


# ATTACHMENT A

**Department of Neighborhood Empowerment**

Reporting Month: **JANUARY** MONTHLY EXPENDITURE REPORT

NC Name: **Porter Ranch** Submitted: **3/1/2017 20:48:13**

Budget Fiscal Year: **2016-2017**



**EMPOWER LA**  
Department of  
NEIGHBORHOOD EMPOWERMENT

**FILL IN ALL THE UNSHADED (WHITE) FIELDS (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy) EXPENDITURES BY LINE ITEM (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)**

A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	Jennifer Milbauer			1/3/17 - Food and supplies - Outreach committee	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$50.42
2	Save Porter Ranch		15447	1/25/17 Neighborhood Purpose Grant	NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$2,000.00
3	Apple One	S6405404		1/12/17 - Notetaker	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$161.70
4	Gabriel Khanlian			1/12/17 - Meeting printing / food	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$340.79
5	Jennifer Milbauer			1/12/2017 - meeting printing	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$11.12
6	Moore Business Results	20170101		1/12/17 - website maint	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$414.08
7	Big Mamas and Papas			1/11/17 - meeting food	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$124.12
8	Hostgator	various		1/12/17 - website hosting fee	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$76.65
9	Constant Contact			1/23/17 - email blast	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$288.00
10	One Call Now			1/25/17 - robo call credits	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$388.07
11	Printing Safari	173225		1/26/17 - 3 banners	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$364.31
12	Minuteman Press	6522		1/26/17 - 8 name badges	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$139.20
<b>SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)</b>								<b>\$4,358.46</b>
<b>CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)</b>								<b>\$13,074.99</b>
<b>OUTSTANDING COMMITMENTS (OBLIGATIONS)</b>								
1						<input type="checkbox"/>	<input type="checkbox"/>	
2						<input type="checkbox"/>	<input type="checkbox"/>	
3						<input type="checkbox"/>	<input type="checkbox"/>	
4						<input type="checkbox"/>	<input type="checkbox"/>	
5						<input type="checkbox"/>	<input type="checkbox"/>	
6						<input type="checkbox"/>	<input type="checkbox"/>	
7						<input type="checkbox"/>	<input type="checkbox"/>	
8						<input type="checkbox"/>	<input type="checkbox"/>	
9						<input type="checkbox"/>	<input type="checkbox"/>	
10						<input type="checkbox"/>	<input type="checkbox"/>	
<b>SUBTOTAL: Outstanding Commitments (Includes total on page 3)</b>								<b>\$0.00</b>
<b>Total Expenditures &amp; Commitments</b>								<b>\$17,433.35</b>
<b>Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)</b>								<b>\$0.00</b>
<b>Approved Budget 2016-2017</b>								<b>\$39,000.00</b>
<b>Balance of Budget 2016-2017</b>								<b>\$21,566.65</b>

Reporting Month:	<b>JANUARY</b>
NC Name:	<b>Porter Ranch</b>

MONTHLY CASH RECONCILIATION			
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Remaining Balance (E) = C - D
\$10,485.53	\$8,014.47	\$18,500.00	\$14,141.54
			Cash Spent this Month (D) \$4,358.46

MONTHLY CASH FLOW ANALYSIS						
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2015-16 Expenses Cleared in FY 2016-17 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B - D
100	Operations	\$10,984.00	\$1,141.24	\$0.00	\$9,671.21	\$171.55
200	Outreach	\$13,316.00	\$1,217.22	\$0.00	\$2,603.68	\$9,495.10
300	Community Improvement	\$13,000.00	\$0.00	\$0.00	\$0.00	\$13,000.00
400	NPG	\$1,700.00	\$2,000.00	\$0.00	\$800.00	(\$1,100.00)
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>TOTAL</b>	<b>\$39,000.00</b>	<b>\$4,358.46</b>	<b>\$0.00</b>	<b>\$13,074.89</b>	<b>\$21,566.65</b>

NEIGHBORHOOD COUNCIL DECLARATION	
We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Department of Neighborhood Empowerment upon request.	
Treasurer Signature	Signer's Signature
Print Name	Print Name
Date	Date
NC Additional Comments	



# STATEMENT OF ACCOUNTS

Page 1 of 2

Statement Number: [REDACTED]

12/31/16 - 01/31/17

UNION BANK  
CENTURY CITY 0206  
PO BOX 512380  
LOS ANGELES CA 90051-0380

### Telephone Banking

For 24-hour Automated Direct Service  
800-238-4486  
800-826-7345(TDD)  
Representatives are available  
Monday through Saturday

To open additional accounts,  
or apply for loans, call your  
banking office at 310-551-8900

You may also access your account online  
at unionbank.com

Thank you for banking with us  
since 2014

### PORTER RANCH NEIGHBORHOOD COUNCIL

[REDACTED]  
[REDACTED]

## Business Basics Checking Summary

Account Number: [REDACTED]

Days in statement period: 32

<b>Balance on 12/31</b>	\$	<b>10,485.53</b>
Additions		8,014.47
Subtractions		-4,358.46
	Checks	-2,978.11
	Purchases	-1,380.35
<b>Balance on 1/31</b>	\$	<b>14,141.54</b>
Statement Average Ledger Balance		16,204.11

We waived your service charge this statement period.

### Additions

Date	Description/Location	Reference	Amount
1/4	CITY OF LOS ANGE EFT PAYMT PPD *****0735	50501007	\$ 8,014.47

### Checks

Number	Date	Reference	Amount	Number	Date	Reference	Amount
5060	1/3	06206934	50.42	5063	1/17	07544648	340.79
5061	1/25	06757408	2,000.00	5064	1/19	06167734	11.12
5062	1/13	06072274	161.70	5065	1/18	08254278	414.08
<b>Total</b>							\$ 2,978.11

### Purchases ATM card and Debit card™ purchases

Date	Description/Location	Reference	Amount
1/12	#08 BIG MA GRANADA HILL CA GRANADA HILL CA	71542373	\$ 124.12
1/17	HOSTGATOR. 08669642867 TX 08669642867 TX	73449353	76.65
1/23	CTC*CONSTA 855-2295506 MA 855-2295506 MA	70362662	288.00
1/25	ONE CALL N SECAUCUS NJ SECAUCUS NJ	72410517	388.07
1/26	PRINTING S CHATSWORTH CA CHATSWORTH CA	73081574	364.31
1/27	MINUTEMAN 08183411003 CA 08183411003 CA	73774196	139.20
<b>Total</b>			\$ 1,380.35

**Information and Banking Office Services**

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**For each monthly statement period your account includes:**

- Unlimited free Information Services calls to 24-hour Automated Direct Service
- Banking office Information Services calls are \$0.00
- Banking office deposits are \$0.00

Your account was not charged for information and banking office services during the statement period.



[Add Payee](#)   [Make Payments](#)   [Recurring & Auto Payments](#)   [Scheduled Payments \(1\)](#)   [History](#)

Done! Payment has been scheduled.

Funds will be debited for payment on the Arrive By date or on the date presented by the payee, depending on how the payment is sent.

Pay To	Pay From	Frequency	Duration	Arrive By	Amount	Confirmation #
Jennifer Milbauer	Business Basics Checking -2779	One-Time		12/29/2016	\$ 50.42	L6FB8-TCCN5
	Memo: outreach refresh reimburs					
<b>Total Payments</b>					<b>\$ 50.42</b>	

[Make More Payments](#)

# VONS.

STORE MGR MICHELE BROWN 818-341-7161  
THANK YOU FOR SHOPPING WITH US!

### GROCERY

LAYS WAVY ORIGINAL	2.50 S
Regular Price	3.29
Card Savings	0.79-
LAYS SOUR CREAM	2.50 S
Regular Price	3.29
Card Savings	0.79-

### GROC NONEDIBLE

SIG NAPKINS	1.99 T
Regular Price	2.49
Card Savings	0.60-
SIG PLATES 10 1/4	2.99 T
Regular Price	3.99
Card Savings	1.00-

### DELI

CATERING TRAY LE 39.99 S

TAX	0.45
*** BALANCE	50.42

VONS STORE #1671  
20440 Devonshire St.  
Chatsworth CA 91311

Credit Purchase 10/13/16 17:03  
CARD # \*\*\*\*\*7522  
REF: 71001816515 AUTH: 00913130

PAYMENT AMOUNT 50.42

AL Visa Credit  
AID A0000000031010  
TVR 8000008000  
TSI 7800

Visa 50.42

CHANGE	0.00
TOTAL NUMBER OF ITEMS SOLD =	5
10/13/16 17:04 1671 3 459 4775	

\*\*\*\*\*  
HOW WAS YOUR SHOPPING EXPERIENCE?  
Go to [www.vonsurvey.net](http://www.vonsurvey.net)  
ENTER TO WIN A \$100 GIFT CARD

### GAS POINTS EARNED TODAY

Store Promotion Bonus	7
Base Points	49

TOTAL 56

Points Towards Next Reward 34 of 100

GAS REWARDS AVAILABLE 2

YOUR CASHIER TODAY WAS DANIEL

JEN MILBALIER 6917

### YOUR SAVINGS

Card Savings	3.08
Total	3.08
Total Savings Value	6%



00167100304591610131704  
LET US HEAR FROM YOU!  
1-877-723-3929 or visit VONS.COM

[Add Payee](#)   [Make Payments](#)   [Recurring & Auto Payments](#)   [Scheduled Payments \(1\)](#)   [History](#)

Donor Payment has been scheduled.

Funds will be debited for payment on the Arrive By date or on the date presented by the payee, depending on how the payment is sent.

Pay To	Pay From	Frequency	Duration	Arrive By	Amount	Confirmation #
Save Porter Ranch	Business Basics Checking -2779	One-Time		01/05/2017	\$ 2,000.00	L717T-KJ3CY
	Memo: Approved NPG					
<b>Total Payments</b>					<b>\$ 2,000.00</b>	

[Make More Payments](#)





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. The Neighborhood Council (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: Porter Ranch Neighborhood Council

**SECTION I - APPLICANT INFORMATION**

1a) <u>Save Porter Ranch</u>	<u>47-5311796</u>	<u>California</u>	<u>10/07/15</u>
<i>Organization Name</i>	<i>Federal I.D. # (EIN#)</i>	<i>State of Incorporation</i>	<i>Date of 501(c)(3) Status (if applicable)</i>
1b) <u>19360 Rinaldi St.</u>	<u>Porter Ranch</u>	<u>CA</u>	<u>91326</u>
<i>Organization Mailing Address</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
1c) <u></u>	<u></u>	<u></u>	<u></u>
<i>Business Address (If different)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>

1d) **PRIMARY CONTACT INFORMATION:**

<u>Kyoko Hibino</u>	<u>(818) 731-9367</u>	<u>kyoko@saveporterranch.com</u>
<i>Name</i>	<i>Phone</i>	<i>Email</i>

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 Grant Request on School Letterhead**                      **Attach IRS Determination Letter**

3) Name / Address of Affiliated Organization                      City                      State                      Zip Code  
*(If applicable)*

**SECTION II - PROJECT DESCRIPTION**

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

Save Porter Ranch has served on the front lines of community stewardship as media subject matter experts, advising and informing local/regional/state/national elected officials to effectively meet community needs, holding regulatory and corporate interests accountable, and serving as One Stop Shop for questions about the Aliso Canyon gas blowout, oil drilling and other environmental issues for the general public. Our expertise, experience and resources have boon managed at great personal cost since we are also residents impacted by this leak. We've managed to serve the Porter Ranch and surrounding greater Los Angeles community while balancing our family relocations amid limited resources. We request these grant funds to continue serving the greater Los Angeles community by maintaining Save Porter Ranch social media and website, developing outreach materials to educate at community forums, and to cover administrative costs for responding to Porter Ranch stakeholders, the media, the general public and elected officials.

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)**

The grant will enable a robust social media presence for rapid response. It will cover website expenditures since SavePorterRanch.com is an established, credible website for media, elected officials, Porter Ranch residents and the general public to reach out for updates regarding the Aliso Canyon gas storage and other environmental issues. We will host a Porter Ranch educational forum to engage and empower residents for self-directed, community-centric responses to SoCal gas and regulators determining next steps in our community. We need these monies since Save Porter Ranch is an established influencer and stakeholder holding outside interests accountable, and not profiting from our internationally recognized environmental disaster.

Specific grant expenditures will fulfill

- Porter Ranch Educational Community Forum and labing at the public events (presentation materials, brochures, reservation for space, canopy)
- SavePorterRanch.com website development (new website)
- Administrative costs (office supplies and printing)

**SECTION III - PROJECT BUDGET OUTLINE**

6a) Personnel Related Expenses	Requested of NC	Total Projected Cost

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
New Website development	\$ 750.00	\$ 1,500.00
Administrative fees (office supplies / printing)	\$ 500.00	\$ 1,000.00
Educational Forum and Tabling (space reservation, canopy, presentation materials)	\$ 750.00	\$ 2,000.00

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No  Yes, please list names of NCs: \_\_\_\_\_

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

Source of Funding	Amount	Total Projected Cost

9) What is the TOTAL amount of the grant funding requested with this application: \$ 2,000.00

10a) Start date: 07/15/16 10b) Date Funds Required: 12/31/16

10c) Expected completion date: 12/31/16 (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?  
 No  Yes - Please describe below:

Name of NC Board Member	Relationship to Applicant
Alex Kim <i>ok'd by CA</i>	Volunteer

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 Department 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 Appendix A, "What is a Public Benefit," and Appendix B "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 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\*

Matt Pakucko Director / President *[Signature]* 6-30-16  
 PRINT Name Title Signature Date

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

Kyoko Hibino Director Secretary/Treasure *[Signature]* 6/30/16  
 PRINT Name Title Signature Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 19 2016

SAVE PORTER RANCH INC  
C/O MATT PAKUCKO  
19360 RINALDI ST STE 454  
PORTER RANCH, CA 91326-4010

Employer Identification Number:  
47-5311796  
DLN:  
17053357366015  
Contact Person: HAROLD J FODOR ID# 31675  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
October 7, 2015  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

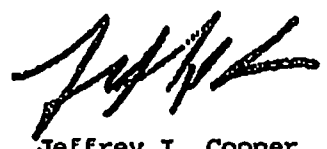
For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

2

SAVE PORTER RANCH INC

Sincerely,



Jeffrey I. Cooper  
Director, Exempt Organizations  
Rulings and Agreements

[Add Payee](#)  
 [Make Payments](#)  
 [Recurring & Auto Payments](#)  
 [Scheduled Payments \(4\)](#)  
 [History](#)

Done! Payment has been scheduled. ×

Funds will be debited for payment on the Arrive By date or on the date presented by the payee, depending on how the payment is sent. ×

Pay To	Pay From	Frequency	Duration	Arrive By	Amount	Confirmation #
AppleOne - 0101	Business Basics Checking -2779	One-Time		01/12/2017	\$161.70	L844N-S2GXY
	Memo: Invoice #S6405404 - Dec 16					
Gabriel Khanlian - BMR	Business Basics Checking -2779	One-Time		01/12/2017	\$340.79	L844N-SJLZ5
	Memo: Reimb - Nov - Dec Mtg Supplies					
Jennifer Milbauer - 0000	Business Basics Checking -2779	One-Time		01/12/2017	\$11.12	L844N-T3CVM
	Memo: Reimb Outreach - printing					
Moore Business Results - WEB	Business Basics Checking -2779	One-Time		01/12/2017	\$414.08	L844N-XYVH
	Memo: Invoice #20170101 - Dec 16					
<b>Total Payments</b>					<b>\$927.69</b>	

[Make More Payments](#)



AppleOne

AppleOne Employment Services

P.O. Box 29048

Glendale CA 91209-9048

Tel: 818-240-8688

Email: specialbillingvms@ain1.com

TIN: 95-2580864

### City of Los Angeles

Attn: Attn: Accounts Payable  
PORTER RANCH NC  
200 N. Main Street, Room 2005  
LOS ANGELES, CA 90012

### Invoice

Customer No: 00950101  
Site No: 0071  
Period Ending: Multiple  
Invoice Date: 12/21/2016  
Invoice No: S6405404  
Amount Due: \$161.70  
Payment Term: NET 53 DAYS

Name	Weekend	Inv Date	Ref Inv No	Reg Hr	Reg Rate	OT Hr	OT Rate	DT Hr	DT Rate	Misc Hr	Misc Rate	ACA Hr	ACA Rate	Tax	Amount	State	Office
POLLOCK, FRANCES	12/03/2016	12/07/2016	01-4304751	5.50	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$127.05	CA	1002
POLLOCK, FRANCES	12/17/2016	12/21/2016	01-4323368	1.50	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$34.65	CA	1002
<b>Sub Total For:</b>				<b>7.00</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>\$0.00</b>	<b>\$161.70</b>		
<b>Grand Total Invoice Amount</b>				<b>7.00</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>\$0.00</b>	<b>\$161.70</b>		

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

*Paid  
1/5/17*

Invoice 01-4323368 Line 1 Pollock,

(M)

Web TimeCard

Imaged on 12/20/2016

Client Name: City of Los Angeles D.O.N.E./Credit PORTER RANCH (009501010071)

Employee Name: Pollock, Frances

Serial Number: XW26428916

Week Ending: 12/17/2016

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Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
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Wed	12/14/2016	6:00 PM	6:30 PM	0:00	0:30	0:30	0:00	0:00
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Fri	12/16/2016	9:00 PM	10:00 PM	0:00	1:00	1:00	0:00	0:00
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SubTotals					01:30	01:30	00:00	00:00
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Submitted By: Frances Pollock|564670 on 12/19/2016

Preapproved By: <not available> on <not available>

Approved By: Gabriel Khanlian|172664 on 12/20/2016

Processed By: ajmartinez on 12/20/2016

Invoice 01-4304751 Line 1 Pollock,

Web TimeCard

Imaged on 12/6/2016

Client Name: City of Los Angeles D.O.N.E./Credit PORTER RANCH (009501010071)

Employee Name: Pollock, Frances

Serial Number: XW04795116

Week Ending: 12/3/2016

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Sun	11/27/2016	5:00 PM	10:30 PM	0:00	5:30	5:30	0:00	0:00

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SubTotals 05:30 05:30 00:00 00:00

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Submitted By: Frances Pollock|564670 on 11/30/2016

Preapproved By: <not available> on <not available>

Approved By: Gabriel Khanlian|172664 on 12/1/2016

Processed By: khester on 12/5/2016



[Add Payee](#)  
 [Make Payments](#)  
 [Recurring & Auto Payments](#)  
 [Scheduled Payments \(4\)](#)  
 [History](#)

Done! Payment has been scheduled. ✕

Funds will be debited for payment on the Arrive By date or on the date presented by the payee, depending on how the payment is sent. ✕

Pay To	Pay From	Frequency	Duration	Arrive By	Amount	Confirmation #
AppleOne - 0101	Business Basics Checking -2779	One-Time		01/12/2017	\$161.70	L844N-S2GXY
	Memo: Invoice #S6405404 - Dec 16					
Gabriel Khanlian - BMR	Business Basics Checking -2779	One-Time		01/12/2017	\$340.79	L844N-SJLZ5
	Memo: Reimb - Nov - Dec Mtg Supplies					
Jennifer Milbauer - 0000	Business Basics Checking -2779	One-Time		01/12/2017	\$11.12	L844N-T3CVM
	Memo: Reimb Outreach - printing					
Moore Business Results - WEB	Business Basics Checking -2779	One-Time		01/12/2017	\$414.08	L844N-XYVVH
	Memo: Invoice #20170101 - Dec 16					
<b>Total Payments</b>					<b>\$927.69</b>	

[Make More Payments](#)

Investment Group  
 20555 DEVONSHIRE ST, STE 229  
 Chatsworth CA 91311



Porter Ranch Neighborhood Council  
 Gabriel Khanlian  
 PO Box 7337  
 Porter Ranch CA 91327

Invoice # 1180042017  
 Invoice Date November 8, 2016  
**Balance Due (USD) \$148.13**

Task	Time Entry Notes	Rate	Hours	Line Total
Project Fee if >\$150	Project fee is waived if product total is more than \$150.00. If project is under \$150 a fee of \$8 will be charged to each order. (WAIVED MGR DISCOUNT)	0.00	1	0.00

Item	Description	Unit Cost	Quantity	Line Total
Agenda Booklet	Agenda - 65 pages (12 Copies) Price is \$0.16 per page	0.16	780	124.80
Funding Sheet	Price is \$0.16 per page	0.16	10	1.60
Voting Sheet	Price is \$0.16 per page	0.16	10	1.60
Sign In Sheet	Price is \$0.16 per page	0.16	0	0.00
Roll Call Sheet	Price is \$0.16 per page	0.16	10	1.60
Speaker Cards	Price is \$0.21 per 2x Sided Card	0.21	0	0.00
Survey	Price is \$0.21 per 2x Sided Card	0.21	30	6.30

Subtotal	135.90
CA TAX 9%	12.23
<b>Total</b>	<b>148.13</b>
Amount Paid	0.00
<b>Balance Due (USD)</b>	<b>\$148.13</b>

**Terms**

Payment is due upon receipt of the items listed above including the Project Fee if applicable.

**Notes**

Thank you for your business!

Hope to deal with you again!

*Red 1/9/17*

12/14/2016

Invoice: Gabriel Khanlian

4

Investment Group  
20555 DEVONSHIRE ST, STE 229  
Chatsworth CA 91311



Porter Ranch Neighborhood Council  
Gabriel Khanlian  
PO Box 7337  
Porter Ranch CA 91327

Invoice # 1180042019  
Invoice Date December 14, 2016  
**Balance Due (USD) \$63.53**

Task	Time Entry Notes	Rate	Hours	Line Total
Project Fee if >\$150	Project fee is waived if product total is more than \$150.00. If project is under \$150 a fee of \$8 will be charged to each order. (WAIVED MGR DISCOUNT)	0.00	1	0.00

Item	Description	Unit Cost	Quantity	Line Total
Promo Flyer	Price is \$0.16	0.16	100	16.00
Voting Sheet	Price is \$0.16 per page	0.16	10	1.60
Sign In Sheet	Price is \$0.16 per page	0.16	20	3.20
Speaker Cards	Price is \$0.21 per 2x Sided Card	0.21	20	4.20
Agenda Booklet	Agenda - 16 pages (13 Copies) Price is \$0.16 per page	0.16	208	33.28

<b>Subtotal</b>	<b>58.28</b>
CA TAX 9%	5.25
<b>Total</b>	<b>63.53</b>
Amount Paid	0.00
<b>Balance Due (USD)</b>	<b>\$63.53</b>

**Terms**

Payment is due upon receipt of the items listed above including the Project Fee if applicable.

**Notes**

Thank you for your business!

Hope to deal with you again!



**BIG MAMA'S & PAPA'S**  
10666 ZELZAH AVE  
GRANADA HILLS, CA 91344  
(818) 368-1111

Store # 117 Week No. 45 Period # 11  
11/08/16 6:53 pm

Emp: BMPP  
Order # 29  
Delivery  
Total Orders 5  
Ph# 818-371-9741

GABRIEL  
20406 VIA SANSEVINO  
FOR PRNC  
GRANADA HILLS  
Quadrant Out Of Area  
Frequent Customer Points 53600

1	DISCOUNT	\$-4.00
1	BP CHEESE	\$47.99
1	BP CHEESE	\$67.99
	MUSHROOMS	
	BLACK OLIVES	
1	TAKE MENU	
1	<b>CHECK RE-CLOSED</b>	
	Sub Total	\$111.98
	Tax	\$10.44
	Delivery Charge	\$0.99

**Total \$123.41**

"Home of the World's Largest Pizza"  
Since 1974  
WE DELIVER  
\$ 15.00 Minimum Order

19 Locations To Serve You  
WEST HOLLYWOOD - NORTH HOLLYWOOD  
LA HOLLYWOOD - VAN NUYS - BURBANK  
GRANADA HILLS - STUDIO CITY  
PASADENA - GLENDALE - NORTHRIDGE  
EAGLEROCK - DOWNTOWN LA  
CANOGA PARK - MONTROSE - TARZANA  
SUNLAND - ENCINO - LITTLE ARMENIA

WWW.BIGMAMASPIZZA.COM  
FREE LARGE 2 TOPPING PIZZA  
WITH EVERY 7TH ONLINE DELIVER ORDER



**BIG MAMA'S & PAPA'S**  
10666 ZELZAH AVE  
GRANADA HILLS, CA 91344  
(818) 368-1111

Store # 117 Week No. 45 Period # 11  
11/08/16 6:53 pm

Ref # 29  
Emp: BMPP  
POS Terminal # 2  
Type:  
PreAuth  
M/C

Act#546616XXXXXX4129  
Exp xx/xx  
Card Record #

Sub Total **123.41**

Gratuity

Total

I AGREE TO PAY THE ABOVE TOTAL ACCORDING  
TO THE CARD HOLDERS AGREEMENT.

X \_\_\_\_\_

See back of receipt for your chance  
to win \$1000

ID #: 7K075DUC6RT

**Walmart**   
Save money. Live better.

(818) 832 - 0643  
MANAGER ALEJANDRO OLGUIN  
19821 RINALDI ST  
PORTER RANCH CA 91326  
STW 02526 OPW 005997 TEN 08 TRW 09272  
WATER 006827473441 F 3.98 N  
CRV FEE 060538837289 F 1.60 T  
SUBTOTAL 5.58  
TAX 1 9.00 % 0.14  
TOTAL 5.72  
HCARD TEND 5.72

MasterCard \*\*\*\* \* 4129 I 4  
APPROVAL # 08280P  
REF # 631400295499  
PAYMENT SERVICE - A

AID A0000000041010  
TC 3F8EBF6948EEAAE6  
TERMINAL # SC010819  
\*NO SIGNATURE REQUIRED

11/08/16 20:27:02  
CHANGE DUE 0.00

# ITEMS SOLD 2  
TCW 3504 1613 5208 8336 4377



11/08/16 20:27:02  
\*\*CUSTOMER COPY\*\*

Store receipts on your phone. Walmart P  
By.





[Add Payee](#)  
 [Make Payments](#)  
 [Recurring & Auto Payments](#)  
 [Scheduled Payments \(4\)](#)  
 [History](#)

Done! Payment has been scheduled. ✕

Funds will be debited for payment on the Arrive By date or on the date presented by the payee, depending on how the payment is sent. ✕

Pay To	Pay From	Frequency	Duration	Arrive By	Amount	Confirmation #
AppleOne - 0101	Business Basics Checking -2779	One-Time		01/12/2017	\$161.70	L844N-S2GXY
	Memo: Invoice #S6405404 - Dec 16					
Gabriel Khanlian - BMR	Business Basics Checking -2779	One-Time		01/12/2017	\$340.79	L844N-SJLZ5
	Memo: Reimb - Nov - Dec Mtg Supplies					
Jennifer Milbauer - 0000	Business Basics Checking -2779	One-Time		01/12/2017	\$11.12	L844N-T3CVM
	Memo: Reimb Outreach - printing					
Moore Business Results - WEB	Business Basics Checking -2779	One-Time		01/12/2017	\$414.08	L844N-XYVH
	Memo: Invoice #20170101 - Dec 16					
<b>Total Payments</b>					<b>\$927.69</b>	

[Make More Payments](#)

# COPY RECEIPT

C.R.S. Design | Printing | Marketing

818-835-2245 • FAX 818-882-2203 • WWW.CRSDSIGN.COM

21752 Devonshire St. • Chatsworth, CA 91311

NAME Jen.

PHONE \_\_\_\_\_ DATE 10/12/16

Qty.	sets	Description	Amount
10	3 pgs	30	10 <sup>20</sup>
10	sets	2 pgs 20	
1	pg.	1	
<u>PAID</u> <u>CASH</u>			

Thank You!

Sub Total

Tax

TOTAL

10<sup>20</sup>  
092  
11,12

*Paid 11/17*



[Add Payee](#)  
 [Make Payments](#)  
 [Recurring & Auto Payments](#)  
 [Scheduled Payments \(4\)](#)  
 [History](#)

**Done!** Payment has been scheduled.

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Jennifer Milbauer - 0000	Business Basics Checking -2779 Memo: Reimb Outreach - printing	One-Time		01/12/2017	\$11.12	L844N-T3CVM
Moore Business Results - WEB	Business Basics Checking -2779 Memo: Invoice #20170101 - Dec 16	One-Time		01/12/2017	\$414.08	L844N-XYVVH
<b>Total Payments</b>					<b>\$927.69</b>	

[Make More Payments](#)



Invoice #2017 0101  
Number

Date January 1, 2017

Mr. Issam Najm  
President  
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. #7164  
Northridge, CA 91327

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

---

Professional Fees for stakeholder communications services 3.11 hours at \$103/hour	\$320.33
Developer services .75 hours at \$63/hour	47.25
Designer services .5 hours at \$93/hour	46.50
<b>Total Amount Due:</b>	<b>\$414.08</b>

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. There will be a 1.5% charge per month on late payments. Returned checks are \$25

*Handwritten signature and date: 1/1/17*



<b>Date</b>	<b>Details</b>	<b>Hours</b>
12/1/2016	Aliso Meetings delayed to Jan article.	0.17
12/2/2016	Sustainability agenda.	0.17
12/8/2016	Change meeting location on calendar. Update Resources page	0.17
12/9/2016	Agenda on site and calendar.	0.17
12/12/2016	Event list requirements from Issam to Graphic Designer.	0.25
12/15/2016	Board picture on board page. Holiday party article with slideshow. Archive old slideshow and articles. Add mobile meeting dates.	0.75
12/19/2016	Add image to holiday slideshow. Updated Sustainability Minutes.	0.25
12/20/2016	Send graphics to Developer with requirements for event listings.	0.17
12/24/2016	Land Use Agenda	0.17
12/26/2016	Land Use Agenda-revised	0.17
12/31/2016	Hike on calendar.	0.17
12/31/2016	Article on housing development.	0.50
	Total	3.11
12/26/2016	Developer adds additional event category and new events graphics.	0.75
12/21/2016	Designer creates events graphics	0.50



**BIG MAMA'S & PAPA'S**  
 10666 ZELZAH AVE  
 GRANADA HILLS, CA 91344  
 (818) 368-1111

Store # 117 Week No. 2 Period # 1  
 01/11/17 12:00 pm  
 Emp: VIGEN  
 Order # 1  
 Delivery  
 Total Orders 6  
 Ph# 818-371-9741  
 GABRIEL  
 20406 VIA SANSEVINO  
 FOR PRNC  
 GRANADA HILLS  
 Quadrant Out Of Area  
 Frequent Customer Points 65100

1	DISCOUNT	\$-3.00
1	BP CHEESE	\$47.99
1	BP CHEESE	\$67.99
	MUSHROOMS	
	BLACK OLIVES	
<b>2 CHECK RE-CLOSED</b>		
	Sub Total	\$112.98
	Tax	\$10.15
	Delivery Charge	\$0.99
<b>Total</b>		<b>\$124.12</b>

"Home of the World's Largest Pizza"  
 Since 1974  
 WE DELIVER  
 \$ 15.00 Minimum Order

19 Locations To Serve You  
 WEST HOLLYWOOD - NORTH HOLLYWOOD  
 LA HOLLYWOOD - VAN NUYS - BURBANK  
 GRANADA HILLS - STUDIO CITY  
 PASADENA - GLENDALE - NORTHRIDGE  
 EAGLEROCK - DOWNTOWN LA  
 CANOGA PARK - MONTROSE - TARZANA  
 SUNLAND - ENCINO - LITTLE ARMENIA

WWW.BIGMAMASPIZZA.COM  
 FREE LARGE 2 TOPPING PIZZA  
 WITH EVERY 7TH ONLINE DELIVER ORDER



**BIG MAMA'S & PAPA'S**  
 10666 ZELZAH AVE  
 GRANADA HILLS, CA 91344  
 (818) 368-1111

Store # 117 Week No. 2 Period # 1  
 01/11/17 12:00 pm  
 Ref # 1  
 Emp: VIGEN  
 POS Terminal # 2  
 Type:  
 PreAuth  
 M/C  
 Act#558174XXXXXX5332  
 Exp xx/xx  
 Card Record #

Sub Total	=====	124.12
Gratuity	=====	
Total	=====	

I AGREE TO PAY THE ABOVE TOTAL ACORDING  
 TO THE CARD HOLDERS AGREEMENT.

X \_\_\_\_\_

8

[Billing \(/billing/invoices\)](#) » [Billing History \(/billing/invoices\)](#) » Show Invoice

Invoice 55460600

Billed From

Billed To

HostGator.com  
5005 Mitchelldale Suite #100  
Houston, TX 77092  
United States of America  
(866) 964-2867

PRNC Communications  
P.O. Box 7337  
Porter Ranch, CA 91327  
US  
18182170279

Invoice ID:  
55460600

Due Date:  
2017-01-15

Date Paid:  
2017-01-12

Customer ID:  
2189572

Invoice Contents

Hosting

Expanded Details

Invoice ID:  
55460600

Line Item ID:  
59108245

Domain:  
prnc.org

Package ID:  
SH-2177556

Package Type:  
Hatchling

Service Term:  
\$10.95/mo - 1 Month \*

\$10.95

Coupon Code:  
--

Coupon Discount:  
--

--

**Service Total: \$10.95**

**Services Subtotal: \$10.95**

**Amount Due: \$10.95**

① \$ 10.95  
② 65.70  

---

\$ 76.65 ✓

[Billing \(/billing/invoices\)](#) » [Billing History \(/billing/invoices\)](#) » Show Invoice**Invoice 55520245****Billed From**

**HostGator.com**  
 5005 Mitchelldale Suite #100  
 Houston, TX 77092  
 United States of America  
 (866) 964-2867

**Billed To**

**PRNC Communications**  
 P.O. Box 7337  
 Porter Ranch, CA 91327  
 US  
 18182170279

Invoice ID:  
 55520245

Due Date:  
 2017-01-12

Date Paid:  
 2017-01-12

Customer ID:  
 2189572

**Invoice Contents****Hosting****Expanded Details**

Invoice ID:  
 55520245

Line Item ID:  
 59194205

Domain:  
 prnc.org

Package ID:  
 SH-2177556

Package Type:  
 Hatchling

Service Term:  
 \$10.95/mo - 6 Months \*

**\$65.70**

Coupon Code:  
 --

Coupon Discount:  
 --

--

**Service Total:**

**\$65.70**


**Services Subtotal:**

**\$65.70**

**Amount Due:**

**\$65.70**



 Your prepayment plan ends soon but you can extend it now to continue to save. To prepay via credit card or PayPal, go [here](#). To prepay via paper check, go [here](#).

# My Account > Manage Payment Plan > Success

 Your payment has been processed! 

Your account has been charged: \$288.00.

[Go to My Account](#)

[View Billing Activity](#)

[Go to Home](#)

[Have Feedback?](#)



To Send a Message  
Call 877-698-3261  
866-321-4255

Search Help



Welcome, Issam Najm

127017 : Porter Ranch Neighborhood Council

Renewals and Upgrades

Group Leader Menu

- Account Status & News
- My Profile
- Settings >
- Manage Group >
- Messaging >
- View Reports >
- Renew/Upgrade Service
- Contact Us
- Help & Support
- Training Webinars

Logout

Upgrade of Service Plan

Sign Up Complete

Service Upgrade Completed

Order Summary

Service Plan: Pay Per Call Standard 5000

Quantity	Code	Item	Original Price	Unit Price	Extended Price
1	PPCN-5000	Service Plan	\$374.95	\$374.95	\$374.95
<b>Subtotal:</b>					<b>\$374.95</b>
3.50% RRF035 - Regulatory Recovery Fee					\$13.12
<b>Total:</b>					<b>\$388.07</b>

Your service upgrade is complete. The new expiration date for your service plan is 1/24/2018.

Your card has been charged the subscription fee of \$388.07.



DOWNLOAD THE APP NOW



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**PRINTING SAFARI**

9853 Topanga Canyon Boulevard  
 Chatsworth, CA 91311  
 (818) 709-3752 Fax: (818) 341-4620

13

**ORDER 173225**

**Date:** 01/13/2017

**Due Date:** 01/14/2017

**Customer**

Porter Ranch Neighborhood Council  
 ATTN: Krissy

**Order Description**

2 - 2ft x 8ft banners  
 1 - 18in. x 5ft banner

**Customer Phone:**

**Order Taken By:**

**Salesperson:**

**Fax:**

ORIG	QTY	SIDES	DESCRIPTION	PAPER	PRICE
1	2	1	2 - 2ft x 8ft banners		\$270.00
1	1	1	18in x 5ft banner		\$65.00


  

Quantity	Total Price	Price/1000	Price/EA

**Ship-To**

**Ship Via:** Pickup

**SUBTOTAL** \$335.00

*Q. and 1/13/17*  


**State Tax** \$29.31

**TOTAL** \$364.31 ✓

**AMOUNT PAID** \$0.00

**BALANCE DUE** \$364.31

**Payment Due Date** 1/14/2017

Invoice accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Invoice accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

13



Minuteman Press  
19709 Nordhoff St.  
Northridge, CA 91324  
Phone: 818-341-1003 / Fax: 818-341-7330  
Web: www.minutemanpressnorthridge.com  
E-mail: info@minutemanpressnorthridge.com

**Invoice**

Invoice Number 6522  
Invoice Date 1/26/2017

**Bill to:** Porter Ranch Neighborhood Council  
Andrew Krowne  
PO Box 7337  
Porter Ranch, CA 91327  
  
Phone: 818-368-2398  
Email: dleveque@socal.rr.com

**Ship to:** Porter Ranch Neighborhood Council  
PO Box 7337  
Porter Ranch, CA 91327  
  
Phone: 818-368-2398

**Thank you for choosing Minuteman Press**

**8 Name Badges (Job 13089) \$128.00**

*Notes*  
1x3 Name Badge  
White with digital color  
Name plus Logo  
Magnetic Backer

Sub Total	\$128.00
8.75 Tax	\$11.20
Invoice Total	\$139.20
Deposits and Payments	(\$139.20) ✓
<b>Balance Due</b>	<b>\$0.00</b>

COD

Please pay from this invoice. No statements will be sent.  
Thank you,

2.0000% interest per month on past-due invoices.