

# Monthly Expenditure Report



Reporting Month: March 2019

Budget Fiscal Year: 2018-2019

NC Name: Encino Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$26174.49	\$2631.47	\$23543.02	\$0.00	\$0.00	\$23543.02

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$30400.00	\$2381.47	\$16365.24	\$0.00	\$16365.24
Outreach		\$250.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$7500.00	\$0.00	\$6077.78	\$0.00	\$6077.78
Neighborhood Purpose Grants	\$4100.00	\$0.00	\$1100.00	\$0.00	\$1100.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$15825.51	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	03/01/2019	(Credit card transaction)	General Operations Expenditure	Office	\$99.00
2	GOOGLE Google Storage	03/07/2019	(Credit card transaction)	General Operations Expenditure	Office	\$2.99
3	TWC TIME WARNER CABLE	03/18/2019	(Credit card transaction)	General Operations Expenditure	Office	\$59.99
4	EIG CONSTANTCONTACT.C	03/22/2019	(Credit card transaction)	General Operations Expenditure	Office	\$45.00
5	POQUITO MAS ENCINO	03/26/2019	(Credit card transaction)	General Operations Expenditure	Office	\$252.56
6	OFFICE DEPOT #949	03/26/2019	(Credit card transaction)	General Operations Expenditure	Office	\$145.89
7	PARTNERS IN DIVERSITY, INC.	03/06/2019	Approval of budget for fiscal year 2018-2019. Temp...	General Operations Expenditure	Office	\$1039.67
8	JCS CATERING COMPANY	03/08/2019	Funding for VANC mixer - please see attached. Re...	General Operations Expenditure	Outreach	\$250.00

9	PARTNERS IN DIVERSITY, INC.	03/08/2019	Approval of budget for fiscal year 2018-2019. Temp...	General Operations Expenditure	Office	\$736.37
<b>Subtotal:</b>						<b>\$2631.47</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
<b>Subtotal: Outstanding</b>						<b>\$0.00</b>

# Invoice

**The Web Corner, Inc.**  
 19509 Ventura Blvd.  
 Tarzana CA 91356  
 (818) 345-7443

Date	Invoice #	Due Date
3/1/2019	18107	3/1/2019

**PAID**  
**03/01/2019**

Bill To
Encino Neighborhood Council 4924 Paso Robles Encino, CA 91316

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Phone Support and General Web Development	99.00	99.00
0	Monthly Hosting for encinocouncil.org (Included in maintenance)	15.00	0.00
0	Email Standard Mailboxes:	3.50	0.00
7	Accounts for encinonc.org (Included in maintenance)		

Please remit payment at your earliest convenience.  Thank you for your business!	<b>Total</b>	\$99.00
	<b>Payments/Credits</b>	-\$99.00
	<b>Balance Due</b>	\$0.00



# this is expanded Google Drive storage for meeting recordings and other documents

## Thank you.

You've made a subscription purchase from Google LLC on Google Play.

**Order number:** SOP.3302-9257-1198-80760

**Order date:** Feb 7, 2019 2:45:35 PM PST

Item	Price
200 GB (Google One)	\$2.99/month
Monthly Subscription - Auto Renews on Mar 7, 2019	
	Tax: \$0.00
	Total: \$2.99/month
<b>Payment method:</b>	Mastercard-5197

By subscribing you authorize us to charge you the subscription cost (as described above) automatically, charged monthly to the payment method provided. You can cancel at any time ([learn more](#)).

Questions? Visit [Google LLC](#).

February 28, 2019

Account Number: **8448 20 001 3772834**  
Security Code: **6486**  
Service At: **4924 PASO ROBLES AVE  
ENCINO CA 91316-3458**

**Auto Pay Notice**

### Have questions about your bill?

Visit us at [twc.com/billing](http://twc.com/billing)  
Or, call us at 1-855-70-SPECTRUM (1-855-707-7328)

### Summary

*Service from 03/06/19 through 04/05/19  
details on following pages*

Previous Balance	59.99
Payments Received -Thank You!	-59.99
<b>Remaining Balance</b>	<b>\$0.00</b>
Internet Services	59.99
Current Charges	\$59.99
<i>YOUR AUTO PAY WILL BE PROCESSED 03/17/19</i>	
<b>Total Due by Auto Pay</b>	<b>\$59.99</b>

### SPECTRUM NEWS

**Enrolled in Auto Pay:** Your Auto Pay payment will be deducted on your due date.

**HOW TO SAVE EVEN MORE WITH SPECTRUM.** Call today to add superior TV to your fast Internet for the ultimate Spectrum bundle. Spectrum TV® includes free HD and free Primetime On Demand. Plus, watch up to 180 live TV channels, including your local channels, in any room in your home with the free Spectrum TV App. Combine Spectrum TV with your fast Internet service from \$44.99/mo. each for 12 mos. when bundled (excludes equip). No contracts. **Call 1-855-498-9479 or visit [Spectrum.com](http://Spectrum.com).**

**MOVING SOON? LET US HELP.** Call today to transfer your Spectrum services and we'll have you connected before you're even unpacked. Plus, the Spectrum Mover Resource Center can make your move easier with handy tips and more. **Call 1-844-869-1076 or visit [Spectrum.com/easy2move](http://Spectrum.com/easy2move) to get moving.**

**Own a small business?** As a valued Spectrum customer, your business is eligible for a special offer. Get Spectrum Business Internet for only \$44.99/mo when bundled with Spectrum Business Voice for only \$29.99/mo. There are no contracts and no added voice taxes. It's the best value for your small business! Call 1-888-291-0177 to find out how much your business can save every month.

### Thank you for choosing Spectrum.

To avoid a late fee, the BALANCE must be paid by the DUE DATE. We appreciate your prompt payment and value you as a customer.

**Auto Pay** Thank you for signing up for auto pay. Please note your payment may be drafted and posted to your Spectrum account the day after your transaction is scheduled to be processed by your bank.



4145 S. FALKENBURG RD RIVERVIEW FL 33578-8652  
8448 2000 NO RP 28 03012019 NNNYNNNN 01 992648

JOHN ARNSTEIN  
ENCINO NEIGHBORHOOD COUNCI  
4924 PASO ROBLES AVE  
ENCINO CA 91316-3458

February 28, 2019

**JOHN ARNSTEIN**

Account Number: 8448 20 001 3772834  
Service At: 4924 PASO ROBLES AVE  
ENCINO CA 91316-3458

**Total Due by Auto Pay** **\$59.99**

TIME WARNER CABLE  
PO BOX 60074  
CITY OF INDUSTRY CA 91716-0074

844820001377283400059998





Account Number: JOHN ARNSTEIN  
Security Code: 8448 20 001 3772834  
6486

**Have questions about your bill?**  
Visit us at [twc.com/billing](http://twc.com/billing)  
Or, call us at 1-855-70-SPECTRUM (1-855-707-7328)  
8448 2000 NO RP 28 03012019 NNNYNNNN 01 992648

### Charge Details

Previous Balance		59.99
Credit Card Payment	02/15	-59.99
<b>Remaining Balance</b>		<b>\$0.00</b>

Payments received after 02/28/19 will appear on your next bill.  
Service from 03/06/19 through 04/05/19

### Internet Services

Internet Modem Lease		10.00
Basic Internet		49.99
		<b>\$59.99</b>
<b>Internet Services Total</b>		<b>\$59.99</b>
<b>Current Charges</b>		<b>\$59.99</b>
<b>Total Due by Auto Pay</b>		<b>\$59.99</b>

### Billing Information

**Tax and Fees** - This statement reflects the current taxes and fees for your area (including sales, excise, user taxes, etc.). These taxes and fees may change without notice.

**Terms & Conditions** - Spectrum's detailed standard terms and conditions for service are located at [spectrum.com/policies](http://spectrum.com/policies).

**Alternate Statement Formats** - Alternative formats of Spanish, Spanish or English Braille and Spanish or English large print are available for future billing statements and customer communications, by request, and can be provided within 30 days of Spectrum's receipt of the request. To request an alternative format option, please contact Spectrum at 1-844-762-1301.

**Broadcast TV Surcharge** - The Broadcast TV Surcharge is a fee reflecting charges assessed to Spectrum by the owners of local broadcast and local "network-affiliated" TV stations.

**Authorization to Convert your Check to an Electronic Funds Transfer Debit** - If your check is returned, you expressly authorize your bank account to be electronically debited for the amount of the check plus any applicable fees. The use of a check for payment is your acknowledgment and acceptance of this policy and its terms and conditions.

**Past Due Fee / Late Fee Reminder** - A late fee will be assessed for past due charges for service.

**Franchise Administrator** - City of Los Angeles, Information Technology Agency 200 N Main St, City Hall East, 14th Floor, Los Angeles CA 90012 Telephone and TDD: 3-1-1 One Call To City Hall or <http://www.lacity.org>

**Complaint Procedures** - You have 60 days from the billing date to register a complaint if you disagree with your charges.



Local Spectrum Store: 9260 Topanga Canyon Blvd, Chatsworth CA 91311 Store Hours: Mon thru Fri - 9:00am to 7:00pm; Sat - 9:00am to 5:00pm  
Visit [Spectrum.com/stores](http://Spectrum.com/stores) for store locations. For questions or concerns, visit [Spectrum.net/support](http://Spectrum.net/support) or call 1-855-707-7328.



For questions or concerns, please call **1-855-707-7328**.



Have questions about your bill?

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Or, call us at 1-855-70-SPECTRUM (1-855-707-7328)

8448 2000 NO RP 28 03012019 NNNYNNNN 01 992648

# Limited-Time Offer on Spectrum Services



## Good news!

You're eligible for a special offer on Spectrum TV and Internet.

### BETTER TV

Watch live TV, sporting events, hit shows and new movies in superior digital picture and sound quality. Your offer includes **FREE** HD and **FREE** Primetime On Demand. Plus, download the **FREE** Spectrum TV App to stream live TV, including your local channels, on your devices at home and on-the-go.

### BUNDLE AND SAVE

Continue to enjoy your fast Internet service when you add Spectrum TV.

## YOUR OFFER INCLUDES:

**FREE** HD and Primetime On Demand

Stream live TV with the Spectrum TV App

No contracts plus up to \$500 contract buyout available\*\* if you are locked into a contract with another TV provider

Plus, stop overpaying for wireless service. Switch now and **save up to 40%^^** on your wireless bill with Spectrum Mobile. Call and ask how!



Call to claim your special offer

1-866-476-3110 or visit [Spectrum.com](http://Spectrum.com)

Offer good through 03/31/19; subject to change; valid to qualified residential customers who have no outstanding obligation to Charter. \*Standard rates apply after yr. 1. Installation, equipment, taxes, fees and surcharges (bdcst surcharge up to \$11.99/mo) extra; additional services are extra. \*\*Restrictions apply. For contract buyout qualifications, go to [Spectrum.com/buyout](http://Spectrum.com/buyout). TV equipment required, charges may apply. Account credentials may be required to stream some TV content online. SPECTRUM MOBILE: Spectrum Internet subscription required. Auto-pay required. For details, visit "[Spectrum.com/policies/mobile-terms](http://Spectrum.com/policies/mobile-terms)" for full terms and conditions. ^^Savings based on comparison of single line unlimited data plans amongst major national carriers as of 12/27/18. Services subject to all applicable service terms and conditions, subject to change. Services not available in all areas. Restrictions apply. ©2019 Charter Communications

SACIF0P9

Account:  
Security Code:

JOHN ARNSTEIN  
8448 20 001 3772834  
6486

Have questions about your bill?

Visit us at [twc.com/billing](http://twc.com/billing)

Or, call us at 1-855-70-SPECTRUM (1-855-707-7328)

8448 2000 NO RP 28 03012019 NNNYNNNN 01 992648



# RELIABILITY. EFFICIENCY. PRODUCTIVITY.

We keep your small business running.

Spectrum Business keeps your small business running with a reliable network, superior Internet and advanced business phone—all at the best value.



- ✓ **Keep your business connected at all times** with over 99.9% network reliability<sup>§</sup>
- ✓ **Run at full capacity** with the fastest Internet speeds available for the price
- ✓ **Access to a real person who is ready to help** with 24/7/365 U.S.-based customer service
- ✓ **Never be surprised by your bill** thanks to no added taxes or hidden fees
- ✓ **Stay ahead of the competition** with more Free Internet and Voice features
- ✓ **Easy switch** with one-hour appointment windows and no contracts.

**100Mbps INTERNET**  
FOR ONLY  
**\$44.99**  
/mo. when bundled for one year\*

**BUSINESS VOICE**  
FOR ONLY  
**\$29.99**  
/mo. for one year\*\*

Keep your business running at its best with Spectrum Business

**Call 1-866-488-1066** for business services

or visit [Business.Spectrum.com](http://Business.Spectrum.com)

**Stuck in a contract?  
We'll buy it out up to \$500!†**

Limited-time offer, subject to change. Qualified new business customers only. Must not have subscribed to applicable services w/ in the last 30 days & have no outstanding obligation to Charter. \*\$44.99 Internet offer is for 12 mos. when bundled w/ TV or Voice & incl. Spectrum Business Internet starting speeds. Internet speed may not be avail. in all areas. Actual speeds may vary. Spectrum Internet modem is req'd & included in price; Internet taxes are included in price except where req'd by law (TX, WI, NM, OH & WV). \*\*\$29.99 Voice offer is for 12 mos. & incl. one business phone line w/ unlimited local & long distance w/ in the U.S., Puerto Rico, & Canada. Taxes, fees, & surcharges included. Other Phone services may have applicable taxes & fees. †99.9% reliability based on weekly reliability, Dec 2017 - Mar 2018. ‡Contract Buyout offer is valid up to \$500. Visit Business.Spectrum.com/contractbuyout for details. Standard pricing applies after promo. period. Services subject to all applicable service terms & conditions, which are subject to change. Services & promo. offers not avail. in all areas. Installation & other equipment taxes & fees may apply. Restrictions apply. Call for details. To stop receiving direct mail offers from Spectrum Business, please visit Business.Spectrum.com/optout. © 2019 Charter Communications, Inc.







[Print](#)

Charges are for constituent  
emailing. 2/27/19 invoice  
is paid 3/22/19

**Billing Activity - Invoices**

**Encino Neighborhood Council**  
*Attn: Patricia Bates*  
200 N. Spring St FL 20  
Los Angeles CA 90012-4801  
US  
P: 818-971-6996

*Today's Date: 02/27/2019*  
*User Name: president@encinonc.org*

**Invoices from 12/29/2018 to 02/27/2019**

Date	Description	Charge Amount	Credit Amount
02/27/2019	Invoice #217911696	\$45.00	
01/27/2019	Invoice #214984732	\$45.00	

**Billing questions?** [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US

TUE MARCH 26, 2019  
CHECK #840307- 1

TRAY # 1

Squares 24 \$230.65  
BEANS AND CHEESES  
PASADA SALSA  
STEAK  
VERDESALSA  
CHICKEN  
MEDIUN SALSA  
TAX \$21.91  
SUB-TOTAL \$252.56

TRAY # 2

TOMORROW 6 PM \$0.00  
03- 27- 19  
SUB-TOTAL \$0.00

SUB-TOTAL : \$230.65  
TAX : \$21.91  
TOTAL \$252.56

We don't serve fast food  
We serve Fresh Food  
as fast as we can. (R)  
Time: 17:20 2 CUSTOMERS

Welcome  
818 789 9400

YOU HAVE BEEN SERVED  
BY : VANESSA

ORDER 2018

Card : \$252.56  
\*\*\*\*5197

Refreshments for 3/27/19 general meeting  
Vendor is Poquito Mas, Ecnino, CA

**Office DEPOT  
OfficeMax®**

ENCINO - (818) 907-1741  
03/26/2019 5:28 PM



SALE 949-4-218-908398-19 2 2

Order Management Invoice # 2943269300017  
Approval Code: 999999

-----  
114318 JDA GMILL ORDE 145.89 E  
Total: 145.89  
MasterCard 5197: 145.89

AUTH CODE 095038  
TDS Chip Read  
AID A0000000041010 MASTERCARD  
TVR 0000048000  
CVS PIN Verified

Shop online at [www.officedepot.com](http://www.officedepot.com)  
\*\*\*\*\*  
WE WANT TO HEAR FROM YOU!

Visit [survey.officedepot.com](http://survey.officedepot.com)  
and enter the survey code below:  
35DJ FSGB J2TQ  
\*\*\*\*\*

Copying for 3/27/19 general meeting  
Note: Discount did not compute  
because billing was not done  
manually. Attempting to get a  
refund.



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

**Remit to: Partners In Diversity, Inc.**  
ASGE Marquette Commercial Finance  
NW 6333 P.O. Box 1450  
Minneapolis, MN 55485-6333

# INVOICE

Invoice Amount
<b>\$143.50</b>

Payment Terms	Invoice Date
Due On Receipt	02/11/2019
Invoice No.	Customer No.
32488	1510

Neighborhood Council/Encino  
4924 Paso Robles Ave  
Encino, CA 91316

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/Encino	Corporate	1510	Due On Receipt

Description	Type	Units	Rate	Amount
<b>Week ending: 01/27/2019</b>				
Ackerman, Jason E Executive Administrative Assistant	Reg	6.47	\$22.18	\$143.50
<b>Total This Week ending:</b>				<b>\$143.50</b>

<b>Reg: 6.47 OT: 0 DT: 0</b>	<b>Total - This Invoice: \$143.50</b>
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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.

Invoice #	Weeks Ended	Amount
32488	1/27/19	\$ 143.50
35224	2/3/19	198.73
32446	1/6/19	133.30
32446	1/13/19	233.33
32446	1/20/19	330.81
<b>total</b>		<b>1039.67</b>



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

**Remit to: Partners In Diversity, Inc.**  
ASGE Marquette Commercial Finance  
NW 6333 P.O. Box 1450  
Minneapolis, MN 55485-6333

Neighborhood Council/Encino  
4924 Paso Robles Ave  
Encino, CA 91316

# INVOICE

Invoice Amount
<b>\$198.73</b>

Payment Terms	Invoice Date
Due On Receipt	02/11/2019
Invoice No.	Customer No.
32524	1510

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/Encino	Corporate	1510	Due On Receipt

Description	Type	Units	Rate	Amount
<b>Week ending: 02/03/2019</b>				
Ackerman, Jason E Executive Administrative Assistant	Reg	8.96	\$22.18	\$198.73
<b>Total This Week ending:</b>				<b>\$198.73</b>

<b>Reg: 8.96 OT: 0 DT: 0</b>	<b>Total - This Invoice:</b>	<b>\$198.73</b>
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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, INC.**  
A Small Business, Women Owned Enterprise

**Remit to: Partners In Diversity, Inc.**  
ASGE Marquette Commercial Finance  
NW 6333 P.O. Box 1450  
Minneapolis, MN 55485-6333

# INVOICE

Invoice Amount
<b>\$697.44</b>

Payment Terms	Invoice Date
Due On Receipt	01/28/2019
Invoice No.	Customer No.
32446	1510

Neighborhood Council/Encino  
4924 Paso Robles Ave  
Encino, CA 91316

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/Encino	Corporate	1510	Due On Receipt

Description	Type	Units	Rate	Amount
<b>Week ending: 01/06/2019</b>				
Ackerman, Jason E Executive Administrative Assistant	Reg	6.01	\$22.18	\$133.30
<b>Total This Week ending:</b>				<b>\$133.30</b>
<b>Week ending: 01/13/2019</b>				
Ackerman, Jason E Executive Administrative Assistant	Reg	10.52	\$22.18	\$233.33
<b>Total This Week ending:</b>				<b>\$233.33</b>
<b>Week ending: 01/20/2019</b>				
Ackerman, Jason E Executive Administrative Assistant	Reg	11.12	\$22.18	\$246.64
Ackerman, Jason E Minute Taker	Reg	3.27	\$25.74	\$84.17
<b>Total This Week ending:</b>				<b>\$330.81</b>

<b>Reg: 30.92 OT: 0 DT: 0</b>	<b>Total - This Invoice:</b>	<b>\$697.44</b>
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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.

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Encino

Meeting Date: 6/27/18

Budget Fiscal Year: 2017/2018

Agenda Item No: 7.A.2.

Board Motion and/or Public Benefit Statement (CIP and NPG):

2018 – 2019 Fiscal Year Administrative Packet. MOTION: The Encino Neighborhood Council approves the 2018-2019 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
Lee Blumenfield	Area 1	X					
Walter Almora	Area 2						
Miriam Davis	Area 3						
Jess Whitehill	Area 4						
Diane Rosen	Area 5						
Laurie Kelson	Area 6						
Jim Esterle	Area 7						
Sherman Gamson	Apt/Condo						
Alex Garay	At-Large						
<del>Henry Eichelman</del> <i>Tony Aleno</i>	At-Large						
Victoria Miller	Business	↓					
Samuel Apikyan	Business					X	
Adriohn Richardson	Education	X					
<del>Debra George</del> <i>Bill K</i>	Parks	X					
Eliot Cohen	Planning & Land Use		X				
Glenn Bailey	Public Safety	X					
Anni Keusseyan	Religious Inst						
Patricia Bates	Volunteer Serv						
Mark Levinson	Encino Ch of Comm				X		
Carol Levin	EPOA	↓					
<del>Gerald Silver</del> <i>Maas</i>	Homeowners of Encino					X	
Alexandrea Turner	Non-Voting Youth					X	
<b>Board Quorum:</b>	<b>Total:</b>	17	1		1	3	

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: <i>Patricia Bates</i>	Authorized Signature: <i>Glenn Bailey</i>
Print/Type Name: Patricia Bates	Print/Type Name: Glenn Bailey Alternate Signer
Date: 6/27/18	Date: June 27, 2018

# JCS Catering Company

Carla's Cafe' at CBS Studio Center  
4024 Radford Avenue  
Studio City, CA 91604

Invoice #	1817B
Date:	1/1/2019
<b>Bill to:</b>	Encino Neighborhood Council

## The Neighborhood Council Supports:

## AMOUNT

Please check BOX

Valley Alliance of Neighborhood Councils (VANC)

**VANC Election Forum October 11, 2018**

Valley Alliance of Neighborhood Councils (VANC)

**VANC Anniversary MIXER March 14, 2019**

If you opt to contribute to this event NOW,  
your MER will show this amount as OUTSTANDING  
until the check is cut

### DESCRIPTION

Food and beverages for Valley Alliance of  
Neighborhood Councils (VANC) Event

This amount is inclusive and includes hot and  
cold refreshments, silverware, linens, coffee,  
tea and desserts, kitchen staff and use of the  
facility.

**TOTAL DUE**

\$250

**THANK YOU**

Please make check payable to: **JCS Catering Company**

**Mail to:** Vic Viereck  
12702 Tiara Street  
Valley Village, CA 91607

Please be sure to attach your Board's  
**Board Action Certification (BAC)** for  
each event, even if you vote on both at  
the same time.

If your check is **received** no later than  
one week before the event, your NC  
will be listed as a sponsor on the program

Please send an email to [vanc.fund@gmail.com](mailto:vanc.fund@gmail.com) to advise that your NC will be contributing-Thank You !



Office of the City Clerk  
 Administrative Services Division  
 Neighborhood Council (NC) Funding Program  
 Board Action Certification (BAC) Form



City Name: Encino Meeting Date: 11/28/18

Budget Fiscal Year: 2018-2019 Agenda Item No: 8.A.

Board Motion and/or Public Benefit Statement (CIP and NPG): MOTION; EXE-11-18-0028 – The ENC Executive Committee supports contributing \$250 to the 16th VANC Anniversary Mixer, on March 14th, 2019. Payment will go directly to JCS Catering

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
Lee Blumenfield	Area 1	X					
Walter Almora	Area 2	↓					
Tatiana Bolotina	Area 3	↓					
Jess Whitehill	Area 4				X		
<i>Shera</i> Diane Rosen	Area 5					X	
Laurie Kelson	Area 6				X		
Jim Esterle	Area 7	X					
Sherman Gamson	Apt/Condo						
Alex Garay	At-Large	↓					
<i>Joey</i> Henry Eshelman <i>Albano</i>	At-Large	↓					
Victoria Miller	Business						
Samuel Apikyan	Business	↓					
Adriohn Richardson	Education				X		
Shelley Billik	Parks	X					
Eliot Cohen	Planning & Land Use	↓					
<i>Kate</i> <del>Glenn Bailey</del> <i>Bull</i>	Public Safety	↓					
Anni Keusseyan	Religious Inst	↓					
Patricia Bates	Volunteer Serv	↓					
Karie Purcell	Encino Ch of Comm					X	
Carol Levin	EPOA	X					
Gerald Silver	Homeowners of Encino	X					
Alexandrea Turner	Non-Voting Youth				X		
Board Quorum: 11		Total: 16			4	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 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 meeting where a quorum of the Board was present.

Authorized Signature:   
 Print/Type Name: Patricia Bates  
 Date: 11/28/18

Authorized Signature:   
 Print/Type Name: Alex Garay  
 Date: 11/28/18



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

**Remit to: Partners In Diversity, Inc.**  
ASGE Marquette Commercial Finance  
NW 6333 P.O. Box 1450  
Minneapolis, MN 55485-6333

# INVOICE

Invoice Amount
<b>\$495.50</b>

Payment Terms	Invoice Date
Due On Receipt	03/04/2019
Invoice No.	Customer No.
32766	1510

Neighborhood Council/Encino  
4924 Paso Robles Ave  
Encino, CA 91316

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/Encino	Corporate	1510	Due On Receipt

Description	Type	Units	Rate	Amount
<b>Week ending: 02/17/2019</b>				
Ackerman, Jason E Executive Administrative Assistant	Reg	10.29	\$22.18	\$228.23
<b>Total This Week ending:</b>				<b>\$228.23</b>
<b>Week ending: 02/24/2019</b>				
Ackerman, Jason E Executive Administrative Assistant	Reg	12.05	\$22.18	\$267.27
<b>Total This Week ending:</b>				<b>\$267.27</b>

<b>Reg: 22.34 OT: 0 DT: 0</b>	<b>Total - This Invoice:</b>	<b>\$495.50</b>
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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.

Invoice #	Weeks Ended	Amount
32641	2/10/19	\$ 240.87
32766	2/17/19	228.23
32766	2/24/19	267.27
	<b>TOTAL</b>	<b>736.37</b>



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NW 6333 P.O. Box 1450  
Minneapolis, MN 55485-6333

Neighborhood Council/Encino  
4924 Paso Robles Ave  
Encino, CA 91316

# INVOICE

Invoice Amount
<b>\$240.87</b>

Payment Terms	Invoice Date
Due On Receipt	02/18/2019
Invoice No.	Customer No.
32641	1510

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/Encino	Corporate	1510	Due On Receipt

Description	Type	Units	Rate	Amount
<b>Week ending: 02/10/2019</b>				
Ackerman, Jason E Executive Administrative Assistant	Reg	10.86	\$22.18	\$240.87
<b>Total This Week ending:</b>				<b>\$240.87</b>

<b>Reg: 10.86 OT: 0 DT: 0</b>	<b>Total - This Invoice:</b>	<b>\$240.87</b>
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Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Encino

Meeting Date: 6/27/18

Budget Fiscal Year: 2017/2018

Agenda Item No: 7.A.2.

Board Motion and/or Public Benefit Statement (CIP and NPG):

2018 – 2019 Fiscal Year Administrative Packet. MOTION: The Encino Neighborhood Council approves the 2018-2019 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
Lee Blumenfield	Area 1	X					
Walter Almora	Area 2						
Miriam Davis	Area 3						
Jess Whitehill	Area 4						
Diane Rosen	Area 5						
Laurie Kelson	Area 6						
Jim Esterle	Area 7						
Sherman Gamson	Apt/Condo						
Alex Garay	At-Large						
<del>Henry Echelman</del> <i>Jaey</i>	At-Large						
Victoria Miller	Business	↓					
Samuel Apikyan	Business					X	
Adriohn Richardson	Education	X					
<del>Debra George</del> <i>Shelley</i> <i>Bill K</i>	Parks	X					
Eliot Cohen	Planning & Land Use		X				
Glenn Bailey	Public Safety	X					
Anni Keusseyan	Religious Inst						
Patricia Bates	Volunteer Serv						
Mark Levinson	Encino Ch of Comm				X		
Carol Levin	EPOA	↓					
<del>Gerald Silver</del> <i>AI</i> <i>Maas</i>	Homeowners of Encino					X	
Alexandrea Turner	Non-Voting Youth					X	
Board Quorum:		Total: 17					3

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: *Patricia Bates*      Authorized Signature: *Glenn Bailey*  
 Print/Type Name: Patricia Bates      Print/Type Name: Glenn Bailey Alternate Signer  
 Date: 6/27/18      Date: June 27, 2018