## Monthly Expenditure Report



**Reporting Month: February 2018** 

Budget Fiscal Year: 2017-2018

NC Name: Sherman Oaks Neighborhood Council

	Monthly Cash Reconciliation					
Beginning Balance Total Spe		Remaining Balance	Outstanding	Commitments	Net Available	
\$27948.42	\$1700.08	\$26248.34	\$2340.88	\$0.00	\$23907.46	

Monthly Cash Flow Analysis						
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available	
Office		\$482.24		\$963.38		
Outreach	\$36360.00	\$1217.84	\$22748.34	\$1377.50	\$20407.46	
Elections		\$0.00		\$0.00		
Community Improvement Project	\$3500.00	\$0.00	\$3500.00	\$0.00	\$3500.00	
Neighborhood Purpose Grants	\$4750.00	\$0.00	\$0.00	\$0.00	\$0.00	
Funding Requests Under Review: \$0.00		Encumbrar	nces: \$0.00	Previous Expend	itures: \$16661.58	

			Expenditures			
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOODWAY PRINT & COPY	02/08/2018	(Credit card transaction)	General Operations Expenditure	Office	\$69.53
2	ULINE SHIP SUPPLIES	02/13/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$137.93
3	STEVES BIGGER SUBS	02/13/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$150.25
4	SOS SURVIVAL PRODUCT	02/20/2018	(Credit card transaction)	General Operations Expenditure	Outreach	\$827.16
5	Lloyd Staffing	01/31/2018	Approve up to \$4,500 to pay Lloyd's Sta	General Operations Expenditure	Office	\$152.95
6	AT&T Messaging	02/12/2018	Approve up to \$200 to pay AT&T for SONC V	General Operations Expenditure	Office	\$15.26
7	Lloyd Staffing	02/12/2018	Approve up to \$4,500 to pay Lloyd's Sta	General Operations Expenditure	Office	\$109.25
8	The Web Corner, inc.	02/12/2018	Approve up to \$1,400 to pay The Web Corner fo	General Operations Expenditure	Outreach	\$102.50

9	Lloyd Staffing	02/13/2018	Approve up to \$4,500 to pay Lloyd's Sta	General Operations Expenditure	Office	\$65.55
10	Ron Ziff	02/13/2018	Motion to approve a board member reimbursement of	General Operations Expenditure	Office	\$69.70
	Subtotal:					\$1700.08

	Outstanding Expenditures					
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	JCS Catering Company	01/10/2018	Approve up to \$750 to pay JCS Catering at CBS	General Operations Expenditure	Outreach	\$325.00
2	Lloyd Staffing	02/22/2018	Approve up to \$4,500 to pay Lloyd's Sta	General Operations Expenditure	Office	\$87.40
3	Sherman Oaks Chamber of Commerce	02/22/2018	Approve up to \$950 for up to two pole banners	General Operations Expenditure	Outreach	\$950.00
4	LAUSD - Civic Center Permit Office	03/02/2018	Approve up to \$1,020 to pay Los Angeles Unifi	General Operations Expenditure	Office	\$657.48
5	Lloyd Staffing	03/02/2018	Approve up to \$4,500 to pay Lloyd's Sta	General Operations Expenditure	Office	\$218.50
6	The Web Corner, inc.	03/02/2018	Approve up to \$1,400 to pay The Web Corner fo	General Operations Expenditure	Outreach	\$102.50
	Subtotal: Outstanding	J	•	·		\$2340.88

## **INVOICE LF**



15121 Ventura Boulevard Sherman Oaks, California 91403 VOICE: (818) 783-5172 • FAX: (818) 783-8649 EMAIL: goodway@goodwayprintcopy.com

No. **40486** 

Date 2/7/2018

Customer P.O. No.

SHERMAN OAKS NEIGHBORHOOD COUNCIL/Tom Capps P O. Box 5721 Sherman Oaks Ca 91413

Jolie Salter (818) 699-2922

QUANTITY	DESCRIPTION	AMOUNT				
25	Minutes, 8.5 x 11 White 20# B-KP Copy Multipurpose SMOOTH, 2 sheets, copied on 2 sides 25 Copy Machine Stapling					
50	agenda, 8.5 x 11 White 20# B-KP Copy Multipurpose SMOOTH, 2 sheets, copied on 2 sides 50 Copy Machine Stapling	20.50				
25	treas report, 8.5 x 11 White 20# B-KP Copy Multipurpose SMOOTH, 7 sheets, copied on 2 sides 25 Copy Machine Stapling	32.75				
*						
et. E						
	XtraExport Goodway Print & Copy 15121 Ventura Blvd. 5121 Ventura Blvd. Sherman Oaks, CA 91403 Phone: (818) 783-5172 Fax: (818)	Ref Note: Signature				
	Charge Account FROM THIS INVOICE. SHIPPING	63.50 6.03				
THANK YOU!	TOTAL AMOUNT DUE	69.53 69.53				



## ORDER CONFIRMATION

ORDER # 11108022 PO # TOM SHIPMENT 1 of 1

## Thank you for your order!

SOLD TO: SHERMAN OAKS NC PO BOX 5721 SHERMAN OAKS CA 91413-5721

SHIP TO: SHERMAN OAKS NC 14930 VENTURA BLVD STE 210 SHERMAN OAKS CA 91403-3458

CI	ISTOME	RNUMBER	SHIP VI	Α	ORDER DATE	WILL SHIP	TERMS
	1334	17524	UPS GRO	UND	02/12/18	02/12/18	MASTER CARD
QUANTITY	U/M	ITEM NUMBER		DESCRIPTION		UNIT PRICE	EXT. PRICE
2	СТ	S-13523	Paper Lawn/Leaf	BAG - 30 GALLC	N	46.00	92.00 T
			[]				

SUB-TOTAL	SALES TAX	SHIPPING/HANDLING 37.20	TOTAL
92.00	8.74		137.94

NOTE:

ATTENTION: TOM CAPPS TRACK YOUR ORDERS ON ULINE.COM/TRACK T - DENOTES A TAXABLE ITEM



4533 Sepulveda Blvd. Sherman Oaks, CA 91403 Phone: 818-728-6954 Fax: 818-728-4214 Store Hours Monday - Friday 9am-7pm Saturday 10am-7pm Sunday Closed www.biggersubs.com

<b>Che</b> Owner: Steve FRI	ck 120 2/09/18	50 Guests 0 12:20pm
3 18" Platte 1 Service Ch		128.97 10.00
Sub/Tt1 Tax Total		138.97 11.28 150.25
CASH		150.25

#### Order Number O We Deliver All Day With a \$20.00 Minimum Order 1-150021

## STEVES BIGGER SUBS

4533 SEPULVEDA BLVD SHERMAN OAKS, CA 91403 8187286954 Cashier: ESTEBAN L XOCHITLA

Transaction 116173

Total	\$150.25
CREDIT CARD AUTH	\$150.25

Tip

Total

Retain this copy for statement validation

12-Feb-2018 4:28:11P \$150.25 | Method: KEYED MASTERCARD XXXXXXXXX8480 Ref #: 804400583891 Auth #: 050591 MID: \*\*\*\*\*\*8882 AthNtwkNm: MASTERCARD SIGNATURE VERIFIED

> Online: https://clover.com/p/ A6YYJDNEEWP78



## SOS SURVIVAL PRODUCTS

15705 Strathern St #11 • Van Nuys, CA 91406 Phone: 800 479-7998 • Fax: 818 909-0360 www.sosproducts.com

### INVOICE



Customer #: 2399 Open ID: R9-009214 Terms: PAID PO: PHONE ORDER

BILL TO SHERMAN OAKS NC THOMAS CAPPS

THOMAS CAPPS 200 N SPRING ST Los Angeles, CA 90012 U.S.A. SHIP TO

SHERMAN OAKS NC KRISTIN SALES 200 N SPRING ST Los Angeles, CA 90012 U.S.A.

BILL TO: (818)-503-2399 | tom.capps.sonc@gmail.com

SHIP TO: (818)-503-2399 | KRISTIN.SALES.SONC@GMAIL.COM

#	SKU	DESCRIPTION	QTY	PRICE	EXT	ТАХ
1	21206	Leather Palm Gloves, LG	60	1.66	99.60	Y
2	21217	Safety Goggles ANSI Z87.1	60	1.15	69.00	Y
3	22380A	Safety Vest Vinyl LIME	60	0.75	45.00	Y
4	54045	Flashlight	60	EACH 1.29	77.40	Y
5	54255	Battery D 2pk	60	0.90	54.00	Y
6	20864	Dust Mask EACH	60	0.09	5.40	Y
7	22410	Whistle w/Lanyard METAL	60	0.75	45.00	Y
8	CERT27	CERT Hard Hat GREEN	60	6.00	360.00	Y
		***WILL CALL***				
		**Credit Card Payment Summary**				
		Trans: 1872903678   Auth: 006432   Card: XX8480				

SKU DESCRIPTION		QTY	PRICE	EXT	ТА
	SUBTOTALS:	480		755.40	
		Fr	eight		
			Тах	7	1 <sup>.</sup>
SALESPERSON: LILIANA		De	posit		0.0
		то	TAL	827	7.'
			MC	82	27.
		то	ΓΔΙ	827	7 1

I agree to pay the above amount according to the card issuer agreement (merchant agreement if credit voucher)

#### INVOICE

You may pay by ACH/wire to: Sterling National Bank Routing # - 026007773 Account # - 3852541548

PO#

Credit cards accepted:



CONNECTING TALENT Please remit payment to: LLoyd Staffing 445 Broadhollow Road, Suite 119 Melville, NY 11747 Billing inquiries: 631-370-7433

#### Attention of: Tom Capps, BILL TO: SHERMAN OAKS NEIGHBORHOOD COUNCIL P.O. BOX 5721 SHERMAN OAKS, CA 91413

#### Thank you for choosing Lloyd Staffing

DATE	INVOICE NO.	PAGE	ACCOUNT NO.	TERMS:		
01/14/2018	401677	1	117247	Due Upon Receipt	:	
PERIOD	DESCRIPTION &	EMPLOYEE		HOURS	RATE	AMOUNT
01/08/18-01/14/18	EXASST	Salter, Jolie A	•	7.00	21.85	\$152.95
X						
			••••••••••••••••••••••••••••••••••••••			
Thank you for your part in our	Placements with a Purpose program JDRF with a donation to help fight of	m. Every placement	PAY THIS	AMOUNT >	TOTAL	\$152.95

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ABSENCES - LATENESS Cáil us inmodizativy if you must be absent or late. Do not call the client, LLOYD STAFFING will call the client.

DN-THE-JOB SAFETY

Employee certifies no accidem or Injury was sustained while vorking on the sets ormani that has not been previously reported to the Numer Feedbaces office at LLoyd.

You must complete the Training Orianiation every time you po to a now assignment **FRAINING** 

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Department of Neighbork	nood Empowerment					No.	i and the second se
Funding Request Form			E)	MPOW	ER LA	( may	
			NEI	GHEORHOOD 1	MPOWERMENN		16
	herman Oaks						
Budget Fiscal Year:	2017-18		Requestor:		Tom Capps Tr		
Request Date: 10-Jul-17 Meeting Date: 7/10/2017			Vendor: _ Address:		Lloyd's Sta	iffing	
Agenda Item:	Item 8J		City:		State		
	onsored Event Neighborhood Purp	ose Grant	Zip Code:		Phone:		
Contract / Lease Board Member R			Amount:		Up to \$4	,500.00	
☑Out of State	One Time Expense Monthly	Multip	e # of paym	ents			
If a bank card exemption of the dail please provide the date(s) and amo Public Benefit Description		lifted:	Administrative /	Assistant hour	s worked during	Fiscal Year 20	17-2018
*Recused-Boardmember mu	Vote Count (Continued of ust leave the room prior to any discu				intil after the v	ote is comple	eted.
Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
Babian, Avo	Area 5 Business						
Banks Barad, Jill	Area 6 Residential						
Baronian, Levon	Area 1 Business	V.					
Binkow, Michael	Area 7 Residential	1					
Capps, Tom	Area 2 Residential						
Harsough, Jeff	Area 2 Community Interest						
Kalban, Jeff	Area 7 Community Interes						
Katchen, Howard	Area 3 Residential						
Lax, Sidonia	Area 4 Community Interest	V.					
Ross, Garrett	Area I Residential						
Marciniak, Richard	Area 3 Community Interest					X	
Menard, Melissa	Area 6 Community Interest	~					
Morozov, Rafael	Area 3 Business						
Petrus, Lisa	Area 4 Residential						
Revord, Sherri	Area 5 Community Interest						
Roden, Neal	Area 7 Business			X			
Sales, Kristin	Area 1 Community Interest	V					
Lawrence, Tish	Area 2 Business					X	
Steinberg, Sue	Area 4 Business					X	-
Ziff, Ron	Area 6 Business						
NC Quorum: 11	Grand Total (including page 2):	16				3	
We, the Treasurer and Signer of the a public meeting was held in accordanc							
Once the Department approves a Fun account automatically, i.e. no addition		nent will trans	sfer the reques	sted amount	into the Neighl	borhood Cou	ncil's checkin
Treasurer's Signature:	Jom Capps		Signer's Si	gnature:		Wartson	-
Print/Type name: To	om Capps			e name: Jef	f Harsough	11 - 1	
Date (mm/dd/yy):	7.10.17		Date (mm	/dd/yy):	0	7-10-2	017
	Contract CIP Advanced Payment >\$2,500 NPG Sponsored Event	Approved  Denied	Staff Initials		Lst Level	Authoriz	ation Code —



AT&T MESSAGING PO BOX 480010 CHARLOTTE, NC 28269-5300

at&t

Bill-To Customer:



SHERMAN OAKS NC PO BOX 5721 SHERMAN OAKS, CA 91413-5721

455 T3 P1 CUSTOMER NUMBER 8607823

INVOICE DATE

02/01/2018

Page 1 of 1

## մեսիավարիդիդիդիդիդիդիդիդիդիդիդիդի

Customer Number	Billing Period	Date Due	Previous Balance	Payments	Credits	Current Charges	TOTAL DUE
8607823	02/01/2018 02/28/2018	02/28/2018	\$15.26	\$15.26	\$.00	\$15.26	\$15.26

Payments - Thank You	01/30/20:	18	\$15.26	
Description of Current Charges & Credits UM Standard-Discount Rate 8185032399	February service	Qty 1	Unit Price \$14.00	Ext. Price \$14.00
City Utility Users Tax				\$1.26

CUSTOME	R NUMBER
8607	823
INVOICE	NUMBER
7348	555
DUE DATE	AMOUNT PAID
02/28/2018	

Please detach & enclose with payment



£

SHERMAN OAKS NC PO BOX 5721 SHERMAN OAKS, CA 91413-5721 REMIT TO:

AT&T MESSAGING PO BOX 840486 DALLAS, TX 75284-0486

01001 AL07823000000000152L

Department of Neighb	orhood Empowerment						
Funding Request Form			E	MPOW	ER LA	Calles .	
			2	EIGHBORHOOD	EMPOWERMENT		
NC NAME:	Sherman Oaks		_				
Budget Fiscal Year:	2017-18	_	Requestor		Tom Capps T	reasurer	
Request Date: 10-Jul-17		_	Vendor		A.T.&	Г.	
Meeting Date: 7/10/2017		-	Address	:			
Agenda Item:	Item 8F	-	City:		Stat	e:	CA
	NC Sponsored Event Neighborhood Pu	ā.	Zip Cod		Phone:		
	iber Reimbursement Community Impro		Amount		Up to \$	200.00	
Out of State □1099 Expense	——————————————————————————————————————	Mult	tiple # of pay	ments	-		
If a bank card exemption of the please provide the date(s) and a	daily \$1,000 limit is required for this amount needed for the daily limit to b	request,					
Public Benefit	Approve up to \$200 to pay A7		Voice Mail mes	saging service	during Fiscal Ye	ar 2017-2018	
Description					C.		
						Concerned to the second	a dave provide av
*Recused-Reardmember	Vote Count (Continue					1.200	
Recused-boardinember	r must leave the room prior to any disc	cussion and m	ay not return	to the room i	Intil after the v	ote is compl	eted.
Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
Babian, Avo	Area 5 Business						
Banks Barad, Jill	Area 6 Residential						
Baronian, Levon	Area 1 Business						
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Capps, Tom	Area 2 Residential	V.,					
Harsough, Jeff	Area 2 Community Interest						
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Katchen, Howard	Area 3 Residential						1
Lax, Sidonia	Area 4 Community Interest						
Ross, Garrett	Area 1 Residential	1					-
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Menard, Melissa	Area 6 Community Interest					~	
Morozov, Rafael	Area 3 Business	1					
Petrus, Lisa	Area 4 Residential						
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Roden, Neal	Area 7 Business	V		$\sim$			
Sales, Kristin	Area 1 Community Interest	./					+
Lawrence. Tish	Area 2 Business					X	
Steinberg, Sue	Area 4 Business						
Ziff, Ron	Area 6 Business	V				X	
	Grand Total (including page 2):			1		2	
NC Quorum: 11	Grand Total (including page 2).	16				3	
We, the Treasurer and Signer of th	e above indicated Council, declare that	t the information	on presented	on this form is	accurate and o	complete, an	d that a
public meeting was held in accorda	ance with the Brown Act, where with a	quorum of Bo	ard Members	present, the C	Council approve	d the above	action.
Once the Department approves a l	Funding Request submitted, the Depart	ment will tran	sfer the reque	ested amount	into the Neighb	orhood Cour	ncil's checkin
account automatically, i.e. no addi	itional Cash Request Form is required.		orer and reque	Sted amount			ien s eneekin
Treasurer's Signature:	Im Capps		Signer's S	ignature:		Whateral	L
Print/Type name:	Tom Capps			pe name: Jeff	Harsough	11	
Date (mm/dd/yy):	7.10.17			n/dd/yy):		7-10-20	17
	Contract CIP Advanced Payment		Staff Initials		st Level		ation Code
Department Use Only	>\$2,500 NPG Sponsored Event	Denied		<b>Г</b> 2	nd Level		

I

#### INVOICE

You may pay by ACH/wire to: Sterling National Bank Routing # - 026007773 Account # - 3852541548

Credit cards accepted:



CONNECTING Please remit payment to: 445 Broadhollow Road, Suite 119

#### BILL TO:

Attention of: Tom Capps, SHERMAN OAKS NEIGHBORHOOD COUNCIL P.O. BOX 5721 SHERMAN OAKS, CA 91413

#### Thank you for choosing Lloyd Staffing

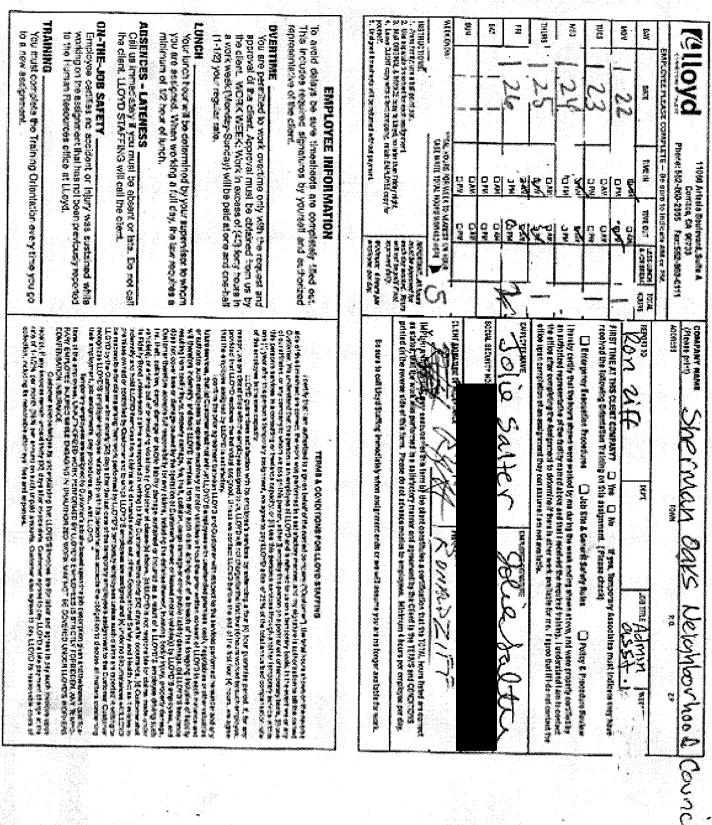
<b>DATE</b> 01/28/2018	<b>INVOICE NO.</b> 401872	PAGE 1	ACCOUNT NO. 117247	TERMS: Due Upon Receip	.+	
PERIOD			11/24/	HOURS	RATE	AMOUNT
01/22/18-01/28/18	EXASST	Salter, Jolie A		5.00	21.85	\$109.25
hank you for your part in our	Placements with a Purpose pro JDRF with a donation to help fi	ogram. Every placement	PAY THIS	AMOUNT >	TOTAL	\$109.25



LLoyd Staffing Melville, NY 11747 **Billing inquiries:** 631-370-7433

#### PO#





Department of Neighbork	nood Empowerment					No.	i and the second se
Funding Request Form			E)	MPOW	ER LA	( may	
			NEI	GHEORHOOD 1	MPOWERMENN		16
	herman Oaks						
Budget Fiscal Year:	2017-18		Requestor:		Tom Capps Tr		
Request Date: 10-Jul-17 Meeting Date: 7/10/2017			Vendor: _ Address:		Lloyd's Sta	iffing	
Agenda Item:	Item 8J		City:		State		
	onsored Event Neighborhood Purp	ose Grant	Zip Code:		Phone:		
Contract / Lease Board Member R			Amount:		Up to \$4	,500.00	
☑Out of State □1099 Expense	One Time Expense Monthly	Multip	e # of paym	ents			
If a bank card exemption of the dail please provide the date(s) and amo Public Benefit Description		lifted:	Administrative /	Assistant hour	s worked during	Fiscal Year 20	17-2018
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Ziff, Ron	Area 6 Business						
NC Quorum: 11	Grand Total (including page 2):	16				3	
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Once the Department approves a Fun account automatically, i.e. no addition		nent will trans	sfer the reques	sted amount	into the Neighl	borhood Cou	ncil's checkin
Treasurer's Signature:	Jom Capps		Signer's Si	gnature:		Wartson	-
Print/Type name: To	om Capps			e name: Jef	f Harsough	11 - 1	
Date (mm/dd/yy):	7.10.17		Date (mm	/dd/yy):	0	7-10-2	017
	Contract CIP Advanced Payment >\$2,500 NPG Sponsored Event	Approved  Denied	Staff Initials		Lst Level	Authoriz	ation Code —

## Invoice

#### The Web Corner, Inc.

19509 Ventura Blvd. Tarzana CA 91356 (818) 345-7443

Date	Invoice #	Due Date
2/1/2018	16123	2/1/2018

Bill To
Sherman Oaks NC
Tom Capps PO Box 5721
Sherman Oaks, CA 91413

	P.O. No.	Terms	Project
Quantity Description		Rate	Amount
<ol> <li>Monthly Maintenance: includes up to 1 hour web development, requests, &amp; website adjust</li> <li>Email accounts (2 included) Total 3 for shermanoaksnc.org</li> </ol>		99.00	99.0( 3.5(
lease remit payment at your earliest convenience. hank you for your business!		Total Payments/Credi	\$102.5 <b>its</b> \$0.00
		1	

Department of Neighbor	rhood Empowerment				А-	1943 P.	24
Funding Request Form			1	MPOW	ERLA		13
			NE	GHBORHOOD E	MPOWERMENT	Martin .	1.00
NC NAME:	Sherman Oaks						
Budget Fiscal Year:	2017-18				Tom Capps Tr		
Request Date: 10-Jul-17 Meeting Date: 7/10/2017			Vendor: Address:		The Web C	orner	
Agenda Item:	Item 8E		City:		State	e:	
			Zip Code:				
	Sponsored Event Neighborhood Purp r Reimbursement Community Improve		Amount:		Up to \$1		
Contract / Lease Board Membe	□One Time Expense ☑Monthly	Multip		-			
	aily \$1,000 limit is required for this re						
please provide the date(s) and am Public Benefit Description	Nount needed for the daily limit to be ove up to \$1,400 to pay The Web Corner fo Vote Count (continued	r SONC websit Ye	ear 2017-2018	We consider the second s	d one extra SON	C domain ema	il during Fiscal
*Recused-Boardmember r	must leave the room prior to any discu Board Position				ntil after the v	ote is comple Absent	ineligible
Babian, Avo	Area 5 Business		NO	Abstain	necuseu	Absent	inengiore
Banks Barad, Jill	Area 6 Residential	1					
Baronian, Levon	Area 1 Business	1					
Binkow, Michael	Area 7 Residential	1					
Capps, Tom	Area 2 Residential	1					
Harsough, Jeff	Area 2 Community Interest	1					
Kalban, Jeff	Area 7 Community Interes	1					
Katchen, Howard	Area 3 Residential	/					
Lax, Sidonia	Area 4 Community Interest	1					
Ross, Garrett	Area 1 Residential						
Marciniak, Richard	Area 3 Community Interest	2				X	
Menard, Melissa	Area 6 Community Interest	V					
Morozov, Rafael	Area 3 Business	1					
Petrus, Lisa	Area 4 Residential	~					
Revord, Sherri	Area 5 Community Interest	V					
Roden, Neal	Area 7 Business			X			
Sales, Kristin	Area 1 Community Interest	1					
Lawrence, Tish	Area 2 Business					X	
Steinberg, Sue	Area 4 Business					X	
Ziff, Ron	Area 6 Business	V					
NC Quorum: 11	Grand Total (including page 2):	16				3	
We, the Treasurer and Signer of the public meeting was held in accorda	e above indicated Council, declare that ince with the Brown Act, where with a	quorum of Bo	ard Members	present, the	Council approv	ed the above	action.
	unding Request submitted, the Depart tional Cash Request Form is required.	ment will tran	ster the reque	ested amount	into the Neigh	bornood Cou	ncii s checking
Treasurer's Signature:	Im Canno		Signer's S	Signature:	1	Startsont	_
Print/Type name:	Tom Canns			pe name: Jet	f Harsough	the start	
	7.11.17			n/dd/yy):		1-10-201	7
Date (mm/dd/yy): Department Use Only	Contract CIP Advanced Payment >\$2,500 NPG Sponsored Event	Approved	Staff Initials		1st Level	and the second se	ation Code

#### INVOICE

You may pay by ACH/wire to: Sterling National Bank Routing # - 026007773 Account # - 3852541548

PO#

Credit cards accepted:



Cllove Ô Please remit payment to: LLoyd Staffing 445 Broadhollow Road, Suite 119 Melville, NY 11747 Billing inquiries: 631-370-7433

Attention of: Tom Capps, SHERMAN OAKS NEIGHBORHOOD COUNCIL BILL TO: P.O. BOX 5721 SHERMAN OAKS, CA 91413

#### osing Lloyd Staffing -.

Thank you for choosing Lloyd Staffing								
DATE	INVOICE NO.	PAGE	ACCOUNT NO.	TERMS:				
02/04/2018	402002	1	117247	Due Upon Receipt				
PERIOD	DESCRIPTION & EMPLOYEE			HOURS	RATE	AMOUNT		
01/29/18-02/04/18	EXASST Salter, Jolie A		A	3.00	21.85	\$65.55		
				1				
					TOTAL	\$65.55		
Thank you for your part in (	our Placements with a Purpose prog rts JDRF with a donation to help figl	ram. Every placeme	ent PAYTH	IS AMOUNT >		400,00		

Cerec emegazas (LOTO 9 styletys englose recent as all cut N fra languny englosets segment in the Cutaras Counce or and the englosement (or styletys englose recent) a with its postorial ICG scopts the subgroup of the docuse of nation (support (or styletyment, personal sector), with (LOTO). www.renew.new.new.new.organists.com/without/00101511-000044 with about with about the pay about Micholes 1004 margin if we prostee Mirilin aread they able and a sector stats. Outcome agrees the pay station areas and witho age at 14254 point (1436 per several several several severals. Outcome sizes by pay station is a restance outs d A control may are public factorial and statistical of housing as a mealing of a subplicit analysis of reng audit of our factorial provided market and statistical of housing as a mealing of a subplicit and analysis of the provided market of our factorial provided market and a subplicit of housing housing and another market market market market relation and such that are associated in a work of a by Dourder and housing the data and an our subplicit and our factorial and an analysis of a subplicit of house of the down and and an analysis and hearth and the housing and our factorial and an analysis of the product of the down and and a subplicit and the subplicit of the product of the data are able to down and a subplicit of the down and the data and the subplicit of the product of the data are able to down and an and prediment and by and the subplicit of the product of the data are able to down and an and prediment and by and the subplicit of the product of the data are able to down and an and prediment and by an able of the data and the data at t NU, RED VENUE DAGARARS IN JAVUTA GARZED VIORK MAY NOT BE CONSIGNUTATION TO YOU'S MONARS sta persona antista hi a conjustity at the note opening of the province of the personal personal personal proving (1994) (both, ji) on ana tit pees dan bia terrativ setation y ana generat, waa part habita berona titeografika antista terrativa vit at tee antistopa hi lipe terrativa (1) Except and an except activity of any sector of an order of a solution of a first of an except activity of an antipacture of a solution Construction of the second second second second second second previous and previous and second se a buy a paradar an arrest and an analysis and the same that a drug the same that a state Netopheorhoo D ats at the training its formed the work was performed to a staticitation material and my agraption and and stati Consistent the training that for the persons a sine superior of LLCPD and is referred to be the second strained of the referred place and acted of the first first persons are associated when the first persons are associated at the poster, b nternati diadoni (Cali) danga dagana manada anja tapanga manga danan danan danan ku ganadan ing mbana najaraki d ste active altar 5 fisticitettis Un Aantartartisa debersive itte ave de strar merk staticite der werk angene staticite for reli our lack the If yes, Tampetery Associates must indente they have te sure to call Loyd Stating tenenciating when antiproved othe or we will sectore parenes no bring available for work und servicence and service dry more due to them by the matrix both under a new memory and the fill of C Party & Providure Hydrow s house out of the trous shows were made of the dates to hild shows above, and were possify condited by an automad reputes that to all the facting manual above and that I received the required making. I weder that I an is outled  $\Lambda_{--}$ NW. UNPP man REALS & CONDITIONS FOR LLOVD STAFFING ( wanyequark CLADS STOR CORNELS SAFET Rules washed the following Orientiation Railing on this and pursuit. ( Planse chick) Sherman BAKS entes spor constation of an anighment they constant a timmet and bla methods for mark account of the first of the second statement of the second statem ON C IN C LANDAND MIN SHILLY MALLER Active and the U.O.D. a held held here K contraction processing with mitting O trangany Everation Produces DATE of Control of the University of the presses on rug or corbs hel by COUPCING THOM IN SURVICE むな 11. O. U. aledine at the COMPANY NAME DESCRIPTION OF Nov. (upd erza d 14.40 NV51 With the second se warking on the assignment star has not been previously reported You must complete the Tracking Odentation every litre you go the client. WORK WEEK-Work in excess of (40) tory hours in Employee certifies no ecodent or injury was austained while You are permitted to work creating only with the request and epproval di the clant. Approval must be colained from us by a work week (Manday-Sunday) will be paid at one and one-ball you uro ussigned. When working a full day, the law requires a call us immediately it you must be absent or late. Do not call This includes required sometoes by yourself and authorized Your Juch hour will be determined by your supervised to whom WINNE GERMAN To avoid delays be sure trasperts are completely filled out 1 g Ņ Prove 562 569 2535 Part 602-460-0111 - Manager 11200 Article Boulevard, Solle A chipuoned michael convert - the way to indicato AM of PM the client. LLOYD STAFF20 will call the client. CANNER CA WOOD EMPLOYEE INFORMATION E C Z IJ MC TWI WIT 2 220 Z B 3 Ň a D to the Ruman Resources cance at Lloyd. the appoint the state of a last and posters. First Shithout Linnard, cap is the last near the firms in the Last of LEMT cap with A and concerns, much References for M d ð 53 \$ Ľ, E O and and and which maked a first part of minimum of 1/2 hour of lunch USENCES - LATENESS \_\_ Ĵ representative of the clerk (1-1/2) your reguler relea **ON-THE-JOB SAFETY C** (Loyd 12 50 2 RAUNING OVERTIME AND LONG TOWN INCH Ç Mark LW. W 2003 Ŷ X ğ ĝ 2 8 đ

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Department of Neighbork	nood Empowerment					No.	i and the second se
Funding Request Form			E)	MPOW	ER LA	( may	
			NEI	GHEORHOOD 1	MPOWERMENN		16
	herman Oaks						
Budget Fiscal Year:	2017-18		Requestor:		Tom Capps Tr		
Request Date: 10-Jul-17 Meeting Date: 7/10/2017			Vendor: _ Address:		Lloyd's Sta	iffing	
Agenda Item:	Item 8J		City:		State		
			Zip Code: Phone:				
Contract / Lease Board Member R			Amount:		Up to \$4	,500.00	
☑Out of State □1099 Expense	One Time Expense Monthly	Multip	e # of paym	ents			
If a bank card exemption of the dail please provide the date(s) and amo Public Benefit Description		lifted:	Administrative /	Assistant hour	s worked during	Fiscal Year 20	17-2018
*Recused-Boardmember mu	Vote Count (Continued of ust leave the room prior to any discu				intil after the v	ote is comple	eted.
Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
Babian, Avo	Area 5 Business						
Banks Barad, Jill	Area 6 Residential	1					
Baronian, Levon	Area 1 Business	V.					
Binkow, Michael	Area 7 Residential	1					
Capps, Tom	Area 2 Residential						
Harsough, Jeff	Area 2 Community Interest						
Kalban, Jeff	Area 7 Community Interes						
Katchen, Howard	Area 3 Residential						
Lax, Sidonia	Area 4 Community Interest	V.					
Ross, Garrett	Area I Residential						
Marciniak, Richard	Area 3 Community Interest					X	
Menard, Melissa	Area 6 Community Interest	~					
Morozov, Rafael	Area 3 Business						
Petrus, Lisa	Area 4 Residential						
Revord, Sherri	Area 5 Community Interest	V					
Roden, Neal	Area 7 Business			X			
Sales, Kristin	Area 1 Community Interest	V					
Lawrence, Tish	Area 2 Business					X	
Steinberg, Sue	Area 4 Business					×	· ·
Ziff, Ron	Area 6 Business						
NC Quorum: 11	Grand Total (including page 2):	16				3	
We, the Treasurer and Signer of the a public meeting was held in accordanc							
Once the Department approves a Fun account automatically, i.e. no addition		nent will trans	sfer the reques	sted amount	into the Neighl	borhood Cou	ncil's checkin
Treasurer's Signature: Jom Cappo			Signer's Si	gnature:		Wartson	-
Print/Type name: To			e name: Jef	f Harsough	11 - 1		
Date (mm/dd/yy):	7.10.17		Date (mm/dd/yy): 07-10-2017				
Department Use Only						ation Code —	



REQUEST FOR PAYMENT

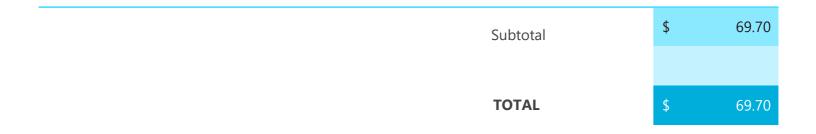
Date : 1/22/2018

BOARD MEMBER REIMBURSEMENT

Ron Ziff

Phone

Description	Column1	Receipt Tc	Receipt Total	
Reimbursement for copies of keys for				
new CD4/SONC offices at 14930 Ventura Blvd				
Expo Locksmith		\$	48.35	
Expo Locksmith #46891		\$	21.35	
	Reimbursement for copies of keys for         new CD4/SONC offices at 14930 Ventura Blvd         Expo Locksmith	Reimbursement for copies of keys for         new CD4/SONC offices at 14930 Ventura Blvd         Expo Locksmith	Reimbursement for copies of keys for         new CD4/SONC offices at 14930 Ventura Blvd         Expo Locksmith         \$	





Tom Capps <tom.capps.sonc@gmail.com>

# Receipt for keys made for new office Tom Capps <tom.capps.sonc@gmail.com> On Tue, Jan 9, 2018 at 4:47 PM, <rziff@shermanoaksnc.org> wrote: Tom-The receipt I sent you a copy is for keys to the new CD4 office. There are 2 keys to a set (Exterior building doors and office door) I had 4 sets made. 1 set each for myself, Jeff Hartsough, Jolie Salter, and you. The keys were for a special lock and cost \$4 each.

There will also be a need for keys to the garage gate lock to be able to get into the garage after 6pm & on weekends. I don't know the cost. The key given to staff by the landlord is no good and doesn't work. -Ron

-----Original Message-----From: "Tom Capps" <tom.capps.sonc@gmail.com> Sent: Tuesday, January 9, 2018 6:56pm To: "Ron Ziff" <rziff@shermanoaksnc.org> Subject: Re: Receipt for keys made for new office

?? was this for copies of keys? Or something else? How many sets?

On Tue, Jan 9, 2018 at 3:27 PM, <rziff@shermanoaksnc.org> wrote:



# **EXPO LOCKSMITH**

Follow 14445 MOORPARK ST 5632 van nuys blvd unit 126 91401,sherman oaks ca SHERMAN OAKS, CA 91423 8187475678

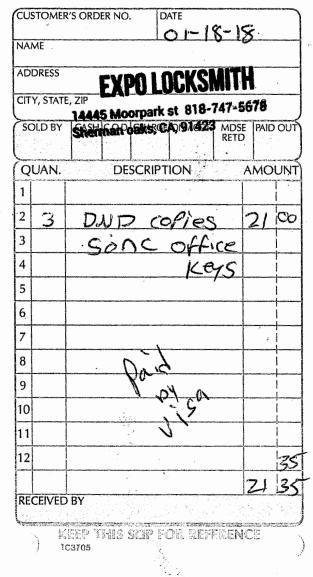
> \$48.35 Custom Item

Subtotal \$48.35
 Tax\$0.00

\$48 35 DateJanuary 09, 2018 1:12 PM VISA CREDIT



## 



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Office of the City Clerk Administrative Services Division					#:	51	a surface	
Neighborhood Council (NC) Funding Prog	10.00				- (	~ !		
Board Action Certification Form	ram						TETHE	
NC Name: Sherman Oaks	Meeting Date: Februrary 12,2018							
Budget Fiscal Year: 2017-2018	Agenda Item No	~ ~	1-2					
Board Motion and/or Public Benefit					faultaria			
Statement (CIP and NPG):	Motion to approve a board member reimbursement of \$69.70 to Ron Ziff for keys for the new Sherman Oaks Neighbor Council Office at 14930 Ventura Boulevard.							
Method of Payment: (Select One)	E Check		Credit Card		E Board	d Member Reimb	ursement	
Recused Boardmembers n	nust leave the room prior t	Vote C		turn to the roor	n until after the	vote is complete		
Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	
Babian, Avo	Area 5 Business	V						
Banks-Barad, Jill	Area 6 Residential							
Baronian, Levon	Area 1 Business	~						
Binkow, Michael	Area 7 Residential				X			
Capps, Tom	Area 2 Residential	~						
Hartsough, Jeffrey	Area 2 Community							
Kalban, Jeffrey	Area 7 Community				·		· · · ·	
	Area 3 Residential							
Katchen, Howard								
Lax, Sidonia	Area 4 Community							
Marciniak, Richard	Area 3 Community							
Mernard, Melissa	Area 6 Community				×			
Morozov, Rafael	Area 3 Business	V						
Petrus, Lisa	Area 4 Residential	$\checkmark$						
Revord, Sherri	Area 5 Community	$\checkmark$						
Roden, Neal	Area 7 Business							
Ross, Garrett	Area 1 Residential				X			
Sales, Kristin	Area 1 Community	4 7			×			
Steinberg, Sue	Area 4 Business							
Ziff, Ron	Area 6 Business	1						
VACANT	Area 2 Business							
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			· · · · ·					
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		10	4	Ø	14	6	*	
Quorum: 11	Total:	15	$\varphi$	<b></b>		<u> </u>		
We, the Treasurer and the Second Signer and that a public meeting was held in accur compliant public meeting where a quorur	ordance with all laws, polici	es, and procedu						
Treasurer's Signature Jom Cappe			Second Signer's Signature					
Print/Type Name: Tom Capps			Print/Type Name: Jeff Hartsough					
	1.2018		00.10.2010					
Date			Date:		0 6 7 1			