

Monthly Expenditure Report



Reporting Month: July 2024

Budget Fiscal Year: 2024-2025

NC Name: Tarzana Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$32000.00	\$911.06	\$31088.94	\$230.49	\$0.00	\$30858.45

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$32000.00	\$911.06	\$31088.94	\$230.49	\$30858.45
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$0.00	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	NET ATLANTIC INC	07/04/2024	Mailing list maintenance for July 2024	General Operations Expenditure	Office	\$40.00
2	THE WEB CORNER, INC	07/09/2024	Website maintenance for July 2024	General Operations Expenditure	Office	\$150.00
3	SMART AND FINAL 512	07/22/2024	Refreshment for July 23, 2024 Board meeting. Meeting expense.	General Operations Expenditure	Office	\$59.49
4	JERSEY MIKES 20019	07/22/2024	Refreshments for July Board meeting.	General Operations Expenditure	Office	\$226.20
5	APPLEONE EMPLOYMENT SERVICES	07/09/2024	Preparation of Board minutes for April and May 2024	General Operations Expenditure	Office	\$435.37
Subtotal:						\$911.06

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	APPLEONE EMPLOYMENT SERVICES	08/02/2024	Preparation of Board Minutes for June 2024 Board Meeting.	General Operations Expenditure	Office	\$230.49
Subtotal: Outstanding						\$230.49

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 1002581-207
Date	2024-07-01
Due Date	2024-07-31
Total (\$)	40.00
Amount Due (\$)	40.00

<u>Description</u>	<u>Amount (\$)</u>
Pro Bandwidth Usage Max: 0.011 GB Service Name: 'tarzana-neighborhood-council'	0.00
Pro Anno List Max: 2055 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 1002581-207
Due Date	2024-07-31
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 2024-07-04.	

The Web Corner, Inc.

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

Invoice

Date	Invoice #	Terms
7/1/2024	27223	Due on Receipt

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

Ship To

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

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

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

Store 512
7224 MASON AVENUE
WINNETKA, CA 91306
Telephone (818) 274-0111

Grocery	
Frito Lay 50ct Classic	20.99 F
Famous Amos Chocolate C	13.99 F
Beverage	
La Croix Sprngkng Var Lem	9.99 TF
CRV FOODSTAMP TAXABLE	1.20*TF
La Croix Sprngkng Var Lem	9.99 TF
CRV FOODSTAMP TAXABLE	1.20*TF
SUBTOTAL	57.36

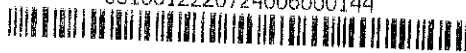
Total # Items Sold 4

ax	34.98 @ 0.000% =	0.00
	22.38 @ 9.500% =	2.13
TOTAL		59.49
Mastercard		59.49

PURCHASE \$59.49
*****9063 MC
CHIP CONTACTLESS
REF#: 012070 APPROVED
MASTERCARD
ARGC - 24B8696BC5923CE5
Mode: Issuer
IAD:
0110A0400122000000000000000000FF

Legend
T - taxable
F - food stamp eligible
* - non-discountable

0010512220724006000144



You were served by: Cristian
Date Time Store Term Opr Tran
17/22/24 06:06 PM 512 6 40005 0144

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

One Trip & That's It

TMC JERSEY MIKES
7-22-24

Take Out

Jersey Mike's Subs 20019
19458 Ventura Blvd. - Suite 1
Tarzana, California 91356-3060
Phone: (818) 343-0371

Ticket: 01-000385-01-830385

Server: Enrico 07/22/24 5:17 PM

Giant #6	59.55
3 @ 19.85	
Giant #7	56.55
3 @ 18.85	
Giant #10	56.55
3 @ 18.85	
Giant #14	53.55
3 @ 17.85	

Sub Total	\$226.20
Taxable	\$0.00
Tax	\$0.00
Total	\$226.20

Paid Mastercard 9063 \$226.20

Items sold: 12

JM Club #: *****0887

Loyalty points earned: 144
Balance as of 07/22/24: 612 points

Download our Mobile App
<http://www.jerseymikes.com/app>

DUPLICATE



City of LA - DONE -TARZANA NC

Invoice

AppleOne Employment Services
P.O. Box 29048
Glendale CA 91209-9048
Tel: 818-240-8688
Email: specialbillingvms@ain1.com
TIN: 95-2580864

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

Customer No: 00950101
Site No: 0048
Period Ending: 06/01/2024
Invoice No: S9879440
Amount Due: \$435.37
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
132956	Shafer, Len	Tarzana Nc	Kramer, Patricia	05/25/2024	06/01/2024	9.00	\$25.61	0.00	\$0.00	0.00	0	\$230.49
132956	Shafer, Len	Tarzana Nc	Kramer, Patricia	06/22/2024	06/26/2024	8.00	\$25.61	0.00	\$0.00	0.00	0	\$204.88
Sub Total For:			Kramer, Patricia			17.00		0.00		0.00		\$435.37
Grand Total Invoice Amount						17.00		0.00		0.00		\$435.37

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)998-7152 for details

APRIL & MAY
BOARD MINUTES

TNC APPLE ONE S9879440

Verified Timecard List

Wednesday, May 22, 2024 7:52 PM

Client Name City of LA - DONE- TARZANA NC
Name Kramer, Patricia
SSN *****9785

Timecard ID 7130629
Week End 5/25/2024 12:00:00 AM
Serial XT47581524

	Date	Time In	Time Out	Lunch	Total Reg	Total OT	Total DT
SUN							
MON	5/20/2024	8:00 AM	5:00 PM	1 hr 0 min	8 hr 0 min		
TUE	5/21/2024	8:00 AM	9:00 AM		1 hr 0 min		
WED							
THUR							
FRI							
SAT							

Verified by: LEN SHAFFER|48581

9 hr 0min 0 hr 0 min 0 hr 0 min

Total No. of TimeCards: 1

Verified Timecard List

Friday, June 21, 2024 4:59 PM

Client Name : City of LA - DONE- TARZANA NC
Name : Kramer, Patricia
SSN : *****9785

Timecard ID : 7147901
Week End : 6/22/2024 12:00:00 AM
Serial : XT64853124

	Date	Time In	Time Out	Lunch	Total Reg	Total OT	Total DT
SUN							
MON							
TUE							
WED							
THUR	6/20/2024	8:00 AM	5:00 PM	1 hr 0 min	8 hr 0 min		
FRI							
SAT							
Verified by: LEN SHAFFER 48581					8 hr 0min	0 hr 0 min	0 hr 0 min

Total No. of TimeCards: 1

Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program



Board Action Certification Form

NC Name: Tarzana Meeting Date: 6-25-24

Budget Fiscal Year: 2024/2025 Agenda Item No: 13

Board Motion and/or Public Benefit Statement (CIP and NPG):
 Resolved: TNC Board adopts the Executive Committee's recommendation to approve the payment of ongoing expenses as follows: For the fiscal year 2024-2025, 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 AppleOne, 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 \$150 for each month's services and the purchase of food and refreshments for Board meetings from any vendors NTE \$450 per meeting.

LEN / HARVEY

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 Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Terry Saucier	Board Member	X					
Bruno Hernandez	Board Member	X					
Christopher Ahuja	Board Member	X					
Harvey Goldberg	Treasurer	X					
Eran R. Heissler	1st VP	X					
Sylvia Bedrossian	Board Member	X					
	Board Member						
Paul Radenberg	Board Member	X					
Susan Rogen	Board Member	X					
Esther Weider	Board Member	X					
Leon Antonio Gonzalez	Board Member				X		
Jeff Mausner	2nd VP	X					
Mathew Clark	Board Member	X					
Leonard J. Shaffer	President	X					
Barry Edelman	Board Member	X					
Iris Polonsky	Exec Secretary	X					
Susan Lord	Board Member	X					
Bob Shmaeff	Board Member				X		
	Board Member						
Duncan MacIntosh	Board Member	X					
Faryl Arbietman	Board Member	X					
Quorum	10						
Total		17			2		

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 <i>Harvey Goldberg</i>	Second Signer's Signature <i>Leonard J Shaffer</i>
Print/Type Name: Harvey Goldberg	Print/Type Name: Leonard J Shaffer
Date: 6-25-24	Date: 6-25-24

TNC SPENDING AUTH 2024-25