

Monthly Expenditure Report



Reporting Month: July 2025

Budget Fiscal Year: 2025-2026

NC Name: Encino Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$25000.00	\$909.67	\$24090.33	\$0.00	\$0.00	\$24090.33

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$15000.00	\$909.67	\$14090.33	\$0.00	\$14090.33
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$2000.00	\$0.00	\$2000.00	\$0.00	\$2000.00
Neighborhood Purpose Grants	\$8000.00	\$0.00	\$8000.00	\$0.00	\$8000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$0.00	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	EIG CONSTANTCONTACT.C	07/01/2025	Recurring Office Expense. Email platform.	General Operations Expenditure	Office	\$99.00
2	LINE2	07/03/2025	Recurring Office Expense. Voicemail / Landline service	General Operations Expenditure	Office	\$13.70
3	THE WEB CORNER, INC.	07/08/2025	Recurring office expense. Web Hosting	General Operations Expenditure	Office	\$199.00
4	OFFICE DEPOT #3320	07/21/2025	Copies of agendas for general board meeting	General Operations Expenditure	Office	\$7.67
5	DOMINO'S 8212	07/21/2025	Meeting Refreshments - Public Safety Meeting 7/21/25	General Operations Expenditure	Office	\$91.86
6	SMART AND FINAL 477	07/23/2025	Refreshments for General Board meeting	General Operations Expenditure	Office	\$20.23
7	TST POQUITO MAS - ENCI	07/23/2025	Refreshments for General Board meeting 7/23/2025	General Operations Expenditure	Office	\$365.53
8	EIG CONSTANTCONTACT.C	07/27/2025	Constant Contact Aug 2025 Billing Invoice and Payment for website hosting	General Operations Expenditure	Office	\$99.00

9	LINE2	07/28/2025	Encino Neighborhood Council Line2 August Invoice	General Operations Expenditure	Office	\$13.68
	Subtotal:					\$909.67

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

Office DEPOT OfficeMax

Tarzana (818) 668-9067

07/21/2025 3:07 PM

***** REPRINT *****

Reprint Transaction # 33200728250021072



DV7V7UAYP635Y5Y448

SALE 3320-2-534-669562-24.8.1

664011 PEN,RNDSTIC,BI 9.39SS

Instant Savings -2.40

You Pay 6.99SS

Subtotal: 6.99

Local Sales and Use T 0.68

Total: 7.67

MasterCard 4710: 7.67

AUTH CODE 062081

TDS Chip Read

AID A0000000041010 MASTERCARD

TVR 0000008000

CVS No Signature Required

XX
Total Savings:

\$2.40

XX

WE WANT TO HEAR FROM YOU!

Visit survey.officedepot.com

and enter the survey code below

1756 V07E 1K3T

or scan the below QR code



ID:

1756

V07E

1K3T

1756

V07E

1K3T

1756

[Print](#)**Billing Activity - Invoices**

Encino Neighborhood Council
Attn: Laure Stevens
200 N. Spring St FL 20
Los Angeles CA 90012-4801
US
P.: 818-261-1175

Today's Date: 07/06/2025
User Name:

Invoices from 06/01/2025 to 07/06/2025

Date	Description	Charge Amount	Credit Amount
06/27/2025	Invoice #1751009138	\$99.00	
	Constant Contact - Plus		
	1501-2500 Contacts	\$99.00	
	Highest contact count: 1512		
	From 05/27/2025 to 06/27/2025		

Billing questions? [Contact Support](#)

Constant Contact - 890 Winter St - Waltham, MA 02451 US

[Print](#)**Billing Activity - Payments**

Encino Neighborhood Council
Attn: Laure Stevens
200 N. Spring St FL 20
Los Angeles CA 90012-4801
US
P.: 818-261-1175

Today's Date: 07/06/2025
User Name:

Payments from 06/01/2025 to 07/06/2025

Date	Description	Charge Amount	Credit Amount
07-01-2025 12:23:21 PM	Payment - Credit Card (MasterCard) *****4702		\$99.00

Billing questions? [Contact Support](#)

Constant Contact - 890 Winter St - Waltham, MA 02451 US

Invoice



Laure Stevens
200 North Spring Street
Los Angeles
CA-90012
US

Contact Number : +18182611175
Bill Date : 06/27/2025
Period : 05/27/2025 - 06/26/2025
Invoice No : C547792-4

Account Summary

Current Activity		
Current Bill Amount(USD)		
Fixed Charges - Web Personal Unlimited Monthly (USD)	9.99	
Campaign Registration Fee. (USD)	0.00	
Usage Charges(USD)	0.00	
Current Bill Total(USD)		9.99
Net Charges		9.99
Other Charges(USD)		
Other Charges Total(USD)		0.00
Total Taxes, Charges & Fees(USD)		3.71
Current Amount(USD)		13.70
Total Amount Due(USD)		13.70

Taxes, Charges, & Fees

FCC Regulatory Fee (Federal)	0.01
FUSF (Federal)	1.14
P.U.C. Fee NF (State)	0.02
Utility Users Tax (Local)	0.54
Compliance & Administrative Cost Recovery Fee	2.00
Total Taxes, Charges, & Fees(USD)	3.71

Billing Summary for Company - Laure Stevens

Description of Charge	
Fixed Charges	
Company	9.99
Other Recurring Charges	
Total Charges (USD):	9.99

Merchant: The Web Corner, Inc

15300 Ventura Blvd. Suite 400
Sherman Oaks, CA 91403
US

8183457443

Order Information

Description: 28554

Order Number:

P.O. Number:

Customer ID:

Invoice Number:

Billing Information

Laure Stevens
Encino NC

Shipping Information

Shipping: 0.00

Tax: 0.00

Total: USD 199.00

Payment Information

Date/Time: 08-Jul-2025 11:10:49 MDT

Transaction ID: 121121294018

Transaction Type: Authorization w/ Auto Capture

Transaction Status: Captured/Pending Settlement

Authorization Code: 055895

Payment Method: MasterCard XXXX4702

Fwd: Your Domino's Order

1 message

Josh Sautter <joshsautter.enc@gmail.com>
To: Laure Stevens <lstevensencino@gmail.com>

Fri, Jul 25, 2025 at 11:17 AM

Josh Sautter
Encino Neighborhood Council President
Outreach Committee Chair
Homelessness Liaison
202-494-2332
joshsautter.enc@gmail.com
www.encinonc.org

**Encino
Neighborhood Council**

----- Forwarded message -----

From: **Domino's Pizza** <confirmation@e-confirmation.dominos.com>
Date: Mon, Jul 21, 2025 at 16:31
Subject: Your Domino's Order
To: <joshsautter.enc@gmail.com>

**ORDER MENU COUPONS LOCATIONS**

Thank you for placing your order at Dominos.com! If you have any questions about your order, please call the store directly at 818-981-5811.

In case the store needs to reach you, we'll call the phone number below. If you do not answer we will be unable to deliver your order.

**DOMINO'S TRACKER®**CLICK HERE TO TRACK THE PROGRESS
OF YOUR ORDER IN REAL TIME**ORDERED****PREP****BAKE****QUALITY CHECK****READY**

U.S. PATENT #10,262,281

Customer Information**Name on Order:** Josh Sautter

Delivery Address: [4935 BALBOA BLVD, ENCINO, CA 91316-3437](#)

Callback Phone #: 202-494-2332

Your Domino's Store:

Domino's #8212

[17020 Ventura Blvd Encino CA 91316](#)

818-981-5811

Delivery Time: Approximately 18-29 minutes

**DON'T FORGET TO CLAIM YOUR REWARDS POINTS
TOWARD FREE PIZZA AND MORE!**

CLAIM POINTS

Order Details

Order #: 366

Date: 07/21/2025 4:31PM

The following order is being delivered hot and fresh to your door:

Quantity	Description	Amount
	Medium (12") Hand Tossed Pizza	
2	Whole: Robust Inspired Tomato Sauce, Cheese, Garlic Crust Seasoning	\$15.98
	Medium (12") Hand Tossed Pizza	
2	Whole: Mushrooms, Green Peppers, Robust Inspired Tomato Sauce, Cheese, Garlic Crust Seasoning	\$15.98
	Medium (12") Hand Tossed Pizza	
2	Whole: Pepperoni, Robust Inspired Tomato Sauce, Cheese, Garlic Crust Seasoning	\$15.98
	Medium (12") Hand Tossed Pizza	
2	Whole: Ham, Pineapple, Robust Inspired Tomato Sauce, Cheese, Garlic Crust Seasoning	\$15.98

Coupon Used: Any 2 or more Medium 2-Topping Pizzas, Breads, Loaded Tots, Boneless Chicken, Pastas, Sandwiches, Salads, or Desserts for \$7.99 each.

Food & Beverage: \$63.92

Delivery Charge: \$5.99

Taxes: \$6.64

Tip Amount: \$15.31

Total: \$91.86

Payment Details

Payment Method: Credit Card \$91.86

Any Delivery Charge is not a tip paid to your driver.

**Drivers carry less than \$20 in change and checks are NOT accepted for online orders.*

SIGN UP FOR —
**EXCLUSIVE
TEXT
OFFERS**

GET 20% OFF YOUR NEXT ORDER



Something wrong with your order?
Make a claim, and we'll make it
right.

REPORT ISSUE


**NOW HIRING
DELIVERY EXPERTS**
FLEXIBLE HOURS + EXTRA CASH

APPLY NOW

*Domino's Delivery Insurance Program is only available to Domino's® Rewards members who report an issue with their delivery order through the form on order confirmation or in Domino's Tracker® within 16 hours of the time of purchase. If you are not a member, you must enroll within seven (7) days after you report an issue to receive the Delivery Insurance Coupon. Store participation may vary. Limit: up to four (4) Make Good Offers per customer per time period set forth in the [official rules](#). This limit excludes points or discount offers initiated by your store or other limited-time offers. Insurance coverage for this promotion applies exclusively to Domino's Pizza LLC, its affiliates, and independent franchisees. Broader restrictions apply, visit the [Domino's Delivery Insurance](#) program terms and conditions.

LEGAL STUFF ► Domino's Pizza LLC

This message is systematically generated. Please do not attempt to reply or send e-mail to this account as it is not a managed e-mail account. For questions concerning your order please contact the store at which your order was placed. For all other inquiries please visit the Customer Service section on www.dominos.com.

Smart & Final. &
Warehouse & Market. Friend & Neighbor.

Store 477
16847 VENTURA BLVD
ENCINO, CA 91436
Telephone (818) 789-0242

Beverage

Crystal Geyser Water	5.49	F
CRV FOODSTAMP NONTAXAB	1.75*	F
Crystal Geyser Spring W	11.49	F
CRV FOODSTAMP NONTAXAB	1.50*	F

General

Basket Verify	0.00
---------------	------

SUBTOTAL	20.23
----------	-------

Total # Items Sold 3

20.23 @ 0.000% =	0.00
------------------	------

TOTAL	20.23
Mastercard	20.23

PURCHASE \$20.23

*****2854 MC

CHIP CONTACTLESS

REF#: 099729 APPROVED

MASTERCARD

ARQC - AEE32D00BAC6B8A8

Mode: Issuer

IAD: 0114A140030200000004000000000000

Legend

F - food stamp eligible
* - non-discountable

0010477230725004000382



You were served by: Maryjane

Date	Time	Store	Term	Opr	Tran
07/23/25	06:22 PM	477	4	40052	0382

Thank you for shopping with us!

Complete our survey and
enter for a chance to win a
\$500 SMART & FINAL GIFT CARD

Visit www.smartandfinal.com/survey
within 7 days of this shop

Now Hiring!

Visit www.smartandfinal.com/careers

Smart & Final. Where Else?



Poquito Mas - Encino
16545 Ventura Boulevard
Encino, CA 91436

Phone Order. - Master

8182611175 Lory

Server: Vanessa A
Check #125
Ordered:

8182611175 Lory
7/23/25 1:26 PM

8 PETITO BURRITO STEAK CUT IN HALF	\$95.60
8 PETITO BURRITO CHICKEN CUT IN HALF	\$84.40
10 PETITO TACO CHICKEN	\$42.50
10 PETITO TACO STEAK	\$47.50
6 PETITO VEGGIE TACO	\$17.70
1 8oz Salsa Asada	\$5.95
1 8oz Side Of Guacamole	\$11.95
Pick Up 6:00:pm	
1 Large Tray Of Chips	\$9.95
Subtotal	
Tax	\$315.55
Tip	\$29.98
Total	\$20.00
	\$365.53

Input Type
MASTERCARD
Time

C (EMV Chip Read)
xxxxxxxxx2854
6:10 PM

Transaction Type
Authorization
Approval Code
Payment ID
Application ID
Application Label
Terminal ID
Card Reader

Sale
Approved
080289
chfMjzFnq999
A0000000041010
MASTERCARD
6b4ed159a9a2d87a
BBPOS

THANK YOU



[Print](#)

Billing Activity - Invoices

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200 N. Spring St FL 20

Los Angeles CA 90012-4801

US

P: 818-261-1175

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	Constant Contact - Plus		
	1501-2500 Contacts	\$99.00	
	Highest contact count: 1543		
	From 06/27/2025 to 07/27/2025		

Billing questions? [Contact Support](#)

Constant Contact - 890 Winter St - Waltham, MA 02451 US



[Print](#)

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200 N. Spring St FL 20

Los Angeles CA 90012-4801

US

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Invoice



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Los Angeles
CA-90012
US

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Period : 06/27/2025 - 07/26/2025
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Other Charges(USD)		
Other Charges Total(USD)		0.00
Total Taxes, Charges & Fees(USD)		3.69
Current Amount(USD)		13.68
Payment(s) Received(USD)		13.68
Total Amount Due(USD)		0.00

Taxes, Charges, & Fees

FCC Regulatory Fee (Federal)	0.01
FUSF (Federal)	1.12
P.U.C. Fee NF (State)	0.02
Utility Users Tax (Local)	0.54
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Other Recurring Charges	
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