

# Monthly Expenditure Report



**Reporting Month: May 2025**

**Budget Fiscal Year: 2024-2025**

**NC Name: Porter Ranch  
Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$15162.06	\$1980.53	\$13181.53	\$727.12	\$0.00	\$12454.41

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$20604.00	\$1080.53	\$7241.82	\$227.12	\$7014.70
Outreach		\$900.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$15000.00	\$0.00	\$15000.00	\$0.00	\$15000.00
Neighborhood Purpose Grants	\$6500.00	\$0.00	\$500.00	\$500.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$17381.65	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY STORAGE ETC. CHATS	05/01/2025	Storage unit	General Operations Expenditure	Office	\$206.00
2	CHICK-FIL-A #03827	05/14/2025	Meeting Food	General Operations Expenditure	Office	\$501.66
3	PARTNERS IN DIVERSITY	05/14/2025	Notetaker	General Operations Expenditure	Office	\$74.35
4	TRADER JOE S #184	05/14/2025	Meeting refreshments	General Operations Expenditure	Office	\$46.98
5	SMART AND FINAL 528	05/14/2025	Meeting refreshments	General Operations Expenditure	Office	\$46.18
6	SHEPHERD COMMUNITY FND	05/22/2025	Advertisement in Shepherd 4th of July program 1/4 page	General Operations Expenditure	Outreach	\$900.00
7	WENDY L. MOORE / MOORE BUSINESS RESULTS	05/07/2025	Motion to approve 2024-2025 revised annual budget.	General Operations Expenditure	Office	\$205.36
<b>Subtotal:</b>						<b>\$1980.53</b>

Outstanding Expenditures
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#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Granada Hills Community Foundation	12/09/2024	Motion to approve NPG of \$500 to Granada Hills Community Foundation for Holiday Parade.	Neighborhood Purpose Grants		\$500.00
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	06/02/2025	Motion to approve 2024-25 revised administrative packet.	General Operations Expenditure	Office	\$227.12
<b>Subtotal: Outstanding</b>						<b>\$727.12</b>

# TRADER JOE'S

10330 Mason Ave.  
Chatsworth, CA 91311  
Store #0184 - 818 341-3010

OPEN 8:00AM TO 9:00PM DAILY

## SALE TRANSACTION

COCONUT MACAROONS	\$2.99
COOKIES LEMON FLOWERS	\$5.99
COCONUT MACAROONS	\$2.99
HALF MOON COOKIES	\$6.98
2 @ \$3.49	
MINI MOUSSE FLOWERS	\$27.93
7 @ \$3.99	
BAG FEE.	\$0.10

Items in Transaction:13

Balance to pay	\$46.98
MasterCard	\$46.98

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## PAYMENT CARD PURCHASE TRANSACTION CUSTOMER COPY

MASTERCARD	*****4937
Type: CONTACTLESS	Auth Code: 059564
MID: *****27013	TID: ****6000
TOTAL PURCHASE	\$46.98

No Cardholder Verification

Please retain for your records

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B, Jonathan

STORE	TILL	TRANS.	DATE
0184	2	274235	05-14-25 10:25

THANK YOU FOR SHOPPING AT  
TRADER JOE'S  
[www.traderjoes.com](http://www.traderjoes.com)



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

# Payment Receipt

Porter Ranch Neighborhood Council

Date Printed May 1, 2025  
Payment Date May 1, 2025 3:18 PM

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

Unit D202  
Receipt Number 118291  
Paid Thru May 31, 2025  
By AS

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
05/01/25	D202	Rent 5/1-5/31	197.00	0.00	0.00	197.00	197.00	Master Card
05/01/25	D202	Insurance 5/1-5/31	9.00	0.00	0.00	9.00	9.00	Master Card

Taxes 0.00  
Payment (less tax) 206.00  
Payment Subtotal 206.00  
Credits Applied 0.00  
Refunds Applied 0.00  
Total Applied to Account 206.00

Current Account Balance 0.00  
Paid By Master Card \*\*\*\*\*8938  
Paid Thru Date May 31, 2025

Transaction Type Sale

Authorization 001194  
Reference p1\_txn\_6813f338dfaf87fefbaccd2

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

x \_\_\_\_\_

Welcome to Chick-fil-A  
Devonshire & Reseda FSR (# 03827)  
Northridge, CA  
Operator: Lindsay Bankhardt  
(818) 741-1234  
www.cfa-devonshirereseda.com

CUSTOMER COPY  
5/14/2025 5:00:28 PM  
DELIVERY

Order Number: 6770147

Guest: Jason Hector  
Phone: 818-357-9658  
Secondary Contact:  
Phone:  
Number of People: 35  
Paper Goods: Yes  
Event Type: Office Meeting  
Address:  
19010 Castibay Lane  
Los Angeles, CA 91326

Promised Time: 5/14/2025 5:30 PM

Online Order Number: 87345

1 8oz Bottle CFA	0.00
1 8oz Bottle Ranch	0.00
2 ChillGr1 Tray LG	175.00
1 Fruit Tray	54.50
1 Mac&Chz Tray SM	57.00
1 Nug Tray LG	170.50
1 Cookie 6 Ct	12.35
1 Promo Free	(12.35)

We'd like to offer you a free  
Chick-fil-A Chicken Sandwich  
(Original or Spicy)  
as a thank you for  
completing our survey  
within 2 days of your visit.

[www.cfacateringfeedback.com](http://www.cfacateringfeedback.com)  
Serial Num: 1471306-03827-1700-0514-98

At the end of the survey, your email  
will be required in order for us  
to send your free sandwich offer.

Bag Fee	\$0.10
Sub. Total:	\$457.10
Tax:	\$44.56
Total:	\$501.66
Discount Total:	(\$12.35)

Change	\$0.00
Mastercard:	\$501.66
Register: 6	Tran Seq No: 6770147
Cashier: Aidan	

It was a pleasure serving you!  
Have a wonderful day.  
Forgot to scan the app?  
[one.chick-fil-a.com/forgot2scan](http://one.chick-fil-a.com/forgot2scan)  
Restroom Code: 62639

May 14 2025 5:00 pm



**PARTNERS IN DIVERSITY, INC.**  
A Small Business, Women Owned Enterprise

**Remit to: Partners In Diversity, Inc.**

Partners In Diversity, Inc.  
P.O. Box 654  
South Pasadena, CA 91031-0654

Neighborhood Council - Porter Ranch  
19010 Castlebay Lane  
Porter Ranch, CA 91326

**INVOICE**

Invoice Amount
<b>\$74.35</b>

Payment Terms	Invoice Date
Due On Receipt	05/05/2025
Invoice No.	Customer No.
44650	2030
PO Number: C-146992	

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council - Porter Ranch	Corporate	2030	Due On Receipt

Description	Type	Units	Rate	Amount
<b>Week ending: 04/13/2025</b>				
Libang, Cassandra J Minute Taker	Reg	2.50	\$29.74	\$74.35
<b>Total This Week ending:</b>				<b>\$74.35</b>

<b>Reg: 2.5 OT: 0 DT: 0</b>	<b>Total - This Invoice:</b>	<b>\$74.35</b>
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Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

[1]

[1]

[1]

Receipt from Shepherd Community Foundation

Receipt #1401-5431

Amount paid

\$900.00

Date paid

May 22, 2025, 5:02:33 PM

Payment method

- 4937

Summary

1/4 Page Ad

Business Card Size Ad x 1

\$900.00

Amount paid

\$900.00

If you have any questions, contact us at [mrodriguez@shepherdchurch.com](mailto:mrodriguez@shepherdchurch.com) or call us at +1 818-831-9333 [2].

Something wrong with the email? [View it in your browser.](#) [3]

You're receiving this email because you made a purchase at Shepherd Community Foundation, which partners with Stripe [4] to provide invoicing and payment processing.





Invoice #PRNC 2025 0501  
Number

Date May 1, 2025

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

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Communications Services	205.36
<b>Total Amount Due:</b>	<b>205.36</b>

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	Fees
4/3/2025	Agenda & docs. Eblast	0.50	68.00
4/4/2025	Finalize eblast and send. Fb/lg	0.17	23.12
4/8/2025	Pancake breakfast/car show, fire meeting	0.17	23.12
4/21/2025	Drone first responders on news	0.25	34.00
4/25/2025	Coffee with a cop on calendar, social with pancake bkfst. News: St. Baldricks, Hampton ribbon cutting. Archive old news	0.42	57.12
	Total	1.51	205.36

