

Monthly Expenditure Report



Reporting Month: December 2023 Budget Fiscal Year: 2023-2024

NC Name: Northridge West
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$23139.79	\$1615.94	\$21523.85	\$250.00	\$0.00	\$21273.85

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$16000.00	\$1115.86	\$8896.88	\$250.00	\$8646.88
Outreach		\$500.08		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$9000.00	\$0.00	\$9000.00	\$0.00	\$9000.00
Neighborhood Purpose Grants	\$7000.00	\$0.00	-\$2982.78	\$0.00	-\$2982.78
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$15469.96	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY GOLDEN STATE STORA	12/02/2023	Monthly Storage Fee	General Operations Expenditure	Office	\$153.50
2	AMAZON.COM A41W48LR3	12/05/2023	Name Tags for Board meetings Motion to approve proposed 2023-24 budget	General Operations Expenditure	Office	\$8.48
3	PORTO'S BAKERY NORTQPS	12/09/2023	Motion to approve \$600 for purchase of food and beverages for December holiday celebration to be held at the conclusion of the December General Board Meeting.	General Operations Expenditure	Outreach	\$96.18
4	BURGER LOUNGE NORTHRID	12/12/2023	Motion to approve \$600 for purchase of food and beverages for December holiday celebration to be held at the conclusion of the December General Board Meeting.	General Operations Expenditure	Outreach	\$403.90
5	SMART AND FINAL 420	12/12/2023	Soda water and ice for December board meeting Motion to approve proposed 2023-24 budget	General Operations Expenditure	Office	\$57.08
6	KRISTINA J. SMITH / THE MAIL ROOM	12/18/2023	Webhosting for Sept 20223 Motion to approve proposed 2023-24 budget	General Operations Expenditure	Office	\$250.00
7	KRISTINA J. SMITH / THE MAIL ROOM	12/18/2023	Web Hosting for Oct.02023 Motion to approve proposed 2023-24 budget	General Operations Expenditure	Office	\$250.00

8	APPLEONE EMPLOYMENT SERVICES	12/19/2023	Minute taking and reporting at board meetings. Motion to approve proposed 2023-24 budget	General Operations Expenditure	Office	\$179.20
9	APPLEONE EMPLOYMENT SERVICES	12/20/2023	Minute taking and reporting at board meetings. Motion to approve proposed 2023-24 budget	General Operations Expenditure	Office	\$217.60
Subtotal:						\$1615.94

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	KRISTINA J. SMITH / THE MAIL ROOM	12/18/2023	Web Hosting for Nov. 02023 Motion to approve proposed 2023-24 budget	General Operations Expenditure	Office	\$250.00
Subtotal: Outstanding						\$250.00



MAKE CHECK PAYABLE TO:
Golden State Storage
18832 Rayen Street
Northridge, CA 91324
818-885-1611

Invoice

Tenant City Of LA
Northridge West Neighborhood Council
Address DONE-Northridge W. Neighborhood Council
200 N. Spring St. 20th Floor, Suite 2005
Los Angeles, CA 90012

Invoice Date November 17, 2023
Due Date December 2, 2023
Invoice Number NOR 55897
Unit(s) E91
Amount Due 153.50

Amount Enclosed: \$ _____

Signature

Unit	Date	Item/Service	Amount	Tax	Due
E91	12/2/2023	Rent 12/2-1/1	146.00	0.00	146.00
E91	12/2/2023	Protection Plan add. fee 12/2-1/1	7.50	0.00	7.50
			Subtotal		<u>153.50</u>
			Taxes	\$	0.00
			Balance Due	\$	153.50

Please remit the total due amount of \$153.50 to the above address or pay online at www.GoldenStateStorage.com. If you are on auto-pay your payment will be processed on the agreed upon date.

REFERRALS PAY OFF!!!! Send your friends and collect your bonus:
You receive a \$50 credit for each Business Referral that rents with us
You receive a \$25 credit for each Household Referral that rents with us

Your friends will also receive a credit for renting with us
Ask us for details!



Final Details for Order #113-4938227-3741831

Print this page for your records.

Order Placed: December 4, 2023
Amazon.com order number: 113-4938227-3741831
Order Total: \$8.48

Shipped on December 5, 2023

Items Ordered

Price

1 of: *Avery Hello My Name Is Name Tags, White with Blue Border, 100 Removable Name Badges (05141), Avery* \$7.74
Sold by: Amazon.com Services LLC
Supplied by: Other

Condition: New

Shipping Address:

Joel Lowell
19615 VINTAGE ST
NORTHRIDGE, CA 91324-1045
United States

Shipping Speed:

FREE Prime Delivery

Payment information

Payment Method:

Mastercard ending in 7601

Item(s) Subtotal: \$7.74
Shipping & Handling: \$0.00

Billing address

City of Los Angeles -Office of City Clerk
200 N Spring Street
Room 224
Los Angeles, CA 90012
United States

Total before tax: \$7.74
Estimated tax to be collected: \$0.74

Grand Total: \$8.48

Credit Card transactions

MasterCard ending in 7601: December 5, 2023: \$8.48

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

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Porto's Bakery & Cafe
19467 Nordhoff St
Northridge, CA 913 4
(818) 534-5210
www.portosbakery.com

67 PreOrder

Chk 3167 441261 Gst 0
 Dec12'23 05:58AM

PRE ORDER

1 dz spinach feta empanada	13.25
1 dz cheese rolls	12.59
1 dz guava strudel	12.89
3 dz cooke chochip @ 9.89	29.67
1 dz cookie gingersnap	9.89
1 dz apple strudel	17.89
PREPAY	96.18

441261

*** THANK YOU FOR VISITING

BAKERY

@SVR

Now Shipping Nationwide!
www.PortosBakery.com/Natio

nWide

FOOD/BEV

96.18

PAYMENT

96.18

-----67 Check Closed---

-----Dec12'23 05:58AM--

Burger Lounge

12/12/2023 18:05:30
MID: TID: SEQ: 021733

PURCHASE - APPROVED
MASTERCARD Entry Method: Cntctless
CARD #: XXXXXXXXXXXXX7601
AUTH CODE: 083667 RRN: 734071

Mode: Issuer
AID: A0000000041010
TVR: 000008001
IAD:
0110A04001220000000000000000000000000FF
TSI: 0000 ARC: 00
TC: C754E139F6B6DA05
Total: USD\$ 403.90

Signature: _____
I agree to pay above total amount
according to card issuer agreement.
(Merchant agreement if Credit Voucher)
Retain this copy for your records

CUSTOMER COPY

19515 W Nordhoff Street
Northridge, Ca 91324
747.235.2600

GROUP

Host: Cashier 2 12/12/2023
Cashier: Cashier 3
GROUP 6:08 PM
20035

Kids Turkeyburger - ALC (25 @3.95) 98.75
Kids Cheeseburger - ALC (37 @4.95) 183.15
Kids Onion Rings (17 @4.00) 68.00
Kids Fries (7 @3.00) 21.00
Kids Plant Cheesebrgr ALC 3.95

Subtotal 374.85
Tax 29.05

Total 403.90

MasterCard #XXXXXXXXXXXX7601 403.90
Auth:083667

ONLINE ORDERING IS HERE!
SKIP THE LINE - ORDER ONLINE
www.burgerlounge.com

--- Check Closed ---

Smart & Final. *extra!* &

Warehouse & Market. Friend & Neighbor.

Store 420
18555 DEVONSHIRE STREET
NORTHRIDGE, CA 91324
(818) 368-6409

First Street Water	00041512152542		\$4.49
Crv Foodstamp Nontaxable	00000000105729		\$1.75
First Street Water	00041512152542		\$4.49
Crv Foodstamp Nontaxable	00000000105729		\$1.75
Diet Sprite Zero	00049000037111		\$7.49 T
Savings of \$1.50 off of \$8.99			
Crv Foodstamp Taxable	00000000100120		\$0.60 T
Coca Cola Classic	00049000028904		\$7.49 T
Savings of \$1.50 off of \$8.99			
Crv Foodstamp Taxable	00000000100120		\$0.60 T
Diet Coke Caffeine Free	00049000029345		\$7.49 T
Savings of \$1.50 off of \$8.99			
Crv Foodstamp Taxable	00000000100120		\$0.60 T
Premium Ice	00000009079625	3 @\$5.49	\$16.47 T

SubTotal	\$53.22
SalesTax	\$3.86
Total	\$57.08

Tenders

Tender: Mastercard
 Amount: \$57.08
 Card#: *****7601
 ApprovalCode:
 Ref#: 40201

INVOICE

DBA The Mailroom

1840 S Gaffey St, Suite 102, San Pedro, CA

90731, UNITED STATES

ksmith-mailroom@mail.com



Invoice No#: 620-NWNC

Invoice Date: Dec 11, 2023

Reference: SEPT 2023

Due Date: Dec 21, 2023

\$250.00

AMOUNT DUE

BILL TO

Northridge West Neighborhood Council

Joel Lowell

joel.lowell@gmail.com

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	SEPT 2023 WEB SERVICES @ \$250/mo Monthly Services include: Maintenance of website: Uploading of all content (minutes, events, meeting dates, news posts, changes to current web pages), and removal of any expired content as requested by a designated NC representative. Email Blasts and Social Media Posting: Minimum of 2 email blasts per month announcing upcoming meetings, news, event flyers, etc, through Mail Chimp; Social media postings to Nextdoor, Facebook & Twitter as requested. This month included work on election flyers with Outreach Chair. Total flat fee per month \$250.00.	1	\$250.00	\$250.00

Subtotal \$250.00

Shipping \$0.00

TOTAL \$250.00 USD

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Northridge West Meeting Date 5/9/2023

Budget Fiscal Year: 2022-2023 Agenda Item No VIII.c

Board Motion and/or Public Benefit Statement (CIP and NPG): Motion to approve proposed 2023-24 budget

Method of Payment: (Select One) [] Check [] Credit Card [] Board Member Reimbursement

Vote Count

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

Table with columns: Board Member's First and Last Name, Board Position, Yes, No, Abstain, Absent, Ineligible, Recused. Rows include Abigail Bailes, Kathleen Edwards, Janis Kraft, Sonny Liampetchakul, Joel Lowell, Glen Wilson, Jennifer Krowne, Jorge Antonio Jimenez, Angelica Robinson, Brian Cathcart, Greg Wood, and a Total row.

Authorized Signature: Joel Lowell, Kathleen Edwards
Print/Type Name: Joel Lowell, Kathleen Edwards
Date: 5/12/2023, 05/12/2023

INVOICE

DBA The Mailroom

1840 S Gaffey St, Suite 102, San Pedro, CA

90731, UNITED STATES

ksmith-mailroom@mail.com



Invoice No#: 621-NWNC

Invoice Date: Dec 11, 2023

Reference: OCT 2023

Due Date: Dec 21, 2023

\$250.00
AMOUNT DUE

BILL TO

Northridge West Neighborhood Council

Joel Lowell

joel.lowell@gmail.com

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	OCT 2023 WEB SERVICES @ \$250/mo Monthly Services include: Maintenance of website: Uploading of all content (minutes, events, meeting dates, news posts, changes to current web pages), and removal of any expired content as requested by a designated NC representative. Email Blasts and Social Media Posting: Minimum of 2 email blasts per month announcing upcoming meetings, news, event flyers, etc, through Mail Chimp; Social media postings to Nextdoor, Facebook & Twitter as requested. This month included work on election flyers with Outreach Chair. Total flat fee per month \$250.00.	1	\$250.00	\$250.00

Subtotal \$250.00

Shipping \$0.00

TOTAL \$250.00 USD



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 LA DONE

Accounts Payable
Corporate Office (Northridge West NC)
Los Angeles, CA 90012

Invoice

Customer No: 00950101
Site No: 0077
Period Ending: 06/21/2023
Invoice No: S9547085
Amount Due: \$179.20
Payment Term: UPON RECEIPT

Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	06/17/2023	06/21/2023	3.25	\$25.60	0.00	\$0.00	0.00	0	\$83.20
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	06/24/2023	06/28/2023	3.75	\$25.60	0.00	\$0.00	0.00	0	\$96.00
Sub Total For :						7.00		0.00		0.00		\$179.20
Grand Total Invoice Amount						7.00		0.00		0.00		\$179.20

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



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 LA DONE

Accounts Payable
Corporate Office (Northridge West NC)
Los Angeles, CA 90012

Invoice

Customer No: 00950101
Site No: 0077
Period Ending: 07/22/2023
Invoice No: S9581231
Amount Due: \$217.60
Payment Term: UPON RECEIPT

Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	07/22/2023	07/26/2023	4.50	\$25.60	0.00	\$0.00	0.00	0	\$115.20
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	07/15/2023	07/19/2023	4.00	\$25.60	0.00	\$0.00	0.00	0	\$102.40
Sub Total For :						8.50		0.00		0.00		\$217.60
Grand Total Invoice Amount						8.50		0.00		0.00		\$217.60

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

