

Monthly Expenditure Report



Reporting Month: April 2020

Budget Fiscal Year: 2019-2020

NC Name: Encino Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$23512.85	\$1536.98	\$21975.87	\$0.00	\$0.00	\$21975.87

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$24350.00	\$286.98	\$11846.06	\$0.00	\$11846.06
Outreach		\$1250.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$13109.81	\$0.00	\$13109.81	\$0.00	\$13109.81
Neighborhood Purpose Grants	\$14450.00	\$0.00	-\$2980.00	\$0.00	-\$2980.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$28396.96	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	04/01/2020	Approved 2019-2020 Budget	General Operations Expenditure	Office	\$150.00
2	GOOGLE Google Storage	04/08/2020	Approved 2019-2020 budget - this is for data storage	General Operations Expenditure	Office	\$2.99
3	ONEGENERATION	04/17/2020	Emergency donation to One Generation food bank program	General Operations Expenditure	Outreach	\$500.00
4	EIG CONSTANTCONTACT.CO	04/22/2020	Approved 2019-2020 budget	General Operations Expenditure	Office	\$45.00
5	THE WEB CORNER, INC	04/23/2020	Approved 2019-2020 budget	General Operations Expenditure	Office	\$19.00
6	SPECTRUM	04/24/2020	Approved 2019-2020 budget	General Operations Expenditure	Office	\$69.99
7	ONEgeneration Senior Enrichment Center	03/02/2020	The Encino Neighborhood Council Executive Committee recommends that the ENC approve \$750 for the 2020 Senior symposium on may 16, 2020 at the One Generation Senior Center, 18255 Victory B...	General Operations Expenditure	Outreach	\$750.00

Subtotal:	\$1536.98
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Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
	Subtotal: Outstanding					\$0.00

Invoice

The Web Corner, Inc.
 19509 Ventura Blvd.
 Tarzana CA 91356
 (818) 345-7443

Date	Invoice #	Due Date
4/1/2020	20055	4/1/2020

PAID
04/01/2020

Bill To
Encino NC 4924 Paso Robles Encino, CA 91316

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Phone Support and General Web Development	150.00	150.00
0	Monthly Hosting for encinocouncil.org (Included in maintenance)	15.00	0.00
0	Email Standard Mailboxes:	3.50	0.00
7	Accounts for encinonc.org (Included in maintenance)		

Please remit payment at your earliest convenience. Thank you for your business!	Total	\$150.00
	Payments/Credits	-\$150.00
	Balance Due	\$0.00



Encino Neighborhood Council <encinoncmmedia@gmail.com>

Your Google Play Order Receipt from Apr 7, 2020

1 message

Google Play <googleplay-noreply@google.com>
Reply-To: Google Play <googleplay-noreply@google.com>
To: EncinoNCMedia@gmail.com

Tue, Apr 7, 2020 at 3:45 PM



Thank you.

Your subscription from Google LLC on Google Play has renewed. [Manage your subscriptions.](#)

Order number: SOP.3302-9257-1198-80760..13

Order date: Apr 7, 2020 3:45:28 PM PDT

Item	Price
200 GB (Google One)	\$2.99/month
Monthly Subscription - Auto Renews on May 7, 2020	
	Tax: \$0.00
	Total: \$2.99/month

Payment method: Mastercard-5197

By subscribing you authorize us to charge you the subscription cost (as described above) automatically, charged monthly to the payment method provided until canceled. Keep this for your records.

You're subscribed with your account EncinoNCMedia@gmail.com

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Encino Neighborhood
Council -
Patricia B.

ONEGENERATION
17400 VICTORY BLVD
VAN NUYS CA 91406
(818) 708 6373
MID #8788290289764

Term ID: 2
Merchant ID: 8788290289764
Record Num.: 0001

Phone Order Sale

xxxxxxxxxxxx5197 Exp: XX/XX
MASTERCARD Entry Method: Keved CNP

Total: \$ 500.00

04/17/20 10:01:10

Inv#: 000001 Appr Code: 064718

Apprvd: OnLine Batch#: 000599

AVS Code: Z

CVC2 Code: M

BRIC #: 08FHNMU41L8VFFJW0T

Senior Meal Program
DESCRIPTION: Donation

CARDHOLDER COPY

RETAIN THIS COPY FOR STATEMENT
VERIFICATION

PL Bates

From: Semee Park <semee.park@lacity.org>
Sent: Thursday, April 16, 2020 12:32 PM
To: Semee Park
Cc: Gibson Nyambura
Subject: ENC - Emergency Funding Approval

Dear Encino Neighborhood Council , (all board members bcc'ed)

We hope you are doing well and am healthy.

This email is to inform you that on April 16, 2020, the Department informed ENC's Treasurer, Patricia Bates, that ENC's COVID-19 Emergency Authority Funding Plan has been approved.

The following expense(s) have been approved by the Department:

- **OneGeneration** \$ 500 to support a weekly drive-through food bank at the One Generation Senior Enrichment Center parking lot. The food will be given to older adults and families.

The attached addendum amends NC Funding Program Policy 5.0 to add additional instructions specifically created for the COVID-19 Emergency. During the period of the COVID-19 declared emergency, the NC President or designee may, at his or her discretion, request authority from DONE to direct the immediate use of NC funds. No prior board approval is needed for an amount up to \$5,000 if authorized by the President/Chair or their authorized card holder.

Please note that the President or Chair may consult with a few board members, as long as the discussion does not involve consultation or discussion with either a majority of the quorum of the neighborhood council board or a majority of the quorum of any particular committee of the neighborhood council.

As soon as the NC board or quorum of the board is able to hold a meeting via teleconference or other method approved by DONE, the authority to spend funds reverts back to the NC board, per majority decision, to direct use of NC funds for the COVID-19 declared emergency.

We hope this is helpful and please reach out if there are any questions.

Please take care, be safe, and hope to see you soon!

Semee Park
Director of Neighborhood Council Operations

Department of Neighborhood Empowerment
14410 Sylvan St. 3rd Floor
Los Angeles, CA 91401
Office | 818-374-6851
Email | Semee.Park@lacity.org

Seek, Share, Stay Safe
www.empowerla.org/COVID



[Print](#)

Billing Activity - Invoices

Encino Neighborhood Council

Attn: Patricia Bates
 200 N. Spring St FL 20
 Los Angeles CA 90012-4801
 US
 P: 818-971-6996

Today's Date: 05/01/2020

User Name: president@encinonc.org

Invoices from 03/21/2020 to 04/15/2020

Date	Description	Charge Amount	Credit Amount
03/27/2020	Invoice #268639694	\$45.00	
	Constant Contact Toolkit - Email		
	Contacts		
	501 - 2,500 Contacts		
	Maximum Number of Contacts This Billing Period:	\$45.00	
	1249		
	Period from 03/27/2020 to 04/26/2020		

Billing questions? [Contact Support](#)

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

The Web Corner, Inc.

19509 Ventura Blvd.

Tarzana, CA 91356

Invoice

Date	Invoice #	Terms
2/11/2020	19847	

Bill To
Encino NC 4924 Paso Robles Encino, CA 91316

Ship To

QTY	Description	Price Each	Amount
1	Domain Name Renewal encinonc.com	19.00	19.00

Please remit payment at your earliest convenience. Thank you for your business!	Total	\$19.00
	Payments/Credits	\$0.00
	Balance Due	\$19.00



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SA2KF00U



4145 S. FALKENBURG RD RIVERVIEW FL 33578-8652
8448 2000 NO RP 06 04072020 NYNNNNNN 01 010193 0033

JOHN ARNSTEIN
ENCINO NEIGHBORHOOD COUNCI
4924 PASO ROBLES AVE
ENCINO CA 91316-3458



844820001377283400069997

Account:
Security Code:

JOHN ARNSTEIN
8448 20 001 3772834
6486

Have questions about your bill?

Visit us at [Spectrum.net/billing](https://www.spectrum.net/billing)

Or, call us at 1-855-70-SPECTRUM (1-855-707-7328)

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Visit [Spectrum.com](https://www.spectrum.com) • Respond by 05/31/2020



Offer good through 05/31/2020; subject to change; valid to qualified residential customers who have no outstanding obligation to Charter. *Bundle price for TV Select and Internet is \$89.98/mo. for yr. 1; standard rates apply after yr. 1. Taxes, fees and surcharges (bdcst surcharge up to \$13.50/mo.) extra and subject to change during and after the term; installation, equipment and additional services are extra. **Restrictions apply. For contract buyout qualifications, go to [Spectrum.com/buyout](https://www.spectrum.com/buyout). General Terms: TV: TV equipment required, charges may apply. Account credentials may be required to stream some TV content online. INTERNET: ***2018 FCC Broadband Report. SPECTRUM MOBILE: Spectrum Internet subscription required. Auto-pay required. For details, refer to [Spectrum.com/policies/mobile-terms](https://www.spectrum.com/policies/mobile-terms). ^^Savings based on comparison of single line unlimited data plans amongst major national carriers as of 08/27/19. Services subject to all applicable service terms and conditions, subject to change. Services not available in all areas. Restrictions apply. ©2020 Charter Communications.

Sales of Apple TV are final upon opening the packaging. Your Apple TV device can be returned for a refund within 14 days from the date of purchase. The device must be returned in its original packaging and without material alterations or damages, and is not returnable/refundable if the shrink wrap has been removed. If associated Spectrum services are disconnected, the remainder of the Apple TV balance will be due in full immediately. Not all channels are compatible with Apple TVs. Spectrum DVR service is not compatible with Apple TV. See www.spectrum.com/appleTVfaq for complete details. SA2KF035





April 6, 2020
 Account Number: **8448 20 001 3772834**
 Security Code: **6486**
 Service At: 4924 PASO ROBLES AVE
 ENCINO CA 91316-3458

Auto Pay Notice

Have questions about your bill?
 Visit us at Spectrum.net/billing
 Or, call us at 1-855-70-SPECTRUM (1-855-707-7328)

SPECTRUM NEWS

Enrolled in Auto Pay: Your Auto Pay payment will be deducted on your due date.

READY TO MOVE? WE'LL DO THE HEAVY LIFTING. Call Spectrum to transfer your services and we'll have them set up on your schedule. Download the My Spectrum App for the most convenient way to handle all of your account needs, pay bills and more. Our flexible 1-hour service windows respect your time and make installation easy. Plus! Call to learn about self-installation options if you'd like to handle the move on your terms. **Let's get moving. Call 1-855-242-5528 or visit Spectrum.com/easymove**



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Download the latest version of the My Spectrum App from your device's app store. The My Spectrum App makes it easier than ever to manage your Spectrum services. A hassle-free experience with one convenient place for handling all your account needs.

Summary

Service from 04/06/20 through 05/05/20 details on following pages

Previous Balance	69.99
Payments Received -Thank You!	-69.99
Remaining Balance	\$0.00
Internet Services	69.99
Current Charges	\$69.99
<i>YOUR AUTO PAY WILL BE PROCESSED 04/23/20</i>	
Total Due by Auto Pay	\$69.99

Thank you for choosing Spectrum.

To avoid a late fee, the BALANCE must be paid by the DUE DATE. We appreciate your prompt payment and value you as a customer.

Auto Pay Thank you for signing up for auto pay. Please note your payment may be drafted and posted to your Spectrum account the day after your transaction is scheduled to be processed by your bank.



4145 S. FALKENBURG RD RIVERVIEW FL 33578-8652
 8448 2000 NO RP 06 04072020 NYNNNNNN 01 010193 0033

JOHN ARNSTEIN
 ENCINO NEIGHBORHOOD COUNCI
 4924 PASO ROBLES AVE
 ENCINO CA 91316-3458

April 6, 2020

JOHN ARNSTEIN

Account Number: 8448 20 001 3772834
 Service At: 4924 PASO ROBLES AVE
 ENCINO CA 91316-3458

Total Due by Auto Pay \$69.99



SPECTRUM
 PO BOX 60074
 CITY OF INDUSTRY CA 91716-0074



844820001377283400069997

Account Number: 8448 20 001 3772834
Security Code: 6486

JOHN ARNSTEIN

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Or, call us at 1-855-70-SPECTRUM (1-855-707-7328)

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Charge Details

Previous Balance		69.99
Credit Card Payment	03/24	-69.99
Remaining Balance		\$0.00

Payments received after 04/06/20 will appear on your next bill.

Service from 04/06/20 through 05/05/20

Internet Services

Internet Modem Lease	10.00
Basic Internet	59.99
	\$69.99
Internet Services Total	\$69.99
Current Charges	\$69.99
Total Due by Auto Pay	\$69.99

Billing Information

Tax and Fees - This statement reflects the current taxes and fees for your area (including sales, excise, user taxes, etc.). These taxes and fees may change without notice.

Terms & Conditions - Spectrum's detailed standard terms and conditions for service are located at spectrum.com/policies.

Spectrum Terms and Conditions of Service - In accordance with the Spectrum Terms and Conditions of Service, Spectrum services are billed on a monthly basis. Spectrum does not provide credits for monthly subscription services that are cancelled prior to the end of the current billing month.

Alternate Statement Formats - Alternative formats of Spanish, Spanish or English Braille and Spanish or English large print are available for future billing statements and customer communications, by request, and can be provided within 30 days of Spectrum's receipt of the request. To request an alternative format option, please contact Spectrum at 1-844-762-1301.

Local Spectrum Store: 9260 Topango Canyon Blvd, Chatsworth CA 91311 Store Hours: Mon thru Fri - 9:00am to 7:00pm; Sat - 9:00am to 5:00pm

Visit Spectrum.com/stores for store locations. For questions or concerns, visit Spectrum.net/support

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Online Bill Pay is helping the environment one customer at a time. It's easy - all you need to do is sign up for Online Bill Pay. It will save you money on postage and time - and it will also save trees!

Enrolling is easy, just go to spectrum.net/paperless.

Each month, you'll receive a paperless e-bill that you pay online with your choice of payment options.

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- Receive a quick summary of your account at any time
- Access up to 6 months of statements

Broadcast TV Surcharge - The Broadcast TV Surcharge is a fee reflecting charges assessed to Spectrum by the owners of local broadcast and local "network-affiliated" TV stations.

Authorization to Convert your Check to an Electronic Funds Transfer Debit - If your check is returned, you expressly authorize your bank account to be electronically debited for the amount of the check plus any applicable fees. The use of a check for payment is your acknowledgment and acceptance of this policy and its terms and conditions.

Past Due Fee / Late Fee Reminder - A late fee will be assessed for past due charges for service.

Franchise Administrator - City of Los Angeles, Information Technology Agency 200 N Main St, City Hall East, 14th Floor, Los Angeles CA 90012 Telephone and TDD: 3-1-1 One Call To City Hall or <http://www.lacity.org>

Complaint Procedures - You have 60 days from the billing date to register a complaint if you disagree with your charges.





INVOICE

January 22, 2020

Encino Neighborhood Council

REMIT PAYMENT TO:

ONEgeneration Senior Enrichment Center
18255 Victory Blvd.
Reseda, CA 91335
818-705-2345

2020 Senior Symposium

Item	Amount
Senior Symposium Participation – Inclusion of logo on flyers and other promotional materials, Banners, programs and other outreach materials for the May 16, 2020 Senior Symposium.	\$750.00
Balance Due	\$750.00

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



NC Name: Encino Meeting Date: 2/26/2020

Budget Fiscal Year: 2019-2020 Agenda Item No: 5.1 A

Board Motion and/or Public Benefit Statement (CIP and NPG):
 One Generation Senior Symposium: We received the invoice for the Senior Symposium – the cost for the ENC is \$750 and that includes the booth and it also will provide the lunch portion for the event. MOTION; EXE-20-02-0104: The ENC's Executive Committee requests that the ENC approve \$750 for the 2020 Senior Symposium, on May 16th 2020 at One Generation Senior Center, 18255 Victory Blvd., Reseda, 91335

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.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	
Lee Blumenfield	Area 1				X			
Walter Almora	Area 2	X						
Alex Garay	Area 3							
Oliver Rodriguez	Area 4							
Samantha Greitzer	Area 5							
Laurie Kelson	Area 6							
Jim Esterle	Area 7						X	
Mary Moore	Apt/Condo				X		X	
Heather Michaels	At-Large	X						
Henry Eshelman	At-Large							
Victoria Miller	Business							
Varant Majarian	Business							
Glenn Bailey	Park Adv/Env	X						
Eliot Cohen	Planning & Land Use	X						
Samuel Apikyan	Public Safety				X			
Anni Kusseyan	Religious Inst				X			
Patricia Bates	Volunteer Serv	X						
Karie Purcell	Encino Ch of Comm							
Carol Levin	EPOA							
Gerald Silver	Homeowners of Encino							
Shelley Billik	Parks Alt							
Jess Whitehill	Area 4 Alt							
Manjeri Krishna	Area 7 Alt							
Board Quorum: 11		Total:	15	0	0	4	0	1

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: *[Signature]* Authorized Signature: *[Signature]*

Print/Type Name: Patricia Bates Print/Type Name: Alex Garay

Date: 2/26/2020 Date: 2/26/2020