

Monthly Expenditure Report



Reporting Month: March 2018

Budget Fiscal Year: 2017-2018

NC Name: Porter Ranch
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$51465.26	\$5624.55	\$45840.71	\$8063.39	\$14312.75	\$23464.57

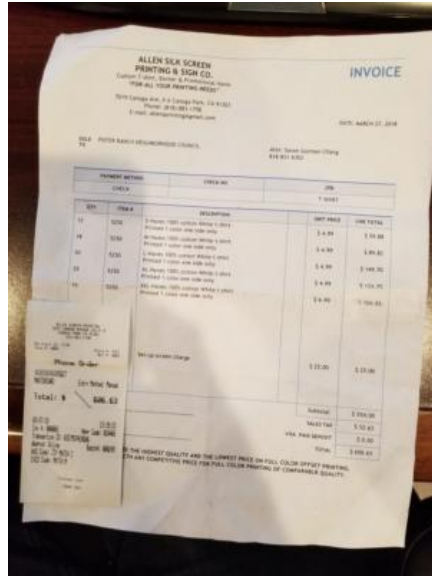
Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$34354.00	\$4000.88	\$15197.03	\$1263.39	\$13933.64
Outreach		\$565.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$25000.00	\$1058.67	\$23941.33	\$800.00	\$23141.33
Neighborhood Purpose Grants	\$10000.00	\$0.00	\$6550.00	\$6000.00	\$550.00
Funding Requests Under Review: \$375.99		Encumbrances: \$13936.76		Previous Expenditures: \$18041.09	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	BESTBUYCOM805534318951	03/09/2018	(Credit card transaction)	General Operations Expenditure	Office	\$208.04
2	HOMEDPOT.COM	03/12/2018	(Credit card transaction)	General Operations Expenditure	Office	\$2573.22
3	SQUARE SQ BAJA FRESH	03/14/2018	(Credit card transaction)	General Operations Expenditure	Office	\$391.46
4	STORAGE ETC CHATSWORTH	03/21/2018	(Credit card transaction)	General Operations Expenditure	Office	\$144.00
5	CTC CONSTANTCONTACT.C	03/08/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$65.00
6	AMAZON MKTPLACE PMTS	03/20/2018	(Credit card transaction)	Community Improvement Project		\$222.50
7	AMAZON MKTPLACE PMTS	03/20/2018	(Credit card transaction)	Community Improvement Project		\$186.48
8	AMAZON MKTPLACE PMTS	03/23/2018	(Credit card transaction)	Community Improvement Project		\$21.08

9	AMAZON MKTPLACE PMTS	03/25/2018	(Credit card transaction)	Community Improvement Project		\$8.99
10	AMAZON MKTPLACE PMTS	03/25/2018	(Credit card transaction)	Community Improvement Project		\$12.99
11	ALLEN SCREEN PRINTING	03/27/2018	(Credit card transaction)	Community Improvement Project		\$606.63
12	JCS Catering Company	12/08/2017	sponsoring of VANC mixer	General Operations Expenditure	Outreach	\$250.00
13	JCS Catering Company	12/08/2017	VANC Planning and Transportation Meeting sponsorsh...	General Operations Expenditure	Outreach	\$250.00
14	Moore Business Results	02/22/2018	website work	General Operations Expenditure	Office	\$320.33
15	AppleOne Employment Services	03/22/2018	note taker for meetings	General Operations Expenditure	Office	\$363.83
Subtotal:						\$5624.55

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Southern California Preparedness Foundation	03/21/2018	2018 Disaster Preparedness Fair	Neighborhood Purpose Grants		\$1000.00
2	Moore Business Results	03/22/2018	website	General Operations Expenditure	Office	\$98.02
3	Northridge Beautification Foundation	03/22/2018	Partnership with NBF for Clean Streets program	Neighborhood Purpose Grants		\$5000.00
4	Valley Voice	03/27/2018	advertising for Earth Day, recorded for finance pu...	Community Improvement Project		\$800.00
5	Gabriel Khanlian	03/27/2018	Reimbursement of meeting expenses.	General Operations Expenditure	Office	\$1165.37
Subtotal: Outstanding						\$8063.39

Receipts:



From: Best Buy <BestBuyInfo@emailinfo.bestbuy.com>
Sent: Friday, March 09, 2018 8:18 AM
To: andrewkrowne@prnc.org
Subject: We've received your order #BBY01-805534318951

[You'll receive a separate e-mail when your order ships.](#)

View: [Web](#)

FREE SHIPPING
on orders \$35 and up*



EXPERT SERVICE.
UNBEATABLE PRICE.

[WEEKLY DEALS >](#) [CLEARANCE >](#)

[TVs](#) [Computers & Tablets](#) [Cell Phones](#) [Appliances](#) [Cameras](#) [Video Games](#) [Wearables](#)

**Andrew, thanks for
your order on 03/09/18.**

**ORDER #
BBY01-805534318951**

[View Order Status](#)

Below is a summary of your purchase. Please be sure to review the **What You Need to Know** section for important details about your order.

Thank you for shopping at Best Buy®. We appreciate your business and look forward to seeing you soon.

Sincerely,

Your Customer Care Team



Ship to Home Items



**PYLE Pro 10 800W
Portable Bluetooth PA
System Black**
Model: PWMA1050BT
SKU: 5712987

QTY	PRICE
1	\$189.99

GET IT BY:

TUE 03/20

Andrew Krowne
11314 WILBUR AVE
PORTER RANCH, CA
91326

Order in process of being fulfilled



What You Need To Know

SHIPPING

WHEN YOUR ORDER SHIPS

- We'll send a separate e-mail with tracking details

ORDER SUMMARY

Subtotal:	\$189.99
Shipping:	FREE
Tax:	\$18.05
Discounts:	-\$0.00
ORDER TOTAL:	\$208.04

[View Order Status](#)

FEATURED HELP TOPICS

[See how long shipping usually takes](#)

[Returning or exchanging an item](#)

[Canceling an item or a full order](#)

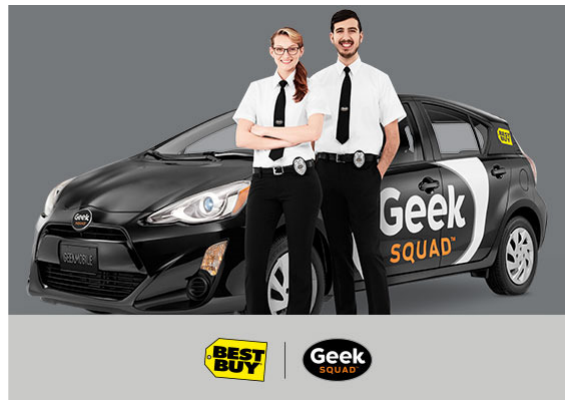
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[Best Buy Help Center](#)



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CUSTOMERS WHO BOUGHT THIS ITEM ALSO BOUGHT



Samsung - 2.1-Channel Soundbar System with 6.5\"/>

★★★★★ (1216)
[Read reviews >](#)



PYLE® - Microphone Stand

★★★★★ (5)
[Read reviews >](#)



PYLE - PylePro Wireless Microphone System

★★★★★ (18)
[Read reviews >](#)



PYLE - Pro 2-Channel VHF Wireless Microphone System

★★★★★ (3)
[Read reviews >](#)



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FREE SHIPPING ON ORDERS \$35 AND UP:

*See [BestBuy.com/Shipping](#) for full details.

EXPERT SERVICE. UNBEATABLE PRICE.:

*See details at [BestBuy.com/PriceMatchGuarantee](#).

Best Buy 7601 Penn Avenue South, Richfield, MN 55423-3645

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Order #W826047898

Placed on: Mar 09, 2018

Billing Information

Andrew Krowne

200 N Spring Street, Fl 20
LOS ANGELES CA 90012

Payment Method: MC ***5627

Item	Price/Item	Qty	Line Total
Ship To Home (1 item)			
11314 Wilbur Ave , NORTHRIDGE, CA 91326			
Nature Power 1,800-Watt Indoor/Outdoor Portable Off-Grid Solar Generator Kit with Auxiliary Battery Box	\$2,349.97	1	\$2,349.97

Expect It On Mar 19

Subtotal	\$2,349.97
Shipping	FREE
Sales Tax	\$223.25
Total	\$2,573.22

Need help?

Online Customer Support:
1-800-430-3376

Custom Blinds:
1-800-658-7320

Call 7 days a week:
6 a.m. to 2 a.m. EST

PLEASE MAKE PAYMENT PAYABLE TO :

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

Invoice Date: March 21, 2018

STORAGE ETC INVOICE

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

Unit: D202
Due Date: April 01, 2018
Amount Due: 268.00
Paid Through: February 28, 2018

UNIT	DATE	ITEM/SERVICE	AMOUNT	TAX	DUE	
Rent	124.00	0.00	124.00	0.00	248.00	
Late Fee		20.00	0.00	0.00	0.00	20.00

Subtotal 268.00
Taxes 0.00
Balance Due 268.00

Thank you for your prompt payment.

Sincerely,

Property Manager



[Print](#)

Billing Activity

Porter Ranch NC
Attn: Andrew Krowne
200 N Spring Street
Fl 20
Los Angeles CA 90012
US
P: 818-217-0279

Today's Date: 03/14/2018
User Name: porterranchnc

Billing Activity from 02/14/2018 to 03/14/2018

Date	Description	Charge Amount	Credit Amount
03/13/2018	Invoice #188414134	\$65.00	
03/08/2018	Payment - Credit Card (MasterCard) *****5627		\$65.00

Billing questions? [Contact Support](#)

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



Final Details for Order #112-8657440-2281852

[Print this page for your records.](#)

Order Placed: March 19, 2018
Amazon.com order number: 112-8657440-2281852
Order Total: \$222.50

Shipped on March 20, 2018

Items Ordered

50 of: *SODIAL(R) Transparent Calculator Clear Scientific Calculator Solar Energy Led Calculator Creative Stationery White* **Price** \$4.45
 Sold by: Tiffany Laura ([seller profile](#))

Condition: New

Shipping Address:

Andrew Krowne (Go Kings Go)
 11314 WILBUR AVE
 NORTHRIDGE, CA 91326-1844
 United States

Shipping Speed:

Standard Shipping

Item(s) Subtotal: \$222.50
 Shipping & Handling: \$0.00

 Total before tax: \$222.50
 Sales Tax: \$0.00

Total for This Shipment: \$222.50

Payment information

Payment Method:

MasterCard | Last digits: 5627

Billing address

Andrew Krowne (Go Kings Go)
 11314 WILBUR AVE
 NORTHRIDGE, CA 91326-1844
 United States

Item(s) Subtotal: \$222.50
 Shipping & Handling: \$0.00

 Total before tax: \$222.50
 Estimated tax to be collected: \$0.00

Grand Total: \$222.50

Credit Card transactions

MasterCard ending in 5627: March 20, 2018: \$222.50

To view the status of your order, return to [Order Summary](#).



Final Details for Order #112-4600031-2131418

[Print this page for your records.](#)

Order Placed: March 19, 2018
Amazon.com order number: 112-4600031-2131418
Order Total: \$186.48

Shipped on March 20, 2018

Items Ordered

9 of: *Hygloss Prod. Kids Craft Blank Passport Books*
 Sold by: Kidz Kupboard ([seller profile](#))

Condition: New

Brand new, direct from manufacturer. Guaranteed shipping by Amazon. Hassle free returns. Customer satisfaction is number one!

Price

\$19.05

Shipping Address:

Andrew Krowne (Go Kings Go)
 11314 WILBUR AVE
 NORTHRIDGE, CA 91326-1844
 United States

Item(s) Subtotal: \$171.45
 Shipping & Handling: \$0.00

 Total before tax: \$171.45
 Sales Tax: \$15.03

Shipping Speed:

Two-Day Shipping

Total for This Shipment: \$186.48

Payment information

Payment Method:

MasterCard | Last digits: 5627

Billing address

Andrew Krowne (Go Kings Go)
 11314 WILBUR AVE
 NORTHRIDGE, CA 91326-1844
 United States

Item(s) Subtotal: \$171.45
 Shipping & Handling: \$0.00

 Total before tax: \$171.45
 Estimated tax to be collected: \$15.03

Grand Total: \$186.48

Credit Card transactions

MasterCard ending in 5627: March 20, 2018: \$186.48

To view the status of your order, return to [Order Summary](#).



Final Details for Order #112-5021872-4042619

[Print this page for your records.](#)

Order Placed: March 21, 2018
Amazon.com order number: 112-5021872-4042619
Order Total: \$21.08

Shipped on March 23, 2018

Items Ordered

2 of: *Rubbermaid Commercial FG295600BLA Plastic Deskside Wastebasket, 28-1/8-quart, Black*
 Sold by: JAJ Supplies ([seller profile](#))

Condition: New

Item CAN'T be shipped to Alaska, Hawaii, Puerto Rico, PO Box, APO, FPO, Freight Forwarders, or outside of the US.

Price

\$7.55

Shipping Address:

Andrew Krowne (Go Kings Go)
 11314 WILBUR AVE
 NORTHRIDGE, CA 91326-1844
 United States

Item(s) Subtotal: \$15.10

Shipping & Handling: \$5.98

Total before tax: \$21.08

Sales Tax: \$0.00

Total for This Shipment: \$21.08

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

MasterCard | Last digits: 5627

Item(s) Subtotal: \$15.10

Shipping & Handling: \$5.98

Total before tax: \$21.08

Estimated tax to be collected: \$0.00

Grand Total: \$21.08

Billing address

Andrew Krowne (Go Kings Go)
 11314 WILBUR AVE
 NORTHRIDGE, CA 91326-1844
 United States

Credit Card transactions

MasterCard ending in 5627: March 23, 2018: \$21.08

To view the status of your order, return to [Order Summary](#).



Final Details for Order #112-4173143-7333811

[Print this page for your records.](#)

Order Placed: March 21, 2018
Amazon.com order number: 112-4173143-7333811
Order Total: \$21.98

Shipped on March 24, 2018

Items Ordered

1 of: *Pretty See Mini Flower Crown Headband /Halo/coachella /Edc /Hippie Flower Headband /Garden Party / Wedding,Set of 10, Mix Color* **Price** \$12.99

Sold by: Beauty&Care ([seller profile](#))

Condition: New

Shipping Address:

Andrew Krowne (Go Kings Go)
 11314 WILBUR AVE
 NORTHRIDGE, CA 91326-1844
 United States

Item(s) Subtotal: \$12.99

Shipping & Handling: \$0.00

Total before tax: \$12.99

Sales Tax: \$0.00

Total for This Shipment: \$12.99

Shipping Speed:

Two-Day Shipping

Shipped on March 24, 2018

Items Ordered

1 of: *Pangda 2 Pack 16 Inches Inflatable Globe Blow up World Globe Beach Ball Globe for Party Bags, PVC Material* **Price** \$8.99

Sold by: Pangda US ([seller profile](#)) | Product question? [Ask Seller](#)

Condition: New

Shipping Address:

Andrew Krowne (Go Kings Go)
 11314 WILBUR AVE
 NORTHRIDGE, CA 91326-1844
 United States

Item(s) Subtotal: \$8.99

Shipping & Handling: \$0.00

Total before tax: \$8.99

Sales Tax: \$0.00

Total for This Shipment: \$8.99

Shipping Speed:

Two-Day Shipping

Payment information

Payment Method:

MasterCard | Last digits: 5627

Billing address

Andrew Krowne (Go Kings Go)
11314 WILBUR AVE
NORTHRIDGE, CA 91326-1844
United States

Item(s) Subtotal: \$21.98

Shipping & Handling: \$0.00

Total before tax: \$21.98

Estimated tax to be collected: \$0.00

Grand Total: \$21.98

Credit Card transactions

MasterCard ending in 5627: March 24, 2018: \$12.99

MasterCard ending in 5627: March 24, 2018: \$8.99

To view the status of your order, return to [Order Summary](#).

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Final Details for Order #112-4173143-7333811

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Order Placed: March 21, 2018

Amazon.com order number: 112-4173143-7333811

Order Total: \$21.98

Shipped on March 24, 2018

Items Ordered

1 of: *Pretty See Mini Flower Crown Headband /Halo/coachella /Edc /Hippie Flower Headband /Garden Party / Wedding,Set of 10, Mix Color* **Price** \$12.99

Sold by: Beauty&Care ([seller profile](#))

Condition: New

Shipping Address:

Andrew Krowne (Go Kings Go)
11314 WILBUR AVE
NORTHRIDGE, CA 91326-1844
United States

Item(s) Subtotal: \$12.99

Shipping & Handling: \$0.00

Total before tax: \$12.99

Sales Tax: \$0.00

Total for This Shipment: \$12.99

Shipping Speed:

Two-Day Shipping

Shipped on March 24, 2018

Items Ordered

1 of: *Pangda 2 Pack 16 Inches Inflatable Globe Blow up World Globe Beach Ball Globe for Party Bags, PVC Material* **Price** \$8.99

Sold by: Pangda US ([seller profile](#)) | Product question? [Ask Seller](#)

Condition: New

Shipping Address:

Andrew Krowne (Go Kings Go)
11314 WILBUR AVE
NORTHRIDGE, CA 91326-1844
United States

Item(s) Subtotal: \$8.99

Shipping & Handling: \$0.00

Total before tax: \$8.99

Sales Tax: \$0.00

Total for This Shipment: \$8.99

Shipping Speed:

Two-Day Shipping

Payment information

Payment Method:

MasterCard | Last digits: 5627

Billing address

Andrew Krowne (Go Kings Go)
11314 WILBUR AVE
NORTHRIDGE, CA 91326-1844
United States

Credit Card transactions

Item(s) Subtotal: \$21.98

Shipping & Handling: \$0.00

Total before tax: \$21.98

Estimated tax to be collected: \$0.00

Grand Total: \$21.98

MasterCard ending in 5627: March 24, 2018: \$12.99

MasterCard ending in 5627: March 24, 2018: \$8.99

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<p align="center">JCS Catering Company Carla's Café at CBS Studio Center 4024 Radford Avenue Studio City, CA 91604</p>	INVOICE # 111117B	
	DATE: 9/11/2017	
	BILL TO NEIGHBORHOOD COUNCIL: Porter Ranch Neighborhood Council	
The Neighborhood Council Supports:	Please check box(es):	Amount:
Valley Alliance Neighborhood Councils (VANC) Planning Forum, November 9, 2017	<input type="checkbox"/>	
Valley Alliance Neighborhood Councils (VANC) Mixer, March 8, 2018	<input checked="" type="checkbox"/>	250.00
DESCRIPTION		
Food and Beverages for Valley Alliance Neighborhood Councils (VANC) event*		
*This amount is inclusive and includes hot and cold refreshments, silverware, linens, coffee, tea and desserts, kitchen staff and use of facility.		
TOTAL DUE		\$ 250.00

If you have any questions regarding this invoice, please contact Vic Viereck at Vicviereck@sbcglobal.net or 818-985-9174

PLEASE MAKE CHECK PAYABLE TO: JCS Catering Company
c/o Vic Viereck
12702 Tiara Street
Valley Village, CA 91607

I understand that this invoice must include JCS Catering Company's quote for total event cost, and the quote must be attached and included at the time of submission.

Prepared By: _____
Neighborhood Council Authorized Signature

Thank you for your business!

|

|

				VANC Events	
				2017/2018	
NCs That Approved VANC Event Funding					
Balance from 2016/17			2158.87	2158.87	
Neighborhood Council	Date NC	11/9/2017	3/9/2018	Total	
	Approved \$				
Tarzana NC	8/22/2017	250.00	250.00	500.00	
Northridge East NC	8/16/2017	250.00	250.00	500.00	
Panorama City NC	8/24/2017	250.00	250.00	500.00	
Sun Valley NC	9/12/2017	250.00		250.00	
Northridge West NC	9/12/2017	250.00	250.00	500.00	
Sherman Oaks NC	7/11/2017	325.00	325.00	650.00	
Sunland-Tujunga NC	10/11/2017	250.00	250.00	500.00	
Porter Ranch NC	10/11/2017	250.00	250.00	500.00	
NoHo NC	Oct. 2017	300.00	300.00	600.00	
North Hills West NC	9/21/2017	250.00	250.00	500.00	
North Hollywood NE NC	9/28/2017	250.00	250.00	500.00	
West Hills NC	10/5/2017	200.00		200.00	
Sylmar NC		350.00		350.00	
Total 2017/18		3425.00	2625.00	6050.00	
Combined total		3425.00	4783.87	8208.87	

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Dorchester Ranch

Meeting Date: 10/11/17

Budget Fiscal Year: 17-18

Agenda Item No: 16

Board Motion and/or Public Benefit Statement (CIP and NPG):
Vote - \$576
(\$250 - mixer + \$250 - 8 Items + Transportation)

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 Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Issam Najm		X					
Susan Grace Cheng		X					
Gabriel Khalifa		X					
Andrew Krause		X					
David Balen		X					
Assad Alamiir		X					
Jason Hector		X					
Alex Kra					X		
Becky Lovace					X		
Hassen Mamania		X					
Jennifer and Milbauer					X		
Totals		8	0	0	3		

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: Andrew Krause

Print/Type Name: David Balen

Date: 10/11/17

Date: 10/11/2017

<p align="center">JCS Catering Company</p> <p>Carla's Café at CBS Studio Center 4024 Radford Avenue Studio City, CA 91604</p>	INVOICE # 111117A	
	DATE: 9/11/2017	
	BILL TO NEIGHBORHOOD COUNCIL: Porter Ranch Neighborhood Council	
The Neighborhood Council Supports:	Please check box(es):	Amount:
Valley Alliance Neighborhood Councils (VANC) Planning Forum, November 9, 2017	<input checked="" type="checkbox"/>	250.00
Valley Alliance Neighborhood Councils (VANC) Mixer, March 8, 2018	<input type="checkbox"/>	\$
DESCRIPTION		
Food and Beverages for Valley Alliance Neighborhood Councils (VANC) event*		
*This amount is inclusive and includes hot and cold refreshments, silverware, linens, coffee, tea and desserts, kitchen staff and use of facility.		
TOTAL DUE		\$ 250.00

If you have any questions regarding this invoice, please contact Vic Viereck at Vicviereck@sbcglobal.net or 818-985-9174

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c/o Vic Viereck
12702 Tiara Street
Valley Village, CA 91607

I understand that this invoice must include JCS Catering Company's quote for total event cost, and the quote must be attached and included at the time of submission.

Prepared By: _____
Neighborhood Council Authorized Signature

Thank you for your business!

|

|

				VANC Events	
				2017/2018	
NCs That Approved VANC Event Funding					
Balance from 2016/17			2158.87	2158.87	
Neighborhood Council	Date NC	11/9/2017	3/9/2018	Total	
	Approved \$				
Tarzana NC	8/22/2017	250.00	250.00	500.00	
Northridge East NC	8/16/2017	250.00	250.00	500.00	
Panorama City NC	8/24/2017	250.00	250.00	500.00	
Sun Valley NC	9/12/2017	250.00		250.00	
Northridge West NC	9/12/2017	250.00	250.00	500.00	
Sherman Oaks NC	7/11/2017	325.00	325.00	650.00	
Sunland-Tujunga NC	10/11/2017	250.00	250.00	500.00	
Porter Ranch NC	10/11/2017	250.00	250.00	500.00	
NoHo NC	Oct. 2017	300.00	300.00	600.00	
North Hills West NC	9/21/2017	250.00	250.00	500.00	
North Hollywood NE NC	9/28/2017	250.00	250.00	500.00	
West Hills NC	10/5/2017	200.00		200.00	
Sylmar NC		350.00		350.00	
Total 2017/18		3425.00	2625.00	6050.00	
Combined total		3425.00	4783.87	8208.87	

Events D' Elegance @ CBS Studio Center
4024 Radford Avenue, Studio City, CA 91604

ESTIMATE OF CHARGES

Account Name:	Valley Alliance NC- Mixer	Date:	9-Nov-17
Contact Name:	Jill Barad	Phone:	
Address:		Cell:	
Location	Carla's Café	Email:	
INVOICE #		# of Guests:	130 people
		Guarantee:	

QUANTITY	DESCRIPTION	PRICE	TOTAL
130	Hors d' oeuvres	\$ 16.95	\$ 2,203.50
130	Dessert	\$ 2.50	\$ 325.00
130	Coffee	\$ 1.95	\$ 253.50
1	Bartender fee	\$ 200.00	\$ 200.00
			\$ -
1	Set Up & Breakdown Fees	\$ 150.00	\$ 150.00
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
		TOTAL	\$ 3,132.00
Service Charges-21%		0.21	\$ 657.72
		SUBTOTAL	\$ 3,789.72
Sales Taxes- 9.50%		0.095	\$ 360.02
		TOTAL	\$ 4,149.74
		Credit	

Make your check payable to:
JCS Catering Company

Paid By:	_____
Cash:	_____
Cashier's Check:	_____
Money Order:	_____
Other:	_____

SIGNATURE: _____

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program



Board Action Certification Form

NC Name: Porter Ranch Meeting Date: 10/11/17
 Budget Fiscal Year: 17-18 Agenda Item No: 16

Board Motion and/or Public Benefit Statement (CIP and NPG):
Vans - \$50k
(250 - mixer & 250 - Pumps & Transportation)

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 Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Issam Najm		X					
Susan Green Cheng		X					
Gabriel Khalifa		X					
Andrew Krouse		X					
David Balen		X					
Assad Alarjisi		X					
Jason Hector		X					
Alex Kra					X		
Becky Lawrence					X		
Hossen Mamoun		X					
Jennifer Milbauer					X		
Totals		8	0	0	3		

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
 Print/Type Name: Andrew Krouse
 Date: 10/11/17

Second Signer's Signature
 Print/Type Name: David Balen
 Date: 10/11/2017



Invoice #2018 0201
Number

Date February 1, 2018

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

Communications services	\$320.33
Total Amount Due:	\$320.33

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
1/12/2018	Letters. Year in review info request.	0.34
1/15/2018	Revised letter	0.17
1/19/2018	Next steps on year in review info with Issam.	0.34
1/25/2018	Draft article on year in review.	0.67
1/30/2018	Add Aliso Canyon info to draft.	0.34
1/31/2018	Publish draft article with links, images. Add 4 letters.	1.25
	Total	3.11

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification Form



NC Name: Porter Keith Meeting Date: 10/11/17

Budget Fiscal Year: 17-18 Agenda Item No: 18b

Board Motion and/or Public Benefit Statement (CIP and NPG): Approve monthly reoccurring vendors per budgeted amount.

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.

Table with 8 columns: Board Member Name, Board Position, Yes, No, Abstain, Absent, Ineligible, Recused. Rows include names like Issam Najm, Susan Gama-Cheng, Gabriel Khalifa, Andrew Krause, David Balen, Assed Almajjar, Jason Hecker, Alex Kim, Becky Levesque, Hassen Memarian, Jennifer Milbauer.

Totals 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 [Signature] Second Signer's Signature [Signature]

Print/Type Name: Andrew Krause Print/Type Name: David Balen

Date: 10/11/17 Date: 10/11/2017



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: 02/21/2018
Invoice No: S7053433
Amount Due: \$363.83
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
PARTON, JOHN	02/03/2018	02/07/2018	01-4767847	1.00	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$23.10	CA	1002
PARTON, JOHN	02/10/2018	02/14/2018	01-4774112	3.00	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$69.30	CA	1002
POLLOCK, FRANCES	02/03/2018	02/07/2018	01-4767846	6.25	\$23.10	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$144.38	CA	1002
POLLOCK, FRANCES	02/17/2018	02/21/2018	01-4781406	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
Sub Total For:				15.75		0.00		0.00		0.00		0.00		\$0.00	\$363.83		
Grand Total Invoice Amount				15.75		0.00		0.00		0.00		0.00		\$0.00	\$363.83		

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

Web TimeCard

Imaged on 2/6/2018

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

Employee Name: Parton, John

Serial Number: XA79099718

Week Ending: 2/3/2018

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
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Thu	2/1/2018	5:00 PM	6:00 PM	0:00	1:00	1:00	0:00	0:00
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SubTotals					01:00	01:00	00:00	00:00
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Submitted By: John Parton|633712 on 2/5/2018

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

Approved By: Gabriel Khanlian|172664 on 2/6/2018

Processed By: ajmartinez on 2/6/2018

Web TimeCard

Imaged on 2/13/2018

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

Employee Name: Parton, John

Serial Number: XA84434118

Week Ending: 2/10/2018

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Tue	2/6/2018	11:00 PM	12:00 AM	0:00	1:00	1:00	0:00	0:00
Wed	2/7/2018	12:00 AM	2:00 AM	0:00	2:00	2:00	0:00	0:00

SubTotals					03:00	03:00	00:00	00:00
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Submitted By: John Parton|633712 on 2/12/2018
 Preapproved By: <not available> on <not available>
 Approved By: Gabriel Khanlian|172664 on 2/12/2018
 Processed By: ajmartinez on 2/13/2018

Web TimeCard

Imaged on 2/20/2018

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

Employee Name: Pollock, Frances

Serial Number: XA87744918

Week Ending: 2/17/2018

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Mon	2/12/2018	6:20 PM	9:20 PM	0:00	3:00	3:00	0:00	0:00
Fri	2/16/2018	9:00 PM	11:30 PM	0:00	2:30	2:30	0:00	0:00
SubTotals					05:30	05:30	00:00	00:00

Submitted By: Frances Pollock|564670 on 2/19/2018

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

Approved By: Gabriel Khanlian|172664 on 2/20/2018

Processed By: ajmartinez on 2/20/2018

Web TimeCard

Imaged on 2/5/2018

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

Employee Name: Pollock, Frances

Serial Number: XA73656518

Week Ending: 2/3/2018

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Tue	1/30/2018	6:15 PM	9:00 PM	0:00	2:45	2:45	0:00	0:00
Fri	2/2/2018	8:00 PM	11:30 PM	0:00	3:30	3:30	0:00	0:00
SubTotals					06:15	06:15	00:00	00:00

Submitted By: Frances Pollock|564670 on 2/3/2018
 Preapproved By: <not available> on <not available>
 Approved By: Gabriel Khanlian|172664 on 2/5/2018
 Processed By: ajmartinez on 2/5/2018

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form



NC Name: Porter Ranch Meeting Date: 10/11/17

Budget Fiscal Year: 17-18 Agenda Item No: 18b

Board Motion and/or Public Benefit Statement (CIP and NPG): Approve monthly reoccurring vendors per budgeted amount.

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 Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Issam Najm		X					
Susan Garna-Cheng		X					
Gabriel Khalil		X					
Andrew Krause		X					
David Balen		X					
Assad Alnajjar		X					
Jason Hecker		X					
Alex Kim					X		
Becky Levesque					X		
Hassan Memarian		X					
Jennifer Milbauer					X		
Totals							

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: [Signature] Second Signer's Signature: [Signature]
 Print/Type Name: Andrew Krause Print/Type Name: David Balen
 Date: 10/11/17 Date: 10/11/2017