Monthly Expenditure Report



Reporting Month: April 2021 Budget Fiscal Year: 2020-2021

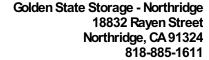
NC Name: Northridge West Neighborhood Council

		Monthly Cash Re	econciliation		
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$26918.42	\$4524.56	\$22393.86	\$0.00	\$0.00	\$22393.86

Monthly Cash Flow Analysis						
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available	
Office		\$329.30		\$0.00		
Outreach	\$17660.00	\$0.00	\$-501.25	\$0.00	\$-501.25	
Elections		\$4195.26		\$0.00		
Community Improvement Project	\$21862.00	\$0.00	\$21862.00	\$0.00	\$21862.00	
Neighborhood Purpose Grants	\$6000.00	\$0.00	\$1000.00	\$0.00	\$1000.00	
Funding Requests Und	der Review: \$0.00	Encumbrar	nces: \$0.00	Previous Expenditures: \$18636.69		

	Expenditures					
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOLDEN STATE STORAGENO	04/02/2021	Monthly fee for storage	General Operations Expenditure	Office	\$124.50
2	EPPERHART COMMUNICATIONS	04/06/2021	Motion to create a NWNC Candidate Voter Guide and Voter registration booklet to be mailed to stakeholders using \$600 for Epperhart Communications design services.	General Operations Expenditure	Elections	\$600.00
3	C&M Printing	04/06/2021	Motion to create a NWNC Candidate Voter Guide and Voter registration booklet to be mailed to stakeholders using \$1,144.50 in encumbered funds	General Operations Expenditure	Elections	\$1144.50
4	C&M Printing	04/06/2021	Motion to create a NWNC Candidate Voter Guide and Voter registration booklet to be mailed to stakeholders using additional \$2,500 in outreach funds for C&M printing,	General Operations Expenditure	Elections	\$2450.76
5	APPLEONE EMPLOYMENT SERVICES	04/09/2021	Monthly minute taking at board meeting	General Operations Expenditure	Office	\$204.80
	Subtotal:				-	\$4524.56

Outstanding Expenditures						
#	# Vendor Date Description Budget Category Sub-category Total					
Subtotal: Outstanding \$0.0						\$0.00





Payment Receipt

Tenant City Of LA

Northridge West Neighborhood Council

Address DONE-Northridge W. Neighborhood Council Paid Thru

200 N. Spring St. 20th Floor, Suite 2005

Los Angeles, CA 90012

Date Printed April 2, 2021

Payment Date April 2, 2021 8:54 AM

May 1, 2021

Current Balance\$0.00 Receipt Number 66847 Unit Number E91

Cathy Gunderman By

Date	Unit	Description	Charge	Discount	Tax	Total	Payment Method
04/02/21	E91	Rent 4/2-5/1	117.00	0.00	0.00	117.00	117.00 Master Card
04/02/21	E91	Protection Plan a	7.50	0.00	0.00	7.50	7.50 Master Card
					Taxes		0.00
					Payment (les	s tax)	124.50
					Payment Sub	ototal	124.50
					Credits Applie	ed	0.00
					Refunds App	lied	0.00
					Total Applied	to Accou	\$ 124.50
					Current Acco	unt Bal.	\$0.00
					Paid By	ľ	Vlaster Card *****8362
					Paid Thru Da	te l	May 1, 2021

Transaction Type Sale Authorization 049781 Reference 1867219840

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

GSS 106

Epperhart Communications

1206 West 37th Street, San Pedro, California 90731 (310) 833-2980 • epperhart@cox.net

INVOICE

Invoice number: 2021-06

Date: February 4, 2021

To: Northridge West Neighborhood Council 9401 South Reseda Boulevard, Suite 200 Northridge, California 91324

For: Northridge West Neighborhood Council Voter Guide design and composition

Total due: \$600.00

Please make check payable to: **Epperhart Communications**.

Thank you.

Doug Epperhart

City of Los Angeles tax acct. no. 0000248936-0001-5

Office of the City Clerk

Administrative Services Division





Neighborhood Council (NC) Funding Progr Board Action Certification (BAC) Form	ram					To ship The	
NC Name: Northridge West			Meeting Date:	3-9-2021			
Budget Fiscal Year: 2020-2021			Agenda Item No	o: 13			
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to create booklet to be m Communication	ailed to s	takeholders				ration
Method of Payment: (Select One)	☐ Check		☐ Credit Card		☐ Board	d Member Reimb	ursement
Recused Board Member	s must leave the room pric		e Count sion and may not	t return to the re	oom until after t	he vote is comple	ete.
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Abigail Bailes	President	Х					
Peter Lasky	VP, Administration	Х					
Yi Ding	VP, Outreach	Х					
Joel Lowell	Treasurer	Х					
Payman Bahman	At Large #2				Х		
Kathleen Edwards	Community Interest Stakeholder 2	Х					
Jennifer Krowne	At Large #6	Х					
Glen Wilson	At Large #1	Х					
Bill Fox	At Large #9	Х					
Josue Toscano	At Large #11				Х		
Lucio Padilla	At Large #2	Х					
Board Quorum:	Total:	9			2		
We, the authorized signers of the above of meeting was held in accordance with all meeting where a quorum of the Board wa	laws, policies, and procedus present.			•		•	•
Authorized Signature	gwall		Authorizer Sign	ature:	ward	o	
Print/Type Name: Joel Lowell			Print/Type Nam	e: Kathlee	en Edward	ls	
Date: 4/1/2021			Date:	4/2/202			
						NCE	P 101 BAC Rev020118

10034 Commerce Avenue - Tujunga, CA 91042 (818) 353-7135 - FAX (818) 353-8135

www.cmprintmail.com

Northridge West NC 9401 Reseda Blvd., Ste 200 Northridge CA 91324 No.

22261

Date

3/8/21 Customer P.O. No.

7,022	Newsletter Full color, 11 x 17 fo	lds to 8-1/2 x 11		1,144.50
One week to Sales Rep:	urnaround after final artwork approval Cindy	Ship Via: Mail Wanted: Mon 3/15	SUB	1,144.50
Taken by: (Account Ty	Cindy	Elections Newsletter Printing	TAX	
			SHIPPING	
			TOTAL	1,144.50

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Office of the City Cle	Office	of	the	City	C	ler	·
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Administrative Services Division





Neighborhood Council (NC) Funding Progr Board Action Certification (BAC) Form	am					Oly Cler	(Section 1997)	
NC Name: Northridge West			Meeting Date: 3-9-2021					
Budget Fiscal Year: 2020-2021			Agenda Item No	o: 13				
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to create booklet to be ma							
Method of Payment: (Select One)	☐ Check		☐ Credit Card		☐ Board	d Member Reimb	ursement	
Recused Board Members	s must leave the room prio		e Count sion and may not	return to the ro	oom until after t	he vote is comple	ete.	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	
Abigail Bailes	President	X						
Peter Lasky	VP, Administration	Х						
Yi Ding	VP, Outreach	X						
Joel Lowell	Treasurer	X						
Payman Bahman	At Large #2				Х			
Kathleen Edwards	Community Interest Stakeholder 2	Х						
Jennifer Krowne	At Large #6	Х						
Glen Wilson	At Large #1	Х						
Bill Fox	At Large #9	Х						
Josue Toscano	At Large #11				Х			
Lucio Padilla	At Large #2	X						
Board Quorum:	Total:	9			2			
We, the authorized signers of the above in meeting was held in accordance with all meeting where a quorum of the Board was	laws, policies, and procedu							
Authorized Signature	gwall		Authorized Signature Lawards					
Print/Type Name: Joel Lowell			Print/Type Name	hleen Edv	vards			
Date: 4/1/2021			Date: 4/2	/2021			D 101 DAC Dov020115	

10034 Commerce Avenue - Tujunga, CA 91042 (818) 353-7135 - FAX (818) 353-8135

www.cmprintmail.com

Northridge West NC 9401 Reseda Blvd., Ste 200 Northridge CA 91324 No.

22262

Date

3/8/21 Customer P.O. No.

998 8,017 8,017	Newsletter Full color, 11 x 17 fol Set Up / Layout 4 pages Mailing Services: Addressing, Tray & Postage @ .191			163.32 195.00 561.19 1,531.25
One week t Sales Rep: Taken by: 0		Ship Via: Mail Wanted: Mon 3/15 Elections Newsletter, Mailing	SUB	2,450.76
Account Ty	pe: Charge	& Postage	SHIPPING	
			TOTAL	2,450.76

Office of the City Clerk Administrative Services Division Neighborhood Council (NC) Funding Programmed Action Certification (BAC) Form	ram					o As	
NC Name: Northridge West			Meeting Date:	3-9-2021			
Budget Fiscal Year: 2020-2021			Agenda Item No	p: 13			
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to create a NWNC Candidate Voter Guide and Voter registration booklet to be mailed to stakeholders using additional \$2,500 in outreach fund for C&M printing,						
Method of Payment: (Select One)	☐ Check		☐ Credit Card		☐ Board	d Member Reimb	oursement
Recused Board Member	s must leave the room prio		e Count sion and may not	return to the ro	oom until after t	he vote is compl	ete.
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Abigail Bailes	President	Х					
Peter Lasky	VP, Administration	Х					
Yi Ding	VP, Outreach	Х					
Joel Lowell	Treasurer	Х					
Payman Bahman	At Large #2				Х		
Kathleen Edwards	Community Interest Stakeholder 2	Х					
Jennifer Krowne	At Large #6	Х					
Glen Wilson	At Large #1	Х					
Bill Fox	At Large #9	Х					
Josue Toscano	At Large #11				Х		
Lucio Padilla	At Large #2	Х					
Board Quorum:	Total	9			2		

Board Quorum:

We, the authorized signers 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.

Authorized Signature	Authorized Signature
Print/Type Name: Joel Lowell	Print/Type Name: Kathleen Edwards
Date: 4/1/2021	Date: 4/2/2021
	NCTD 101 DAC Dov/020110



Email:

City of LA DONE

Invoice

Amount

\$108.80

Accounts Payable

200 N. Spring St. Room 2005 Los Angeles, CA 90012 Customer 00950101 Site No: 0077 Period 03/20/2021 Invoice No: \$8572279 Amount Due: \$204.80

Payment UPON RECEIPT

MIsc Rate

\$0.00

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

TIN 95-2	TIN 95-2580864										
Contract #	Requestor	Location	Name	Weekend	Invoice Date	Reg Hrs	Reg Rate	OT Hrs	OT Rate	Misc Hrs	
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	03/20/2021	03/24/2021	4.25	\$25.60	0.00	\$0.00	0.00	

Northridge West Nc Pollock, Frances \$96.00 C-132956 Lowell, Joel 03/13/2021 03/17/2021 3.75 \$25.60 0.00 \$0.00 0.00 \$0.00 Pollock, Frances **Sub Total For:** 8.00 0.00 0.00 \$204.80

Grand Total Invoice Amount 8.00 0.00 \$204.80

Please remit payment to:

Appleone Employment Services P.O. Box 29048 Glendale, CA 91209-9048 You can now pay electronically through

S ApplePay

Visit www.ApplePay.com or Call (866)898-7152 for details

Date: 4/9/2021 9:54 Page 1 of 1

Office of the City Clerk						0.00000						
Administrative Services Division												
Neighborhood Council (NC) Funding Progr	am											
Board Action Certification (BAC) Form												
NC Name: Northridge West Neighbor	Meeting Date: June 25th, 2020											
Budget Fiscal Year: 2019-2020 Board Motion and/or Public Benefit	Agenda Item No:											
Statement (CIP and NPG):	n to approve the 2020-2021 Annual Budget and											
Method of Payment: (Select One)	☐ Check		☐ Credit Card		☐ Board	d Member Reimb	ursement					
Recused Board Members	s must leave the room pr		e Count sion and may no	t return to the r	oom until after t	he vote is compl	ete.					
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused					
Glen Wilson	At Large 1	X										
Kelly Sooter	At Large 2	Х	¥									
Gail Lapaz	At Large 3	X										
Yi Ding	At Large 4	Х										
Rana Sharif	At Large 5	Х										
Jennifer Krowne	At Large 6	Х										
Peter Lasky	At Large 7	Х										
Joel Lowell	At Large 8	X										
Pam Bolin	At Large 10	Х										
Abby Bailes	Comunity Interest Stakeholder 1	Х										
	× × × × × × × × × × × × × × × × × × ×											
oard Quorum:	Total											
Ve, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public neeting 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 neeting where a quorum of the Board was present.												
uthorized Signature	Authorized Signature:											
rint/Type Name:	Print/Type Name: Rana Sharif											
ate: 6 -3 (Date:											
E 3 6	06/30/2020											