/Type Name: David Balen

Date: 12/13/2017

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Porter Ranch
 Budget Fiscal Year: 17-18
 Board Motion and/or Public Benefit Statement (CIP and NPG): October MER

Meeting Date: 12/13/17
 Agenda Item No: 8


Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
David Balen	Signer II	X					
Susan Gorman-Chang	VP	X					
Jennifer Milbauer		X					
Asaad Alnajjar		X					
Issam Najm	President	X					
Gabriel Khanlian	Secretary	X					
Becky Leveque		X					
Jason Hector				X			
Andrew Krowne	Treasurer	X					
Alex Kim		X					
Hassan Memarian		X					
Totals		10	0	1	0		

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: 
 Print/Type Name: Andrew Krowne
 Date: 12/13/17

Second Signer's Signature: 
 Print/Type Name: David Balen
 Date: 12/13/2017

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Porter Ranch Meeting Date: 12/13/17

Budget Fiscal Year: 17-18 Agenda Item No: 17

Board Motion and/or Public Benefit Statement (CIP and NPG):
 Holiday Celebration plan & budget approval of up to \$352k

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
David Balen	Signer II	X					
Susan Gorman-Chang	VP	X					
Jennifer Milbauer		X					
Asaad Alnajjar		X					
Issam Najm	President	X					
Gabriel Khanlian	Secretary	X					
Becky Leveque		X					
Jason Hector		X					
Andrew Krowne	Treasurer	X					
Alex Kim		X					
Hassan Memarian		X					
Totals		11	0	0	0	0	0

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: *Andrew Krowne*

Print/Type Name: Andrew Krowne

Date: 12/13/17

Second Signer's Signature: *David Balen*

Print/Type Name: David Balen

Date: 12/13/2017



AppleOne Employment Services
P.O. Box 29048
Glendale CA 91209-9048
Tel: 818-240-8688
Email: specialbillingvms@ain1.com
TIN: 95-2580864

City of Los Angeles

Attn: Attn: Accounts Payable
PORTER RANCH NC
200 N. Main Street, Room 2005
LOS ANGELES, CA 90012

Invoice

Customer No: 00950101
Site No: 0071
Period Ending: Multiple
Invoice Date: 11/01/2017
Invoice No: S6870370
Amount Due: \$433.13
Payment Term: NET 49 DAYS

Name	Weekend	Inv Date	Ref Inv No	Reg Hr	Reg Rate	OT Hr	OT Rate	DT Hr	DT Rate	Misc Hr	Misc Rate	ACA Hr	ACA Rate	Tax	Amount	State	Office
POLLOCK, FRANCES	10/07/2017	10/11/2017	01-4641363	7.50	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$173.25	CA	1002
POLLOCK, FRANCES	10/14/2017	10/18/2017	01-4648387	3.25	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$75.08	CA	1002
POLLOCK, FRANCES	10/21/2017	10/25/2017	01-4654790	2.00	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$46.20	CA	1002
POLLOCK, FRANCES	10/28/2017	11/01/2017	01-4664840	6.00	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$138.60	CA	1002
Sub Total For:				18.75		0.00		0.00		0.00		0.00		\$0.00	\$433.13		
Grand Total Invoice Amount				18.75		0.00		0.00		0.00		0.00		\$0.00	\$433.13		

Please remit payment to: AppleOne Employment Services
P.O. Box 29048
Glendale, CA 91209-9048

You can now pay electronically through



Visit www.ApplePay.com or Call (866)898-7152 for details

Web TimeCard

Imaged on 10/10/2017

Client Name: City of Los Angeles D.O.N.E./Credit PORTER RANCH (009501010071)

Employee Name: Pollock, Frances

Serial Number: XZ51439817

Week Ending: 10/7/2017

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
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Thu	10/5/2017	6:00 PM	10:00 PM	0:00	4:00	4:00	0:00	0:00
Fri	10/6/2017	7:00 PM	10:30 PM	0:00	3:30	3:30	0:00	0:00

SubTotals					07:30	07:30	00:00	00:00
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Submitted By: Frances Pollock|564670 on 10/9/2017
 Preapproved By: Janet Mayo (AE) on 10/9/2017
 Approved By: Gabriel Khanlian|172664 on 10/10/2017
 Processed By: ajmartinez on 10/9/2017

Web TimeCard

Imaged on 10/31/2017

Client Name: City of Los Angeles D.O.N.E./Credit PORTER RANCH (009501010071)

Employee Name: Pollock, Frances

Serial Number: XZ73990317

Week Ending: 10/28/2017

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
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Fri	10/27/2017	5:00 PM	11:00 PM	0:00	6:00	6:00	0:00	0:00
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SubTotals					06:00	06:00	00:00	00:00
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Submitted By: Frances Pollock|564670 on 10/29/2017

Preapproved By: <not available> on <not available>

Approved By: Gabriel Khanlian|172664 on 10/30/2017

Processed By: ajmartinez on 10/30/2017

Web TimeCard

Imaged on 10/24/2017

Client Name: City of Los Angeles D.O.N.E./Credit PORTER RANCH (009501010071)

Employee Name: Pollock, Frances

Serial Number: XZ66380517

Week Ending: 10/21/2017

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Tue	10/17/2017	6:00 PM	8:00 PM	0:00	2:00	2:00	0:00	0:00

SubTotals 02:00 02:00 00:00 00:00

Submitted By: Frances Pollock|564670 on 10/22/2017
 Preapproved By: <not available> on <not available>
 Approved By: Gabriel Khanlian|172664 on 10/23/2017
 Processed By: ajmartinez on 10/23/2017

Web TimeCard

Imaged on 10/17/2017

Client Name: City of Los Angeles D.O.N.E./Credit PORTER RANCH (009501010071)

Employee Name: Pollock, Frances

Serial Number: XZ58832617

Week Ending: 10/14/2017

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Wed	10/11/2017	6:15 PM	9:30 PM	0:00	3:15	3:15	0:00	0:00

SubTotals					03:15	03:15	00:00	00:00
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Submitted By: Frances Pollock|564670 on 10/15/2017
 Preapproved By: <not available> on <not available>
 Approved By: Gabriel Khanlian|172664 on 10/16/2017
 Processed By: ajmartinez on 10/17/2017

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Porter Keith Meeting Date: 10/11/17

Budget Fiscal Year: 17-18 Agenda Item No: 18b

Board Motion and/or Public Benefit Statement (CIP and NPG): Approve monthly reoccurring vendors per budgeted amount.

Vote Count

Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Issam Najm		X					
Susan Gama-Cheng		X					
Gabriel Khalifa		X					
Andrew Krause		X					
David Balen		X					
Assad Almagjjar		X					
Jason Hector		X					
Alex Kim					X		
Becky Levesque					X		
Hassan Memarian		X					
Jennifer Milbever					X		
Totals							

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: [Signature] Second Signer's Signature: [Signature]
 Print/Type Name: Andrew Krause Print/Type Name: David Balen
 Date: 10/11/17 Date: 10/11/2017