Monthly Expenditure Report

Reporting Month: June 2026

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**
$22849.17	$200.00	$22649.17	$0.00	$0.00	$22649.17

Monthly Cash Flow Analysis					
Budget Category	**Adopted Budget**	**Total Spent this Month**	**Unspent Budget Balance**	**Outstanding**	**Net Available**
Office	$21000.00	$200.00	$17218.36	$0.00	$17218.36
Outreach		$0.00		$0.00	
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	$3600.00	$0.00	$3600.00
Funding Requests Under Review: $0.00		Encumbrances: $0.00		Previous Expenditures: $3981.64	

Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
1	Concept to Web	05/26/2026	April 2026 North Hills West Neighborhood Council Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	General Operations Expenditure	Office	$100.00
2	Concept to Web	05/26/2026	May 2026 North Hills West Neighborhood Council Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	General Operations Expenditure	Office	$100.00
	Subtotal:					**$200.00**

Outstanding Expenditures						
#	**Vendor**	**Date**	**Description**	**Budget Category**	**Sub-category**	**Total**
	Subtotal: Outstanding					**$0.00**

Generated on: 07/14/2026 12:02 PM

Concept To Web

United States

INVOICE

Invoice Number	NHWNC17	**North Hills West Neighborhood Council**
Invoice Date	01/Apr/2026	0143
Due Date	01/May/2026	P.O. Box 2091
Invoice Total	$100.00	North Hills, CA 91393
Balance Due	$100.00	United States
		jmartinez.nhwnc@gmail.com

Item	Description	Unit Cost	Quantity	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	Website care plan for April 2026	$100.00	1	$100.00

Net	$100.00
Subtotal	$100.00
Total	$100.00
Paid to Date	$0.00
Balance Due	$100.00

Invoice Terms:

Core terms, Net 30

Payment due: Net 30 from the invoice date.
Methods accepted: ACH, credit card, or check.
Remit to: Concept To Web. Include the invoice number on all payments.
Disputes: Tell me within 7 days of receipt if you see an error.
Contact: info@concepttoweb.com for questions.

Thanks for the partnership. I am grateful to support your projects and keep things running smoothly.
If you have any questions, reach me at info@concepttoweb.com

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:** April 27, 2026
Budget Fiscal Year: 2025- 2026	**Agenda Item No:** 5
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to the use of concept to web for NHWNC website services at $100 per month 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		
Maggie Elliott				x			
Leticia Martinucci		x					
Martha Ugarte		x					
Board Quorum:	**Total:**	6	0	1	1	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: Janayn Martinez	Authorized Signature: Garry Fordyce
Print/Type Name: Janayn Martinez	Print/Type Name: Garry Fordyce
Date: 5/18/2026	Date: 4-27-2026

Concept To Web
United States

CONCEPT TO WEB™

INVOICE

Invoice Number	NHWNC18
Invoice Date	01/May/2026
Due Date	31/May/2026
Invoice Total	$100.00
Balance Due	$100.00

North Hills West Neighborhood Council
0143
P.O. Box 2091
North Hills, CA 91393
United States
gfordyce.nhwnc@gmail.com

Item	Description	Unit Cost	Quantity	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management	Website care plan for May 2026	$100.00	1	$100.00

Net	$100.00
Subtotal	$100.00
Total	$100.00
Paid to Date	$0.00
Balance Due	$100.00

Invoice Terms:

Core terms, Net 30

Payment due: Net 30 from the invoice date.
Methods accepted: ACH, credit card, or check.
Remit to: Concept To Web. Include the invoice number on all payments.
Disputes: Tell me within 7 days of receipt if you see an error.
Contact: info@concepttoweb.com for questions.

Thanks for the partnership. I am grateful to support your projects and keep things running smoothly.
If you have any questions, reach me at info@concepttoweb.com

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:** April 27, 2026
Budget Fiscal Year: 2025- 2026	**Agenda Item No:** 5
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion to the use of concept to web for NHWNC website services at $100 per month 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		
Maggie Elliott				x			
Leticia Martinucci		x					
Martha Ugarte		x					
Board Quorum:	**Total:**	6	0	1	1	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: Janayn Martinez	Authorized Signature: Garry Fordyce
Print/Type Name: Janayn Martinez	Print/Type Name: Garry Fordyce
Date: 5/18/2026	Date: 4-27-2026