

Monthly Expenditure Report



Reporting Month: November 2022 Budget Fiscal Year: 2022-2023

NC Name: Porter Ranch
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$31674.68	\$1380.39	\$30294.29	\$2113.81	\$1500.00	\$26680.48

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$19750.00	\$272.99	\$12358.33	\$2113.81	\$10244.52
Outreach		\$107.40		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$7250.00	\$0.00	\$7250.00	\$0.00	\$7250.00
Neighborhood Purpose Grants	\$5000.00	\$1000.00	\$1000.00	\$0.00	\$1000.00
Funding Requests Under Review: \$1500.00		Encumbrances: \$0.00		Previous Expenditures: \$10011.28	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	STORAGE ETC. CHATSW	11/01/2022	Storage rental	General Operations Expenditure	Office	\$173.00
2	Microsoft Subscription	11/20/2022	Microsoft Renewal	General Operations Expenditure	Office	\$69.99
3	MICROSOFT STORE	11/25/2022	Microsoft subscription for word and outlook.	General Operations Expenditure	Office	\$99.99
4	Microsoft Subscription	11/25/2022	Microsoft subscription for word and outlook.	General Operations Expenditure	Office	\$-69.99
5	EIG HOSTGATOR.COM	11/29/2022	Porter Ranch NC Email server	General Operations Expenditure	Outreach	\$107.40
6	Devonshire is S.O.L.I.D.	11/17/2022	Motion to approve NPG to Devonshire is SOLID for \$1000.00 for remodeling, flooring, and furniture at Devonshire station.	Neighborhood Purpose Grants		\$1000.00
Subtotal:						\$1380.39

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total

1	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/05/2022	Motion to approve revised 2022-23 admin packet.	General Operations Expenditure	Office	\$466.00
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/05/2022	Motion to approve revised 2022-23 admin packet.	General Operations Expenditure	Office	\$512.50
3	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/05/2022	Motion to approve revised administrative packet for 2022-23.	General Operations Expenditure	Office	\$660.00
4	APPLEONE EMPLOYMENT SERVICES	12/07/2022	Motion to approve revised 2022-23 admin packet.	General Operations Expenditure	Office	\$185.60
5	APPLEONE EMPLOYMENT SERVICES	12/07/2022	Motion to approve 2022-23 admin packet.	General Operations Expenditure	Office	\$289.71
	Subtotal: Outstanding					\$2113.81

Order history

View All categories Ordered within Past 3 months

November 25, 2022 | Order number 1793100351



Microsoft 365 Family
\$99.99 | Subscription

Completed

Manage subscription

Total \$99.99

Paid with MasterCard **3828

Show details

November 19, 2022 | Order number 9cbbc5f9-db5d-4372-8ade-a3573a9f4fc4



Microsoft 365 Personal
\$69.99 | Subscription

Refunded \$69.99

Manage subscription

Total \$0.00

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Show details

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Total \$0.00

Paid with MasterCard **3828

Show details

Storage Etc. - Chatsworth
20550 Lassen Street
Chatsworth, CA 91311
818-576-8955

Payment Receipt

Porter Ranch Neighborhood Council

Date Printed November 1, 2022
Payment Date November 1, 2022 12:33 PM

P.O. Box 7337
Porter Ranch CA 91327-7337

Unit D202
Receipt Number 98522
Paid Thru November 30, 2022
By JH

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
11/01/22	D202	Rent 11/1-11/30	164.00	0.00	0.00	164.00	164.00	Master Card
11/01/22	D202	Insurance 11/1-11/30	9.00	0.00	0.00	9.00	9.00	Master Card

Taxes	0.00
Payment (less tax)	173.00
Payment Subtotal	173.00
Credits Applied	0.00
Refunds Applied	0.00
Total Applied to Account	173.00

Current Account Balance	0.00
Paid By	Master Card *****3828
Paid Thru Date	November 30, 2022

Transaction Type Sale

Authorization 054470
Reference p1_txn_636174953ddd8a2813f0c02

I agree to pay the above amount according to the card issuer statement.

x _____

From: **Microsoft** microsoft-noreply@microsoft.com
Subject: Your 1 year subscription to Microsoft 365 Personal has been renewed
Date: November 19, 2022 at 9:31 PM
To: jasonhector@pnc.org

M



Your 1 year subscription to Microsoft 365 Personal has been renewed

Your subscription was successfully renewed on Sunday, November 20, 2022. On your next renewal date, Monday, November 20, 2023, USD 69.99 plus applicable taxes will be charged.

Sign into your Microsoft account to manage your subscriptions, including changing your payment method or canceling a subscription to prevent future charges.

You will receive a refund of your most recent recurring billing charge if you cancel your subscription and request a refund within 30 days after being charged. This refund right is limited to one time, per Microsoft Account per subscription product.
[How do I cancel my subscription?](#)

[Manage your subscription >](#)

Subscription Information

Subscription: Microsoft 365 Personal

Order Number: 9cbbc5f9-db5d-4372-8ade-a3573a9f4fc4

Plan Price: USD 69.99 plus applicable taxes/1 year

Renewal Date: November 20, 2023

Dates are displayed per Coordinated Universal Time. Order date may vary based on your location.

[Privacy Statement](#)

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052

Invoice 85425990

Billed From	Billed To	Invoice ID	Purchase Date	Customer ID
HostGator.com PO BOX 947079 Atlanta, GA 30394-7079 United States of America (866) 964-2867 Overnight/Express Payment Options	PRNC Communications P.O. Box 7337 Porter Ranch, CA 91327 US 18183225589	85425990	2022-11-30	2189572

Invoice Contents

Product	Plan	Unit Price	Term	Total
Shared Hosting	Hatchling	\$8.95/mo	1 Year *	\$107.40
			Tax:	\$0.00
				Show Details [+]
Subtotal:				\$107.40
Prior Payments:				\$107.40
Amount Due:				\$0.00

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. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: PORTER RANCH

SECTION I - APPLICANT INFORMATION

- 1a) Devonshire is S.O.L.I.D 95-4418512 California 1/20/1993
Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)
- 1b) P.O. Box 7181 Northridge CA 91327
Organization Mailing Address City State Zip Code
- 1c) 10250 Etiwanda Ave Northridge CA 91325
Business Address (if different) City State Zip Code
- 1d) **PRIMARY CONTACT INFORMATION:**
Tapio Kartiala (Treasurer) 818.368.4861 tkartiala@gmail.com
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 Signed letter on School Letterhead Attach IRS Determination Letter
- NA
 3) *Name / Address of Affiliated Organization (if applicable) City State Zip Code*

SECTION II - PROJECT DESCRIPTION

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

This trailer was gifted to the SLO and CRO Officers many years ago as an office. As time has passed, the workstations have begun to breakdown and some of the equipment has stopped working. The desks have broken hinges and drawers are difficult to use, as they will fall out if completely opened, making it a hazard. There is limited storage space for each officer, causing them to store items beneath the desks or stacked on the desks, with little workspace. Please review the attached estimate from Workspace Interiors to replace the furniture in the trailer.

- 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)

This office greets many people from all over the city including Council members, Assembly people, Deputy Chiefs, Chiefs and other high-profile individuals. Upon walking in, it does not look like an aesthetically pleasing environment. There is nowhere to offer a seat to anyone. We would like a professional looking environment that we can be proud of since this office represents Devonshire Division. Funding from your Neighborhood Council would significantly help SOLID bring this project to completion.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	FURNITURE (see attached estimate)	\$1,000	\$55,358
	REMODEL, FLOORING, STAIRCASE, FURNITURE INSTALLATION	\$0	\$23,785
		\$	\$

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

☒ No ☐ Yes If Yes, please list names of NCs: In the process of contacting other NC's to be put on their agendas

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

Source of Funding	Amount	Total Projected Cost
All 8 Council District 12 Neighborhood Councils	\$40,000	\$79,141
S.O.L.I.D. (Supporters of Law enforcement in Devonshire)	\$39,141	\$79,141
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$1,000

10a) Start date: 09/16/22 10b) Date Funds Required: 11/15/22 10c) Expected Completion Date: 11/30/22
(After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

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

☒ No ☐ Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant
Becky Laveque	SOLID Honorary Board Member

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 NC Funding Program 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 the documents "What is a Public Benefit," and "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 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*

<u>Dianne Kartiala</u>	<u>President</u>	<u>Dianne Kartiala</u>	<small>Digitally signed by Dianne Kartiala Date: 2022.04.05 14:04:15 -0700</small>	<u>10/10/2022</u>
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>		<i>Date</i>

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

<u>Yolanda Petroski</u>	<u>Secretary</u>	<u>Yolanda Petroski</u>	<small>Digitally signed by Yolanda Petroski Date: 2022.04.05 14:00:44 -0700</small>	<u>10/10/2022</u>
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>		<i>Date</i>

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248167147
June 05, 2015 LTR 4168C 0
95-4418512 000000 00
00018446
BODC: TE

DEVONSHIRE IS S O L I D
PO BOX 7181
NORTHRIDGE CA 91327



003343

Employer Identification Number: 95-4418512
Person to Contact: Ms Wittwer
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your May 27, 2015, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in March 1994.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248167147
June 05, 2015 LTR 4168C 0
95-4418512 000000 00
00018447

DEVONSHIRE IS S O L I D
PO BOX 7181
NORTHRIDGE CA 91327

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Doris P. Kenwright

Doris Kenwright, Operation Mgr.
Accounts Management Operations 1

Administrative Services Division

Neighborhood Council (NC) Funding Program

Action Certification Form

Name: Porter Ranch Neighborhood Council

Fiscal Year: 2022-23

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

14- Motion
at Devonsh
Reconfirmi
for \$1000

Method of Payment: (Select One)

☐ Check

Administrative Services Division

Board Action Certification Form



Meeting Date: November 9, 2022

Agenda Item No: 14

14- Motion to approve \$1000 to Devonshire S.O.L.I.D for remodel, flooring, and furniture at Devonshire station with updated completion date of Nov 30, 2022. This motion is Reconfirming the motion brought to the table on September 14, 2022 that was approved for \$1000

☐ Check☐ Credit Card☐ Board Member Reimbursement

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 First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
DR BRIGHT AREGS						X	.
DAVID BALEN							X
HILDA SARKISYAN		X					
JASON HECTOR	TREASURER		X				
LUIS RAMIREZ					X		
BECKY LEVEQUE					X		
BRANDII GRACE			X				
JENNIFER IBRAHIM		X					
VAS SINGH	VICE PRESIDENT	X					
CHRISTINE DEMIRTSHIAN	SECRETARY	X					
GABRIEL KHANLIAN	PRESIDENT	X					
Quorum: 6	Total:	5	2		2	1	1

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 _____

J.H.

Second Signer's Signature

[Signature]

Print/Type Name:

Jason Hector

Print/Type Name: gabriel khanlian

Date: 11-09-2022

Date: 11-09-2022