Monthly Expenditure Report

Reporting Month: September 2025 **Budget Fiscal Year: 2025-2026**

NC Name: North Hills West Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	**Total Spent**	**Remaining Balance**	**Outstanding**	**Commitments**	**Net Available**
$56768.81	$1591.24	$55177.57	$596.00	$0.00	$54581.57

Monthly Cash Flow Analysis					
Budget Category	**Adopted Budget**	**Total Spent this Month**	**Unspent Budget Balance**	**Outstanding**	**Net Available**
Office	$21000.00	$1591.24	$19346.76	$0.00	$18750.76
Outreach		$0.00		$596.00	
Elections		$0.00		$0.00	
Community Improvement Project	$0.00	$0.00	$0.00	$0.00	$0.00
Neighborhood Purpose Grants	$4000.00	$0.00	$4000.00	$0.00	$4000.00
Funding Requests Under Review: $0.00		Encumbrances: $0.00		Previous Expenditures: $62.00	

Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
1	USPS PO 0568790253	09/15/2025	PO Box Renewal	General Operations Expenditure	Office	$275.00
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	08/27/2025	Final Bill Wendy Moore - For Communications services to the NHWNC July 2025 Approved by Admin Packet for 2025-2025 fiscal year	General Operations Expenditure	Office	$216.24
3	New Horizons	08/27/2025	Office - Meeting Space Rental for April Meeting on 4/17/2025 Approved by Admin Packet 2025-2026	General Operations Expenditure	Office	$550.00
4	New Horizons	08/27/2025	Office - Meeting Space Rental for March Meeting on 3/20/2025 Approved by Admin Packet 2025-2026	General Operations Expenditure	Office	$550.00
	Subtotal:					**$1591.24**

Outstanding Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
1	Insite Street Media	09/29/2025	Feb 15- March 15 outdoor advertising payable to Insite Street Media	General Operations Expenditure	Outreach	$596.00
	Subtotal: Outstanding					**$596.00**

UNITED STATES POSTAL SERVICE.

NORTH HILLS
9134 SEPULVEDA BLVD
NORTH HILLS, CA 91343-9998
www.usps.com

09/15/2025 03:04 PM

Product	Qty	Unit Price	Price
Box Renewal			$248.00
ZIP Code™: 91393			
Box #: 2091			
Rental Start Date: 09/01/2025			
Next Renewal Date: 08/31/2026			
Customer Name: DAVID HYMAN			
Late Fee			$27.00
Total			$275.00

Grand Total: $275.00

Credit Card Remit $275.00
Card Name: MasterCard
Account #: XXXXXXXXXXXX7069
Approval #: 022840
Transaction #: 650
AID: A0000000041010 Contactless
AL: MASTERCARD

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1-800-ASK-USPS
(1-800-275-8777)
Agents do not have any additional information other than what is provided on USPS.com.

Tell us about your experience.
Go to: https://postalexperience.com/Pos
or scan this code with your mobile device,

or call 1-800-410-7420.

UFN: 056879-0253
Receipt #: 840-59130048-2-8808399-1
Clerk: 21

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form

NC Name: North Hills West Neighborhood Council	**Meeting Date:** Ausgust 21, 2025
Budget Fiscal Year: 2025-2026	**Agenda Item No:** 15
Board Motion and/or Public Benefit Statement (CIP and NPG):	Board Motion to Approve the Administrative Packet and Budget for the fiscal year 2025-2026
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
Garry Fordyce	President	x					
Jane Lopez	Vice President	x					
Janayn Martinez	Treasurer	x					
Bianca Castillo	Secretary					x	
Angelica Aleksanyan					x		
Lise Lopez					x		
Linda Erdman					x		
Leticia Martinucci		x					
Liza Ashely		x					
Maggie Elliott				x			
Martha Ugarte		x					
Board Quorum:	**Total:**	6	0	1	3	1	

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: Janayn Martinez	Authorized Signature: Garry Fordyce
Print/Type Name: Janayn Martinez	Print/Type Name: GARRY FORDYCE
Date: 8/26/2025	Date: 8-26-2025

Invoice Number #NHWNC 2025 0701

Date July 1, 2025

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	216.24
Amount Now Due	**$216.24**

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
6/19/2025	Cancelled meeting agenda. Eblast. Fb/Ig	0.34
6/20/2025	Agenda and documents	0.25
6/23/2025	Meeting on social. Eblast.	0.50
6/30/2025	Access info	0.50
	Total	1.59

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Print/Type Name: Janayn Martinez	Print/Type Name: GARRY FORDYCE
Date: 8/26/2025	Date: 8-26-2025

Invoice

New Horizons: Serving Individuals with Special Needs
15725 Parthenia St
North Hills, CA 91343

Invoice no.	:	April2025
Reference no.	:	Event: 4.17.25
Date	:	04/17/2025
Due date	:	**05/01/2025**
Total amount	:	$550.00
Total due:	:	**$550.00**

Bill to: North Hills West Neighborhood Council
Attn: North Hills West Neighborhood Council
City of Los Angeles
P.O. Box 2091
North Hills, CA 91393
United States

Description or memo	Amount
Rental - 4.17.25	$400.00
Event Monitoring - 4.17.25	$150.00
Total amount:	**$550.00**

New Horizons: Serving Individuals with Special Needs
15725 Parthenia St
North Hills, CA 91343
United States

Total due: **$550.00**

Amount enclosed:

Customer ID: North Hills WNC
Invoice no: April2025

Bill to: North Hills West Neighborhood Council
Attn: North Hills West Neighborhood Council
City of Los Angeles
P.O. Box 2091
North Hills, CA 91393
United States

Remit to: **New Horizons: Serving Individuals with Special Needs**
15725 Parthenia Street,
North Hills, CA 91343
United States

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Date: 8/26/2025	Date: 8-26-2025

Invoice

New Horizons: Serving Individuals with Special Needs
15725 Parthenia St
North Hills, CA 91343

Invoice no.	:	March2025
Reference no.	:	Event: 3.20.25
Date	:	03/20/2025
Due date	:	**03/20/2025**
Total amount	:	$550.00
Total due:	:	**$550.00**

Bill to: North Hills West Neighborhood Council
Attn: North Hills West Neighborhood Council
City of Los Angeles
P.O. Box 2091
North Hills, CA 91393
United States

Description or memo	Amount
Rental - 3.20.25	$400.00
Event Monitoring - 3.20.25	$150.00
Total amount:	**$550.00**

New Horizons: Serving Individuals with Special Needs
15725 Parthenia St
North Hills, CA 91343
United States

Total due: **$550.00**

Amount enclosed:

Customer ID: North Hills WNC
Invoice no: March2025

Bill to: North Hills West Neighborhood Council
Attn: North Hills West Neighborhood Council
City of Los Angeles
P.O. Box 2091
North Hills, CA 91393
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Remit to: **New Horizons: Serving Individuals with Special Needs**

United States

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