

Monthly Expenditure Report



Reporting Month: September 2024 Budget Fiscal Year: 2024-2025

NC Name: Encino Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$44411.18	\$583.53	\$43827.65	\$5000.00	\$0.00	\$38827.65

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$27044.32	\$583.53	\$23827.65	\$0.00	\$23827.65
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$10000.00	\$0.00	\$10000.00	\$0.00	\$10000.00
Neighborhood Purpose Grants	\$10000.00	\$0.00	\$10000.00	\$5000.00	\$5000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$2633.14	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GOOGLE ONE	09/07/2024	Monthly Recurring Charge for Google Storage	General Operations Expenditure	Office	\$2.99
2	AMAZON.COM RW07P9TZ3	09/24/2024	Wifi Junction Box for Sept 2024 General Board Meeting - In Person & Hybrid - Broadcasting via Wifi.	General Operations Expenditure	Office	\$98.53
3	AMAZON.COM 7155F9ON3	09/24/2024	Wifi // Internet Extender - Broadcast Sept "hybrid" General Board Meeting Via Wifi.	General Operations Expenditure	Office	\$25.17
4	TST POQUITO MAS - ENCI	09/25/2024	September General "In Person" Board Meeting. Food / Refreshments.	General Operations Expenditure	Office	\$361.62
5	SMART AND FINAL 477	09/25/2024	Batteries for Sept. General Board Meeting - batteries needed for microphones	General Operations Expenditure	Office	\$14.22
6	EIG CONSTANTCONTACT.CO	09/27/2024	Constant Contact - recurring monthly office charge expence	General Operations Expenditure	Office	\$81.00
Subtotal:						\$583.53

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total

1	AES PTA	10/09/2024	Board Motion / Community Benefit Statement: NPG MOTION : Then Encino Neighborhood Council Board approves the Neighborhood Purpose Grant application from the LAUSD Elementary Mag...	Neighborhood Purpose Grants		\$5000.00
Subtotal: Outstanding						\$5000.00



Poquito Mas - Encino
16545 Ventura Boulevard
Encino, CA 91436

Server: Mayra R

Check #36

Guest Count: 1

Ordered: 9/25/24 11:33 AM

10 PETITO TACO CHICKEN	\$42.50
ON SIDE SALSA	
10 PETITO BURRITO STEAK	\$119.50
10 PETITO BURRITO CHICKEN	\$105.50
6 PETITO BURRITO VEGGIE	\$53.70
BLACK BEANS	
1 8oz Side Of Guacamole	\$8.95
1 Pick Up 5:45	\$0.00

Subtotal	\$330.15
Tax	\$31.37
Tip	\$0.10
Total	\$361.62

Input Type	C (EMV Chip Read)
MASTERCARD	xxxxxxxxx2854
Time	11:33 AM

Transaction Type	Sale
Authorization	Approved
Approval Code	050596
Payment ID	CzNKRWWRdmYO
Application ID	A0000000041010
Application Label	MASTERCARD
Terminal ID	6b4ed159a9a2d87a
Card Reader	BBPOS

THANK YOU

Smart & Final. &
Warehouse & Market. Friend & Neighbor.

Store 477
16847 VENTURA BLVD
ENCINO, CA 91436
Telephone (818) 789-0242

Misc

First Street AA Batteri	12.99
<hr/>	
SUBTOTAL	12.99

Total # Items Sold 1

Tax	12.99 @ 9.500% =	1.23
<hr/>		
TOTAL		14.22
Mastercard		14.22

PURCHASE \$14.22
*****4710 MC
CHIP CONTACTLESS
REF#: 032801 APPROVED
MASTERCARD
ARCC - 5D8DEDF881993607
Mode: Issuer
IAD:
0110A040012200000000000000000000000000000FF

Legend

T - taxable

0010477250924003000404



You were served by: Raul

Date	Time	Store	Term	Opr	Tran
09/25/24	06:14 PM	477	3	40049	0404

Thank you for shopping with us!

Complete our survey and
enter for a chance to win a
\$500 SMART & FINAL GIFT CARD
Visit www.smartandfinal.com/survey
within 7 days of this shop

Now Hiring!
Visit www.smartandfinal.com/careers

One Trip & That's It



Encino Nieghborhood Council <encinoncmmedia@gmail.com>

Your Google Play Order Receipt from Sep 7, 2024

1 message

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

Sat, Sep 7, 2024 at 3:45 PM



Thank you

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To help keep your subscription active, add a backup payment method.

[Add backup](#)

Order number: SOP.3302-9257-1198-80760..66

Order date: Sep 7, 2024 6:45:26 PM EDT

Your account: 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
Payment method:	Laure Stevens

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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Final Details for Order #112-8175474-0874649

[Print this page for your records.](#)

Order Placed: September 23, 2024

Amazon.com order number: 112-8175474-0874649

Order Total: \$98.53

Shipped on September 23, 2024

Items Ordered

	Price
1 of: <i>NETGEAR 8-Port Gigabit Ethernet Unmanaged Switch (GS308) - Home Network Hub, Office Ethernet Splitter, Plug-and-Play, Silent Operation, Desktop or Wall Mount</i>	\$19.99

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

1 of: <i>TP-Link AX1800 WiFi 6 Range Extender with Ethernet Port Internet Signal Booster for Home Dual-Band Wireless Repeater Amplifier Access Point Mode APP Setup OneMesh Compatible (RE615X)</i>	\$69.99
---	---------

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

Shipping Address:

Laure Stevens
3447 STANDISH DR
ENCINO, CA 91436-4035
United States

Shipping Speed:

Rush Shipping

Payment information

Payment Method:

Mastercard ending in 4702

Billing address

Laure Stevens
3447 STANDISH DR
ENCINO, CA 91436-4035
United States

Credit Card transactions

Item(s) Subtotal:	\$89.98
Shipping & Handling:	\$1.99
Free Shipping:	-\$1.99

Total before tax:	\$89.98
Estimated tax to be collected:	\$8.55

Grand Total: \$98.53

MasterCard ending in 4702: September 23, 2024: \$98.53

To view the status of your order, return to [Order Summary](#).

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English

United States

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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: **Wednesday, October 23, 2024**
 Budget Fiscal Year: **2024/2025** Agenda Item: **7.C**

Board Motion and/or Public Benefit Statement (CIP and NPG):
 MOTION: ENC approves the purchase of up to \$200 for internet Wi-Fi extenders and ethernet switch network hub station and batteries to allow ENC hybrid in-person / Zoom board meetings.
 Specific Items: Net Gear 8 Port Ethernet Switch 19.99,
 TP Link AX 1800 Wifi 6 Range Extender \$19.99 and Dual-Band Wireless Repeater \$69.99. Total w/ Tax 98.53
 TP Link AC 1200 Wifi Extender, Signal Booster Total \$25.17 Batteries for microphones Total up to \$30.00

Method of Payment: (Select One) Check Credit Card Board Member Reimbursement

VOTE COUNT Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete. **Recused**

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
1 Joshua Sautter	Area 1	1					
2 LeeVante Haywood	Area 2	1					
VAC.	Area 3						
3 Robert Wenger	Area 4				1		
4 Diane Rosen	Area 5	1					
5 Laure Stevens	Area 6	1					
6 Andrew Zucker	Area 7				1		
7 Heather Michaels	At-Large	1					
8 Lissa Morrow	At-Large	1					
VAC.	Apt. / Condo						
9 Daniel Kashini	Business				1		
10 Kelvin Tolbert	Business	1					
11 Geri Hernandez-Abisoror	Education	1					
VAC.	Encino Chamber						
12 Laurie Kelson	Encino EPOA	1					
13 Athena Novak	Home Owners Of Encino	1					
14 Glenn Bailey	Park/ Environment	1					
15 Matthew May	Planning & Land Use	1					
16 Roy Nwaiser	Public Safety	1					
17 Anni Keusseyan	Religious				1		
18 Max Furberg	Youth					1	
VAC.	Volunteer						
Board Quorum: 11	Total :	13	0	0	4	1	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 Actcompliant public meeting where a quorum of the Board was present.

Authorized Signature: *Laure Stevens* Authorized Signature: *Glenn Bailey*
 Print / Type Name: **Laure Stevens / Treasurer** Print / Type Name: **Glenn Bailey / Second Signer**
 Date: **10/23/24** Date:

**Voted on this item but has not completed the City's Anti-Bias (ABLE) training requirement according to the EmpowerLA webpage for Encino NC as of the meeting start time.

Final Details for Order #112-5608048-0729006

[Print this page for your records.](#)

Order Placed: September 23, 2024

Amazon.com order number: 112-5608048-0729006

Order Total: \$25.17

Shipped on September 24, 2024

Items Ordered

1 of: *TP-Link AC1200 WiFi Extender, 2024 Wirecutter Best WiFi Extender, 1.2Gbps home signal booster, Dual Band 5GHz/2.4GHz, Covers Up to 1500 Sq.ft and 30 Devices ,support Onemesh, One Ethernet Port (RE315)*

Price

\$22.99

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

Shipping Address:

Laure Stevens
3447 STANDISH DR
ENCINO, CA 91436-4035
United States

Shipping Speed:

Rush Shipping

Payment information

Payment Method:

Mastercard ending in 4702

Billing address

Laure Stevens
3447 STANDISH DR
ENCINO, CA 91436-4035
United States

Credit Card transactions

Item(s) Subtotal:	\$22.99
Shipping & Handling:	\$1.00
Free Shipping:	-\$1.00

Total before tax:	\$22.99
Estimated tax to be collected:	\$2.18

Grand Total:	\$25.17
MasterCard ending in 4702: September 24, 2024:	\$25.17

To view the status of your order, return to [Order Summary](#).

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NC Name: **ENCINO** Meeting Date: **Wednesday, October 23, 2024**
 Budget Fiscal Year: **2024/2025** Agenda Item: **7.C**

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VAC.	Area 3						
3 Robert Wenger	Area 4				1		
4 Diane Rosen	Area 5	1					
5 Laure Stevens	Area 6	1					
6 Andrew Zucker	Area 7				1		
7 Heather Michaels	At-Large	1					
8 Lissa Morrow	At-Large	1					
VAC.	Apt. / Condo						
9 Daniel Kashini	Business				1		
10 Kelvin Tolbert	Business	1					
11 Geri Hernandez-Abisoror	Education	1					
VAC.	Encino Chamber						
12 Laurie Kelson	Encino EPOA	1					
13 Athena Novak	Home Owners Of Encino	1					
14 Glenn Bailey	Park/ Environment	1					
15 Matthew May	Planning & Land Use	1					
16 Roy Nwaiser	Public Safety	1					
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Authorized Signature: *Laure Stevens* Authorized Signature: *Glenn Bailey*
 Print / Type Name: **Laure Stevens / Treasurer** Print / Type Name: **Glenn Bailey / Second Signer**
 Date: **10/23/24** Date:

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NC Name:	ENCINO	Meeting Date: Tuesday, Sept. 3rd, 2024
Budget Fiscal Year:	2024/2025	Agenda Item: 9.A
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion: ENC Finance Committee recommends the ENC Board approve the proposed 2024 / 2025 Revised Budget of \$47,044.32 which includes rollover funds of \$15,044.32. The Finance Committee has passed this motion with a vote of 5-0.	

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Laure Stevens	Area 6	1					
Andrew Zucker	Area 7				1		
Heather Michaels	At-Large				1		
Lissa Morrow	At-Large	1					
VAC.	Apt. / Condo						
Daniel Kashani	Business				1		
Kelvin Tolbert	Business	1					
Geraldine Hernandez-Arbisror	Education	1					
VAC.	Encino Chamber						
Laurie Kelson	Encino EPOA	1					
Athena Novak	Home Owners Of Encino	1					
Glenn Bailey	Park/ Environment	1					
Matthew May	Planning & Land Use	1					
Roy Nwaiser	Public Safety	1					
Anni Keuseyan	Religious	1					
VAC.	Volunteer Rep						
Max Furberg (non-voting)	Youth / Service					1	
James Wenger	Area 4 Alt. Seated for Area 7					1	
Board Quorum: 11	Total :	14	0	0	3	2	0

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Authorized Signature:	Authorized Signature:
Print / Type Name: Laure Stevens / Treasurer	Print / Type Name: Glenn Bailey / Second Signer
Date:	Date:

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Authorized Signature: *Laure Stevens* Authorized Signature: *Glenn Bailey*
 Print / Type Name: **Laure Stevens / Treasurer** Print / Type Name: **Glenn Bailey / Second Signer**
 Date: **10/23/24** Date:

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[Print](#)

Billing Activity - Invoices

Encino Neighborhood Council
Attn: Laure Stevens
200 N. Spring St FL 20
Los Angeles CA 90012-4801
US
P.: 818-261-1175

Today's Date: 10/24/2024
User Name:

Invoices from 08/25/2024 to 10/24/2024

Date	Description	Charge Amount	Credit Amount
09/27/2024	Invoice #1727422613	\$81.00	
	Constant Contact - Email Plus		
	501-1500 Contacts	\$81.00	
	Highest contact count: 1445		
	From 08/27/2024 to 09/27/2024		
08/27/2024	Invoice #1724748867	\$81.00	
	Constant Contact - Email Plus		
	501-1500 Contacts	\$81.00	
	Highest contact count: 1441		
	From 07/27/2024 to 08/27/2024		

Billing questions? [Contact Support](#)

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



[Print](#)

Billing Activity - Payments

Encino Neighborhood Council
Attn: Laure Stevens
200 N. Spring St FL 20
Los Angeles CA 90012-4801
US
P.: 818-261-1175

Today's Date: 10/24/2024
User Name:

Payments from 08/25/2024 to 10/24/2024

Date	Description	Charge Amount	Credit Amount
09-27-2024 03:36:55 AM	Payment - Credit Card (MasterCard) *****4702		\$81.00
08-27-2024 04:54:29 AM	Payment - Credit Card (MasterCard) *****4702		\$81.00

Billing questions? [Contact Support](#)

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

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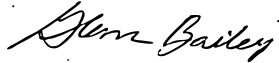
NC Name: ENCINO	Meeting Date: Tuesday, Sept. 3rd. 2024
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Authorized Signature:  Print / Type Name: Laure Stevens / Treasurer Date:	Authorized Signature:  Print / Type Name: Glenn Bailey / Second Signer Date:
---	--

**Voted on this item but has not completed the City's Anti-Bias (ABLE) training requirement according to the EmpowerLA webpage for Encino NC as of the meeting start time.