

Monthly Expenditure Report



Reporting Month: February 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
\$33117.72	\$2945.94	\$30171.78	\$500.00	\$194.38	\$29477.40

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$22000.00	\$2945.94	\$12628.07	\$0.00	\$12628.07
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$5000.00	\$0.00	\$5000.00	\$0.00	\$5000.00
Neighborhood Purpose Grants	\$5000.00	\$0.00	\$4000.00	\$500.00	\$3500.00
Funding Requests Under Review: \$194.38		Encumbrances: \$0.00		Previous Expenditures: \$7425.99	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY STORAGE ETC. CHATS	02/01/2025	Storage Unit	General Operations Expenditure	Office	\$206.00
2	REAL ESTATE CIVIC	02/08/2025	Meeting Location Permit Fee	General Operations Expenditure	Office	\$685.00
3	RALPHS #0127	02/12/2025	Meeting food	General Operations Expenditure	Office	\$40.64
4	RALPHS #0127	02/12/2025	Meeting food	General Operations Expenditure	Office	\$107.96
5	EIG CONSTANTCONTACT.C	02/13/2025	Constant Contact Email Blast	General Operations Expenditure	Office	\$954.10
6	USPS PO 0554610166	02/20/2025	PO Box Renewal 1 year	General Operations Expenditure	Office	\$498.00
7	WENDY L. MOORE / MOORE BUSINESS RESULTS	02/12/2025	Motion to approve 2024-25 administrative packet.	General Operations Expenditure	Office	\$295.12
8	WENDY L. MOORE / MOORE BUSINESS RESULTS	02/06/2025	Motion to approve 2024-25 administrative packet.	General Operations Expenditure	Office	\$159.12

Subtotal:	\$2945.94
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Outstanding Expenditures						
#	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
Subtotal: Outstanding						\$500.00

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

Payment Receipt

Porter Ranch Neighborhood Council

Date Printed February 7, 2025
Payment Date February 1, 2025 4:58 PM

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

Unit D202
Receipt Number 116338
Paid Thru February 28, 2025
By AS

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
02/01/25	D202	Rent 2/1-2/28	197.00	0.00	0.00	197.00	197.00	Master Card
02/01/25	D202	Insurance 2/1-2/28	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 February 28, 2025

Transaction Type Sale

Authorization 089578
Reference p1_txn_679ec326b7d15a61cb11c88

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

x _____



INVOICE

LOS ANGELES UNIFIED SCHOOL DISTRICT
 Facilities Real Estate & Asset Development
 Real Estate and Business Development Department
 333 S. Beaudry Avenue, 1st Floor
 Los Angeles, CA 90017

INVOICE NUMBER

2025B - 18524
 PERIOD 8 2025

INVOICE DATE: 01/03/2025
 INVOICE DUE: 01/10/2025
 APPLICATION NO.: 35087
 AGENT: ANTONIO PINA
 OFFICE: (213) 241- 6900 | M - F | 8am - 4pm
 EMAIL: antonio.pina@lausd.net

TO PERMITEE: ATTN: JASON HECTOR PORTER RANCH NEIGHBORHOOD COUNCIL P.O. BOX 7337 PORTER RANCH, CA 91326 PH: 8183579658 CELL: 8183579658 JASONHECTOR@PRNC.ORG	ORGANIZATION: PORTER RANCH NEIGHBORHOOD COUNCIL TYPE OF ACTIVITY: PRNC GENERAL BOARD MEETING PARTICIPANT AGE RANGE: 18-100 SCHOOL: CASTLEBAY ES FACILITY: AUDITORIUM
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ITEM NO.	DESCRIPTION	BILLABLE TIME	RATE	QTY	TOTAL
1000	Facility Use (Auditorium - Hourly Rate)	15 hrs	\$38/hr	1	\$570.00
3000	Supplies (Daily Rate)	5 days	\$5/day	1	\$25.00
4000	Application Processing Fee		\$90.00	1	\$90.00
Remarks:					
<ul style="list-style-type: none"> The Permit Office only accepts payment in the exact amount with a Cashier's Check or Money Order payable to L.A.U.S.D. Payment must be received by the Due Date on the invoice or payment slip. Payment must be submitted with payment slip and in exact amount. 					
				SUBTOTAL	\$685.00
				OTHER/ADJUSTMENTS	
				TOTAL	\$685.00

PERMITEE: ATTN: JASON HECTOR

Porter Ranch Neighborhood Council
 P.O. Box 7337
 Porter Ranch, CA 91326

Payable To: LOS ANGELES UNIFIED SCHOOL DISTRICT
 Mail To: Los Angeles Unified School District
 C/o Real Estate and Business Development Department
 333 S. Beaudry Ave, 1st Floor
 Los Angeles, CA 90017

PAYMENT SLIP

2025B - 18524

Application: 35087 INVOICE NUMBER
 01/10/2025

PAYMENT DUE DATE

AMOUNT DUE: \$685.00

The Permit Office only accepts **Cashier's Check** or **Money Order** payable to L.A.U.S.D.
 Payment must be received by the Due Date on the invoice or payment slip.
 Payment must be submitted with payment slip and in exact amount.

mo.laschools.org/applications/facility-use-requests/requests/apply-messages?permit_id=18524&message_code=PA003

Permit 18524: Payment Message

[Print Permit](#)

Permit Status	Permit Issued
Permit Site	Castebay ES
Permit Facility	Auditorium
Activity	PRNC General Board Meeting
Applicant Name	Porter Ranch Neighborhood Council
Contact Info	Phone: 8183579658 Cell: 8183579658 Email: jasec Hector@prnc.org
Address	P.O. Box 7337 Porter Ranch, CA 91326 www.prnc.org
App Status	Processing Permits
Agent	ANTONIO PINA
Submit Date	12/04/2024
App ID	35087

Payment Received

Thank you! Your payment was received and we have issued your permit.

Amount Paid: \$685.00
Transaction Number: 67A692B81B839B2500000C1500000BDF525051B5
Transaction Date: 2025-02-07

[Go To Permit](#)



FRESH
FOR
EVERYONE.

19781 Rinaldi St.
(818) 832-5955
Your cashier was Priscilla C

VERIFIED TOTAL SAVINGS \$ 2.30

	KRO CLEAR CUTLERY		9.99	T
	AHMT WATER	RC	3.49	F
	CA REDEM VAL		0.60	F
SC	RALPHS SAVED YOU	0.50		
	AHMT WATER	RC	3.49	F
	CA REDEM VAL		0.60	F
SC	RALPHS SAVED YOU	0.50		
	KRO 9IN PLATIC PLA		5.99	T
	KRO 9IN PLATIC PLA		5.99	T
	VNFR NAPKINS	RC	6.49	T
SC	RALPHS SAVED YOU	0.50		
	VAL REUSABLE BAG	RC	0.59	T
SC	RALPHS SAVED YOU	0.40		
	VAL REUSABLE BAG	RC	0.59	T
SC	RALPHS SAVED YOU	0.40		
	RALPHS rewards CUSTOMER	*****3759		
	TAX		2.82	
	**** BALANCE		40.64	

Northridge CA 91326
MASTERCARD Purchase
*****4937 - H
REF#: 006809 TOTAL: 40.64
AID: A000000041010
TC: 78102508E30494CB

	MASTERCARD	40.64
	CHANGE	0.00
	TOTAL NUMBER OF ITEMS SOLD =	10
	RALPHS rewards SAVINGS	\$2.30
	TOTAL COUPONS	\$ 2.30

D2/12/25 05:34pm 127 8 122 136



FRESH FOR EVERYONE.

19781 Rinaldi St.
(818) 832-5955

Your cashier was Alicia B

DELI TRAY	32.99 F
DELI TRAY	32.99 F
DELI TRAY	30.99 F
PRSL WRTY CKY TRAY	10.99 F
RALPHS rewards CUSTOMER *****3759	
TAX	0.00
**** BALANCE	107.96

Northridge CA 91326
MASTERCARD Purchase
*****4937 - M
REF#: 027853 TOTAL: 107.96
AID: A000000041010
TC: 7FFD0664983DA6D9

MASTERCARD 107.96
CHANGE 0.00

TOTAL NUMBER OF ITEMS SOLD = 4
02/12/25 05:25pm 127 35 9 607

Annual Card Savings \$12.65

Total Feb Fuel Points: 56

Remaining Jan Fuel Points: 112

TRY OUR PHARMACY (818) 832-3156
MGR: LUCTA QUINONES-SOLANO (818) 832-5955
THANK YOU FOR SHOPPING AT RALPHS!

Fresh opportunity awaits
Join our team today!



jobs.ralphs.com
www.ralphs.com



[Print](#)

Billing Activity

*Porter Ranch NC
Attn: Jason Hector
200 N Spring Street
Rm 224
Los Angeles CA 90012
US
P: 818-217-0279*

*Today's Date: 02/21/2025
User Name:*

Billing Activity from 08/21/2024 to 02/21/2025

Date	Description	Charge Amount	Credit Amount
02/13/2025	Invoice #1739434382	\$83.30	
02-13-2025 03:13:02 AM	Payment - Credit Card (MasterCard) *****8938		\$954.10
01/13/2025	Invoice #1736755924	\$83.30	
12/13/2024	Invoice #1734077537	\$83.30	
11/13/2024	Invoice #1731485534	\$83.30	
10/13/2024	Invoice #1728803557	\$83.30	
09/13/2024	Invoice #1726211558	\$83.30	

Billing questions? [Contact Support](#)
Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US

From: Constant Contact Billing notification@constantcontact.com
Subject: Constant Contact Billing Activity
Date: February 21, 2025 at 5:24 PM
To: communications@prnc.org



Billing Statement

Today's Date: February 21, 2025

User Name: porterranchnc

Attention: Jason Hector
Porter Ranch NC
200 N Spring Street
Rm 224
Los Angeles, CA 90012
US
818-217-0279
<http://www.prnc.org>

Below is a list of invoices and payment receipts issued for your account.

Your Account Balance can be viewed at any time in the Billing tab of your account.

Date	Description	Charge Amount	Credit Amount
02/13/2025	Invoice #1739434382 Constant Contact - Email Plus 2501-5000 Contacts Highest contact count: 3732 From 01/13/2025 to 02/13/2025 Prepay for 30% Off From 01/13/2025 to 02/13/2025	\$119.00 (\$35.70)	\$83.30
01/13/2025	Invoice #1736755924 Constant Contact - Email Plus 2501-5000 Contacts Highest contact count: 3745 From 12/13/2024 to 01/13/2025 Prepay for 30% Off From 12/13/2024 to 01/13/2025	\$119.00 (\$35.70)	\$83.30

Billing questions? Please call Customer Support at (855) 229-5506
Constant Contact - 1601 Trapelo Road, Suite 329 - Waltham, MA 02451

Please do not reply to this email as the reply address does not go to a monitored



RANCH
19300 RINALDI ST
PORTER RANCH, CA 91326-9998
(800)275-8777

02/20/2025

11:51 AM

Product	Qty	Unit Price	Price
1-Yr Box			\$498.00
Box ZIP Code: 91327			
Box Number: 7337			
Box Size: Size 3 - 11 in x 5.5 in			
Rental Period: Annual			
Rental Start Date: 02/20/2025			
Next Renewal Date: 02/28/2026			
Key Fee			\$0.00
Keys Delivered: 1			
Keys Ordered: 1			
Key Deposit			\$0.00
Key Count: 2			
Key Number: 67906			
Total			\$498.00
Grand Total:			\$498.00
Credit Card Remit			\$498.00
Card Name: MasterCard			
Account #: XXXXXXXXXXXX8938			
Approval #: 053170			
Transaction #: 016			
AID: A0000000041010		Chip	
AL: MASTERCARD			
PIN: Not Required			



Invoice #PRNC 2025 0101
Number

Date January 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

Communications Services	295.12
Total Amount Due:	295.12

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
12/3/2024	Park on news, Fb. Finish eblast. Meeting Fb/Ig	0.75	102.00
12/6/2024	New board member on board page, email, eblast template. Minutes. Toy Drive on calendar. Fb/ig	0.50	68.00
12/9/2024	Aliso on news. Fb	0.42	57.12
12/11/2024	Schedule Gas leak eblasts re: CPUC Meeting	0.50	68.00
	Total	2.17	295.12



Invoice #PRNC 2025 0201
Number

Date February 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

Communications Services	159.12
Total Amount Due:	159.12

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Date	Details	Hours	Fees
1/3/2025	Agenda. Eblast Fb/Ig	0.25	34.00
1/7/2025	Cancel meeting. Eblast. Fb/Ig	0.17	23.12
1/13/2025	Air monitoring link update	0.17	23.12
1/22/2025	Elections on news, slideshow. Fb/Ig	0.58	78.88
	Total	1.17	159.12

