Monthly Expenditure Report



Reporting Month: September 2023 **Budget Fiscal Year: 2023-2024**

NC Name: Encino Neighborhood Council

Monthly Cash Reconciliation							
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available		
\$38008.35	\$1973.93	\$36034.42	\$90.00	\$0.00	\$35944.42		

Monthly Cash Flow Analysis						
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available	
Office		\$565.93		\$90.00		
Outreach	\$22000.00	\$1408.00	\$17037.48	\$0.00	\$16947.48	
Elections		\$0.00		\$0.00		
Community Improvement Project	\$4000.00	\$0.00	\$4000.00	\$0.00	\$4000.00	
Neighborhood Purpose Grants	\$6000.00	\$0.00	\$6000.00	\$0.00	\$6000.00	
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$2988.59		

	Expenditures							
#	Vendor	Date	Description	Budget Category	Sub-category	Total		
1	THE WEB CORNER, INC	09/01/2023	Approved 2023-2024 Budget - Monthly website hosting and maintenance	General Operations Expenditure	Office	\$199.00		
2	GOOGLE GOOGLE STORAGE	09/07/2023	Approved 2022-2023 Budget - extra data storage	General Operations Expenditure	Office	\$2.99		
3	LINE2	09/17/2023	Approved 2023-2024 Budget - Telephone # and answering service	General Operations Expenditure	Office	\$20.17		
4	OFFICE DEPOT #3320	09/19/2023	Approved 2023-2024 Budget - Printing agendas and materials for 3 committee meetings	General Operations Expenditure	Office	\$58.56		
5	OFFICE DEPOT #3320	09/26/2023	Approved 2023-2024 Budget - copying agendas and materials for committee and board meetings	General Operations Expenditure	Office	\$43.11		
6	POQUITO MAS ENCINO	09/26/2023	Approved 2023-2024 Budget - Refreshments for board meeting	General Operations Expenditure	Office	\$197.10		
7	EIG CONSTANTCONTACT.CO	09/27/2023	Approved 2023-2024 Budget - emailing program for constituent outreach	General Operations Expenditure	Office	\$45.00		

8	GS1Group	08/15/2023	The ENC board approves and ratifies the expenditure for Security Services at its sponsored July 27, 2023 Shakespeare production in Encino. Absent and recused includes new board members who had	General Operations Expenditure	Outreach	\$1408.00
	Subtotal:					\$1973.93

Outstanding Expenditures							
#	Vendor	Date	Description	Budget Category	Sub-category	Total	
1	City of Los Angeles Department of Recreation and Parks	07/31/2023	Approve payment for the \$90 balance for the poll location during the ENC's election at the Balboa Sports Complex - billed by City of Los Angeles Dept. of Rec. & Dept. Of Rec.	General Operations Expenditure	Office	\$90.00	
Subtotal: Outstanding						\$90.00	

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form





NC Name: Encino			Meeting Date: 2023 07 26				
Budget Fiscal Year: 2022-2023			Agenda Item No: 10 B				
Board Motion and/or Public Benefit Statement (CIP and NPG):	Garden Center on J charges for Mike the	ratifying the \$2500 of the approved expenses for Shakespeare by the Sea event at the Sepulvi Garden Center on July 27, 2023 that were not expended by year end, including but not limited charges for Mike the Printer, Andy Gump and Security Services (name to be determined)				t not limited to mined)	
Method of Payment: (Select One)	■ Check		Credit Card		☐ Board	d Member Reimb	ursement
Recused Board Member	s must leave the room prio		te Count ssion and may no	t 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
Joshua Sautter	Area 1					Х	
Vac.	Area 2						
Vac.	Area 3						
Robert Wenger	Area 4	Х					
Vac	Area 5						
Laure Stevens	Area 6					Х	
Vac	Area 7						
Heather Michaels	At-Large	Х					
Henry Eshelman	At-Large	Х					
Alex Garay	Apt/Condo	Х					
Victoria Miller	Business	Х					
Kelvin Tolbert	Business					х	
Vac.	Education						
Vac.	Encino Chamber						
Laurie Kelson	Encino POA	х					
	Homeowners of Encino						
Glenn Bailey	Park/Environment	х					
Varant Majarian alt	Planning & Land Use					х	
Samuel Apikyan	Public Safety				х		
Roy Nwaisser	Religious					Х	
Patricia Bates	Volunteer/Service	Х					
Vac.	Youth						
Board Quorum: 11	Total:	8	0	0	1	5	0
We, the authorized signers of the above public meeting was held in accordance compliant public meeting where a quorum	with all laws, policies, a			•			· ·
Authorized Signature	Darn & Pon		Authorized Signature:				
			Print/Type Name: Alex Garay				
Date: 7/26/2023			Date: 7/26/20		<u>-</u>		
**\/atad an this itam but bas not	- d + b - Cit. do A - + : Dino (ADI)	T\ +:-:	.:	- to the Farmer	A d		

^{**}Voted on this item but has not completed the City's Anti-Bias (ABLE) training requirement according to the EmpowerLA webpage for Encino NC as of the meeting start time.

Office of the City Clerk							
Administrative Services Division						mark 1	ACTUAL VIEW
Neighborhood Council (NC) Funding Prog	ram						/ (1)
Board Action Certification (BAC) Form						The Ch	
NC Name: Encino			Meeting Date: 2	023 05 24			
Budget Fiscal Year: 2022-2023			Agenda Item No	:9A			
Board Motion and/or Public Benefit Statement (CIP and NPG):	Approval to fund July 27, 2023	up to \$5	5000 in cos	ts for Sha	kespear p	roduction i	n Encino
Method of Payment: (Select One)	■ Check		Credit Card		☐ Board	Member Reimbe	ırsement
			e Count				
	s must leave the room prior		sion and may not	return to the ro	om until after t	he vote is comple	ete.
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Dana Caruso alt	Area 1	Х					
Vac.	Area 2						
Lissa Morrow alt	Area 3	X					
Jess Whitehill	Area 4	X					
Michael Silva	Area 5	X					
Laurie Kelson	Area 6				X		
Jim Esterle	Area 7				Х		
Heather Michaels	At-Large	x					
Henry Eshelman	At-Large	x					
Alex Garay	Apt/Condo	x					
Victoria Miller	Business	x					
Andrew Zucker	Business	x					
Jennifer Goldstein	Education				х		
Vac.	Encino Chamber					1 4	
Daniel Freedman	Encino POA	x					
Eliot Cohen	Homeowners of Encino	х					
Glenn Bailey	Park/Environment	x					
Darin Spilman	Planning & Land Use				Х		
Samuel Apikyan	Public Safety				х		
Anni Keusseyan	Religious	x					
Patricia Bates	Volunteer/Service	x					
Vac.	Youth						
Board Quorum: 11	Total:	14	0	0	5	0	0

Authorized Signature Durn & Print	Authorized Signature: Alex Garay
Print/Type Name: Patricia Bates	Print/Type Name: Alex Garay
^{Date:} 5/24/2023	Date: 5/24/2023

^{**}Voted on this item but has not completed the City's Anti-Bias (ABLE) training requirement according to the EmpowerLA webpage for Encino NC as of the meeting start time.



SEPULVEDA GARDEN CENTER (SGC) 16633 MAGNOLIA BLVD, ENCINO

Made possible in part by:

NITHYA RAMAN











SHAKESPEAREBYTHESEA.ORG

310-217-7596



GS1group, Inc. 630 N. Rosemead Blvd., Ste 150 Pasadena, CA 91107 (866)941-9111 www.gs1security.com

Invoice 9066

BILL TO

Encino Neighborhood Council 4924 Paso Robles Avenue

Attn: Patricia Bates Encino CA 91416 DATE 07/26/2023

PLEASE PAY \$1,408.00 DUE DATE 08/01/2023

DATE	DESCRIPTION	QTY	RATE	AMOUNT
07/27/2023	Special Event Provide Security for Shakespeare by the Sea Performance -2 Agents (4pm to 11pm) (8 hours minimum)	16	88.00	1,408.00
We appreciate you	r business!			
		TOTAL DUE		\$1,408.00

THANK YOU.

\$0.00

15300 Ventura Blvd. Suite 400 Sherman Oaks, CA 91403 818-345-7443

Sherman Oaks, CA 91403 818-345-7443	-196 T	Date	Invoice #	Terms
		3 /1/2023	25978	Due on Receipt
Bill To	09.04/V	Ship To		
Encino Neighborhood Council Glenn Bailey 4924 Paso Robles Encino, CA 91316				

QTY	Description		Price Each	Amount
QTY 1 0 0	September 2023 Moni up to 1.5 hours for; ph requests, & website ac September 2023 Hosti	ng for: Monthly Hosting for cluded in maintenance) I Standard Mailboxes:	Price Each 199.00 15.00 3.50	Amount 199.00 0.00 0.00
Thank you f	or your business.	Total Payments/Credits		\$199.00 -\$199.00

Balance Due

Merchant: The Web Corner, Inc

15300 Ventura Blvd. Suite 400 Sherman Oaks, CA 91403

8183457443

US

Order Information

Description: Monthly Maintenance. Hosting, Email Standard 08/03/2020 Auth Patrcia email

Order Number: P.O. Number: Customer ID: Invoice Number:

Billing Information

Shipping Information

Patricia Bates Encino NC

Shipping: 0.00

Tax: 0.00

Total: USD 199.00

Payment Information

Date/Time: 01-Sep-2023 03:54:41 MDT

Transaction ID: 64576106633

Transaction Type: Authorization w/ Auto Capture

Transaction Status: Settled Successfully

Authorization Code: 039445

Payment Method: MasterCard XXXX6750



Your Google Play Order Receipt from Sep 7, 2023

1 message

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

Thu, Sep 7, 2023 at 3:45 PM



Thank you

Your subscription from Google on Google Play continues and you've been charged. Manage your subscriptions.

Order number: SOP.3302-9257-1198-80760..54

Order date: Sep 7, 2023 6:45:26 PM EDT Your account: EncinoNCMedia@gmail.com

Item	Price
200 GB (Google One) (by Google LLC) Auto-renewing subscription	\$2.99/month
	Tax: \$0.00 Total: \$2.99/month
Payment method:	Mastercard-6750

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

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View the Google Play Refund Policy and the Terms of Service.

Please don't reply to this email, as we are unable to respond from this email address. If you need support, visit the Google Play Help Center.



PATRICIA BATES 200 North Spring Street Los Angeles -90012 US

Contact Number: +18184250962 Bill Date : 09/16/2023

Period: 08/16/2023 - 09/15/2023

0.00

Invoice No: C339426-30

Account Summary

Current Activity

Total Amount Due(USD)

Current Bill Amount(USD)

Fixed Charges - Line2 - Starter Monthly (USD) 15.99 Usage Charges(USD) 0.00

Current Bill Total(USD)	15.99
Net Charges	15.99
Other Charges(USD) Other Charges Total(USD)	0.00
Total Taxes, Charges & Fees(USD) Current Amount(USD)	4.18 20.17
Payment(s) Received(USD)	20.17

Taxes, Charges, & Fees	
FCC Regulatory Fee (Federal)	0.02
FUSF (Federal)	1.36
P.U.C. Fee NF (State)	0.02
Utility Users Tax (Local)	0.78
Compliance & Administrative Cost Recovery Fee	2.00
Total Taxes, Charges, & Fees(USD)	4.18

Total Charges (USD):	15.99
Other Recurring Charges	
Company	15.99
Fixed Charges	
Description of Charge	
Billing Summary for Company - PATRICIA BATES	

Office DEPOT OfficeMax

Tarzana - (818) 668-9067 09/19/2023 9:32 AM

****** REPRINT *******

Reprint Transaction # 33200919230033838



SALE 3320-21-913-1111-23.9.2

354494 DS B&W Letter 418 @ 0.17 71 06

-20.90

You Pay 50.16SS

211026 Self Serve Mac Manual Back and a

Promotion -0.46

You Pay

0.4655

354494 DS B&W Letter

26 @ 0.17 4.42 Promotion -1.56

You Pay

2.8655

Subtotak:

53.48

Sales and Use Tax 5.08

Total:

58.56

MasterCard 6750:

AUTH CODE 074176

TDS Chip Read

AID A0000000041010 MASTERCARD

TVR 0400008000

CVS No Signature Required

SDP #6131

Total Savings:

\$22.92



Office DEPOT

Tarzana - (818) 668-9067 09/26/2023 3:13 PM



V7VT7A4UM355MYE6B

SALE 3320-21-1095-1111-23.9.2

354494 DS B&W Letter

312 @ 0.17 53.04 Promotion -15.60

You Pay 37.44SS

211026 Self Serve Mac

25 @ 0.04 1.00

Promotion -0.50

You Pay 0.50SS 354494 DS B&W Letter

13 @ 0.17 2.21

Promotion -0.78

You Pay 1.4355

Subtotal: 39.37

Sales and Use Tax 3.74 Total: 43.11

MasterCard 6750: 43.11

AUTH CODE 085200 TDS Chip Read AID A0000000041010 MASTERCARD CVS No Signature Required

SDP #6131

To register for the Store Discount Program, please login to www.odpbusiness.com. For Assistance, please call Customer Care at 888-263-3423.

Total Savings: \$16.88

WE WANT TO HEAR FROM YOU! Visit survey.officedepot.com

and enter the survey code below 16KM 8HB2 PMQX or scan the below QR code



Satisfaction Guarantee: If you are not satisfied with your purchase, you can return it within 30 days, or 14 days for furniture and technology items, with all original packaging and the receipt, packing slip or email confirmation for a refund, exchange, or credit. Special orders are not returnable. Other restrictions apply. Call 1-800-GO-DEPOT (800-463-3768) or visit www officedepot com for more details



Poquito Mas Encino The Original Baja Taco Stand Encino, CA 91436

TUE SEPTEMBER 26,2023 CHECK #363808-1

6 Squares 12 \$180.00

STEAK

CHICKEN

BEAN CHEESE SU5-T0T41

: \$180.00 : \$17.10

TAX:

We Don't serve Fast Food We serve Fresh Food As Fast As We Dan. (R)

Time 15:54 CLSTONER

Welcome 818-789-9400

YOU HAVE BEEN SERVED BY : Edgar

ORDER 3100

SFT"LED 84:

Mastercard

\$197,10

COSTONER COPY



Print

Billing Activity - Invoices

Encino Neighborhood Council

Attn: Patricia Bates 200 N. Spring St FL 20 Los Angeles CA 90012-4801

US US

P: 747-282-0450

Invoices from 09/02/2023 to 10/02/2023

Date Description Charge Amount Credit Amount

Today's Date: 10/02/2023

User Name:

09/27/2023 Invoice #1695805075 \$45.00

Constant Contact - Email

501-1500 Contacts Max Period Contacts: 1120 \$45.00

From 08/27/2023 to 09/27/2023

Billing questions? Contact Support

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



Print

Billing Activity - Payments

Encino Neighborhood Council

Attn: Patricia Bates 200 N. Spring St FL 20 Los Angeles CA 90012-4801

US

P: 747-282-0450

Payments from 09/02/2023 to 10/02/2023

Date Description Charge Amount Credit Amount

Today's Date: 10/02/2023

User Name:

09-27-2023 04:57:57 AM Payment - Credit Card (MasterCard) *********6750

\$45.00

Billing questions? Contact Support

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