Monthly Expenditure Report

Reporting Month: October 2021 **Budget Fiscal Year: 2021-2022**

NC Name: North Hills West Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	**Total Spent**	**Remaining Balance**	**Outstanding**	**Commitments**	**Net Available**
$40622.66	$1103.58	$39519.08	$500.00	$0.00	$39019.08

Monthly Cash Flow Analysis					
Budget Category	**Adopted Budget**	**Total Spent this Month**	**Unspent Budget Balance**	**Outstanding**	**Net Available**
Office	$25529.00	$1103.58	$23048.08	$500.00	$22548.08
Outreach		$0.00		$0.00	
Elections		$0.00		$0.00	
Community Improvement Project	$8235.50	$0.00	$8235.50	$0.00	$8235.50
Neighborhood Purpose Grants	$8235.50	$0.00	$8235.50	$0.00	$8235.50
Funding Requests Under Review: $0.00		Encumbrances: $0.00		Previous Expenditures: $1377.34	

Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
1	PARTNERS IN DIVERSITY	10/15/2021	Minute-Taking & Transcription	General Operations Expenditure	Office	$134.31
2	PARTNERS IN DIVERSITY	10/15/2021	Minute-Taking & Transcription	General Operations Expenditure	Office	$195.37
3	PARTNERS IN DIVERSITY	10/15/2021	Minute-Taking & Transcription	General Operations Expenditure	Office	$140.42
4	PARTNERS IN DIVERSITY	10/15/2021	Minute-Taking & Transcription	General Operations Expenditure	Office	$189.26
5	PARTNERS IN DIVERSITY	10/15/2021	Minute Taking and Transcription Services	General Operations Expenditure	Office	$73.26
6	VZWRLSS PRPAY AUTOPAY	10/27/2021	Prepaid Verizon Wireless Account	General Operations Expenditure	Office	$33.00
7	WENDY L. MOORE / MOORE BUSINESS RESULTS	10/06/2021	Communication Services	General Operations Expenditure	Office	$337.96
	Subtotal:					**$1103.58**

Outstanding Expenditures

#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	WENDY L. MOORE / MOORE BUSINESS RESULTS	11/16/2021	Communication Services	General Operations Expenditure	Office	$500.00
	Subtotal: Outstanding					**$500.00**

PARTNERS IN DIVERSITY
690 E GREEN ST STE 101
PASADENA, CA 91101-2190
626-793-0020

PARTNERS IN DIVERSITY

Date: 10/15/2021   02:43:17 PM

CREDIT CARD SALE

MASTERCARD
CARD NUMBER: **********9469 K

TOTAL AMOUNT: $134.31

APPROVAL CD: 026959
RECORD #:   000
CLERK ID: Officeassist1
INVOICE #:   38159

Customer Copy

Partners In Diversity, Inc.
A Small Business, Women Owned Enterprise

INVOICE

Invoice Amount
$134.31

Remit to: Partners In Diversity, Inc.
P.O. Box 654
South Pasadena, CA 91031-0654

Payment Terms	Invoice Date
Due On Receipt	08/30/2021
Invoice No.	**Customer No.**
38159	1351

Neighborhood Council/N.H.West
Attn to: Accounts Payable
P.O. BOX 2091
North Hills, CA 91343

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/N.H.West	Corporate	1351	Due On Receipt

Description		Type	Units	Rate	Amount
Week ending: 08/22/2021					
Levin, David	Minute Taker	Reg	5.50	$24.42	$134.31
		Total This Week ending:			**$134.31**

Reg: 5.5 OT: 0 DT: 0	**Total - This Invoice:**	**$134.31**

Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

PARTNERS IN DIVERSITY
690 E GREEN ST STE 101
PASADENA, CA 91101-2190
626-793-0020

PARTNERS IN DIVERSITY

Date: 10/15/2021 02:39:17 PM

CREDIT CARD SALE

MASTERCARD
CARD NUMBER: **********9469 K

TOTAL AMOUNT: $195.37

APPROVAL CD: 026456
RECORD #: 000
CLERK ID: Officeassist1
INVOICE #: 37893

Customer Copy

PARTNERS IN DIVERSITY, INC.
A Small Business, Women Owned Enterprise

INVOICE

Invoice Amount
$195.37

Payment Terms	Invoice Date
Due On Receipt	06/21/2021
Invoice No.	**Customer No.**
37893	1351

Remit to: Partners In Diversity, Inc.
P.O. Box 654
South Pasadena, CA 91031-0654

Neighborhood Council/N.H.West
Attn to: Accounts Payable
P.O. BOX 2091
North Hills, CA 91343

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/N.H.West	Corporate	1351	Due On Receipt

Description		Type	Units	Rate	Amount
Week ending: 05/30/2021					
Levin, David	Minute Taker	Reg	2.25	$24.42	$54.95
		Total This Week ending:			**$54.95**
Week ending: 06/20/2021					
Levin, David	Minute Taker	Reg	5.75	$24.42	$140.42
		Total This Week ending:			**$140.42**

Reg: 8 OT: 0 DT: 0	**Total - This Invoice:**	**$195.37**

Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

PARTNERS IN DIVERSITY
690 E GREEN ST STE 101
PASADENA, CA 91101-2190
626-793-0020

PARTNERS IN DIVERSITY

Date: 10/15/2021 02:40:25 PM

CREDIT CARD SALE

MASTERCARD
CARD NUMBER: **********9469 K

TOTAL AMOUNT: $140.42

APPROVAL CD: 049540
RECORD #: 000
CLERK ID: Officeassist1
INVOICE #: 38000

Customer Copy

PARTNERS IN DIVERSITY, INC.
A Small Business, Women Owned Enterprise

INVOICE

Invoice Amount
$140.42

Remit to: Partners In Diversity, Inc.
P.O. Box 654
South Pasadena, CA 91031-0654

Payment Terms	Invoice Date
Due On Receipt	07/19/2021
Invoice No.	**Customer No.**
38000	1351

Neighborhood Council/N.H.West
Attn to: Accounts Payable
P.O. BOX 2091
North Hills, CA 91343

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/N.H.West	Corporate	1351	Due On Receipt

Description		Type	Units	Rate	Amount
Week ending: 07/18/2021					
Levin, David	Minute Taker	Reg	5.75	$24.42	$140.42
		Total This Week ending:			**$140.42**

Reg: 5.75 OT: 0 DT: 0	**Total - This Invoice:**	**$140.42**

Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

PARTNERS IN DIVERSITY
690 E GREEN ST STE 101
PASADENA, CA 91101-2190
626-793-0020

PARTNERS IN DIVERSITY

Date: 10/15/2021 02:36:26 PM

CREDIT CARD SALE

MASTERCARD
CARD NUMBER: **********9469 K

TOTAL AMOUNT: $189.26

APPROVAL CD: 085062
RECORD #: 000
CLERK ID: Officeassist1
INVOICE #: 37812

Customer Copy

PARTNERS IN DIVERSITY, INC.
A Small Business, Women Owned Enterprise

INVOICE

Invoice Amount
$189.26

Remit to: Partners In Diversity, Inc.
P.O. Box 654
South Pasadena, CA 91031-0654

Payment Terms	Invoice Date
Due On Receipt	06/01/2021
Invoice No.	**Customer No.**
37812	1351

Neighborhood Council/N.H.West
Attn to: Accounts Payable
P.O. BOX 2091
North Hills, CA 91343

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/N.H.West	Corporate	1351	Due On Receipt

Description		Type	Units	Rate	Amount
Week ending: 04/25/2021					
Levin, David	Minute Taker	Reg	1.25	$24.42	$30.53
		Total This Week ending:			**$30.53**
Week ending: 05/23/2021					
Levin, David	Minute Taker	Reg	6.50	$24.42	$158.73
		Total This Week ending:			**$158.73**

Reg: 7.75 OT: 0 DT: 0	Total - This Invoice:	$189.26

Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

PARTNERS IN DIVERSITY
690 E GREEN ST STE 101
PASADENA, CA 91101-2190
626-793-0020

PARTNERS IN DIVERSITY

Date: 10/15/2021 02:42:26 PM

CREDIT CARD SALE

MASTERCARD
CARD NUMBER: **********9469 K

TOTAL AMOUNT: $73.26

APPROVAL CD: 004458
RECORD #: 000
CLERK ID: Officeassist1
INVOICE #: 38093

Customer Copy

PARTNERS IN DIVERSITY, INC.
A Small Business, Women Owned Enterprise

INVOICE

Invoice Amount
$73.26

Remit to: Partners In Diversity, Inc.
P.O. Box 654
South Pasadena, CA 91031-0654

Payment Terms	Invoice Date
Due On Receipt	08/09/2021
Invoice No.	**Customer No.**
38093	1351

Neighborhood Council/N.H.West
Attn to: Accounts Payable
P.O. BOX 2091
North Hills, CA 91343

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/N.H.West	Corporate	1351	Due On Receipt

Description		Type	Units	Rate	Amount
Week ending: 08/08/2021					
Levin, David	Minute Taker	Reg	3.00	$24.42	$73.26
		Total This Week ending:			**$73.26**

Reg: 3 OT: 0 DT: 0	**Total - This Invoice: $73.26**

Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

verizon

16 Nov 2021

North Hills West
PO BOX 2091
NORTH HILLS,CA 91393

Payment information for North Hills West () for the period 2021-10 to 2021-11.

Date	TaxAmount		Paid with
Tuesday, October 26, 2021 9:07 PM	**Paid Amount :**	**$30.00**	MasterCard
	CA Local Prepaid MTS	$2.70	
	CA State 911 Surcharge	$0.30	
	Total Amount :	**$33.00**	

Follow Verizon

Follow Verizon Fios

Site Map

Privacy policy

Accessibility

Open internet

Terms & conditions

Advertise with us

Do Not Sell My Personal Information

About our ads

Chat with us

Invoice Number #NHWNC 2021 1001

Date October 1, 2021

Mr. Dave Brown
North Hills West NC
PO Box 2091
North Hills, CA 91393

Please remit to:

Wendy L. Moore
Moore Business Results
19300 Rinaldi, #7524
Northridge, CA 91327

818 252-9399
http://www.moorebusinessresults.com/
City of LA Tax #549794-29

Communications services	337.96
Amount Now Due	**$337.96**

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of $25. We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the invoice date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are $25.

Date	Task	Hours
9/2/2021	Cool blocks on news. Calendar: food giveaway, rental webinar, rec job fair, plan to house LA hearing	0.50
9/8/2021	405 ExpressLanes comment period on news	0.17
9/14/2021	Coffee with a cop on calendar. Update congress on calendar. Cancellation notice. Eblast. Fb	0.58
9/20/2021	Shredding event on calendar	0.17
9/22/2021	Update theme, plugins	0.17
9/23/2021	Caltrans requests on news. Redistricting on calendar, news, eblast. Fb	1.00
10/1/2021	Update Redistricting news with comment submission	0.25
	Total	2.84

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form

NC Name: North Hills West

Meeting Date: 07/15/2021

Budget Fiscal Year: 2021-2022

Agenda Item No: 8

Board Motion and/or Public Benefit Statement (CIP and NPG): Board motion to approve the 2021-2022 Fiscal Year Administrative Packet

Method of Payment: (Select One) ☐ Check ☐ Credit Card ☐ 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
Carol Hart	President	X					
Pat Crone	Vice President	X					
Dan Gibson	Treasurer				X		
Dave Brown	Secretary	X					
Sam Acosta					X		
Angel Collins		X					
Maggie Elliott		X					
Garry Fordyce			X				
Punam Gohel		X					
David Hyman		X					
Madlena Minassian		X					
Carlos Peleaz		X					
Kreshell Ramey		X					
Board Quorum: 7	**Total:**	10	1		2		

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: Carol N. Hart	Authorized Signature:
Print/Type Name: Carol Hart	Print/Type Name: Dan Gibson
Date: 07/15/2021	Date: 07/15/2021