Department of Neighborhood Empowerment Monthly Expenditure Report for: May 2014

NC Name: Encino

Budget Fiscal Year: 2014

(Must be submitted to the Department within 10 days of Board Approval)



•		•	. ,				Total
Α	EXPENDITURES BY LINE ITEM (Item/Service Des.)	BUDGET	VENDOR	OUT OF STATE	INVOICE	1099	
	A. 1. Monthly Expenditures	CATEGORY	VENDOR	VENDOR	NUMBER	Reportable	
1	Website Maintenance	OUTREACH	The Web Corner		8999		\$99.00
2	Internet Service		Time Warner Cable		N/A		\$53.98
3	Temporary Staff 76 hrs @ 22.69	OPERATIONS	Apple One		S2244947		\$1,724.44
	Event Expense - 4/23/14 ENC Board Refreshments	OUTREACH	Green Olive				\$250.00
	Event Expense - 3/26/14 ENC Board Refreshments	OUTREACH	Poquito Mas		220462		\$174.29
	Event Expense - 5/28/14 ENC Board Refreshments		Poquito Mas		220463		\$174.29
	Gardening Books for Encino Library	OUTREACH	Amazon		6752217		\$267.61
	SUBTOTAL: Expenditures by Line Item						\$2,743.61
В	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS						\$13,461.78
С	OUTSTANDING COMMITMENTS						
	C. 1. Outstanding Checks						
	C. 2. Oustanding Demand Warrants						
	C. 3. Rent/Lease						
	C. 4. Contractual Services						
	C. 5. Large Purchases						
	C. 6. Neighborhood Purpose Grants in process (Los Encino			fing @ \$4,000)			\$10,850.00
	C. 7. Temporary Staffing Services (Apple One December 20	13 - June 2014 @	\$1,500/month)				\$5,686.44
	C. 8. Storage						
	C. 9. Other						
	SUBTOTAL: Outstanding Commitments						
D	D Total Expenditures & Commitments						
E	E Total Adjustments by Department						
F	F Approved Budget 2013-2014						\$37,000.00
G	Balance of Budget						\$4,258.17

\$16,205.39

	Catagony Identifier Budget Cash Deposited to Date Uncommitted Cash Spent Cash In-Bank										
Category Identifier	Category Identifier Budget Category		Cash Deposited to Date (B)	Uncommitted Balance	Cash Spent to date (D)	Cash In-Bank Remaining Balance					
100	Operations	\$19,200.00		\$19,200.00	\$7,350.05	-\$7,350.05					
200	Outreach	\$6,100.00		\$6,100.00	\$2,537.15	-\$2,537.15					
300	Community Improvement	\$2,000.00		\$2,000.00		\$0.00					
400	NPG	\$6,000.00		\$6,000.00	\$11,200.00	-\$11,200.00					
500	Elections	\$3,700.00		\$3,700.00	\$82.68	-\$82.68					
	TOTAL	\$37,000.00	\$0.00	\$37,000.00	\$21,169.88	-\$21,169.88					

	NEIGHBORHOOD COUNCIL CERTIFICATION		
Neighborhood Council (N	reasurer Name) and Todd Rubinstein (Signer Name), declare that we a IC) and that on March 26, 2014 (date adopted), a Brown Act noticed pubmembers present and that by a vote of(number) yes, (number). NC adopted the Monthly Expenditure Report for the month of the month	olic meeting was h mber) no, and	eld by the Encinco NC with a quorum (number) abstentions the
Treasurer Signature		Signer's Signature	
Print Name		Print Name	
Date		Date	
NC Additional Comments			





U.S BANCORP SERVICE CENTER P. O. Box 6343 Fargo, ND 58125-6343

CITY OF LA - DONE

 ACCOUNT NUMBER
 XXXX-XXXX-XXXX-2232

 STATEMENT DATE
 06-23-14

 TOTAL ACTIVITY
 \$ 1,246.17

"MEMO STATEMENT ONLY" DO NOT REMIT PAYMENT

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000017286 1 AT 0.406 106481622015836 P GEORGE K JAWLAKIAN ENCINO NC 22021 SAN MIGUEL ST WOODLAND HILLS CA 91364-4128

	NEW ACCOUNT ACTIVITY									
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	мсс	AMOUNT					
05-28	05-27	GREEN OLIVE RESTAURANT ENCINO CA	24013394147001904675430	5812	250.00					
05-29	05-28	POQUITO MAS ENCINO ENCINO CA	24493984149207799501111	5814	174.29					
05-29	05-28	POQUITO MAS ENCINO ENCINO CA	24493984149207799501129	5814	174.29					
05-29	05-28	AMAZON.COM AMZN.COM/BILL WA PUR ID: 102-7363445-64426 TAX: 5.99	24692164148000538162843	4816	72.55					
05-29	05-28	AMAZON.COM AMZN.COM/BILL WA PUR ID: 102-7363445-64426 TAX: 2.08	24692164148000611915372	5942	25.24					
05-29	05-28	AMAZON.COM AMZN.COM/BILL WA PUR ID: 102-7363445-64426 TAX: 9.56	24692164148000691615793	5942	115.83					
05-29	05-28	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA PUR ID: 102-7541475-67522 TAX: 0.00	24692164148000774781843	5942	53.99					
05-30	05-29	TWC*TIME WARNER CABLE 888-TWCABLE CA PUR ID: 67506359RVAHGVOU TAX: 0.00	24692164149000005406177	4899	53.98					
06-16	06-15	TWC*TIME WARNER CABLE 888-TWCABLE CA PUR ID: 93707124GWDSOIGX TAX: 0.00	24692164166000605037248	4899	6.75					
06-16	06-13	VISTAPR*VISTAPRINT.COM 866-6148002 CA PUR ID: 49069070 TAX: 0.00	24717054165151658740371	2741	121.25					
06-16	06-13	THE WEB CORNER 818-345-7443 CA PUR ID: 60000001 TAX: 0.00	24733094164206600000014	8999	198.00					

Default Accounting Code:								
	ACCOU	NT NUMBER	ACCOUNT SUMMARY					
CUSTOMER SERVICE CALL	XXXX-XX	XX-XXXX-2232	PREVIOUS BALANCE	\$.00				
800-344-5696	STATEMENT DATE DISPUTED AMOUNT		PURCHASES &					
	06-23-14	\$.00	OTHER CHARGES	\$1,246.17				
SEND BILLING INQUIRIES TO:	AMOU	INT DUE	CASH ADVANCES	\$.00				
O/O LLO DANGODO GEDINOS GENTED INO	\$ (0.00	CASH ADVANCE FEE	\$.00				
C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	DO NO	T REMIT	CREDITS	\$.00				
			TOTAL ACTIVITY	\$1,246.17				

Submitted By Associate: Theresa Houlbergl463997 6/23/2014 11:09:49 AM Approved By Supervisor: George Jawlakianl143923 6/24/2014 10:26:09 AM

Processed By: ajmartinez 6/24/2014 12:10:00 PM

Client Verification							
Company Name: City of Los Angeles D.O.N.E.							
Total Hours Worked	(In Numbers):	Total Hours Worked (In Words):					
	I am an authorized representative of City of Los Angeles D.O.N.E. and certify that the employee(s) worked the hours indicated with services performed satisfactorily.						
Client Name and Titl (PleasePrint)	le City of	Los Angeles D.O.N.E. I 002					
Client Signature:							

	Start	Time	Finish	n time	Less Lunch		Total Reg		Total O.T.		Total Double		OT Approval
	Hrs	Mins	Hrs	Mins	Hrs	Mins	Hrs	Mins	Hrs	Mins	Hrs	Mins	
SUN													
MON	9	0	16	0			7	0					
TUE	9	0	16	0			7	0					
WED	9	0	16	0			7	0					
THUR	10	0	18	0			8	0					
FRI	10	0	18	0			8	0					
SAT													
Total Ho	Total Hours & Minutes Worked This Week						37	0	0	0	0	0	
1	Office Use Only: Hours & Minutes Converted to Nearest Minute												
Corporate	Corporate Use Only:												



Week Ending	0	5	3	1	1	4	Assignment Completed	Yes *	No
Saturday	Мо	nth	Da	ay	Υe	ear	If yes, call your	office.	

Employee name (Print):

Houlberg, Theresa

Social Security Number	*	*	*	*	*	8	8	2	1
I certify that thes client. I further or understand that an employee of a reassignment. Print the previous w local branch by to be paid for my set this timecard evenotifies me that I (2) I notify Apple which event I will state of my employed current assignmentify AppleOne or as an employe WAS ALLOWED LAW IN THE ST BREAK, CONTA	ertify that when the AppleOr rovided reek, b.; he presservices and if my affective and the properties of the Apple of the	at I sufferis assigne and it that, a.], of the control of the Fassignr available at I have downther for the clie ride my syother KE ME, E MY EM	ered no inment of t is my if I have ard is applied adding friday of ment en elle for resigned the time I law recent intident services tempor.	injuries ends, I i respons submittiproved e, I agre f the we ds prior eassignied and e perior quires pd of six iffied on s to this ary or o o T BREAMENT.	during remain a sibility to ted this by Clied to that a sek folloo to that ment and do not vids specifically ment (6) mon this tim client a utsource AKS IN. (IF DEN	this wor available contact timecar nt and c s an ho wing the date, un d I have vish to be fied by in adva ths afte e card, s an en ing serva ACCOF	k periode for react the Code for react that I will be completed for the Code for react that I will be code for react that	d. I assignmompany hours v eceived ployee, covered) Applei dischard signed, ble law the next etion of ill imme or cont ONFIRI E TO S' L/RESI	nent as for worked by the I will d by One ged, or in of the imp diately ractor M I
Employee Signa	ture						Date		

(.,				• · · · · ·		,
Employee Signature		Date					
Dept. / Cost Center		Projec	t				
Supervisor's Name			Super	visor's F	Phone #		
Box1	Box2						
Box3	Box4	ox4					
Office Use Only: Total Hours:							

City & State where services were performed

City & State of Residence

I have read and agreed to the Condition of Service as follows except where a Condition is superseded by a contractual agreement with AppleOne (COMPANY):

1. CLIENT will not entrust COMPANY employees with the care, custody or control of premises, custody or control of cash, negotiables, valuables or similar property. If computer work is involved, employees are not to be informed of any confidential access codes, or be permitted unsupervised access to confidential information, unless authorized in writing by COMPANY. COMPANY shall incur no liability, as a consequence of CLIENT having entrusted cash, negotiable securities or other items of value to any employee of COMPANY, except where CLIENT so acted with the prior written consent of COMPANY. CLIENT understands that criminal and drug screening services are available for an additional fee and must be agreed to in writing by both CLIENT and COMPANY. CLIENT or

consent of COMPANY. CLIENT understands that criminal and drug screening services are available for an additional fee and must be agreed to in writing by both CLIENT and COMPANY. CLIENT or CLIENT's employees shall not pay COMPANY employees directly or advance any funds to them.

2. COMPANY employees are not permitted to operate machinery or drive any motorized vehicle (including their personal vehicle), while working for CLIENT. These restrictions may be waived only if a waiver is obtained in writing from a COMPANY officer. COMPANY employees are not supervised by COMPANY; they are subject at all times to CLIENT's direct and indirect supervision. CLIENT agrees to defend, indemnify and hold harmless COMPANY from any claims for bodily injury including death, or property damage, arising out of the use or operation of CLIENT's owned, non-owned or leased vehicles, machinery or equipment by COMPANY employees.

3. CLIENT agrees to comply with state and federal civil rights laws, and other employment-related laws, including meal/rest break periods per wage and hour laws and indemnify COMPANY from any claims as a result of any violation of such laws resulting from CLIENT's conduct.

4. CLIENT agrees to comply with all laws and ordinances relating to work site health and safety, and agrees to provide employees of COMPANY a safe and healthful workplace. CLIENT agrees that it shall have in place at all times an ongoing safety program, in compliance with all laws and ordinances related to employees safety. CLIENT agrees to indemnify, defend and hold harmless COMPANY for claims, damages or penalties arising out of violations of the Occupational Safety and Health Act of 1970, or any similar state law with respect to workplaces owned, leased or supervised by CLIENT, and to which COMPANY employees are assigned.
5. CLIENT understands COMPANY's employees are assigned to CLIENT to render temporary service and, absent agreement to the contrary, are not assigned to become employed by CLIENT.

CLIENT acknowledges the considerable expense incurred by COMPANY to advertise, recruit, evaluate, train and quality control its employees. Accordingly, CLIENT will not without the written consent of COMPANY management, hire a COMPANY employee, interfere with the employment relationship between COMPANY and its employees, or directly or indirectly cause a COMPANY employee to transfer to another temporary help service. The COMPANY employee has been referred to CLIENT on a temporary basis while seeking direct hire employment through COMPANY. If CLIENT either directly or indirectly, such as through any company within CLIENT's control, solicits, or offers employment to, and/or hires this person as an employee or consultant or utilizes this person's services through another temporary or outsourcing service within six (6) months after termination of this person's temporary assignment with COMPANY at CLIENT, CLIENT agrees to pay COMPANY a conversion fee in accordance with the COMPANY's standard direct hire placement fee, stipulated at 1% per \$1,000 of the employee's annualized wage or salary, up to a maximum fee of 30%. (Example: For a \$21,000 annual salary the fee would be computed as follows: 1% x 21 (the # of \$1,000's in \$21,000 x \$21,000 = \$4,410 fee). CLIENT FULLY UNDERSTANDS THIS FEE CALCULATION AND WILL ASK COMPANY's REPRESENTATIVE TO EXPLAIN IT IF UNSURE. CLIENT will not reassign or relocate a COMPANY employee without prior written approval of COMPANY. CLIENT agrees to assume all liability for any third party claim, arising after any reassignment/relocation without prior approval of COMPANY.

6. This Agreement shall be governed by the laws of the State of California. Any legal matters concerning this Agreement, or the CLIENT's and COMPANY's rights or obligations pursuant hereto, shall

be instituted at the Los Angeles County Superior Court or any other location at the discretion of the COMPANY. CLIENT waives any rights it may have to a change of venue. In the event that any party commences any legal or equitable action or other proceeding, the prevailing party shall be entitled to recover reasonable attorney's fees in addition to any other relief to which the party may be

7. CLIENT agrees to NET UPON RECEIPT, in absence of a written agreement to the contrary, and understands that unpaid accounts will be considered in default after thirty (30) days after the invoice due date. Thereafter, a default charge will be imposed at 1.5% per month on any unpaid balance (APR of 18%). CLIENT agrees to pay default charge and attorney's fees for cost of collection



The Web Corner, Inc.

19509 Ventura Blvd. Tarzana CA 91356 (818) 345-7443

Invoice

Date	Invoice #	Due Date		
5/1/2014	9807	5/1/2014		

Bill To	
Encino Neighborhood Council P.O. Box 260439 Encino, CA 91426	

		P.O. No.	Terms	Project
Quantity	Description		Rate	Amount
	Phone Support and General Web Development		99.00	99.00
			Total	\$99.00
			Payments/Cre	edits \$0.00
			Balance Due	\$99.00



The Web Corner, Inc.

19509 Ventura Blvd. Tarzana CA 91356 (818) 345-7443



Date	Invoice #	Due Date
5/1/2014	9807	5/1/2014

06/3/201

Encino Neighborhood Council P.O. Box 260439 Encino, CA 91426

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Phone Support and General Web Development	99.00	99.00
		Total	\$99.00
		Payments/Cre	edits -\$99.00
		Balance Due	\$0.00

Guest Check

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SA108A 4-23-14

adams



Your TWC Bill is now available

John Arnstein,

Your Time Warner Cable bill statement is now available online. Please sign in to My Account to manage your account, view your statement or pay your bill.

Your Statement at a Glance:

Account Number: 8448200013772834

Services Period: 05/06/2014 - 06/05/2014

Amount Due: \$53.98

Due Date: 05/15/2014 3 Simple Ways to Pay

Pay Online

Make a one-time payment or enroll in recurring payments with My Account.

Pay by Phone 1-800-TWC-HELP

Pay in Person

Locate a TWC Store near you





View & Pay My Bill >

	2/26/14 ————————————————————————————————————
	1 Party 4-6 \$59.95 1 Tray of Rice \$0.00 1 Party 10-12 \$99.95 1 10 Mini Burritos \$0.00 1 Steak \$0.00 SUB-TOTAL : \$159.90 TAX : \$14.39 TOTAL \$174.29
	We don't serve fast food We serve Fresh Food as fast as we can. (R) Welcome 818 789 9400
	YOU HAVE BEEN SERVED BY : edgar
	ORDER 1004
	Visa : \$174.29 *********2232
THE REST OF STREET	INNAN INDICATE IN INDICATE IN A STATE OF A

TRANSACTION RECORD

CARD TYPE: Visa

Nu. ********** EXPI.: ****

ENTRY: KEYED

AUTHORIZATION:0619

STORE #:1 TERMINAL:1

REFERENCE 220463

PURCHASE

\$174.29

THANK YOU
MAY 28,2014 15:21:50
Server's name : adgar

CUSTOMER COPY

			neity
	WED MAY 2	28,2014	
CHEC	K #22	28,2014	

5/28/14

1	Party 4-6		\$59.95
1	10 Mini Burritos	s.	\$0.00
1	Pork		\$0.00
1	Steak		\$0.00
1	Party 10-12		\$99.95
1	10 Mini Burritos	3	\$0.00
1	Chicken		\$0.00
1	Steak		\$0.00
	SUB-TOTAL	:	\$159.90
	TAX		\$14.39

TOTAL \$174.29

We don't serve fast food We serve Fresh Food as fast as we can. (R) Time: 15:21 1 CUSTOMER

> Welcome 818 789 9400

YOU HAVE BEEN SERVED BY : edgar

ORDER 1005

Vice : \$174.29

Details for Order #102-7541475-6752217

Print this page for your records.

Order Placed: May 27, 2014

Amazon.com order number: 102-7541475-6752217

Order Total: \$53.99

Not Yet Shipped

Items Ordered Price

1 of: Care & Maintenance of Southern California Native Plant Gardens (Cuidado y \$50.00 Mantenimiento de Jardines de Plantas Nativas del Sur de California), Bart O'Brien Sold by: Rancho Santa Ana Botanic Garden (seller profile)

Condition: New

Excellent cond. Nice clean text, pages. Selling from co-publ... see more

Shipping Address:

George Jawlakian 22021 San Miguel street Woodland Hills, CA 91364 **United States**

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

Visa | Last digits: 2232

Item(s) Subtotal: \$50.00

Shipping & Handling: \$3.99

Billing address

George Jawlakian 22021 San Miguel street Woodland Hills, CA 91364

United States

Total before tax: \$53.99

Estimated tax to be collected: \$0.00

Grand Total: \$53.99

1Stal 267,61

To view the status of your order, return to Order Summary.

Please note: This is not a VAT invoice.



Details for Order #102-7541475-6752217 Print this page for your records.

Order Placed: May 27, 2014

Amazon.com order number: 102-7541475-6752217

Order Total: \$53.99

Not Yet Shipped

Price Items Ordered

1 of: Care & Maintenance of Southern California Native Plant Gardens (Cuidado y \$50.00 Mantenimiento de Jardines de Plantas Nativas del Sur de California), Bart O'Brien Sold by: Rancho Santa Ana Botanic Garden (seller profile)

Condition: New

Excellent cond. Nice clean text, pages. Selling from co-publ... see more

Shipping Address:

George Jawlakian 22021 San Miguel street Woodland Hills, CA 91364 United States

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

Visa | Last digits: 2232

Item(s) Subtotal: \$50.00 Shipping & Handling: \$3.99

Total before tax: \$53.99 Estimated tax to be collected: \$0.00

Grand Total: \$53.99

Billing address

George Jawlakian 22021 San Miguel street Woodland Hills, CA 91364

United States

To view the status of your order, return to Order Summary.

Please note: This is not a VAT invoice.

amazon.com

Details for Order #102-7363445-6442607

Print this page for your records.

Order Placed: May 27, 2014

Amazon.com order number: 102-7363445-6442607

Order Total: \$213.62

Not Yet Shipped

Items Ordered 1 of: Growing California Native Plants, Second Edition, Schmidt, Marjorie G. Sold by: Amazon.com LLC	Price \$20.71
Condition: New 1 of: Reimagining the California Lawn: Water-conserving Plants, Practices, and Designs, Carol Bornstein Sold by: Amazon.com LLC	\$23.16
Condition: New 1 of: Southern California Native Flower Garden, The: A Guide to Size, Bloom, Foliage, Color, and Texture, Van Atta, Susan Sold by: Amazon.com LLC	\$14.99
Condition: New 1 of: California Native Gardening: A Month-by-Month Guide, Popper, Helen Sold by: Amazon.com LLC	\$66.56
Condition: New 1 of: The California Native Landscape: The Homeowner's Design Guide to Restoring Its Beauty and Balance, Rubin, Greg Sold by: Amazon.com LLC	\$24.59
Condition: New 1 of: Designing California Native Gardens: The Plant Community Approach to Artful, Ecological Gardens, Keator, Glenn Sold by: Amazon.com LLC	\$25.08
Condition: New 1 of: The California Wildlife Habitat Garden: How to Attract Bees, Butterflies, Birds, and Other Animals, Bauer, Nancy Sold by: Amazon.com LLC	\$20.90
Condition: New	

Shipping Address: George Jawlakian

22021 San Miguel street Woodland Hills, CA 91364

United States

Shipping Speed:

Two-Day Shipping

Payment information

Payment Method:

Item(s) Subtotal: \$195.99

5/27/2014

Visa | Last digits: 2232

Shipping & Handling: \$0.00

Billing address George Jawlakian

Total before tax: \$195.99 Estimated tax to be collected: \$17.63

22021 San Miguel street Woodland Hills, CA 91364

United States

Grand Total: \$213.62

To view the status of your order, return to Order Summary.

Please note: This is not a VAT invoice.



Details for Order #102-7363445-6442607 Print this page for your records.

Order Placed: May 27, 2014

Amazon.com order number: 102-7363445-6442607

Order Total: \$213.62

Not Yet Shipped

	Items Ordered 1 of: Growing California Native Plants, Second Edition, Schmidt, Marjorie G. Sold by: Amazon.com LLC	Price \$20.71
	Condition: New 1 of: Reimagining the California Lawn: Water-conserving Plants, Practices, and Designs, Carol Bornstein Sold by: Amazon.com LLC	\$23.16
	Condition: New 1 of: Southern California Native Flower Garden, The: A Guide to Size, Bloom, Foliage, Color, and Texture, Van Atta, Susan Sold by: Amazon.com LLC	\$14.99
	Condition: New 1 of: California Native Gardening: A Month-by-Month Guide, Popper, Helen Sold by: Amazon.com LLC	\$66.56
	Condition: New 1 of: The California Native Landscape: The Homeowner's Design Guide to Restoring Its Beauty and Balance, Rubin, Greg Sold by: Amazon.com LLC	\$24.59
A CONTRACTOR OF THE PARTY OF TH	Condition: New 1 of: Designing California Native Gardens: The Plant Community Approach to Artful, Ecological Gardens, Keator, Glenn Sold by: Amazon.com LLC	\$25.08
	Condition: New 1 of: The California Wildlife Habitat Garden: How to Attract Bees, Butterflies, Birds, and Other Animals, Bauer, Nancy Sold by: Amazon.com LLC	\$20.90

Shipping Address:

Condition: New

George Jawlakian 22021 San Miguel street Woodland Hills, CA 91364 United States

Shipping Speed:

Two-Day Shipping

Payment information

Payment Method:

Item(s) Subtotal: \$195.99

Amazon.com - Order 102-7363445-6442607

5/27/2014

\$0.00 Visa | Last digits: 2232 Shipping & Handling:

Billing address Total before tax: \$195.99

George Jawlakian Estimated tax to be collected: \$17.63 22021 San Miguel street

Woodland Hills, CA 91364 Grand Total: \$213.62

United States

To view the status of your order, return to Order Summary.

Please note: This is not a VAT invoice.