

Monthly Expenditure Report



Reporting Month: April 2019

Budget Fiscal Year: 2018-2019

**NC Name: North Hills West
Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$30651.95	\$6156.59	\$24495.36	\$1750.04	\$0.00	\$22745.32

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$31000.00	\$452.10	\$14995.36	\$146.52	\$13745.32
Outreach		\$4704.49		\$1103.52	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$8000.00	\$0.00	\$8000.00	\$0.00	\$8000.00
Neighborhood Purpose Grants	\$3000.00	\$1000.00	\$1500.00	\$500.00	\$1000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$11348.05	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	VZWRLSS PRPAY AUTOPAY	04/07/2019	(Credit card transaction)	General Operations Expenditure	Office	\$32.70
2	SITEGROUND HOSTING	04/24/2019	(Credit card transaction)	General Operations Expenditure	Office	\$419.40
3	AM DIRECT	04/18/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$3405.00
4	NEW HORIZONS - SFV	04/24/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$180.00
5	UNCLE JOES DONUTS CORP	04/25/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$39.80
6	FRATELLIS ITALIAN	04/26/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$149.69
7	NEW HORIZONS - SFV	04/26/2019	(Credit card transaction)	General Operations Expenditure	Outreach	\$180.00
8	ONEgeneration	03/21/2019	Approve \$750 in support of the ONEgeneration ...	General Operations Expenditure	Outreach	\$750.00

NORTH HILLS WEST
POBOX POBOX 2091
NORTH HILLS,CA 91393

Payment information for NORTH HILLS WEST (818-903-2259) for the period 11/2017 to 04/2019.

Date	Amount	Paid With
Apr 6, 2019 9:02 PM	Paid Amount: \$30.00 CA Prepaid MTS Fee \$2.70 Total Amount: \$32.70	MasterCard
Mar 6, 2019 9:04 PM	Paid Amount: \$30.00 CA Prepaid MTS Fee \$2.70 Total Amount: \$32.70	MasterCard
Feb 6, 2019 9:04 PM	Paid Amount: \$30.00 CA Prepaid MTS Fee \$2.70 Total Amount: \$32.70	MasterCard
Jan 6, 2019 9:00 PM	Paid Amount: \$30.00 CA Prepaid MTS Fee \$2.70 Total Amount: \$32.70	MasterCard
Dec 6, 2018 9:01 PM	Paid Amount: \$30.00 CA Prepaid MTS Fee \$1.67 CA Prepaid MTS Fee \$2.70 CA Prepaid MTS Fee \$0.22 Total Amount: \$34.59	MasterCard
Nov 6, 2018 9:01 PM	Paid Amount: \$30.00 CA Prepaid MTS Fee \$2.70 CA Prepaid MTS Fee \$1.67 CA Prepaid MTS Fee \$0.22 Total Amount: \$34.59	MasterCard
Oct 6, 2018 9:03 PM	Paid Amount: \$30.00 CA Prepaid MTS Fee \$2.70 CA Prepaid MTS Fee \$1.67 CA Prepaid MTS Fee \$0.22 Total Amount: \$34.59	MasterCard
Sep 6, 2018 9:01 PM	Paid Amount: \$30.00 CA Prepaid MTS Fee \$2.70 CA Prepaid MTS Fee \$1.67 CA Prepaid MTS Fee \$0.22 Total Amount: \$34.59	MasterCard
Aug 6, 2018 9:03 PM	Paid Amount: \$30.00 CA Prepaid MTS Fee \$1.67 CA Prepaid MTS Fee \$2.70 CA Prepaid MTS Fee \$0.22 Total Amount: \$34.59	MasterCard
Jul 6, 2018 9:03 PM	Paid Amount: \$30.00 CA Prepaid MTS Fee \$1.67 CA Prepaid MTS Fee \$2.70 CA Prepaid MTS Fee \$0.22 Total Amount: \$34.59	MasterCard

[Chat now](#)



Dan Gibson <dgibson.nhwnc@gmail.com>

Sales Receipt

1 message

SiteGround <noreply@siteground.com>

To: dgibson.nhwnc@gmail.com

Wed, Apr 24, 2019 at 12:31 AM



Thank you for purchasing SiteGround.com services!

Order Details

Date: 2019-04-24
Order ID: R3784006
Transaction ID: 825883400062240670
Payment Method: MasterCard *5486

Product Description	Qty	Price
1 year GoGeek Hosting nhwnc.net (renewal)	1	419.40 USD
Total Paid:		419.40 USD

Billing Details


Cardholder Name: Danny R Gibson
Email: dgibson.nhwnc@gmail.com

AM DIRECT

6607 Valjean Av.
 Van Nuys, CA 91406-5817
 818/787-6415 FAX 818/787-6142

Invoice

Date	Invoice #
4/16/2019	Job 1591

Bill To	Ship To
 North Hills West Neighborhood Council P.O. Box 2091 North Hills, CA 91343	E-mail: dgibson.nhwnc@gmail.com E-mail: chart.nhwnc@gmail.com

Description	Qty	Rate	Amount
NEIGHBORHOOD COUNCIL NEWSLETTER SPRING, 2019 Client will provide CAMERA-READY photos & printwork			
Download File/DataEntry/Complete USPS Gateways entries and prepare E-documentation for lowest postage rate		225.00	225.00
Print and Mail/supply 4,600 (+ or -) four-page newsletters with photographs but no inserts. Full color 4/4 Price includes design/layout of CLIENT-SUPPLIED copy Extra copies to Council for distribution. Mail Prep includes addressing/folding/tapping/sorting and traying.	4,600	0.45	2,070.00
Postage for Job - Using Mailing Agents' permit. (Not included in prior estimate on the assumption that NHWNC postal permit would be used.)		1,085.00	1,085.00
POSTAGE MUST BE PAID PRIOR TO MAILING!			
Deliver all trays to Van Nuys Bulk Mail station		25.00	25.00
Subtotal			\$3,405.00
Sales Tax (9.5%)			\$0.00
Total			\$3,405.00
Payments/Credits			-\$3,405.00
Balance Due			\$0.00

Phone #	Fax #
818/787-6415	818/787-6142

Transaction Successful

Transaction Receipt

Merchant:	New Horizons - (North Hills, CA)
Date/Time:	04/24/2019 10:51:35 AM PDT
Transaction ID:	4657773508
Transaction Type:	Card Sale
Amount:	\$180.00

Credit Card Information

CC Type:	Mastercard
CC Number:	*****5486
Auth. Code:	034302
Processor:	main

Billing Information

DANNY R. GIBSON
North Hills West Neigghorhood Council
dgibson.nhwnc@gamil.com
661 877-7538
16405 CHASE ST.
NORTH HILLS CA, 91343
US

Shipping Information

DAN GIBSON
North Hills West Neighborhood Council
president@nhwnc.net
200 N. Spring St. FL 20
LOS ANGELES CA, 90012-4801
US

Order Information

Order ID:	CAFE FUNCTION
Description:	MEETING 3/21/2019

**UNCLE JOES DONUTS
CORPOR**

8704 WOODLEY AVE
NORTH HILLS, CA 91343
8188930824

Transaction 007651

Total **\$39.80**

CREDIT CARD SALE \$39.80
MASTERCARD 5486

Retain this copy for statement
validation

04-25-2019 #0
4X 9.95 a
PLU008 39.80
CASH 39.80
ITEM 4
ICL 0008 14:11TM

25-Apr-2019 3:04:08P
\$39.80 | Method: EMV
MASTERCARD
XXXXXXXXXXXX5486
DANNY GIBSON
Ref #: 911500572780
Auth #: 025830
MID: *****3996
AID: A0000000041010
AthNtwkNm: MASTERCARD
SIGNATURE VERIFIED
thank for your business

FRATELLIS ITALIAN

16153 PARTHENIA ST
NORTH HILLS, CA 91343
8188939233

FOLLOW US ON INSTAGRAM
@FRATELLISPIZZANH
WE DELIVER WITHIN 3 MILES AND 15\$
MINIMUM ORDER!

ORDER: 02

DELIVERY

David Brown

Cashier: Paully
25-Apr-2019 12:42:02P

Transaction **300054**

1	Custom Item	\$10.00
1	Large Pizza	\$0.00
	_Large Pizza: Alfredo Pizza	\$18.95
	B.Large Gourmet Topping: Chicken	\$2.95
	mush	
1	Large Pizza	\$0.00
	_Large Pizza: Fratelli Combo Pizza	\$18.95
1	Large Pizza	\$0.00
	_Large Pizza: Marguerite Pizza	\$18.95
1	Large Pizza	\$0.00
	_Large Pizza: Mediterranean Pizza	\$20.95
1	Large Pizza	\$0.00
	_Large Pizza: Pesto Chicken Pizza	\$20.95
1	Salads	\$0.00
	Catering Salads: Garden Or Caesar Salad 1/2	
	Tray	\$25.00

Subtotal	\$136.70
Tax	\$12.99

Total	\$149.69
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CREDIT CARD AUTH	\$149.69
MASTERCARD 5486	

Tip	<u> </u>
Total	<u>149.69</u>

Retain this copy for statement validation

25-Apr-2019 2:52:51P
\$149.69 | Method: SWIPED
MASTERCARD XXXXXXXXXXXXX5486
DANNY GIBSON
Ref #: 911500539341 | Auth #: 061030
MID: *****9882

Transaction Successful

Transaction Receipt

Merchant:	New Horizons - (North Hills, CA)
Date/Time:	04/26/2019 11:21:35 AM PDT
Transaction ID:	4661774456
Transaction Type:	Card Sale
Amount:	\$180.00

Credit Card Information

CC Type:	Mastercard
CC Number:	*****5486
Auth. Code:	058479
Processor:	main

Billing Information

DANNY R. GIBSON
North Hills West Neigghborhood Council
dgibson.nhwnc@gamil.com
661 877-7538
16405 CHASE ST.
NORTH HILLS CA, 91343
US

Shipping Information

DAN GIBSON
North Hills West Neighborhood Council
president@nhwnc.net
200 N. Spring St. FL 20
LOS ANGELES CA, 90012-4801
US

Order Information

Order ID:	CAFE FUNCTION
Description:	MEETING 4/25/19

New Horizons
Sam's Cafe

15725 Parthenia Street, North Hills, CA 91343-4999, (818) 894-9301

Initial Invoice

Engager

Engager: Dan Gibson **DayPhone:** (661) 877-7538 **Remarks:** dgibson.nhwnc@gamil.com
Organization: North Hills West NC **EvePhone:**
Address: 16405 Chase St **FaxPhone:** (818) 892-7258

North Hills, CA 91343

ID: 312-6553

Change on Friday
Event

Date: 4/25/2019 **Thursday** **Time:** **To** **ExpGuest:** 0 **GuarGuest:** 0
Function: Meeting **LiqLicIss:** **LiqValid:** **Issued To:** **Rev'd:**

Room

Qty	Description	Time	Unit Cost	TxEx	Remarks	Cost
1	Sam's Café Main Banquet Hall		\$180.00	<input checked="" type="checkbox"/>		\$180.00

Cost Summary

Thank you for choosing Sam's Cafe

Event Cost: \$180.00
Sales Tax: \$0.00
Total Cost: \$180.00
Less Deposit: \$0.00
Less Payments Received: \$0.00
Balance Due By : \$180.00
Security Deposit Received: \$0.00

Notices and Approval

1. Your Security Deposit is typically refunded, less any charges, seven days after your event.
2. Please contact SFVAR, Sam's Cafe, BEFORE NOON 7 DAYS PRIOR TO EVENT with the minimum number of guests for which you will be charged. Should contact with Facility not be made by the indicated date and time, your expected attendance shall be considered your GUARANTEE. The Facility will be prepared to serve a maximum of 5% over your guaranteed minimum. Overages will be billed and paid immediately. You will be held to 100% of your guaranteed minimum PLUS any overages.
3. THIS DOCUMENT MUST BE ACCOMPANIED BY SIGNED TERMS & CONDITIONS CONTRACT TO BE VALID.
4. This is your Initial Invoice. An Event Invoice showing your final guest count may follow.

Engager Signature:	Date:
SFVAR Signature:	Date:



INVOICE

January 13, 2019

North Hills West Neighborhood Council

REMIT PAYMENT TO:

ONEgeneration Senior Enrichment Center
18255 Victory Blvd.
Reseda, CA 91335
818-705-2345

2019 Senior Symposium

Item	Amount
Senior Symposium Participation – Booth, Canopy, Table with 2 chairs, and inclusion of logo on flyers, banners, programs and other outreach materials for the May 18, 2019 Senior Symposium	\$750.00
Balance Due	\$750.00

☐ **Board Member Reimbursement**

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

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Date: 02/21/2019

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: North Hills West

SECTION I - APPLICANT INFORMATION

1a)	<u>Southern California Preparedness Foundation</u> <i>Organization Name</i>	<u>47-2811120</u> <i>Federal I.D. # (EIN#)</i>	<u>CA</u> <i>State of Incorporation</i>	<u>01/21/2015</u> <i>Date of 501(c)(3) Status (if applicable)</i>
1b)	<u>19300 Rinaldi St. Unit 7333</u> <i>Organization Mailing Address</i>	<u>Northridge</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>91327-8818</u> <i>Zip Code</i>
1c)	<u></u> <i>Business Address (If different)</i>	<u></u> <i>City</i>	<u></u> <i>State</i>	<u></u> <i>Zip Code</i>
1d)	PRIMARY CONTACT INFORMATION:			
	<u>William (Bill) Hopkins, Jr.</u> <i>Name</i>	<u>818-835-5384</u> <i>Phone</i>	<u>Bill.Hopkins@SoCalPrep.us</u> <i>Email</i>	
2)	Type of Organization- Please select one: <input type="checkbox"/> Public School <i>(not to include private schools)</i> or <input checked="" type="checkbox"/> 501(c)(3) Non-Profit <i>(other than religious institutions)</i> Attach Signed letter on School Letterhead Attach IRS Determination Letter			
3)	<u></u> <i>Name / Address of Affiliated Organization (if applicable)</i>	<u></u> <i>City</i>	<u></u> <i>State</i>	<u></u> <i>Zip Code</i>

SECTION II - PROJECT DESCRIPTION

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

Participation in the 12th Annual Valley Disaster Preparedness Fair on or about Saturday, October 12, 2019, sponsored by the Southern California Preparedness Foundation. A 10ft x10ft space will be provided to the neighborhood council for Outreach operations. Neighborhood Council name, meeting location, and website address will appear on the event flyer and Fair website (www.ValleyDisasterFair.com). Neighborhood Council participation and information may also appear on various additional Fair promotional materials. Family registration information is requested of Fair attendees, and to the extent it is obtained, will be provided to participating neighborhood councils to assist with NC Outreach efforts. Venue is ADA compliant.

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)

This Emergency and Disaster Preparedness Fair, which had attendance averaging 6,000 over the last two years, benefits the Neighborhood Council stakeholders and surrounding communities by increasing family and neighborhood awareness, providing education and training, and enhancing whole community disaster preparedness. This event is family-friendly, open to the public, and free to attendees. Free Family Emergency Preparedness (EP) Starter kits (while supplies last), will be given to registered families attending the Fair. Additionally, a free lunch is offered while supplies last. The grant money will be used to procure supplies, services, and rentals in support of the Annual Valley Disaster Preparedness Fair which provides Family Emergency Preparedness Starter Kits, informative presentations, displays and basic trainings, in a family-friendly and accessible environment.

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
		\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Supplies, services, and rentals for Annual Valley Disaster Preparedness Fair	\$ 1000.00	\$ 54,000.00
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☐ No

☒ Yes

If Yes, please list names of NCs: Various Neighborhood Councils

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: \$ 1000.00

10a) Start date: 01 / 18 / 19 10b) Date Funds Required: 06 / 05 / 19 10c) Expected Completion Date: 10 / 12 / 19
(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*

William J. Hopkins, Jr.

President & Director



1/23/19

PRINT Name

Title

Signature

Date

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

Linda M. Pruett

Corporate Secretary & Director



1/23/19

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



**Southern
California
Preparedness
Foundation**
A 501(c)(3) nonprofit

Valley Disaster Preparedness Fair 2019



WWW.VALLEYDISASTERFAIR.COM

Saturday, October 12, 2019 9:00 am – 1:30 pm

QUESTIONS? INFO@VALLEYDISASTERFAIR.COM

FASTER FAIR CHECK-IN WITH ONLINE REGISTRATION • OPENS JULY 1
REGISTRATION ALSO AVAILABLE AT THE FAIR

Northridge Fashion Center—Pacific Theaters Parking Lot
([9400 Shirley Ave., south of Plummer St.](#))

**A FUN AND FREE FAMILY EVENT THAT JUST MIGHT SAVE YOUR
LIFE, YOUR PET'S LIFE, OR THE LIFE OF A LOVED ONE.**



**Exhibits • Demonstrations • Displays • Speakers • Special Events • Bloodmobile
Pet Preparedness • Free Parking • Free Admission • Free Lunch* • It's All Free!**

Complimentary **Family Emergency Preparedness (EP) Starter Kit*** for registered families
attending the Fair. One kit per registered family. (While supplies last.)



*While supplies last. EP Kits to attending registered families only.
Events, exhibitors, and features subject to availability and may change.



January 21, 2019

To Whom It May Concern:

Re: Neighborhood Purposes Grant Request by Southern California Preparedness Foundation in Support of the 12th Annual Valley Disaster Preparedness Fair

Please be advised that the following persons are on the Board of Directors of the Southern California Preparedness Foundation, a 501(c)(3) nonprofit corporation (EIN: 47-2811120):

Name	Foundation Position	Neighborhood Council
William J. Hopkins, Jr.	President and Director	Granada Hills North board member
Dave Brown	Logistics and Director	North Hills West board member
Linda M. Pruett	Corporate Secretary and Director	Lake Balboa board member

Please direct any questions to William Hopkins at Bill.Hopkins@SoCalPrep.us.

Sincerely,

A handwritten signature in black ink, appearing to read "William J. Hopkins, Jr.", written in a cursive style.

William J. Hopkins, Jr.
President and Director

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

DEPARTMENT OF THE TREASURY

Date: **JAN 21 2015**

SOUTHERN CALIFORNIA PREPAREDNESS
FOUNDATION
19300 RINALDI ST UNIT 7333
NORTHRIDGE, CA 91327-8818

Employer Identification Number:
47-2811120
DLN:
26053420004015
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
December 29, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

SOUTHERN CALIFORNIA PREPAREDNESS

Sincerely,

A handwritten signature in black ink that reads "Tamera Rippanda". The script is fluid and cursive, with the first name "Tamera" and last name "Rippanda" clearly legible.

Director, Exempt Organizations

☐ Board Member Reimbursement

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

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Date: 02/21/2019