

# Monthly Expenditure Report



Reporting Month: December 2021 Budget Fiscal Year: 2021-2022

NC Name: Encino Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$40820.62	\$603.19	\$40217.43	\$1000.00	\$0.00	\$39217.43

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$21900.00	\$603.19	\$20117.43	\$0.00	\$19117.43
Outreach		\$0.00		\$1000.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$9100.00	\$0.00	\$9100.00	\$0.00	\$9100.00
Neighborhood Purpose Grants	\$11000.00	\$0.00	\$11000.00	\$0.00	\$11000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$1179.38	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	12/01/2021	Website maintenance and hosting and email accounts (8). Monthly charge for December 2021, Invoice # 23022. Included in approved FY 2021-22 Budget.	General Operations Expenditure	Office	\$199.00
2	GOOGLE PMT -USD TRUSTE	12/06/2021	Approved 2021-20232 Budget - extra data storage for NC data	General Operations Expenditure	Office	\$2.99
3	J2 LINE2	12/17/2021	Approved 2021-2022 Budget - this is answering service for calls to the NC	General Operations Expenditure	Office	\$19.21
4	EIG CONSTANTCONTACT.CO	12/22/2021	Approved 2021-2022 Budget - emailing program for contacting constituents	General Operations Expenditure	Office	\$45.00
5	DRI Kaspersky Lab	12/28/2021	Approved 2021-2022 budget. This is computer expense, anti-virus software for both ENC compute. Auto renew was cancelled so the charge will not run through automatically again.	General Operations Expenditure	Office	\$137.99

6	The Web Corner	11/30/2021	Website maintenance and hosting and email accounts (8). Monthly charge for July 2021, Invoice # 22244. Included in approved FY 2021-22 Budget. (Charge to Purchasing Card declined on 7/1/21 and vendo...	General Operations Expenditure	Office	\$199.00
<b>Subtotal:</b>						<b>\$603.19</b>

<b>Outstanding Expenditures</b>						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Encino Elementary E-Team, Inc.	12/10/2021	Sponsorship banner for ENC outreach on Encino Charter Elementary School fence for one year. School will print and maintain banner (4' wide X 3' tall). Budget Category: Outreach - advertising.	General Operations Expenditure	Outreach	\$1000.00
<b>Subtotal: Outstanding</b>						<b>\$1000.00</b>

**The Web Corner, Inc.**

15300 Ventura Blvd. Suite 400  
 Sherman Oaks, CA 91403  
 818-345-7443

**Invoice**

Date	Invoice #	Terms
12/1/2021	23022	Due on Receipt

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

Ship To

QTY	Description	Price Each	Amount
1	Monthly Maintenance for December 2021: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	199.00	199.00
0	Hosting for: Monthly Hosting for encinocouncil.org (Included in maintenance)	15.00	0.00
0	Email Standard Mailboxes: 8 Accounts for encinonc.org (Included in maintenance)	3.50	0.00

Thank you for your business.	<b>Total</b>	\$199.00
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	<b>\$199.00</b>



Encino Nieghborhood Council <encinoncmmedia@gmail.com>

# Your Google Play Order Receipt from Dec 7, 2021

1 message

**Google Play** <googleplay-noreply@google.com>  
Reply-To: Google Play <googleplay-noreply@google.com>  
To: EncinoNCMedia@gmail.com

Tue, Dec 7, 2021 at 2:45 PM



## Thank you

Your subscription from Google on Google Play continues and you've been charged. [Manage your subscriptions.](#)

**Order number:** SOP.3302-9257-1198-80760..33

**Order date:** Dec 7, 2021 5:45:26 PM EST

**Your account:** [EncinoNCMedia@gmail.com](mailto:EncinoNCMedia@gmail.com)

Item	Price
200 GB (Google One) (by Google LLC) Auto-renewing subscription	\$2.99/month
	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 to the payment method provided until canceled. [Learn how to cancel.](#) Keep this for your records.

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# Invoice



**PATRICIA BATES**  
200 North Spring Street  
Los Angeles  
CA-90012  
US

**Contact Number : +18184250962**  
**Bill Date : 12/16/2021**  
**Period : 11/16/2021 - 12/15/2021**  
**Invoice No : C339426-9**

## Account Summary

### Current Activity

Current Bill Amount(USD)	
Fixed Charges - Line2 - Starter Monthly (USD)	14.99
Usage Charges(USD)	0.00
<b>Current Bill Total(USD)</b>	<b>14.99</b>
<b>Net Charges</b>	14.99
Other Charges(USD)	
<b>Other Charges Total(USD)</b>	<b>0.00</b>
Total Taxes, Charges & Fees(USD)	4.22
Current Amount(USD)	19.21
Payment(s) Received(USD)	19.21
<b>Total Amount Due(USD)</b>	<b>0.00</b>

## Taxes, Charges, & Fees

CA High Cost Fund A (State)	0.01
CA Teleconnect Fund (State)	0.02
CASF (State)	0.02
FCC Regulatory Fee (Federal)	0.02
FUSF (Federal)	1.28
TRS (State)	0.01
Universal Lifeline Telephone Service Charge (State)	0.11
Utility Users Tax (Local)	0.75
Compliance & Administrative Cost Recovery Fee	2.00
<b>Total Taxes, Charges, &amp; Fees(USD)</b>	<b>4.22</b>

## Billing Summary for Company - PATRICIA BATES

### Description of Charge

#### Fixed Charges

Company	14.99
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**Billing Summary for Company - PATRICIA BATES**

**Other Recurring Charges**

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**Total Charges (USD):**

**14.99**

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[Print](#)

**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: 12/24/2021  
User Name: president@encinonc.org*

**Invoices from 11/17/2021 to 12/24/2021**

Date	Description	Charge Amount	Credit Amount
11/27/2021	Invoice #412672519	\$45.00	
	<b>Constant Contact Toolkit - Email</b>		
	<b>Contacts</b>		
	501 - 2,500 Contacts		
	Maximum Number of Contacts This Billing Period:	\$45.00	
	1,149		
	Period from 11/27/2021 to 12/26/2021		

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

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



0

# INVOICE

 Print

Order Date: 12/20/2021

Order Number: 103618889600

**Billing Address:**

Patricia Bates  
200 N Spring St  
Los Angeles, CA 90012  
US

Kaspersky Total Security - - Windows® / macOS / Android™ / iOS Digital	1	137.99 USD	137.99 USD
		Sub-Total	137.99 USD
		Tax	0.00 USD
		Total	137.99 USD

GCINUS2021000010164753 [Download VAT Invoice \(/DRHM/store?Action=DownloadInvoice&SiteID=kasper&Locale=en\\_US&ThemeID=4761458000&Env=BASE&requisitionID=103618889600&receiptID=22066349700\)](#)

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# Invoice

<b>The Web Corner, Inc.</b>
19509 Ventura Blvd. Tarzana CA 91356 (818) 345-7443

Date	Invoice #	Due Date
7/1/2021	22244	7/1/2021

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	199.00	199.00
0	Monthly Hosting for encinocouncil.org (Included in maintenance)	15.00	0.00
0	Email Standard Mailboxes:	3.50	0.00
8	Accounts for encinonc.org (Included in maintenance)		

Please remit payment at your earliest convenience.  Thank you for your business!	<b>Total</b>	\$199.00
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	\$199.00

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form

Part 1  
Henry 2



NC Name: Encino Meeting Date: 2021 07 01

Budget Fiscal Year: 2021-2022 Agenda Item No: 8 A

Board Motion and/or Public Benefit Statement (CIP and NPG): Approval of 2021-2022 budget

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 Blumenfeld	Area 1	X						
Jodie Francisco	Area 2	X						
Miriam Davis	Area 3					X		
Jess Whitehill	Area 4	X						
Tom Michael Silva Gabriel	Area 5 AIT					X		
Laurie Kelson	Area 6	X						
Jim Esterle	Area 7	X						
Heather Michaels	At-Large	X						
Henry Eshelman	At-Large	X						
	Apt/Condo							
Victoria Miller	Business	X						
Andrew Zucker	Business	X						
Jennifer Goldstein	Education	X						
David Krygier	Encino Chamber	X						
	Encino POA							
Eliot Cohen	Homeowners of Encino				X			
Glenn Bailey	Park/Environment	X						
Darin Spilman	Planning & Land Use	X						
Samuel Apikyan	Public Safety	X						
Anni Kusseyan	Religious	X						
Patricia Bates	Volunteer/Service	X						
Board Quorum:	11	Total:	16	0	0	1	2	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: Glenn Bailey (signature)  
Authorized Signature: Patricia Bates (signature)  
Print/Type Name: Glenn Bailey  
Print/Type Name: Patricia Bates  
Date: July 2, 2021  
Date: 7/1/2021

