

Monthly Expenditure Report



Reporting Month: April 2024

Budget Fiscal Year: 2023-2024

NC Name: Tarzana Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$34709.98	\$4244.50	\$30465.48	\$3900.00	\$0.00	\$26565.48

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$34780.00	\$460.88	\$25532.13	\$0.00	\$25532.13
Outreach		\$1666.40		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$2070.00	\$867.22	\$1033.35	\$0.00	\$1033.35
Neighborhood Purpose Grants	\$5150.00	\$1250.00	\$3900.00	\$3900.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$7290.02	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	04/02/2024	Website maintenance for April 2024	General Operations Expenditure	Outreach	\$150.00
2	MINUTEMAN PRESS	04/02/2024	The TNC Board adopts the Budget Committee's recommendation to approve request from the TNC Outreach/Events Committee to fund the April 13, 2024 Earth Day Event for \$3,555. Detailed funds to be allocated as follows (all funds are Not to Exceed (NTE) and vendors are TBD): Poster paper \$1,000, Award Certificate paper \$120, Printer ink \$80, Poster labels \$100, six 22"x28" banners \$180, one 48" x 96" banner \$160, 2,000 Event flyers \$480, Bouncy/jumper rental \$450, 36 Event T-Shirts \$400, etc	General Operations Expenditure	Outreach	\$777.01
3	NET ATLANTIC INC	04/04/2024	Mailing list maintenance for April 2024	General Operations Expenditure	Outreach	\$40.00
4	MINUTEMAN PRESS	04/16/2024	Purchase of 500 TNC promotional brochure.	General Operations Expenditure	Outreach	\$174.33

5	USPS PO 0577220195	04/17/2024	PO Box # 571016 rental 5/1/24-4/30/25 at USPS Tarzana (91356)	General Operations Expenditure	Office	\$256.00
6	OFFSIDE SPORTS 2	04/23/2024	T-Shirts for staff at Earth Day event.	General Operations Expenditure	Outreach	\$397.48
7	SMART AND FINAL 477	04/23/2024	Resolved: The TNC Board adopts the Budget Committee's recommendation to approve request from the TNC Outreach/Events Committee to fund the April 13, 2024 Earth Day Event for \$3,555. Detailed funds to be allocated as follows (all funds are Not to Exceed (NTE) and vendors are TBD): Poster paper \$1,000, Award Certificate paper \$120, Printer ink \$80, Poster labels \$100, six 22"x 28" banners \$180, one 48" x 96" banner \$160, 2,000 Event flyers \$480, Bouncy/jumper rental \$450, 36 Event T-Shirts \$400,	General Operations Expenditure	Outreach	\$38.29
8	MICHAELS STORES 9187	04/23/2024	Purchase of supplies for Kids Activities for Earth Day event.	General Operations Expenditure	Outreach	\$27.97
9	WEST VALLEY NURSERY	04/23/2024	Purchase of plants for Kids Activities on Earth Day	General Operations Expenditure	Outreach	\$61.32
10	Susan Lord	04/01/2024	TNC Board adopts the Budget Committee's recommendation to approve the request from Board Member Susan Lord to be reimbursed for funds charged to her personal credit card in error for pur...	Community Improvement Project		\$867.22
11	West Valley Warner Center Chamber of Commerce Community Benefit Foundation	04/01/2024	TNC Board adopts the Budget Committee's recommendation to approve the Woodland Hills Tarzana Chamber of Commerce Community Benefit Foundation DBA West Valley Warner Center Chamber of Com...	Neighborhood Purpose Grants		\$1250.00
12	APPLEONE EMPLOYMENT SERVICES	04/12/2024	Preparation of Board Minutes for February 2024	General Operations Expenditure	Office	\$204.88
Subtotal:						\$4244.50

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Portola Middle School	04/11/2024	The TNC Board adopts the Budget Committee's recommendation to approve request from Portola Middle School for an NPG for \$3,900 to support their Mock Trial Program for the 2024-25 sc...	Neighborhood Purpose Grants		\$3900.00
Subtotal: Outstanding						\$3900.00

West Valley Nursery
 19035 Ventura Blvd
 Tarzana CA 91356
 818 342 2623

#039990 04/23/2024 10:20:41AM
 01 CLERK01 000000

2@ 22.00 TAXABLE 1,544.00
 1@ 26.00 TAXABLE 1,526.00
 MOSE ST Discount -20.00% 1-14.00
 MOSE ST \$56.00
 TAX1 \$5.32
 ITEMS 30 CHANGE \$61.32

WEST VALLEY NURSERY
 19035 VENTURA BLVD
 TARZANA CA 91356
 (818) 342 2623

04/23/2024 10:12

Sale

Trans #: 2 Batch #: 8
 MASTERCARD Contactless
 *****9065

AMOUNT: \$61.32

Resp: AUTH/TRF 045674
 Code: 045674
 Ref #: MCFYHEJRO425
 APP Name: MASTERCARD
 AID: A00000000041010
 TVR: 00000008001

THANK YOU
 HAVE A NICE DAY
 CUSTOMER COPY

Acct Name: TNG

Date: 4/23/24

Acct Number: _____
 Reg. No. _____ Clerk _____ Account Forwarded _____

Req. No.	Description	Amount	Tax	Total
1	FATS SEDUM	44.00		44.00
2	FAT SENECIO	28.00		28.00
3		70.00		70.00
4		14.00		14.00
5		56.00		56.00
6				
7				
8				
9				
10				
11				
12				
			5.32	5.32
				61.32

~~985~~ 16

Your account stated to date - If error is found return at once.

The Web Corner, Inc.

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

Invoice

Date	Invoice #	Terms
4/1/2024	26909	Due on Receipt

Bill To
Tarzana Neighborhood Council PO Box 571016 Tarzana, CA 91357

Ship To

QTY	Description	Price Each	Amount
1	April 2024 Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	150.00	150.00
0	April 2024 Monthly Hosting for tarzananc.org	15.00	0.00
0	April 2024 Email Archiving: 1 Accounts l.shaffer@tarzananc.org (included in maintenance)	13.50	0.00

*PAID
 4/12/24*

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

TUC Web Corner 4-1-24



Minuteman Press
 20648 Ventura Blvd.
 Woodland Hills, CA 91364
 Phone: 818-348-2300 / Fax: 818-348-2303
 Web: woodlandhills-ca.minutemanpress.com
 E-mail: mmpwoodlandhills@gmail.com

INVOICE

Invoice Number 37275
 Invoice Date 4/1/2024

Bill to: Tarzana Neighborhood Council
 PO Box 571016
 Tarzana, CA 91357

 Phone: 818-912-0602
 Mobile Phone: 818-912-0602
 Email: etti.wieder@yahoo.com

Ship to: Tarzana Neighborhood Council
 Esther Wieder
 PO Box 571016
 Tarzana, CA 91357

 Email: etti.wieder@yahoo.com

Where Quality and Service Make The Difference

1 Banners - 48 x 96 - 13oz Vinyl - Earth Day Banner (Job 75548)	\$135.00
2,000 Flyers - 8.5 x 11 - Color 1 Side - 100# Gloss Text - Earthday (Job 75549)	\$425.00
6 Banners - 22 x 28 - 13oz Vinyl - Earth Day (Job 75550)	\$150.00
Invoice Subtotal:	\$710.00
Sales Tax 2018:	\$67.01
Invoice Total:	\$777.01
Balance Due:	\$777.01

		95%	TOTAL
1-BANNER	135	12.83	147.83
6-BANNERS	150	14.25	164.25
FLAYER	425	39.93	312.08
		67.01	777.01

PAID 4/2/24

Salesperson: Craig & Garth Sanders
 Terms: 50% Deposit, COD
 Please pay from this invoice. No statements will be sent.
 Received By _____

2.0000% interest per month on past-due invoices.

TNC MINUTEMAN PRESS 4-1-24

Net Atlantic, Inc.
10 Federal St., Suite 26
Salem, MA 01970
978-219-1920

INVOICE



Harvey Goldberg
Tarzana Neighborhood Council
19798 Greenbriar Drive
Tarzana, CA 91356

Invoice Summary	
Account	1002581
Reference	Invoice 1002581-204
Date	2024-04-01
Due Date	2024-05-01
Total (\$)	40.00
Amount Due (\$)	40.00

<u>Description</u>	<u>Amount (\$)</u>
Pro Bandwidth Usage Max: 0 GB Service Name: 'tarzana-neighborhood-council'	0.00
Pro Anno List Max: 2066 Members Service Name: 'tarzana-neighborhood-council'	40.00

Notes:

Payments are applied to the oldest open invoice. Please go to <https://www.netatlantic.com/billing> to report any changes to the contact information on file for your account. Thank you.

Please tear off and return the bottom portion with your payment. Thank you.

Harvey Goldberg
Tarzana Neighborhood Council
19798 Greenbriar Drive
Tarzana, CA 91356



Net Atlantic, Inc.
10 Federal St., Suite 26
Salem, MA 01970

Payment Summary	
Account	1002581
Reference	Invoice 1002581-204
Due Date	2024-05-01
Amount Due (\$)	40.00
Amount Enclosed	
Check Number	
Please make checks payable to Net Atlantic, Inc.	
New monies owed will be collected via credit card on 2024-04-04.	



Minuteman Press
20648 Ventura Blvd.
Woodland Hills, CA 91364
Phone: 818-348-2300 / Fax: 818-348-2303
Web: woodlandhills-ca.minutemanpress.com
E-mail:mmpwoodlandhills@gmail.com

INVOICE

Invoice Number 37347
Invoice Date 4/9/2024

Bill to: Tarzana Neighborhood Council
PO Box 571016
Tarzana, CA 91357

Ship to: Tarzana Neighborhood Council
PO Box 571016
Tarzana, CA 91357

Phone: 818-912-0602
Mobile Phone: 818-912-0602
Email: etti.wieder@yahoo.com

Phone: 818-912-0602
Mobile Phone: 818-912-0602
Email: etti.wieder@yahoo.com

Where Quality and Service Make The Difference

500 Brochures - 8.5 x 11 - 100# Gloss Text - 4/1 - Tri-Fold (Job 76620) \$159.54

Invoice Subtotal:	\$159.54
Sales Tax 2018:	\$14.79
Invoice Total:	\$174.33
Balance Due:	\$174.33

Salesperson: Craig & Garth Sanders
Terms: 50% Deposit, COD
Please pay from this invoice. No statements will be sent.
Received By _____

2.0000% interest per month on past-due invoices.



TARZANA
5609 YOLANDA AVE
TARZANA, CA 91356-9998
(800)275-8777

02:47 PM

Product Qty Unit Price
 Renewal \$256.00
 ZIP Code: 91357
 Box #: 571016
 Rental Start Date: 05/01/2024
 Next Renewal Date: 04/30/2025
 Customer Name: LEONARD SHAEFFER

Grand Total: \$256.00

Credit Card Remit \$256.00
 Card Name: MasterCard
 Account #: XXXXXXXXXXXXXXX9063
 Approval #: 084666
 Transaction #: 868
 AID: A000000041010 Contactless
 AL: MASTERCARD

In a hurry? Self-service kiosks offer quick and easy check-out. Any Retail Associate can show you how.

Preview your Mail
 Track your Packages
 Sign up for FREE @
<https://informedevery.usps.com>

All sales final on stamps and postage. Refunds for guaranteed services only. Thank you for your business.

Tell us about your experience. Go to: <https://postal.experience.com/Pos> or scan this code with your mobile device.



or call 1-800-410-7420.

N: 057722-0195

Notice 82-B, September 2010 | PSN 7610-03-000-8332

Post Office Box Service Fee Due

Thank you.

Please disregard this notice if payment has been made.

suspended until all associated charges are paid.

Make checks or money orders payable to "U.S. Postal Service." If the bank returns your check, or if payment is not received by the due date, your PO Box service will

Your PO Box will be closed if the fee is not paid by the due date. If the fee is not paid within 10 days after the due date, a late payment charge will apply. You may make payment by any of the convenient options noted on the inside top portion of this envelope.

Your PO Box fee is due by the LAST DAY OF THIS MONTH.

Annual
 Semiannual

\$ _____ Amount

Box # 571016
 TARZANA NEIGHBORHOOD COUNCIL
 6 Months: \$128.00 12 Months: \$256.00
 Due Date: 04/30/2024



NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES



BUSINESS REPLY MAIL

FIRST-CLASS MAIL PERMIT NO. 99998

POSTAGE WILL BE PAID BY ADDRESSEE

PO BOX FEE PAYMENT

TARZANA POST OFFICE
5609 YOLANDA AVE
TARZANA CA 91356

Print
Post Office
Address Here

TNC USPS 4-17-24

UNITED STATES
POSTAL SERVICE

If Undeliverable as Addressed,
Return to Local Postmaster

Offside Sports Apparel

No Job Is Too Big or Too Small .. Email Us, Stop by or Give Us a Call

offsidesports@hotmail.com
 19555 Ventura Blvd Tarzana, CA 91356
 (818)708-2330

To: Tarzana Recreation Center
 5655 Vanalden Ave
 Tarzana, CA. 91356
Michon Rickman
 C/O Tarzana Neighborhood Council

SALE PERSON	DATE	SHIPPED VIA	INVOICE #	TERMS
Angie	4/13/24		5134 - 3	

QUANTITY	DESCRIPTION	SIZE	UNIT PRICE	TOTAL
12	T-Shirt Gray/Red Print	Adult Medium	\$7.00	\$84.00
12	T-Shirt Gray/Red Print	Adult Large	\$7.00	\$84.00
12	T-Shirt Gray /Red Print	Adult XL	\$7.25	\$87.00
12	T-Shirt Gray /Red Print	Adult XXL	\$9.00	\$108.00
			Cost	\$ 363.00
			Tax 9.5%	\$ 34.48
			Total	\$ 397.48

Received Michon Rickman
 4/12/24

THANK YOU !

TNC OFFSIDE 4-13-24

Michaels

Everything to create anything

MICHAELS STORE #9187 (818)783-7970

MICHAELS STORE #9187

17230 VENTURA BLVD

ENCINO, CA 91316

Rewards Number: LMR90069024926

8-9245-7185-5859-8696-4118-2113-1706-3740



KIDS
ACTIVITIES

4003255 SALE	9837 9187 006	4/23/24	10.48
RA TEMPERA PAINT	16368034724	3.99	
	2 @ 3.20		6.40
CPN GET ITM20%	1.58-		
RA TEMPERA PAINT	16368034311	3.99	
	1 @ 3.19		3.19
CPN GET ITM20%	.80-		
RA TEMPERA PAINT	16368034427	3.99	
	1 @ 3.19		3.19
CPN GET ITM20%	.80-		
RA TEMPERA PAINT	16368034526	3.99	
	2 @ 3.19		6.38
CPN GET ITM20%	1.60-		
RA TEMPERA PAINT	16368034625	3.99	
	1 @ 3.19		3.19
CPN GET ITM20%	.80-		
RA TEMPERA PAINT	16368034915	3.99	
	1 @ 3.19		3.19
CPN GET ITM20%	.80-		
YOU SAVED \$			6.38

Coupon(s) Applied:

400100020494 CPN GET ITM20%

SUBTOTAL 25.54

Sales Tax 9.5% 2.43

TOTAL 27.97

ACCOUNT NUMBER *****9063

MasterCard 27.97

APPROVAL: 068417 CHIP ONLINE

Application Label: MASTERCARD

AID: A0000000041010

TVR: 8000008000

TSI: E800

This receipt expires at 60 days on 06/21/24

Previous Michaels Rewards Balance: \$2.40

Click Buy Create Shop michaels.com today!

Get Savings & Inspiration! Text SIGNUP to 273283

To Sign Up for Email & Text Messages.

*Msg & Data Rates May Apply

You will receive 1 autodialed message
with a link to join Michaels alerts.

THANK YOU FOR SHOPPING AT MICHAELS

Effective 11/27/2022 Clearance sales are considered
final, sold AS IS and are not
returnable for a refund or exchange.

Dear Valued Customer:

Michaels return and coupon policies apply to all purchases.

Final Details for Order #113-1523832-0069058

Print this page for your records.

1-1

Order Placed: March 2, 2024

Amazon.com order number: 113-1523832

Order Total: \$538.72

Shipped on March 3, 2024

Items Ordered

1 of: VEVOR 10x20 FT Pop up Canopy with Removable Sidewalls, Instant Canopies Portable Gazebo & Wheeled Bag, UV Resistant Waterproof, Enclosed Canopy Tent for Outdoor Events, Patio, Backyard, Party, Parking

Price \$245.99

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

Shipping Address:

Susan Lord

United States

Shipping Speed:

Standard Shipping

Shipped on March 3, 2024

Items Ordered

1 of: VEVOR 10x20 FT Pop up Canopy with Removable Sidewalls, Instant Canopies Portable Gazebo & Wheeled Bag, UV Resistant Waterproof, Enclosed Canopy Tent for Outdoor Events, Patio, Backyard, Party, Parking

Price \$245.99

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

Shipping Address:

Susan Lord

4417

United States

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

Discover ending in *

Billing address

SUSAN T LORD

United States

Item(s) Subtotal: \$491.98

Shipping & Handling: \$0.00

Total before tax: \$491.98

Estimated tax to be collected: \$46.74

Grand Total: \$538.72 (A)

A = REQUEST TO REIMBURSE
SUSAN LORD

SUSAN LORD REIMBURSE

Final Details for Order #
Print this page for your records.

2-1

Order Placed: March 2, 2024
Amazon.com order number:
Order Total: \$490.55

Shipped on March 4, 2024

Items Ordered	Price
1 of: Tamperproof Lockable Notice Board with Aluminium Framed, Gray Fabric Bulletin Boards Cabinet, 48 x 36 Inch (16 x A4), 10 Colorful Push Pins Included for Display and Presentation	\$150.00
Sold by: XIWODE (seller profile)	
Supplied by: XIWODE (seller profile)	
Condition: New	

SALES TAX (A) $\frac{14.75}{164.75}$

Shipping Address:
Susan Lord

United States

Shipping Speed:
FREE Prime Delivery

A = REQUEST TO REIMBURSE
SUSAN LORD

Shipped on March 4, 2024

Items Ordered	Price
1 of: Tamperproof Lockable Notice Board with Aluminium Framed, Gray Fabric Bulletin Boards Cabinet, 48 x 36 Inch (16 x A4), 10 Colorful Push Pins Included for Display and Presentation	\$150.00
Sold by: XIWODE (seller profile)	
Supplied by: XIWODE (seller profile)	
Condition: New	

SALES TAX (A) $\frac{14.75}{164.75}$

Shipping Address:
Susan Lord

United States

Shipping Speed:
FREE Prime Delivery

Shipped on March 2, 2024



Items Ordered	Price
1 of: Samsung HW-B550/ZA 2.1ch Soundbar with Dolby Audio, DTS Virtual:X, Subwoofer Included, Adaptive Sound Lite, Bluetooth Multi-Device Connection, Wireless Surround Compatible, 2022, Black	\$147.99
Sold by: SKG USA (seller profile)	
Supplied by: SKG USA (seller profile)	

SALES TAX (A) $\frac{14.06}{162.05}$

TVC AMAZON 3-2-24

Condition: New

2-2

Shipping Address:

aaron Kniep Sunflower Village
18616 TOPHAM ST
TARZANA, CA 91335-6801
United States

Shipping Speed:

FREE Prime Delivery

Payment information

Payment Method:

Mastercard ending in

Billing address

aaron Kniep Sunflower Village
18616 TOPHAM ST
TARZANA, CA 91335-6801
United States

Credit Card transactions

Item(s) Subtotal:	\$447.99
Shipping & Handling:	\$0.00

Total before tax:	\$447.99
Estimated tax to be collected:	\$42.56

Grand Total:	\$490.55

* (MasterCard ending in [redacted] : March 2, 2024: \$162.05
 : March 4, 2024: \$328.50 (A)

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

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English

United States

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Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Tarzana Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a) Woodland Hills Tarzana Chamber of Commerce Community Benefit Foundation
 DBA: West Valley Warner Center Chamber of Commerce Community Benefit Foundation 45-0975689 CA 5/10/2011
Organization Name **Federal I.D. # (EIN#)** **State of Incorporation** **Date of 501(c)(3) Status (if applicable)**

1b) PO Box 1 Woodland Hills CA 91365
Organization Mailing Address **City** **State** **Zip Code**

1c) 6100 Topanga Canyon Woodland Hills CA 91367
Business Address (if different) **City** **State** **Zip Code**

1d) **PRIMARY CONTACT INFORMATION:**

Diana Williams CEO 818-347-4737 diana@woodlandhillscs.net

Name **Phone** **Email**

2) **Type of Organization- Please select one:**

- Public School (not to include private schools) **Attach Signed letter on School Letterhead** or 501(c)(3) Non-Profit (other than religious institutions) **Attach IRS Determination Letter**

6100 Topanga Canyon Woodland Hills CA 91367

3) **Name / Address of Affiliated Organization (if applicable)** **City** **State** **Zip Code**

SECTION II - PROJECT DESCRIPTION

4) **Please describe the purpose and intent of the grant.**

The Tarzana NC and Woodland Hills Tarzana Chamber of Commerce CBF are co-sponsoring the 11th Annual Earth Day Celebration & Poster Contest on Saturday, April 13, 2024 at the

Tarzana Recreation Center in Tarzana. Five (5) local schools are participating in the Poster Contest, which is themed, "Make Every Day Earth Day!"

Each school is being granted \$250 to purchase art supplies. The estimated number of participants is 1,180 students.

1. Wilbur Charter for Enriched Studies, 5213 Crebs Ave., Tarzana, CA 91356, contact: Principal Ms. Crystal Shirley
2. Nestle Avenue Charter, 5060 Nestle Ave., Tarzana, CA 91356, contact: Principal Ms. Cheryl Gray-Sortino
3. Portola Charter Middle School, 18720 Linnet St., Tarzana, CA 91356, contact: Ms. Suzanne Miller, Gate Counselor/Coordinator
4. Sherman Oaks Center for Enriched Studies, 18605 Erwin St., Tarzana, CA 91335, contact: Ms. Emily Michaels, Visual Arts, VAPA Department Chair, SOCES Magnet
5. Tarzana Elementary School, 5726 Topeka Dr., Tarzana, CA 91356, contact: Principal Mr. Thomas Ramirez

5) **How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)**

The \$250 grant per school (\$1,250) will enhance the participating students learning experience and appreciation for Earth Day while also promoting the creative arts. In addition,

the Posters will be on display at the Earth Day Celebration. The theme

"Mother Earth Handle with Care" is meant to encourage parents and the public to Reduce, Reuse and Recycle.

*REV-2
 TNC EARTH DAY POSTER NPG - 2024
 EXLTR*

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
	None	\$	\$
		\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	\$250 art grant for each of (5) Tarzana schools participating in the Earth Day celebration and poster contest	\$ \$1250	\$ \$1250
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe: _____

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$1250

10a) Start date: 04/13/2024 10b) Date Funds Required: 04/13/24 10c) Expected Completion Date: 04/13/2024
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below: _____

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

Diana Williams CEO _____ 01/10/24
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

Paul Lawler GBF Board President _____ 01/10/24
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

DW

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

MAY 10 2011

WOODLAND HILLS TARZANA CHAMBER OF
COMMERCE COMMUNITY BENEFIT
C/O WHTCC FOUNDATION
20121 VENTURA BLVD STE 204
WOODLAND HILLS, CA 91364

Employer Identification Number:

45-0975689

DLN:

17053095374001

Contact Person:

DEL TRIMBLE

ID# 31309

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

170(b)(1)(A)(vi)

Form 990 Required:

Yes

Effective Date of Exemption:

February 14, 2011

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

1. Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Woodland Hills Tarzana Chamber of Commerce Community Benefit Foundation

2. Business name (disregarded entity name, if different from above).
West Valley Warner Center Chamber of Commerce Community Benefit Foundation

3. Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Other (see instructions) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

4. Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5. Address (number, street, and apt. or suite no.) See instructions.
PO Box 1

6. City, state, and ZIP code
Woodland Hills CA 91365-0001

7. List account number(s) here (optional)

Requester's name and address (optional)

Print or type.
 See Specific Instructions on page 2.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number

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or

Employer identification number

4	5		0	9	7	5	6	8	9
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Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶

Date ▶ **1/12/23**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



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 -TARZANA NC

Accounts Payable
200 N. Spring St. Room 2005
Los Angeles, CA 90012

Invoice

Customer No: 00850101
Site No: 0048
Period Ending: 03/16/2024
Invoice No: S9802547
Amount Due: \$204.88
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	Shafer, Len	Tarzana Nc	Kramer, Patricia	03/16/2024	03/20/2024	8.00	\$25.61	0.00	\$0.00	0.00	0	\$204.88
Sub Total For						Kramer, Patricia	8.00	0.00	0.00	0.00		\$204.88
Grand Total Invoice Amount							8.00	0.00	0.00	0.00		\$204.88

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

FEB 2024 BOARD MINUTES

TNC APPLE ONE S 9802547



AppleOne

AppleOne Employment Services

P.O. Box 29048

Glendale CA 91209-9048

City of Los Angeles

Invoice	01-6838205	Line 1	Kramer, Patricia	XT06986224
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Web TimeCard

Imaged on 3/15/2024

Client Name: City of LA - DONE- TARZANA NC (009501010048)

Employee Name: Kramer, Patricia

Serial Number: XT06986224

Week Ending: 3/16/2024

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Tue	3/12/2024	8:00 AM	5:00 PM	1:00	8:00	8:00	0:00	0:00

SubTotals					08:00	08:00	00:00	00:00
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Submitted By: Patricia Kramer|patkramerwrites@aol.com on 3/13/2024

Preapproved By: <not available> on <not available>

Approved By: LEN SHAFFER|48581 on 3/12/2024

Processed By: amandah on 3/15/2024

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

HARVEY / ESTHER



NC Name: Tarzana Meeting Date: 6-27-23

Budget Fiscal Year: 2022-2023 Agenda Item No: 11

Board Motion and/or Public Benefit Statement (CIP and NPG):

Resolved: The TNC Board adopts the recommendation of the Executive Committee to approve the payment of ongoing expenses as follows: For the fiscal year 2023-2024, the TNC authorizes its Treasurer or other designee to pay previously budgeted recurring monthly or periodic expenses, in small amounts, defined as those not to exceed \$75/day for each item and expense classification category. These expenses include, but are not limited to, supplies, copies and postage for committees, Board and committee meetings, officers, and committee chairperson expenses etc., and refreshments for meetings (other than Board meetings) etc. The recurring expenses are AppleCare, or other temporary staffing agencies for preparation of minutes or other clerical functions not to exceed (NTE) \$400/meeting, Net Atlantic or other such company for mailing list maintenance and distribution NTE \$40/month and The Web Corner or other such company for web site hosting and maintenance NTE \$160 for each month's services and the purchase of food and refreshments for Board meetings from any vendors NTE \$350 per meeting.

Vote Count
 Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Terry Saucier	Board Member	X					
David Garfinkle	Board Member				X		
Pam Plattner	Board Member						
Harvey Goldberg	Treasurer	X					
Eran R. Heissler	1st VP	X					
	Board Member						
Joyce Greene	Board Member	X					
	Board Member						
Susan Rogen	Board Member	X					
Esther Weider	Board Member	X					
	Secretary						
Jeff Mausner	2nd VP	X					
Isabel Gerhardt	Board Member				X		
Leonard J. Shaffer	President	X					
Barry Edelman	Board Member	X					
Iris Polonsky	Board Member	X					
Susan Lord	Board Member	X					
Bob Shmaeff	Board Member				X		
	Board Member						
Mathew Clark	Board Member	X					
Christopher Ahuja	Board Member	X					
Quorum 10	Total	13	0	0	3	0	0

We, the Treasurer and the Second Signer 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.

Treasurer's Signature: *Harvey Goldberg* Second Signer's Signature: *Leonard J. Shaffer*
 Print/Type Name: Harvey Goldberg Print/Type Name: Leonard J. Shaffer
 Date: 6-27-23 Date: 6-27-23

TNC SPENDING AUTH 2023-24