Monthly Expenditure Report



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

NC Name: Porter Ranch Neighborhood Council

Monthly Cash Reconciliation							
Beginning Balance	Total Spent	Commitments	Net Available				
\$30294.29	\$2742.81	\$27551.48	\$1500.00	\$0.00	\$26051.48		

	Monthly Cash Flow Analysis										
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available						
Office		\$2742.81		\$0.00							
Outreach	\$19750.00	\$0.00	\$9615.52	\$0.00	\$9615.52						
Elections		\$0.00		\$0.00							
Community Improvement Project	\$7250.00	\$0.00	\$7250.00	\$0.00	\$7250.00						
Neighborhood Purpose Grants	\$5000.00	\$0.00	\$1000.00	\$1500.00	\$-500.00						
Funding Requests Under Review: \$0.00 Encumbrances: \$0.00 Previous Expenditures: \$113				tures: \$11391.67							

Expenditures									
#	Vendor	Date	Description	Budget Category	Sub-category	Total			
1	STORAGE ETC. CHATSW	12/01/2022	Storage rental	General Operations Expenditure	Office	\$173.00			
2	EIG CONSTANTCONTACT.CO	12/13/2022	news letter email blast system	General Operations Expenditure	Office	\$456.00			
3	APPLEONE EMPLOYMENT SERVICES	12/07/2022	Motion to approve revised 2022-23 admin packet.	General Operations Expenditure	Office	\$185.60			
4	APPLEONE EMPLOYMENT SERVICES	12/07/2022	Motion to approve 2022-23 admin packet.	General Operations Expenditure	Office	\$289.71			
5	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/05/2022	Motion to approve revised 2022-23 admin packet.	General Operations Expenditure	Office	\$466.00			
6	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/05/2022	Motion to approve revised 2022-23 admin packet.	General Operations Expenditure	Office	\$512.50			
7	WENDY L. MOORE / MOORE BUSINESS RESULTS	12/05/2022	Motion to approve revised administrative packet for 2022-23.	General Operations Expenditure	Office	\$660.00			
	Subtotal:					\$2742.81			

#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Chatsworth Charter HS	12/21/2022	Motion to approve NPG for \$1500 to Chatsworth Charter High School for VEX Robotics.	Neighborhood Purpose Grants		\$1500.00
	Subtotal: Outstanding	g				\$1500.00

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

Payment Receipt

Date Printed

December 1, 2022

Porter Ranch Neighborhood Council

Payment Date December 1, 2022 12:59 PM

P.O. Box 7337

Porter Ranch CA 91327-7337

Unit

D202

Receipt Number 99192

Paid Thru

December 31, 2022

By JH

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
12/01/22	D202	Rent 12/1-12/31	164.00	0.00	0.00	164.00	164.00	Master Card
12/01/22	D202	Insurance 12/1-12/31	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 Paid Thru Date

Master Card *****3828

December 31, 2022

Transaction Type Sale

Authorization 008972

Reference p1_txn_63891593a9a39133fa831c3

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



Print

Billing Activity - Invoices

Porter Ranch NC Today's Date: 12/19/2022

User Name: Attn: Gabriel Khanlian

200 N Spring Street Rm 224

Los Angeles CA 90012

US

P: 818-217-0279

Invoices from 11/19/2022 to 12/19/2022

Date Description Charge Amount Credit Amount

12/13/2022 Invoice #1670919233 \$76.00

Constant Contact - Email Plus

2501-5000 Contacts \$95.00

Max Period Contacts: 3784

From 11/13/2022 to 12/13/2022

Prepay for 20% Off

(\$19.00) From 11/13/2022 to 12/13/2022

Billing questions? Contact Support

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

Gabriel Khanlian - PRNC

From: Constant Contact Billing <notification@constantcontact.com>

Sent: Tuesday, December 13, 2022 12:14 AM

To: communications@prnc.org

Subject: Constant Contact Payment Receipt for Gabriel Khanlian



Payment Receipt for December 13, 2022

Thank you for your recent payment. Your payment receipt is found below.

Attention: Gabriel Khanlian Porter Ranch NC 200 N Spring Street Rm 224 Los Angeles, CA 90012 US 818-217-0279

User Name: porterranchno

Today's Date: December 13, 2022

Payment Date: December 13, 2022

Payment Method: MC (last 4 digits: 4987)

Amount: \$456.00

Thank you for your payment!

Amounts shown may reflect sales tax which is applicable in certain areas.

You can view payment receipts at any time in the Billing tab of your account.

Important Notice: To help maintain Constant Contact's strong sending reputation, we have implemented a monthly email send allowance and overage fee if the allowance is exceeded. This charge will be reflected on your next invoice, if you exceed the allowance. While most of our customers won't be impacted, <u>click here</u> to learn more.

We appreciate your business.
Best Regards,
Constant Contact Billing
1601 Trapelo Road, Suite 329 - Waltham, MA 02451

Questions? Please give us a call! US / Canada Toll Free: (855) 229-5506

UK Toll Free: 0808-234-0942

Outside US / Canada: 0808-234-0945

Need to cancel your account? Just give us a call!

US / Canada Toll Free: 855-229-5506

UK Toll Free: 0808-234-0945

Outside US / Canada: +1 781-472-8120

Please do not reply to this email, as the reply address does not go to a monitored mailbox. If you have additional questions, please visit our Help Center at https://www.constantcontact.com/help.

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<u>Print</u>

Billing Activity

Porter Ranch NC Attn: Gabriel Khanlian 200 N Spring Street Rm 224 Los Angeles CA 90012 P: 818-217-0279

Today's Date: 12/16/2022 User Name:

Billing Activity from 05/01/2022 to 12/16/2022

Date	Description	Charge Amount Credit A	Amount
12/13/2022	Invoice #1670919233	\$76.00	
12-13-2022 03:13:53 AM	Payment - Credit Card (MasterCard) *********4987	•	\$456.00
11/13/2022	Invoice #1668327247	\$76.00	
10/13/2022	Invoice #1665645239	\$76.00	
09/13/2022	Invoice #1663053214	\$76.00	
08/13/2022	Invoice #1660374846	\$76.00	
07/13/2022	Invoice #1657696456	\$76.00	
06/13/2022	Invoice #1655151739	\$76.00	
06-08-2022 05:00:45 AM	I Payment - Credit Card (MasterCard) **********4987		\$380.00
05/13/2022	Invoice #1652446392	\$76.00	

Billing questions? <u>Contact Support</u> Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US



City of LA Dept. of Neighborhood Empowerment

Invoice

Accounts Payable
PORTER RANCH NC
LOS ANGELES, CA 90012

Customer No: 00950101
Site No: 0071
Period Ending: 11/12/2022
Invoice No: S9304323
Amount Due: \$185.60

Payment Term: UPON RECEIPT

AppleOne Employment Services P.O. Box 29048 Glendale CA 91209-9048

Tel: 818-240-8688

Email: specialbillingvms@ain1.com

TIN: 95-2580864

Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Gabriel	Porter Ranch Nc/Credit	Chapman, Margaret	11/12/2022	11/16/2022	3.25	\$25.60	0.00	\$0.00	0.00	0	\$83.20
C-132956	Gabriel	Porter Ranch Nc/Credit	Chapman, Margaret	10/29/2022	11/02/2022	4.00	\$25.60	0.00	\$0.00	0.00	0	\$102.40
Sub To	otal For :	Chapma	an, Margaret			7.25		0.00		0.00		\$185.60
	nvoice Amount					7 25		0.00				¢495 60

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

Date: 12/1/2022 1:50 Page 1 of 1



City of LA Dept. of Neighborhood Empowerment

Invoice

Accounts Payable PORTER RANCH NC LOS ANGELES, CA 90012

Customer No: 00950101 Site No: 0071 **Period Ending:** 10/19/2022 Invoice No: S9268573 \$289.71

Amount Due:

Payment Term: **UPON RECEIPT**

AppleOne Employment Services P.O. Box 29048 Glendale CA 91209-9048

Tel: 818-240-8688

Email: specialbillingvms@ain1.com

TIN: 95-2580864

Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Gabriel	Porter Ranch Nc/Credit	Chapman, Margaret	10/15/2022	10/19/2022	3.90	\$25.60	0.00	\$0.00	0.00	0	\$99.84
C-132956	Gabriel	Porter Ranch Nc/Credit	Chapman, Margaret	10/01/2022	10/05/2022	5.25	\$25.60	0.00	\$0.00	0.00	0	\$134.40
C-132956	Gabriel	Porter Ranch Nc/Credit	Chapman, Margaret	10/08/2022	10/12/2022	2.17	\$25.60	0.00	\$0.00	0.00	0	\$55.47
Sub To	tal For :	Chapm	an, Margaret			11.32		0.00		0.00		\$289.71
Grand Total Ir	nvoice Amount					11.32		0.00		0.00		\$289.71

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

Date: 11/3/2022 12:26 Page 1 of 1



Invoice #PRNC 2022 1201

Number

Date December 1, 2022

Gabriel Khanlian 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. #7524 Northridge, CA 91327

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

Communications services: 3.42 hrs at \$125/hr	427.50
Developer services: .5 hrs at \$77/hr	38.50
Total Amount Due:	\$466.00

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
11/7/2022	Agenda and docs. Armenian forum on calendar. Eblast. FB/Nd	1.00
	Minutes. Archive old news. 2023 Meetings. Cancel Dec meeting.	
11/10/2022	Calendar: tree lighting, parade. SOLID NPG on news.	0.58
11/17/2022	Thx, tree lighting on Fb	0.34
11/21/2022	Hike on calendar	0.17
	Calendar: Coffee with a cop, Public Works Career Fair, Fair Housing Meeting, PALS Blood Drive, PALS toy giveaway, Gun	
11/29/2022	Buyback, Winter Wonderland Schedule on Fb	0.75
11/30/2022	Holiday event eblast	0.58
	Communications Total	3.42
11/6/2022	Developer completes drupal upgrade	0.50



Invoice #PRNC 2022 1101

Number

Date November 1, 2022

Gabriel Khanlian 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. #7524 Northridge, CA 91327

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

Communications services: 4.10 hrs at \$125/hr	512.50
Total Amount Due:	\$512.50

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
10/5/2022	Omudsman meeting on Fb/ Eblast	0.25
10/6/2022	Recording. Blood drive on calendar. Eblast on burglary crew. Fb/Nd	0.50
10/7/2022	Ghostbusters movie night on calendar	0.17
10/10/2022	Agenda. Eblast	0.58
10/17/2022	Minutes. Public Comment list on news/Fb. Update email forwarding. Update board page.	0.92
10/18/2022	Update board member photo and email	0.17
10/20/2022	Socalgas scholarships on news	0.17
10/22/2022	Calendar: Bikefest, Foodie Fest, Northridge Rec Ctr Halloween	0.25
10/25/2022	Burglary crew update	0.17
10/26/2022	Calendar: Aliso Meeting, Elections, Coffee with a Cop, VST Fundraiser, Etching event, fro you with an SLO. Eblast. Fb/Nd	0.67
10/27/2022	Aliso and event eblast	0.25
	Total	4.10



Invoice #PRNC 2022 1001

Number

Date October 1, 2022

Gabriel Khanlian 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. #7524 Northridge, CA 91327

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

Communications services: 5.28 hrs at \$125/hr	660.00
Total Amount Due:	\$660.00

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
9/8/2022	Agenda and docs. Calendar: pasta dinner, congress, employment webinar, lapd hiring fair. Eblast. Fb/Nd	1.34
9/14/2022	Video on FB/home. Meeting reminder FB. Reseda off ramp update	1.17
9/15/2022	News about reseda off ramp, Ombudsman. Ice cream social on calendar	1.34
9/16/2022	Eblast. Fb/Nd	0.58
9/17/2022	Oakridge Park Event on Fb	0.17
9/18/2022	Shepherd Loves Local on Fb	0.17
9/20/2022	Special agenda	0.17
9/22/2022	Calendar: LAFD Girls Camp, Devonshire Meeting, Coffee with a Cop. Fb	0.34
	Total	5.28