Monthly Expenditure Report



Reporting Month: September 2020 Budget Fiscal Year: 2020-2021

NC Name: Sherman Oaks Neighborhood Council

Monthly Cash Reconciliation							
Beginning Balance Total Spent Remaining Balance Outstanding Commitments Net Available							
\$50378.10	\$1015.26	\$49362.84	\$750.00	\$0.00	\$48612.84		

Monthly Cash Flow Analysis						
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available	
Office		\$15.26		\$0.00		
Outreach	\$27560.00	\$1000.00	\$26037.84	\$750.00	\$25287.84	
Elections		\$0.00		\$0.00		
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Neighborhood Purpose Grants	\$4440.00	\$0.00	\$4440.00	\$0.00	\$4440.00	
Funding Requests Und	der Review: \$0.00	Encumbrar	nces: \$0.00	Previous Expend	ditures: \$506.90	

	Expenditures							
#	Vendor	Date	Description	Budget Category	Sub-category	Total		
1	AT&T Messaging	09/18/2020	A motion to approve the Office of the City Clerk Neighborhood Council funding Program Fiscal Year Administrative Packet for the fiscal year 2020-2021 as presented.	General Operations Expenditure	Office	\$15.26		
2	North Hollywood Interfaith Food Pantry	09/18/2020	A motion to approve a donation of up to \$1,000 to the North Hollywood Interfaith Food Pantry to address food in security in the San Fernando Valley during the declared COVID-19 pandemic e	General Operations Expenditure	Outreach	\$1000.00		
	Subtotal:					\$1015.26		

	Outstanding Expenditures							
#	Vendor	Date	Description	Budget Category	Sub-category	Total		
1	Sherman Oaks Chamber of Commerce	09/18/2020	A motion to approve the expenditure of up to \$750 to support the Sherman Oaks Chamber of Commerce and the community's Grand Re-Opening Promotion scheduled as allowed by the coronavir	General Operations Expenditure	Outreach	\$750.00		

Subtotal: Outstanding \$750.00



CUSTOMER NUMBER

8607823

INVOICE DATE

09/01/2020

Page 1 of 1

Bill-To Customer:

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

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Customer Number	Billing Period	Date Due	Previous Balance	Payments	Credits	Current Charges	TOTAL DUE
8607823	09/01/2020 09/30/2020	09/30/2020	\$30.52	\$15.26	\$.00	\$15.26	\$30.52

Payments - Thank You

08/17/2020

\$15.26

Description of Current Charges & Credits

Qty Unit Price

Ext. Price September service 1 \$14.00

8185032399

City Utility Users Tax

UM Standard-Discount Rate

\$14.00

\$1.26

CUSTOMER NUMBER 8607823 INVOICE NUMBER

> 7552731 **DUE DATE AMOUNT PAID**

09/30/2020

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							()
Administrative Services Division						j	
Neighborhood Council (NC) Funding Prog	ram					₹,	VI TIE
Board Action Certification Form			· [٠
NC Name: Sherman Oaks			Meeting Date:	' '-' '-' '''' ' '-' '-	 	······································	
Budget Fiscal Year: 2020-2021 Board Motion and/or Public Benefit	1		Agenda Item No	9: 6-B			
Statement (CIP and NPG):			be of the City Clerk, Neighborhood Council funding Progacket for the fiscal year 2020-2021, as presented.				
Method of Payment: (Select One)	☐ Check		☐ Credit Card		☐ Boar	d Member Reimbu	ırsement
Recused Boardmembers n	nust leave the room prior t	Vote C o any discussio		eturn to the roon	until after the	vote is complete.	
Board Member First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Adair, Christy	Area 5 Community	х			•		
Babian, Avo	Area 5 Business	х			····		
Baronian, Lavon	Area 1 Business				х		
Binkow, Michael	Area 7 Residential	x					
Cappelletti, Joe	Area 4 Business	×					
Cappelletti, Lisa	Area 4 Community	x					
Vacant	Area 2 Residential		 				
Hartsough, Jeffrey	Area 2 Community	×					
Imber, Gil	Area 6 Residential	x					
Kalban, Jeffrey	Area 7 Community	×					
Katchen, Howard	Area 3 Residential	x	<u> </u>		 ,		
Kerzner, Fran	Area 3 Business	x					
Kim, Christine	Area 6 Business	x					
Vacant	Area 2 Business	^_					
Olds, Sarah	Area 5 Residential					 	
Petrus, Lisa	Area 4 Residential	X X				1	
Roden, Neal	Area 7 Business					-	
Vacant		X					
Shapiro, Harold	Area 1 Community Area 6 Community		<u> </u>				
		×	 				
Williams, Candy	Area 1 Residential	Х	1			1	
Vacant	Area 3 Community						
Ranshaw, Hayden	Youth					X	
Zimmerman, Marcus	Youth				Х		
Quorum: 11	Total:	16	0	0	2	1	0
We, the Treasurer and the Second Signer							
and that a public meeting was held in accompliant public meeting where a quorur	\ .		ires. The above w	vas approved by t	ne Neighborho	oa Councii Board,	at a prown ACC
Treasurer's Signature On (U	114		Second Signer's	s Signature	Warton	L	
Print/Type Name: Oandu	Williams		Print/Type Nan		REY HAR	-TSOUBH	
Date: 6-17-1	2020		Date:	06-17-	2020		
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INVOICE

Date: June 26, 2020

Invoice # 20200626-01

North Hollywood Interfaith Food Pantry c/o First Christian Church 4390 Colfax Avenue Studio City, CA 91604

Bill to:

Sherman Oaks Neighborhood Council

Attn: Jeffrey Hartsough

P.O. Box 5721

Sherman Oaks, CA 91413

Description	Amount
Donation to support NHIFP's efforts to address the problem of food insecurity in the San Fernando Valley during the COVID-19 pandemic emergency	\$1,000.00
Total:	\$1,000.00

Please make all checks payable to:

North Hollywood Interfaith Food Pantry c/o First Christian Church 4390 Colfax Avenue Studio City, CA 91404

Office of the City Clerk								
Administrative Services Division						e (A		
Neighborhood Council (NC) Funding Progr	am					160		
Board Action Certification (BAC) Form						مششينك!	19.50	
NC Name: Sherman Oaks Neighborhood	Council			June 29, 2020				
Budget Fiscal Year: 2019-2020			Agenda Item	No: 3b				
Board Motion and/or Public Benefit Statement (CIP and NPG):	A motion to appr Council Funding	A motion to approve the City of Los Angeles — Office of the City Clerk, Neighbor Council Funding Program, Encumbrance Request Form — Fiscal Year 2019-202						
Method of Payment: (Select One)	☐ Check		☐ Credit Card		☐ Board	Member Reimb	ırsement	
Recused Board Member	s must leave the room pri		te Count ission and may n	ot return to the re	oom until after t	he vote is comple	ete.	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	
Levon Baronian	Area 1 - B	х						
Vacant	Area 1 - CI							
Candy Williams	Area 1 - R	х						
Vacant	Area 2 - B							
Jeffrey Hartsough	Area 2 - Cl	x						
Vacant	Area 2 - R							
Fran Kerzner	Area 3 - B	x						
Vacant	Area 3 - CI		4.					
Howard Katchen	Area 3 - R				x			
Joe Cappelletti	Area 4 - B	x						
Lisa Cappelletti	Area 4 - CI	×						
Lisa Petrus	Area 4 - R	×						
Avo Babian	Area 5 - B	×						
Christy Adair	Area 5 - Cl	×						
Sarah Manuel	Area 5 - R	×						
Vacant	Area 6 - B							
Harold Shapiro	Area 6 - CI				×			
Gil Imber	Area 6 - R	×						
Neal Roden	Area 7 - B	×						
Jeffrey Kalban	Area 7 - CI	х						
Michael Binkow	Area 7 - R	×						
Hayden Ranshaw	Youth					×		
Marcus Zimmerman	Youth					x		
1000								
Board Quorum:	Tota				2	2		
We, the authorized signers of the above meeting was held in accordance with al meeting where a quorum of the Board was	laws, policies, and proce	ouncil, declare to dures. The about	that the informa ove was approve	tion presented on d by the Neighbo	this form is acc	urate and compl oard, at a Brown	ete, and that a public Act compliant public	
Authorized Signature	delid donall		Authorized S	ignature:	1 Sarkson	L		
Print/Type Name: Candy William:	CONTRACTOR OF THE		Print/Type N	Jenrey	Hartsough	1		
Date: June 30, 2020			Date: Jun	^{Date:} June 30, 2020				

NCFP 101 BAC Rev020118



City of Los Angeles - Office of the City Clerk Neighborhood Council Funding Program Encumbrance Request Form - Fiscal Year 2019-2020



leighborhood Council:She	rman Oaks Neighborhood Council	_
o encumber NC funds, please provid	e the following information and follow the in	structions below:
Vendor Name	Purpose of the encumbered funds	Amount
1. The Web Corner	SONC website development and upgrade	\$ 5,250.00
2. Sherman Oaks Chamber of Commerce	Outreach - support of the Sherman Oaks Grand Re-Opening Event	\$ 750.00
3. Pro Outdoor Movies Inc	Projection of SONC Movies in the Park scheduled for June, 2020 or when COVID allows	\$ 1,200.00
4. Swank Movies	Movie License for SONC Movies in the Park scheduled for June, 2020 or when COVID allows	\$ 685.00
5. North Hollywood Interfaith Food Pantry	Donation to address food insecurity during the declared COVID-19 pandemic emergency	\$ 1,000.00
6.		
7.		
8.		
9.		
10.		
	Total	\$ 8,885.00
BOVE ARE INTENDED TO BE IN PLAC	VICES/PROJECTS RELATED TO THE ENCU CE THIS CURRENT FISCAL YEAR OR HAVE B A REASONABLE TIME PERIOD DEPENDING (EEN AGREED UPON
Jeffrey Hartsough	Marton	June 30, 2020
NC President or Treasurer Name	Signature	Date
estructions:		

No later than Tuesday, June 30, 2020, please submit the following via email to Clerk.NCFunding@lacity.org:

- 1. Encumbrance Request Form, completed and signed
- 2. Payment request document from vendors listed, i.e., invoice, estimate, completed NPG application, etc.
- 3. The Board Action Certification (BAC) Form approving the Encumbrance Request Form

Office of the City Clerk Administrative Services Division Neighborhood Council (NC) Funding Program **Board Action Certification (BAC) Form** NC Name: Sherman Oaks Neighborhood Council Meeting Date: Sept. 14, 2020 Budget Fiscal Year: 2020-21 Agenda Item No: 6. b3 Board Motion and/or Public Benefit A motion to approve a donation of up to \$1,000 to the North Hollywood Interfaith Food Pantry to address food insecurity in the San Statement (CIP and NPG): Fernando Valley during the declared COVID-19 pandemic emergency. Note: This expenditure is consistent with the NC Funding Program Policy 5.0-Expenditures of NC Funds in a Declared Emergency. ☐ Credit Card Method of Payment: (Select One) □ Check ☐ Board Member Reimbursement 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's First and Last Name Board Position** Yes No Abstain Absent Ineligible Recused Vacant A1-CI Williams, Candy A1-R х Baronian, Levon A1-B х Hartsough, Jeffrey A2-CI х Manuel, Sarah A2-R х Vacant A2-B Vacant A3-CI Katchen, Howard A3-R X Kerzner, Fran A3-B х Cappelletti, Lisa A4-CI х Petrus, Lisa A4-R X Cappelletti, Joe A4-B X Adair, Christy A5-CI X Naseef, Alexandria A5-R X Babian, Avo A5-B X Shapiro, Harold A6-CI Х Imber, Gil A6-R х Vacant A6-B Kalban, Jeffrey A7-CI х Bindow, Michael A7-R х Roden, Neal A7-B X Ranshaw, Hayden Youth Rep Х Zimmerman, Marcus Youth Rep **Board Quorum:** Total: 16 0 0 We, the authorized signers 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. Authorized Signature:

andy Williams Print/Type Name: Candy Williams Print/Type Name: Date: Sept. 17, 2020