

# Monthly Expenditure Report



Reporting Month: October 2019

Budget Fiscal Year: 2019-2020

NC Name: Porter Ranch  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$33721.19	\$2205.22	\$31515.97	\$1226.53	\$250.00	\$30039.44

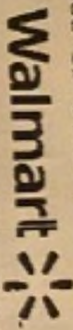
Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$30500.00	\$2139.05	\$19811.36	\$476.53	\$19334.83
Outreach		\$66.17		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$9000.00	\$0.00	\$5800.00	\$0.00	\$5800.00
Neighborhood Purpose Grants	\$2500.00	\$0.00	\$2000.00	\$750.00	\$1250.00
Funding Requests Under Review: \$0.00		Encumbrances: \$250.00		Previous Expenditures: \$12183.42	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	STORAGE ETC CHATSWORTH	10/01/2019	(Credit card transaction)	General Operations Expenditure	Office	\$134.00
2	FURNSAJ BAKERY & RESTA	10/01/2019	(Credit card transaction)	General Operations Expenditure	Office	\$235.03
3	EIG HOSTGATOR.COM	10/16/2019	(Credit card transaction)	General Operations Expenditure	Office	\$118.35
4	WAL-MART #2526	10/27/2019	(Credit card transaction)	General Operations Expenditure	Office	\$126.76
5	WM SUPERCENTER #2526	10/27/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$26.65
6	WAL-MART #2526	10/27/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$39.52
7	SUBWAY 00131201	10/27/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$320.00
8	Subway 00131201	10/27/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$-320.00



# Receipts:

See back of receipt for your chance  
to win \$1000 ID #: 7N7NULMCONZ



818-832-0643 Mgr: NEIL BATARSEH  
19821 RINALDI ST

PORTER RANCH CA 91326

SI# 02526 OP# 009048 TE# 48 TR# 03418	23.88 X
60 01 COOLER 003422334425	23.88 X
60 01 COOLER 003422334425	68.00 X
AI WAGON 084409306752	115.76

SUBTOTAL

TAX 1 9.500 % 11.00

TOTAL 126.76

MCARD TEND 126.76

MASTERCARD \*\*\*\*\* 6318 1 1

APPROVAL # 014205

IC 06AAS-14/139466/21  
TERMINAL # SC010577

\*Pin Verified

10/27/19 17:16:33

CHANGE DUE 0.00

# ITEMS SOLD 3

IC# 2842 0224 3113 9690 7809 5



Low Prices You Can Trust. Every Day.

10/27/19 17:16:34

\*\*\*CUSTOMER COPY\*\*\*

Scan with Walmart app to save receipts





to win \$1000 ID #: 7N7NJLWCOPO

Walmart \*

818-832-0643 Mgr: NEIL BATARSEH

19821 RINALDI ST

PORTER RANCH CA 91326

ST# 02526 OP# 009048 TE# 48 TR# 03419

NPL 3L WATER	006827461166 F	1.00 N
CRV FEE	068113176539 F	0.10 O
NPL 3L WATER	006827461166 F	1.00 N
CRV FEE	068113176539 F	0.10 O
NPL 3L WATER	006827461166 F	1.00 N
CRV FEE	068113176539 F	0.10 O
NPL 3L WATER	006827461166 F	1.00 N
CRV FEE	068113176539 F	0.10 O
NPL 3L WATER	006827461166 F	1.00 N
CRV FEE	068113176539 F	0.10 O
SALTY SNACKS	007874231606 F	2.16 N
15OZ CANTIN	078113871515 F	2.78 N
SALTY SNACKS	007874231604 F	2.16 N
DR P/ 7UP	007800000034 F	1.25 X
CRV FEE	068113176540 F	0.10 T
DR P/ 7UP	007800000034 F	1.25 X
CRV FEE	068113176540 F	0.10 T
DR P/ 7UP	007800000034 F	1.25 X
CRV FEE	068113176540 F	0.10 T
MINUTE MAID	002500005381 F	1.25 N
CRV FEE	007874235153 F	0.10 T
MINUTE MAID	002500005381 F	1.25 N
CRV FEE	007874235153 F	0.10 T
MINUTE MAID	002500005381 F	1.25 N
CRV FEE	007874235153 F	0.10 T
PEPSI 2 LT	001200000230 F	1.25 X
CRV FEE	068113176540 F	0.10 T
PEPSI 2 LT	001200000230 F	1.25 X
CRV FEE	068113176540 F	0.10 T
PEPSI 2 LT	001200000230 F	1.25 X
CRV FEE	068113176540 F	0.10 T

SUBTOTAL 25.85

TAX 1 9.500 % 0.80

TOTAL 26.65

MCARD TEND 26.65

MASTERCARD

\*\*\*\* \* 6318 I 1

APPROVAL # 066934

REF # 1042000314

AID A0000000041010

TC 97843217985D11CC

TERMINAL # SC010577

\*Pin Verified

10/27/19 17:18:15

CHANGE DUE 0.00

# ITEMS SOLD 33

TC# 4213 0025 3357 4917 6179

See back of receipt for your chance  
to win \$1000 ID #:7N7NKDUBVCN



818-832-0643 Mgr.:NEIL BATARSEH  
19821 RINALDI ST  
PORTER RANCH CA 91326

ST# 02526	OP# 006568	TE# 73	TR# 01207
COOKIES	007874211531	F	4.94 0
WAS	5.94	YOU SAVED 1.00	
COOKIES	007874211531	F	4.94 0
WAS	5.94	YOU SAVED 1.00	
COOKIES	007874211531	F	4.94 0
WAS	5.94	YOU SAVED 1.00	
COOKIES	007874211531	F	4.94 0
WAS	5.94	YOU SAVED 1.00	
COOKIES	007874211531	F	4.94 0
WAS	5.94	YOU SAVED 1.00	
COOKIES	007874211531	F	4.94 0
WAS	5.94	YOU SAVED 1.00	
COOKIES	007874211531	F	4.94 0
WAS	5.94	YOU SAVED 1.00	
COOKIES	007874211531	F	4.94 0
WAS	5.94	YOU SAVED 1.00	

SUBTOTAL 39.52  
TOTAL 39.52  
MCARD TEND 39.52

\*\*\*\* \* 6318 1 1

MASTERCARD

APPROVAL # 080228

REF # 930000311619

PAYMENT SERVICE - A

AID A0000000041010

TC 2CD4B1DACE4F752C

TERMINAL # SC011797

\*Pin Verified

10/27/19

14:36:46

0.00

CHANGE DUE

# ITEMS SOLD 8

TC# 4195 3115 9346 0558 9508



Low Prices You Can Trust. Every Day.

10/27/19 14:36:46

\*\*\*CUSTOMER COPY\*\*\*

Scan with Walmart app to save receipts







Subway#13120-0 Phone 818-368-4432  
19300 Rinaldi St. #D  
Porter Ranch, CA., 91326  
Served by: 200 10/27/2019 2:04:05 pm  
Term ID-Trans# 1/A-273919

Qty	Size	Item	Price
8		Standard Base SndPit	320.00
-8		Veggie Delite PltPrt	0.00
-8		Cold Cut Combo PltPrt	0.00
-8		Tuna PltPrt	0.00
-8		Turkey PltPrt	0.00
-8		Spicy Italian PltPrt	0.00
Sub Total			320.00
Total (Take Out)			320.00
Credit Card			320.00
Change			0.00

Approval No: 091581  
Reference No: 930021722064  
Card Issuer: Mastercard  
Account No: \*\*\*\*\*6318  
Acquired: Contact\_EMV  
Amount: \$320.00  
Application: MASTERCARD  
AID: A0000000041010  
TVR: 0000008000  
TSI: 6800  
Date/Time: 10/27/2019 2:04:05 PM

By entering a verified PIN, cardholder agrees to pay issuer such total in accordance with issuer's agreement with cardholder.

This message has been replied to or forwarded.

From: Rajan Alagh <rajan@subway.com>  
To: lorichol@pmc.org  
Cc:  
Subject: Subway return

Sent: Wed 10/30/2019 3:35 PM

Hi Lori,

it was a pleasure meeting with you the other day. I submitted request for reversal on credit amount of \$320. The ticket number is 187467, and it should be reversed before 7 to 10 business days. Please call me if you need anything. We look forward to serve you in future . Thank you.

Rajan Alagh  
Subway 13120  
818-454-7564 m

Sent from my Verizon, Samsung Galaxy smartphone

**PLEASE MAKE PAYMENT PAYABLE TO :**

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

Invoice Date: September 21, 2019

**STORAGE ETC INVOICE**

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

Unit: D202  
Due Date: October 1, 2019  
Amount Due: 134.00  
Paid Through: October 31, 2019

UNIT	DATE	ITEM/SERVICE	AMOUNT	TAX	DUE
Rent	0.00	0.00	134.00	0.00	134.00

Subtotal	134.00
Taxes	0.00
Balance Due	134.00

Thank you for your prompt payment.

Sincerely,

Property Manager



# FurnSaj Bakery & Restaurant

11146 BALBOA BLVD  
GRANADA HILLS, CA 91344  
8183684000

## ORDER: 46

Cashier: Karmen

01-Oct-2019 1:04:31P

Transaction 503147

1	Delivery - Shallow Size	\$15.00
1	Shallow Size Catering	\$139.99
2	Cheese Combo with Olives (Oven Baked)	\$13.98
2	Spinach Pie (Oven Baked)	\$7.98
1	Zaatar Mini Pie	\$0.00
	1 Dozen	\$8.99
	Warm	\$0.00
1	Mini Lahme B Ajine Pie	\$0.00
	1 Dozen	\$9.99
	Warm	\$0.00

Subtotal	\$195.93
Tax	\$19.10

Total	\$215.03
Tip	\$20.00

CREDIT CARD AUTH MASTERCARD 3828	\$235.03
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01-Oct-2019 1:05:36P

\$235.03 | Method: EMV

MASTERCARD XXXXXXXXXXXX3828

JASON HECTOR

Ref #: 927400552650 | Auth #: 054725

MID: \*\*\*\*\*8402

AID: A0000000041010

SIGNATURE VERIFIED





Thank you for visiting FurnSaj Bakery &  
Restaurant

Order G6E6AVB6GWDPD



# Make a Payment

## Current Invoices

<input type="checkbox"/>	Invoice# 	Summary 	Due Date 	Amount 
<input checked="" type="checkbox"/>	71157667 (/billing/invoice/71157667)	Shared (SH-2177556)	2019-10-15	\$10.95

Total Due: **\$10.95**Selected Subtotal: **\$10.95**

## Pre-Pay Packages

Show 10 entries

Search: Filter Results



<input type="checkbox"/>	Package (Package ID) 	Primary Domain 	Term	Amount 
<input checked="" type="checkbox"/>	Shared (SH-2177556)	prnc.org		\$107.40

Invoice **71157667** is due for this package. It has been selected and added to your total. If you need assistance please contact **support (/support)**

Selected Subtotal: **\$107.40**

Showing 1 to 1 of 1 entries

Previous 1 Next

## Payment Totals

Payment Section (# selections)	Amount
Current Invoices (1 selected)	\$10.95
Pre-Pay Packages (1 selected)	\$107.40

Selected Subtotal: **\$118.35**

Showing 1 to 2 of 2 entries

## Motion for Board Consideration

*Issam Najm,  
President*

*David Balen,  
Vice President*

*Jason Hector,  
Treasurer*

*Gabriel Khanlian,  
Secretary*

*Asaad Alnajjar*

*Lori Choi*

*Brandii Grace*

*Mihran Kalaydjian*

*David Lasher*

*Becky Leveque*

*Hassan Memarian*

### PRNC Board Meeting

September 11, 2019

**Motion:** Motion to re affirm 2018 holiday party expenditure and board member reimbursement to Brandii Grace in the amount of \$236.29 to be paid out of this fiscal year 2019-20 budget.

**Proposed by:** B. Grace

**Description:** This is the reimbursement for the major Costco items purchased for the 2018 holiday party.

**Benefits to PR:** Upholding our promises, such as to properly reimburse people, creates a sense of trust for our community.

Is this a Time-Sensitive Motion (Yes/No)?   No  

If the answer is "Yes", please explain:





Meeting Date: Sept. 11, 2019

**Agenda Item No: 11C**

Motion to re-affirm 2018 holiday party expenditure and board member reimbursement to Brandii Grace in the amount of \$236.29 to be paid out of this fiscal year 2019-20 budget.

#### Board Member Reimbursement

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

Total: 10

Second Signer's Signature \_\_\_\_\_

Print/Type Name: David Balen

Date: 9/11/19





Meeting Date: Nov 28, 2018

Agenda Item No: 11

Princ Holiday Party budget of up to \$3,500.

☐ 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.**

[illegible]

**Quorum:**

**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 Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

**Treasurer's Signature**

**Second Signer's Signature**

**Print/Type Name:**

**Print/Type Name:**

Date:

Date:



Invoice #2019 1001  
Number

Date October 1, 2019

Please remit to:

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

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	500.25
Developer services	134.40
Designer services	35.70
Total Amount Due:	<b>\$670.35</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
7/11/2019	Suggestions requirements to designer & developer	0.25
8/26/2019	Update comment form.	0.17
9/10/2019	Draft Lee article	1.34
9/11/2019	Finish draft. Images in Lee article.	1.00
9/13/2019	Upload tree video to youtube channel and home page. Tree article with slideshow.	1.17
9/16/2019	Revise articles and add links.	0.25
9/25/2019	Letter.	0.17
	Communications Total	4.35
8/24/2019	Developer completes Drupal update and configures suggestions page.	1.92
8/24/2019	Designer creates suggestions graphic options	0.34

Meeting Date: June 12, 2019

**Agenda Item No: 20**

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

Motion to authorize the PRNC to complete, approve, and submit the Administrative Packet for FY 2019-2020 per city clerk's requirements.

Method of Payment: (Select One)

☐ 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
BRANDII GRACE		✓					
Hassan Memarian		✓					
DAVID BALEN	Second Signer	✓					
JASON HECTOR	Treasurer	✓					
MIHRAN KALAYDJIAN		✓					
BECKY LEVEQUE		✓					
DAVID LASHER		✓					
LORI CHOI		✓					
ASAAD ALNAJJAR		✓					
GABRIEL KHANLIAN	Secretary	✓					
ISSAM NAJM	President	✓					
Quorum:	6	Total:	11				

**Quorum:**

**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 Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature

Second Signer's Signature \_\_\_\_\_

Print/Type Name: Jason Hector

Print/Type Name: David Balen

Date:

Date:



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

City of LA Dept. of Neighborhood Empowerment

Accounts Payable  
200 N. Main Street, Room 2005  
LOS ANGELES, CA 90012

Invoice

Customer 00950101  
Site No: 0071  
Period 09/18/2019  
Invoice No: S7971012  
Amount Due: \$161.70  
Payment NET 30 DAYS

Contract #	Requestor	Location	Name	Weekend	Invoice Date	Reg Hrs	Reg Rate	OT Hrs	OT Rate	Misc Hrs	Misc Rate	Amount
C-132956	Khanlin, Gabriel	Porter Ranch Nc/Credit	Pollock, Frances	09/14/2019	09/18/2019	3.00	\$23.10	0.00	\$0.00	0.00	\$0.00	\$69.30
Contract Expired	Khanlian, Gabriel	Porter Ranch Nc/Credit	Theodore, Marie-Francoise	09/14/2019	09/18/2019	4.00	\$23.10	0.00	\$0.00	0.00	\$0.00	\$92.40
Sub Total For:		S7971012				7.00		0.00		0.00		\$161.70
Grand Total Invoice Amount						7.00		0.00		0.00		\$161.70

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](http://www.ApplePay.com) or Call (866)898-7152 for details



Meeting Date: June 12, 2019

**Agenda Item No: 20**

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

Motion to authorize the PRNC to complete, approve, and submit the Administrative Packet for FY 2019-2020 per city clerk's requirements.

Method of Payment: (Select One)

☐ 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
BRANDII GRACE		✓					
Hassan Memarian		✓					
DAVID BALEN	Second Signer	✓					
JASON HECTOR	Treasurer	✓					
MIHRAN KALAYDJIAN		✓					
BECKY LEVEQUE		✓					
DAVID LASHER		✓					
LORI CHOI		✓					
ASAAD ALNAJJAR		✓					
GABRIEL KHANLIAN	Secretary	✓					
ISSAM NAJM	President	✓					
Quorum:	6	Total:	11				

**Quorum:**

**Total:**

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Treasurer's Signature

Second Signer's Signature \_\_\_\_\_

Print/Type Name: Jason Hector

Print/Type Name: **David Balen**

Date:

Date:



**Invoice**  
**INV54661795727**

6450 Poe Ave, Suite 500  
Dayton, OH 45414  
(877) 698-3262

**Bill To**

Andrew Krowne  
Porter Ranch Neighborhood Council  
P.O. Box 7337  
Porter Ranch CA 91327  
United States

**Ship To**

Issam Najm  
Porter Ranch Neighborhood Council  
P.O. Box 7337  
Porter Ranch CA 91327  
United States

Invoice Date	Terms	Due Date	Group ID	PO #
10/3/2019	Net 30	11/2/2019	127017	

Item	Description	Start Date	End Date	Qty	Rate	Amount
PPCN-5000	Pay Per Call Standard: Reach people anytime on a per-call basis. Purchase a block of 5,000 call deliveries and add more call credits at anytime. Credits expire in 12 months without renewal. Service begins upon receipt of payment.	10/10/2019	10/9/2020	1	\$374.95	\$374.95

**Subtotal:** \$374.95  
**Regulatory Fee (3.5%):** \$13.12  
**Total:** \$388.07

**SWN Communications, Inc**

**Bank/Wire Information:**

Silicon Valley Bank  
3003 Trassman Drive, Santa Clara, CA 95054  
c/o SWN Communications Inc.  
Account #3301367639 / ABA #121140399  
SWIFT Code: SVBKUS6S / Federal Tax ID: 13-4198522

To Pay By Credit Card, Please Call The Phone # Above

**Remittance Slip**

**Customer**

Porter Ranch Neighborhood  
Council  
INV54661795727  
\$388.07

**Invoice #**  
**Amount Due (USD)**  
**Amount Paid**

**Please Remit Payment To:**  
6450 Poe Ave, Suite 500  
Dayton, OH 45414

Meeting Date: June 12, 2019

**Agenda Item No: 20**

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

Motion to authorize the PRNC to complete, approve, and submit the Administrative Packet for FY 2019-2020 per city clerk's requirements.

Method of Payment: (Select One)

☐ Check☐ Credit Card☐ Board Member Reimbursement

### Vote Count

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[illegible]

**Quorum:**

**Total:**

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Treasurer's Signature

Second Signer's Signature \_\_\_\_\_

Print/Type Name: Jason Hector

Print/Type Name: David Balen

Date:

Date:

CITY OF LA PUBLISHING SERVICES  
 PIPER TECH BLDG. 555 RAMIREZ ST SPACE200  
 DEPT. 40, FUND 706, APPR 40000A  
 REVENUE SOURCE 4591  
 LOS ANGELES CA 90012  
 U.S.A.  
 Phone: 213 473-8400  
 Fax: 213 473-8416

Invoice Number: 122240  
 Invoice Date: 08/15/19  
 Due Date: 08/15/19  
 Salesperson: NO SALES REP.  
 Purchase Order: AHT

Bill To: PRNC  
 PORTER RANCH NEIGHBORHOOD COUNCIL  
 PO BOX 7337  
 PORTER RANCH CA 91327-7337

Quantity Ordered	Quantity Shipped	Order Number or Job	Description	Unit Price	Unit of Measure	Amount
600	600	20PRNC01	PORTER RANCH NC BUS CARDS 2/C SEAL WITH COLOR LOGO 8UP 1 SIDED 3 NAMES 1 LOT EA C/O GABRIEL KHANLIAN 747-224-1555	0.0000	Lot	163.50

Subtotal: 163.50

Invoice Total: 163.50

Your Account has a credit of \$95.00.

Remaining balance on Invoice: \$68.50



Meeting Date: June 12, 2019

**Agenda Item No: 20**

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

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Method of Payment: (Select One)

☐ Check☐ Credit Card☐ Board Member Reimbursement

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<b>Board Member First and Last Name</b>	<b>Board Position</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>	<b>Ineligible</b>	<b>Recused</b>
BRANDII GRACE <i>Hassan Memarian</i>		✓					
DAVID BALEN	Second Signer	✓					
JASON HECTOR	Treasurer	✓					
MIHRAN KALAYDJIAN		✓					
BECKY LEVEQUE		✓					
DAVID LASHER		✓					
LORI CHOI		✓					
ASAAD ALNAJJAR		✓					
GABRIEL KHANLIAN	Secretary	✓					
ISSAM NAJM	President	✓					
<b>Quorum:</b> 6	<b>Total:</b>	11					

Quorum:

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Treasurer's Signature

Second Signer's Signature \_\_\_\_\_

Print/Type Name: Jason Hector

Print/Type Name: David Balen

Date:

Date: