Monthly Expenditure Report



Reporting Month: April 2020 Budget Fiscal Year: 2019-2020

NC Name: Sherman Oaks Neighborhood Council

Monthly Cash Reconciliation								
Beginning Balance Total Spent Remaining Balance Outstanding Commitments Net Available								
\$38661.12	\$376.93	\$38284.19	\$3159.38	\$266.58	\$34858.23			

Monthly Cash Flow Analysis									
Budget Category	Adopted Budget	Outstanding	Net Available						
Office		\$187.56		\$484.38					
Outreach	\$38000.40	\$189.37	\$30264.19	\$0.00	\$29779.81				
Elections		\$0.00		\$0.00					
Community Improvement Project	\$4000.00	\$0.00	\$4000.00	\$0.00	\$4000.00				
Neighborhood Purpose Grants	\$7520.00	\$0.00	\$4020.00	\$2675.00	\$1345.00				
Funding Requests Unde	er Review: \$266.58	Encumbrar	nces: \$0.00	Previous Expenditures: \$10859.28					

	Expenditures										
#	Vendor	Date	Description	Budget Category	Sub-category	Total					
1	AMZN Mktp US 1B3883JO3	04/25/2020	Expenditures of NC Funds During the COVID-19 Declared Emergency	General Operations Expenditure	Outreach	\$21.86					
2	JOANN STORES JOANN.COM	04/26/2020	A motion to approve \$479.67 of various purchases in support of the SONC Face Mask program. The Face Mask program was initiated during the LA City declared emergency as provided for by the Neighborhood Council Funding Program. Details of purchases, receipts on SONC website. Joann 03/21/2020 \$227.25 Amazon 04/22/2020 150.01 Amazon 04/22/2020 39.36 Joann 04/22/2020 63.05 Total \$479.67	General Operations Expenditure	Office	\$63.05					
3	AMZN Mktp US 7X2YD5R63	04/27/2020	A motion to approve \$479.67 of various purchases in support of the SONC Face Mask program. The Face Mask program was initiated during the LA City declared emergency as provided for by the Neighborhood Council Funding Program. Details of purchases, receipts on SONC website. Joann 03/21/2020	General Operations Expenditure	Outreach	\$17.50					

			\$227.25 Amazon 04/22/2020 150.01 Amazon 04/22/2020 39.36 Joann 04/22/2020 63.05 Total \$479.67			
4	AMZN Mktp US XJ72U1KQ3	04/29/2020	A motion to approve \$479.67 of various purchases in support of the SONC Face Mask program. The Face Mask program was initiated during the LA City declared emergency as provided for by the Neighborhood Council Funding Program. Details of purchases, receipts on SONC website. Joann 03/21/2020 \$227.25 Amazon 04/22/2020 150.01 Amazon 04/22/2020 39.36 Joann 04/22/2020 63.05 Total \$479.67	General Operations Expenditure	Outreach	\$150.01
5	AT&T Messaging	03/18/2020	A motion to approve the revision of approved July 2019 Administrative Budget of Sherman Oaks Neighborhood Council based on anticipated expenditure for the 2019-20 fiscal year as follows:	General Operations Expenditure	Office	\$15.26
6	Lloyd Staffing, Inc.	04/20/2020	A motion to approve the Admin. Package for Fiscal Year 2019-2020	General Operations Expenditure	Office	\$109.25
	Subtotal:					\$376.93

	Outstanding Expenditures									
#	Vendor	Date	Description	Budget Category	Sub-category	Total				
1	LLOYD Staffing Inc	04/20/2020	A motion to approve the Admin. Package for Fiscal Year 2019-2020	General Operations Expenditure	Office	\$131.10				
2	THE WEB CORNER, INC.	04/28/2020	A motion to approve Administrative Packet for Fiscal Year 2019-2020	General Operations Expenditure	Office	\$102.50				
3	THE WEB CORNER, INC.	04/28/2020	A motion to approve Administrative Packet for Fiscal Year 2019-2020	General Operations Expenditure	Office	\$102.50				
4	THE WEB CORNER, INC.	05/06/2020	A motion to approve the Administrative Package for Fiscal Year 2019-2020	General Operations Expenditure	Office	\$102.50				
5	AT&T Messaging	05/13/2020	A motion to approve the Administration Packet for Fiscal Year 2019-2020.	General Operations Expenditure	Office	\$15.26				
6	AT&T Messaging	05/13/2020	A motion to approve the Administration Packet for Fiscal Year 2019-2020.	General Operations Expenditure	Office	\$15.26				
7	AT&T Messaging	05/13/2020	A motion to approve the Administration Packet for Fiscal Year 2019-2020.	General Operations Expenditure	Office	\$15.26				
8	Sherman Oaks Chamber Foundation	05/19/2020	A motion to approve a Neighborhood Purposes Grant (NPG) to the Sherman Oaks Chamber Foundations of \$2,675.00 in support of graffiti proofing the Sherman Oaks branded painted uti	Neighborhood Purpose Grants		\$2675.00				

Subtotal: Outstanding \$3159.38

5/3/2020

Amazon.com - Order 112-8261892-2870647

Shipping Address: Sarah Kathryn Manuel 14005 CHANDLER BLVD SHERMAN OAKS, CA 91401-5737

United States

Shipping Speed: Two-Day Shipping 1 QIANT Twill Tape Rebbon \$ 15.98

\$17.50

Payment information

Payment Method:

MasterCard | Last digits: 4628

Billing address

Candy Williams City of Los Angeles

200 N Spring Street Suite 224

Los Angeles, CA 90012

United States

Credit Card transactions

Item(s) Subtotal: \$35.94 Shipping & Handling: \$0.00

Total before tax: \$35.94

Estimated tax to be collected: \$3.42

Grand Total: \$39,36

MasterCard ending in 4628: April 27, 2020: \$17.50 MasterCard ending in 4628: April 25, 2020: \$21.86 -

To view the status of your order, return to Order Summary, Mokey Rubbin 319,98

Conditions of Use | Privacy Notice © 1996-2020, Amazon.com, Inc. or its affiliates

ores Morex Rubbon

1.90

WRITTEN BY: (FEM) SARAH MANUEL

ITEM

OTY

PRICE

SUB-TOTAL

MOREX FIBBON

(HOT PIMC)

4 9.78

19.98

MOREX PIBBON -

\$ 9.98

\$ 9.98

(MOT PINK)

..

\$ 15.98

TWILL TAPE - 1

\$ 15.98

35.94

EST .TAX \$3.42

GRIND TOTAL:

\$ 39.3k

https://www.amazon.com/gp/css/summary/print.html/ref=ppx_od_dt_b_invoice?ie=UTF8&orderID=112-8261892-2870647

SFA

2/2

amazon.com

Final Details for Order #112-8261892-2870647 Print this page for your records.

Order Placed: April 22, 2020

Amazon.com order number: 112-8261892-2870647

Order Total: \$39.36

Shipped on April 24, 2020

Items Ordered Price

1 of: Morex Ribbon 2219.16/25-156 Polyester Herringbone Craft Supplies, 5/8" by 25 yd, \$9.98

Hot Pink

Sold by: Ribbon Curl (seller profile)

Condition: New

Shipping Address:

Sarah Kathryn Manuel 14005 CHANDLER BLVD SHERMAN OAKS, CA 91401-5737 United States

Shipping Speed:

Two-Day Shipping

Shipped on April 25, 2020

Items Ordered Price

1 of: Morex Ribbon 2219.16/25-156 Polyester Herringbone Craft Supplies, 5/8" by 25 yd, \$9.98 Hot Pink

Sold by: Ribbon Curl (seller profile)

Condition: New

Shipping Address:

Sarah Kathryn Manuel 14005 CHANDLER BLVD SHERMAN OAKS, CA 91401-5737 United States

Shipping Speed:

Two-Day Shipping

Shipped on April 27, 2020

Items Ordered Price

1 of: QIANF Twill Tape Ribbon 100% Cotton Natural Color 1 Inch Wide 50 Yard Roll Herringbone Tape(1 Inch-50Yard, Off-White)

Sold by: Luoxue Qianqian (seller profile)

Condition: New

\$15.98

Office of the City Clerk										
Administrative Services Division						part 1				
Neighborhood Council (NC) Funding Prog	ram					1				
Board Action Certification (BAC) Form										
NC Name: Sherman Oaks Neighborhoo	od Council			Meeting Date: May 11, 2020						
Budget Fiscal Year: 2019-20 Board Motion and/or Public Benefit			Agenda Item A							
Statement (CIP and NPG):	A motion to approve \$479.6i LA City declared emergency Joann 03/21/2020 \$227.25;	by the Neighborhood	d Council Funding Pr	rogram. Details of	purchases, receipts	on SONC website.				
Method of Payment: (Select One)	☐ Check		Credit Card		☐ Boar	d Member Reimb	ursement			
Dogwood Board Mombo	s must leave the room pri	1.00	ote Count	ot return to the re	om until after	the vote is comple	nte.			
Board Member's First and Last Name	Board Position	Yes	No No	Abstain	Absent	Ineligible	Recused			
Vacant	A1-CI	1	1	Austan	rasent	1				
Williams, Candy	A1-R	x	- 							
Baronian, Levon	A1-B	×								
Hartsough, Jeffrey	A2-CI	×		 						
	A2-C1	 		 						
Gilford, Lisa		×		-	 	+				
Vacant	A2-B		-	-		 				
Vacant	A3-CI	 	_			-				
Katchen, Howard	A3-R	X		-						
Kerzner, Fran	АЗ-В	X		-						
Cappelletti, Lisa	A4-CI	X								
Petrus, Lisa	A4-R				X					
Cappelletti, Joe	A4-B	Х								
Adair, Christy	A5-Cl				x					
Manuel, Sarah	A5-R	X								
Babian, Avo	A5-B				х					
Shapiro, Harold	A6-CI	х								
Imber, Gil	A6-R	x								
Kim, Christine	A6-B				х					
Kalban, Jeffrey	A7-CI	х								
Bindow, Michael	A7-R				x					
Roden, Neal	A7-B	х								
Ranshaw, Hayden	Youth Rep					х				
Zimmerman, Marcus	Youth Rep					x				
		1								
Board Quorum:	Total	13	0	0	5	2				
We, the authorized signers of the above meeting was held in accordance with all meeting where a quorum of the Board was	laws, policies, and proceed	uncil, declare dures. The ab	that the informati ove was approved	ion presented on I by the Neighbor	this form is acc hood Council B	urate and comple oard, at a Brown	ete, and that a public Act compliant public			
Authorized Signature	Allanta		Authorized Sig	gnature:	1 Hand					
Print/Type Name: Candy Williams	Didicallo)	Print/Type Na	_{ame:} Jef	frey Harts	sough				
Date: May 13, 2020			Date:							

NCFP 101 BAC Rev020118

Office of the City Clerk										
Administrative Services Division						part 1				
Neighborhood Council (NC) Funding Prog	ram					1				
Board Action Certification (BAC) Form										
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Method of Payment: (Select One)	☐ Check		Credit Card		☐ Boar	d Member Reimb	ursement			
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Vacant	A1-CI	1	1	Austan	rasent	1				
Williams, Candy	A1-R	x	- 							
Baronian, Levon	A1-B	×								
Hartsough, Jeffrey	A2-CI	×		 						
	A2-C1	 		 						
Gilford, Lisa		×		-	 	+				
Vacant	A2-B		-	-		 				
Vacant	A3-CI	 	_			-				
Katchen, Howard	A3-R	X		-						
Kerzner, Fran	АЗ-В	X		-						
Cappelletti, Lisa	A4-CI	X								
Petrus, Lisa	A4-R				X					
Cappelletti, Joe	A4-B	Х								
Adair, Christy	A5-Cl				X					
Manuel, Sarah	A5-R	X								
Babian, Avo	A5-B				х					
Shapiro, Harold	A6-CI	х								
Imber, Gil	A6-R	x								
Kim, Christine	A6-B				х					
Kalban, Jeffrey	A7-CI	х								
Bindow, Michael	A7-R				x					
Roden, Neal	A7-B	х								
Ranshaw, Hayden	Youth Rep					х				
Zimmerman, Marcus	Youth Rep					x				
		1								
Board Quorum:	Total	13	0	0	5	2				
We, the authorized signers of the above meeting was held in accordance with all meeting where a quorum of the Board was	laws, policies, and proceed	uncil, declare dures. The ab	that the informati ove was approved	ion presented on I by the Neighbor	this form is acc hood Council B	urate and comple oard, at a Brown	ete, and that a public Act compliant public			
Authorized Signature	Allanta		Authorized Sig	gnature:	1 Hand					
Print/Type Name: Candy Williams	Didicallo)	Print/Type Na	_{ame:} Jef	frey Harts	sough				
Date: May 13, 2020			Date:							

NCFP 101 BAC Rev020118

Office of the City Clerk										
Administrative Services Division						part 1				
Neighborhood Council (NC) Funding Prog	ram					1				
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Vacant	A1-CI	1	1	Austan	rasent	1				
Williams, Candy	A1-R	x	- 							
Baronian, Levon	A1-B	×								
Hartsough, Jeffrey	A2-CI	×		 						
	A2-C1	 		 						
Gilford, Lisa		×		-	 	+				
Vacant	A2-B		-	-		 				
Vacant	A3-CI	 	_			-				
Katchen, Howard	A3-R	X		-						
Kerzner, Fran	АЗ-В	X		-						
Cappelletti, Lisa	A4-CI	X								
Petrus, Lisa	A4-R				X					
Cappelletti, Joe	A4-B	Х								
Adair, Christy	A5-Cl				X					
Manuel, Sarah	A5-R	X								
Babian, Avo	A5-B				х					
Shapiro, Harold	A6-CI	х								
Imber, Gil	A6-R	x								
Kim, Christine	A6-B				х					
Kalban, Jeffrey	A7-CI	х								
Bindow, Michael	A7-R				x					
Roden, Neal	A7-B	х								
Ranshaw, Hayden	Youth Rep					х				
Zimmerman, Marcus	Youth Rep					x				
		1								
Board Quorum:	Total	13	0	0	5	2				
We, the authorized signers of the above meeting was held in accordance with all meeting where a quorum of the Board was	laws, policies, and proceed	uncil, declare dures. The ab	that the informati ove was approved	ion presented on I by the Neighbor	this form is acc hood Council B	urate and comple oard, at a Brown	ete, and that a public Act compliant public			
Authorized Signature	Allanta		Authorized Sig	gnature:	1 Hand					
Print/Type Name: Candy Williams	Didicallo)	Print/Type Na	_{ame:} Jef	frey Harts	sough				
Date: May 13, 2020			Date:							

NCFP 101 BAC Rev020118



CUSTOMER NUMBER 8607823 INVOICE DATE 01/01/2020

Page 1 of 1

Bill-To Customer:

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

1324 T6 P1

լԱյլըեմիայիրերիրայիայերերիայինիիլ

Customer Number	Billing Period	Date Due	Previous Balance	Payments	Credits	Current Charges	TOTAL DUE
8607823	01/01/2020 01/31/2020	01/30/2020	\$61.04	\$61.04	\$.00	\$15.26	\$15.26

Payments -Thank You 12/24/2019

\$15.26

12/13/2019

\$45.78

Description of Current Charges & Credits

Qty

Unit Price

Ext. Price \$14.00

UM Standard-Discount Rate 8185032399

January service 1 \$14.00

City Utility Users Tax

\$1.26

CUSTOMER	R NUMBER
8607	823
INVOICE	NUMBER
7505	855
DUE DATE	AMOUNT PAID
01/30/2020	

Please detach & enclose with payment



REMIT TO:

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

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

Office of the City Clerk			WATER CONTRACTOR OF THE PARTY O				-()	
Administrative Services Division								
Neighborhood Council (NC) Funding Pro	gram							
Board Action Certification Form							City Class	
NC Name: Sherman Oaks			Meeting Date:	March 9, 2020)			
Budget Fiscal Year: 2019-2020			Agenda Item N	No: 8D				
Board Motion and/or Public Benefit Statement (CIP and NPG):	Oaks Neighborhood follows: Office & A	Council ba dministratio	vision of the approved July 2019 Administrative budget of the Sh cil based on anticipated expenditures for the 2019-2020 fiscal year tration \$27,900, \$18,000, -\$9,900; Outreach10,100, 20,000, +9,9 6 \$4,000, 7,520,+3,520; Total \$42,000 \$49,520 \$7,520;					
Method of Payment: (Select One)	☐ Check		☐ Credit Card		☐ Boar	d Member Reimb	ursement	
Recused Boardmembers	must leave the room prior		e Count sion and may not r	return to the roo	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							
Imber, Gil	Area 6 Residential	1						
Baronian, Lavon	Area 1 Business							
Binkow, Michael	Area 7 Residential	1						
Gilford, Lisa	Area 2 Residential				./			
Hartsough, Jeffrey	Area 2 Community			 	V			
		-		-				
Kalban, Jeffrey	Area 7 Community	V		-	-	-		
Katchen, Howard	Area 3 Residential	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \						
Cappelletti, Lisa	Area 4 Community	-		-				
Adair, Christy	Area 5 Community	 						
Shapiro, Harold	Area 6 Community	/						
Kerzner, Fran	Area 3 Business							
Petrus, Lisa	Area 4 Residential	/						
Roden, Neal	Area 7 Business	/						
Sales, Kristin	Area 1 Community	1						
Cappelletti, Joe	Area 4 Business	1						
Williams, Candy	Area 1 Residential	1	1					
Vacant	Area 3 Community	V		1		1		
Kim, Christine	Area 6 Business	1		-				
Vacant	Area 2 Business					 		
Manuel, Sarah		1						
	Area 5 Residential	\ \ \		-	 	I market was a second		
Hayden Ranshaw	Youth				<u> </u>	-		
Marcus Zimmerman	Youth					V		
		-						
Quorum: 11	Total:	IT	0	0	(3		0	
We, the Treasurer and the Second Signer			ncil, declare that th	e information pre	esented on this f	orm is accurate a	nd complete,	
and that a public meeting was held in acc compliant public meeting where a quoru	cordance with all laws, police	ies, and proce						
Treasurer's Signature	x Williams		Second Signer	's Signature	Want	sough		
Print/Type Name:	ly Williams	5	Print/Type Na	me: JE	FFREY H	ARTSOUGH		
	1100000				03-11-20	20		

INVOICE

Clloyd Please remit payment to:

LLoyd Staffing, Inc. PO Box 780994

DATE

06/02/2019

Philadelphia, PA 19178-0994 Billing inquiries: 631.370.7434

Attention of: Tom Capps,

SHERMAN OAKS NEIGHBORHOOD COUNCIL **BILL TO:**

P.O. BOX 5721

SHERMAN OAKS, CA 91413

PO#

You may pay by ACH/wire to:

Wells Fargo Bank, N.A.

Routing #: 121000248 Account #: 4060542594

Credit Cards Accepted

Thank you for choosing Lloyd Staffing

INVOICE NO. **PAGE** ACCOUNT NO. TERMS: 410674 117247 1 Due Upon Receipt

PERIOD	DESCRIPTIO	N & EMPLOYEE		HOURS	RATE	AMOUNT
05/27/19-06/02/19	EXASST	Salter, Jolie A		5.00	21.85	\$109.25
Thank you for your part in our generated by LLoyd supports	Placements with a Purpose p DRF with a donation to help t	rogram. Every placement fight diabetes.	PAY THIS A	MOUNT >	TOTAL	\$109.25

Employee Timesheet Submission

Employee Name	Salter, Jolie A	Customer Name	LA Dept Neighborhood Empowerment
Assignment Number	260571	Department	
Period Ending Date	6/2/2019 12:00:00 AM	Report To	Ron Ziff
Timesheet Approved By	rziff@shermanoaksnc.org	Timesheet Approved On	6/3/2019 7:35:01 AM

Date	IN 1	OUT 1	IN 2	OUT 2	IN 3	OUT 3	IN 4	OUT 4	Total Hours	Expenses	Pay Code	Approval
05/31/2019	12:00 PM	03:00 PM							3.00	0.00	R	APPROVED
06/01/2019	02:00 PM	04:00 PM							2.00	0.00	R	APPROVED
Totals									5.00	0.00		

Employee Comments	
Client Comments	

Office of the City Clerk							part 1
Administrative Services Division							/
Neighborhood Council (NC) Funding Prog	gram						राहिपहिट
Board Action Certification Form			Meeting Date:	June 10, 2019			
NC Name: Sherman Oaks	-		Agenda Item N				
Budget Fiscal Year: 2019-2020 Board Motion and/or Public Benefit						11/ 00/	0.000
Statement (CIP and NPG):	A motion to app	rove the	Administra	ative Packe	et for Fisca	al Year 201	9-2020
Method of Payment: (Select One)	☐ Check		☐ Credit Card		☐ Board	Member Reimb	ursement
Recused Boardmembers	must leave the room prior to	Vote o any discussion		eturn to the roor	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						
Imber, Gil	Area 6 Residential	/					
Baronian, Lavon	Area 1 Business					/	
Binkow, Michael	Area 7 Residential					,	
Gilford, Lisa	Area 2 Residential	-				/	
Hartsough, Jeffrey	Area 2 Community	1					
Kalban, Jeffrey	Area 7 Community	/					
Katchen, Howard	Area 3 Residential	V					
Cappelletti, Lisa	Area 4 Community	X Cusa.				/	
Adair, Christy	Area 5 Community	/					
Shapiro, Harold	Area 6 Community	/					
Kerzner, Fran	Area 3 Business	/					
Petrus, Lisa	Area 4 Residential	1					l le v
Roden, Neal	Area 7 Business	1					
Sales, Kristin	Area 1 Community	/					
Cappelletti, Joe	Area 4 Business	,			/	V	
Williams, Candy	Area 1 Residential	1			,		
Yatman, Deatra	Area 3 Community				/	,	
Kim, Christine	Area 6 Business				/	/	
Mulenforth, Cathy	Area 2 Business	√					
Olds, Sarah	Area 5 Residential	1					
Quorum: 11	Total:	15	0	0	3	5	0
We, the Treasurer and the Second Signer and that a public meeting was held in ac- compliant public meeting where a quoru	cordance with all laws, polici	es, and proced	cil, declare that th dures. The above	ne information pro was approved by	esented on this f the Neighborho	orm is accurate a od Council Board	and complete, , at a Brown Act
Treasurer's Signature	Williams		Second Signer	's Signature	Water	4	
Print/Type Name:	d Williams		Print/Type Na	me:	JEFFREY HO	RT3 OUGH	
Date: Juve	P106 OH		Date:		06-11-	2019	

NEIGHBORHOOD COUNCIL FUNDING PROGRAM FINANCIAL OFFICERS LETTER OF ACKNOWLEDGEMENT & AGREEMENT

We, the undersigned, do hereby declare that as a result of an official action of the Governing Body of the Neighborhood Council (NC) named below:

- (1) we are authorized to request City funding to support NC general operations,
- (2) all items or services described or included in any related funding requests are exclusively intended to further the goals and objectives of the Neighborhood Council, and
- (3) all reasonable precautions shall be exercised by the undersigned to fully safeguard, control and account for all use of funds. Proper accountability of all City funds is critical to the success of the NC Funding Program.

Therefore, by the signature(s) below, and on behalf of the Neighborhood Council named below, WE HEREBY AGREE to the terms and conditions as set forth in this Letter of Acknowledgement and all related documents as provided by the City, agree to expend funds in accordance with any applicable City rules, policies or procedures, and specifically agree to expend monies received by the Office of the City Clerk solely for public purposes relating to the goals and purposes of the Neighborhood Council named below, consistent with the scope and authority under the City Charter, the Plan for a Citywide System of Neighborhood Councils and any implementing ordinances. We have attended and participated in the City-provided training relating to the NC Funding Program.

WE FURTHER ACKNOWLEDGE and WE AGREE to comply with any requirements regarding use of the NC funds. WE AGREE to provide NC financial reports and/or supporting documentation to the Office of the City Clerk, Neighborhood Council Funding Program as requested and at monthly meetings to the Governing Body and stakeholders of the NC named below. WE AGREE that the Office of the City Clerk and other City representatives may make on-site visits to inspect and review all NC financial records, upon providing reasonable advance notice to the NC Treasurer or designated representatives.

WE ACKNOWLEDGE THAT A NEW LETTER OF ACKNOWLEDGEMENT MUST BE FILED IF THERE IS ANY CHANGE OF FINANCIAL OFFICERS.

Neighborhood Council Financial Officers - Names and Signatures:

SIGNATURE OF THE TREASURER Candy Williams	DATE 10, 2019 candy.williams.sonc@gmail.com
PRINT NAME OF THE TREASURER	EMAIL
Area 1 - Residential	818-606-5352
BOARD POSITION	PHONE NUMBER

CONTINUES OTHER SIDE

-		a.				
2n	d	31	$\boldsymbol{\sigma}$	n	er	

1st arkent

SIGNATURE OF THE 2nd SIGNER

Jeffrey Hartsough

PRINT NAME OF THE 2ND SIGNER

Area 2 - Community Interest

BOARD POSITION

Alternate Signer (If not applicable, please indicate "N/A")

SIGNATURE OF THE ALTERNATE SIGNER

PRINT NAME OF THE ALTERNATE SIGNER

BOARD POSITION

1st Bank Cardholder

SIGNATURE OF THE 1st BANK CARD HOLDER

Candy Williams

PRINT NAME OF THE 1st BANK CARD HOLDER

Area 1 - Residential

BOARD POSITION

2nd Bank Cardholder

SIGNATURE OF THE 2nd BANK CARD HOLDER

PRINT NAME OF THE 2nd BANK CARD HOLDER

BOARD POSITION

*** Bank Cardholders, please read further next page ***

06-10-2019

DATE

jeffrey.hartsough.SONC@gmail.com

EMAIL

310-614-9804

PHONE NUMBER

DATE

EMAIL

PHONE NUMBER

DATE

candy.williams.sonc@gmail.com

EMAIL

PHONE NUMBER

DATE

EMAIL

PHONE NUMBER

SHERMAN OAKS Neighborhood Council Annual Budget for Fiscal Year 2019-2020 Annual Budget Funds \$ 42,000.00

Rollover Funds***		
	Total Annual Budget Funds	\$ 42,000.00

Office/Operational Expenditures Category	
Voice Mail Service	\$ 185.00
Copies & Printing - Board & Committee Business	\$ 1,500.00
PLUM - Overtime Charges LAPL (3X)	\$ 650.00
Board Meeting Rental	\$ 750.00
Administrative Assistant - 17 Hrs/Month	\$ 4,400.00
Minutes Transcription - 100 Hrs (10/mnth)	\$ 2,600.00
Bookkeeping Services - 120 Hrs (10/mnth)	\$ 3,120.00
Social Media / Content Manager 5Hrs/Wk	\$ 6,230.00
Office Supplies	\$ 750.00
PLUM / Vision Printing	\$ 450.00
Board Retreat	\$ 750.00
Post Office Box Rental USPS	\$ 115.00
Stamps for Operations	\$ 120.00
Meeting Refreshments	\$ 1,900.00
Website Hosting, Maintenance & Development	\$ 3,280.00
Business Cards - Board Members	\$ 800.00
Software Licensing Fees (Office 365, Adobe Acrobat)	\$ 300.00
Total Office/Operational Expenditures	\$ 27,900.00

^{***}The Funding Program will notify each NC of their Fiscal Year closing balance including available rollover funds, if any, on August 1st or next business day. Depending on when an NC submits its Admin Packet/annual budget, the NC may need to revise and resubmit its annual budget to account for any rollover funds received.

Outreach Expenditures Category	
Movie Series at VNSO Park	\$ 5,000.00
Sherman Oaks Street Fair	\$ 750.00
Spring Tree Give A Way	\$ 350.00
Public Safety Events	\$ 750.00
LA Congress & Budget Advocate	\$ 1,500.00
VANC - Two Events	\$ 500.00
Branded Materials (Polo Shirts, Name Tags, etc)	\$ 1,250.00
Total Outreach Expenditures	\$ 10,100.00

Election Expenditures Category	
	,
Total Election Expenditures	\$ 0.00

Neighborhood Purposes Grants (NPG) Expenditures Category		
As Presented	\$ 4,000.00	
Coursently has or plans on securing in the Fiscal Year involving office	space, meeting sp	
case select NA on the sections that do not apply. If you have more than a	not apply to your	
ica please provide the same information on an additional page. The intom	ation provided on	
en to be continued because or services that NC may europeily be so that it is a lease or services agreement needs to be drafted from the	information prov	
- we have will be untified and advised to agendize and approve the constraint mention. The approve the Constraint problem of the constraint in the constrain	rafted agreement	
to the board will need to take to approve any actual agreement or lease, i	drafted.	
Vice Leuse:		
Total NPG Expenditures	\$ 4,000.00	

Community Improvement	Projects (CIP) Expenditures Categ	gory		
TOPALIN UMILEN	Shared with CD 4 - Field Office			
apartment there is an bat				
Topological Caralle				
United and	\$ 0.00			
Juneti o Volus (if amplicable)				
ord Morting Legation	Total CIP Expenditure	\$ 0.00		

TOTAL BUDGET ALLOCATIONS	
Office/Operational Expenditures Hons vary within the SO	304\$ 27,900.00
Outreach Expenditures	\$ 10,100.00
Elections Expenditures	\$ 0.00
General and Operational Expenditures	\$ 38,000.00
Neighborhood Purposes Grants (NPG) Expenditures	\$ 4,000.00
Community Improvement Project (CIP) Expenditures	\$ 0.00
TOTAL EXPENDITURES FOR FISCAL YEAR 2019-2020	\$ 42,000.00