Monthly Expenditure Report



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

NC Name: Porter Ranch Neighborhood Council

Monthly Cash Reconciliation								
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available			
\$23823.73	\$998.01	\$22825.72	\$742.50	\$0.00	\$22083.22			

Monthly Cash Flow Analysis									
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available				
Office		\$998.01		\$742.50					
Outreach	\$19750.00	\$0.00	\$6389.76	\$0.00	\$5647.26				
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	\$-500.00	\$0.00	\$-500.00				
Funding Requests Und	der Review: \$0.00	Encumbra	nces: \$0.00	Previous Expenditures: \$17862.23					

Expenditures									
#	Vendor	Date	Description	Budget Category	Sub-category	Total			
1	STORAGE ETC. CHATSW	03/08/2023	Storage	General Operations Expenditure	Office	\$173.00			
2	APPLEONE EMPLOYMENT SERVICES	03/08/2023	Motion to approved 2022-23 revised administrative packet.	General Operations Expenditure	Office	\$89.60			
3	APPLEONE EMPLOYMENT SERVICES	03/08/2023	Motion to approve revised 2022-23 administrative packet.	General Operations Expenditure	Office	\$149.33			
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	03/08/2023	Motion to approved revised 2022-23 administrative packet.		Office	\$586.08			
	Subtotal:					\$998.01			

Outstanding Expenditures										
#	Vendor	Vendor Date Description Budget Category				Total				
1	7 MOORE 03/09/2023 adn		Motion to approve revised administrative packet for 2022-23.	dministrative packet for Operations						
	Subtotal: Outstanding	9				\$742.50				

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

Payment Receipt

Date Printed

March 8, 2023

Porter Ranch Neighborhood Council

Payment Date March 8, 2023 9:45 AM

P.O. Box 7337

Porter Ranch CA 91327-7337

Unit D202 Receipt Number 101438

Paid Thru March 31, 2023

By SL

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
03/01/23	D202	Rent 3/1-3/31	164.00	0.00	0.00	164.00	164.00	Master Card
03/01/23	D202	Insurance 3/1-3/31	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

Master Card *****8938

Paid Thru Date March 31, 2023

Transaction Type Sale

Authorization 024453

Reference p1_txn_6408c9cdccddd04226b8344

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

Λ _____



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: 11/26/2022
Invoice No: S9346934
Amount Due: \$89.60

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	11/26/2022	12/01/2022	3.50	\$25.60	0.00	\$0.00	0.00	0	\$89.60
Sub To	tal For :	Chapma	an, Margaret			3.50		0.00		0.00		\$89.60
Grand Total In	Grand Total Invoice Amount					3.50		0.00		0.00		\$89.60

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: 1/6/2023 10:27 Page 1 of 1

Office of the City Clerk Administrative Services Division Neighborhood Council (NC) Funding Program Board Action Certification Form Meeting Date: NC Name: Porter Ranch Neighborhood Council Agenda item No: 16 Budget Fiscal Year: 2022-23 Motion to approve revised 2022-23 administrative packet. Board Motion and/or Public Benefit Statement (CIP and NPG): ☐ Board Member Reimbursement Method of Payment: (Select One) Vote Count Recused Boardmembers must leave the room prior to any discussion and may not return to the roon until after the vote is complete. Abstain Absent Ineligible Recused No Yes **Board Member First and Last Name Board Position** DAVID BALEN X HILDA SARKISYAN x JASON HECTOR 1 TREASURER × LUIS RAMIREZ x BECKY LEVEQUE × BRANDII GRACE JENNIFER IBRAHIM × VAS SINGH 2 VICE PRESIDENT X CHRISTINE DEMIRTSHIAN SECRETARY × GABRIEL KHANLIAN PRESIDENT × 2 8 0 Total: 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 Neighborhgod Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present. Second Signer's Signature Treasurer's Signature (Schnel Print/Type Name: Jaco Print/Type Name:



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: 02/11/2023
Invoice No: S9414000
Amount Due: \$149.33

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	02/11/2023	02/15/2023	5.83	\$25.60	0.00	\$0.00	0.00	0	\$149.33
Sub To	tal For :	Chapma	an, Margaret			5.83		0.00		0.00		\$149.33
Grand Total In	nvoice Amount					5.83		0.00		0.00		\$149.33

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: 3/2/2023 2:24 Page 1 of 1

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Invoice #PRNC 2023 0301

Number

Date March 1, 2023

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: 4.44 hrs at \$132/hr	586.08
Total Amount Due:	\$586.08

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
2/3/2023	Agenda	0.50
2/4/2023	Special agenda	0.17
2/5/2023	Meeting Materials	0.17
2/6/2023	Cancel meeting. Meeting eblast	0.17
2/8/2023	Shelter training on calendar. Elections on news	0.50
	Recording. Air monitoring meetings on calendar and CC	
2/9/2023	template.	0.42
2/13/2023	Budget letter. Neighborhood watch on calendar, Fb/lg	0.25
2/15/2023	Candidate Info session on calendar. Run eblast. Revise blast	0.83
2/16/2023	Neighborhood watch and coffee with a cop on the calendar	0.17
	Free tax prep on news. Disaster fair on calendar. Fb. Archive old	
2/23/2023	news	0.34
	Socalgas hearings on calendar, Fb. Draft eblast. Snow on	
2/27/2023	slideshow. FB	0.75
2/28/2023	Revise eblast	0.17
	Communications Total	4.44

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