

# Monthly Expenditure Report



Reporting Month: February 2020

Budget Fiscal Year: 2019-2020

NC Name: Woodland Hills-Warner  
Center Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$44286.11	\$751.56	\$43534.55	\$3500.00	\$1000.00	\$39034.55

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$28500.00	\$751.56	\$20534.55	\$0.00	\$20034.55
Outreach		\$0.00		\$500.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$9000.00	\$0.00	\$9000.00	\$0.00	\$9000.00
Neighborhood Purpose Grants	\$4500.00	\$0.00	\$4000.00	\$3000.00	\$1000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$1000.00		Previous Expenditures: \$7713.89	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	STORAGE ETC. WARNER CE	02/01/2020	(Credit card transaction)	General Operations Expenditure	Office	\$208.00
2	CORNER BAKERY 0163	02/02/2020	(Credit card transaction)	General Operations Expenditure	Office	\$234.00
3	ARC 1 ACC	02/03/2020	(Credit card transaction)	General Operations Expenditure	Office	\$168.38
4	GRASSHOPPER.COM	02/13/2020	(Credit card transaction)	General Operations Expenditure	Office	\$32.82
5	Amazon.com 018171ZJ3	02/17/2020	(Credit card transaction)	General Operations Expenditure	Office	\$108.36
<b>Subtotal:</b>						<b>\$751.56</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	ONEgeneration	03/04/2020	One Generation Booth at Senior Symposium May 16,2020	General Operations Expenditure	Outreach	\$500.00

2	VALLEY CULTURAL CENTER	03/06/2020	Community support to include 1 10x10 Booth at 10 Sunday Concerts and July 4th to include tent, table, chairs and electrical outlet. Support for the Children's Performance Series	Neighborhood Purpose Grants		\$3000.00
	<b>Subtotal:</b> Outstanding					<b>\$3500.00</b>

**PLEASE MAKE PAYMENT PAYABLE TO :**

Storage Etc. - Warner  
6030 Canoga Ave  
Woodland Hills, CA 91367  
818-347-7160

Invoice Date: January 17, 2020

**STORAGE ETC INVOICE**

c/o: PAUL LAWLER  
W.H. W.C. NEIGHBORHOOD COUNCIL  
20929 VENTURA BLVD.STE. 47-535  
WOODLAND HILLS CA 91367

Unit: 3149  
Due Date: February 1, 2020  
Amount Due: 208.00  
Paid Through: January 31, 2020

UNIT	DATE	ITEM/SERVICE	AMOUNT	TAX	DUE
Rent	0.00	0.00	208.00	0.00	208.00

Subtotal	208.00
Taxes	0.00
Balance Due	208.00

Thank you for your prompt payment.

Sincerely,

Property Manager



Invoice No: 1495493  
Date: **Sat, Feb 01, 2020**  
Store Code: 163  
Store: Woodland Hills

## Catering - INVOICE

Billing/Client Information	Delivery Information
Credit Card: MASTERCARD(...7895) Pre-Auth #: 006777  Client: JOYCE FLETCHUR Phone: (818) 340-6554	Delivery Date: 02/01/2020 <b>Delivery:</b> 8:00 - 8:15 AM  21710 VANOWEN AVE CANOGA PARK, CA 91303 JOYCEFLETCHUR FLETCHUR Phone: (818) 340-6554 Number of Guests: 30

Order entered by: Store

Printed: 01/31/2020 10:32 PM cST

	Price	Amount
<b>Breakfast - Corner Breakfast Combo</b>		
1 LG Corner Breakfast w/ Muffin & Bagel Basket	137.00	137.00
Fruit Choice*	Large Fresh Fruit Medley	
Add Coffee?*	1 Three Gallon Box Bakers Blend	+30.00 +30.00
<b>Breakfast - Baskets &amp; Trays</b>		
1 Small Muffin & Bagel Basket	42.00	42.00
*Total for all items ordered		

### FOOD SAFETY TIPS

Consume or refrigerate below 41F/5C  
within 2 hours  
Reheat food to 165F/74C only once

All credit card payments are pre-  
authorized up to 30 days in advance and  
are final-processed on the day of pick-  
up/delivery.

Subtotal: 209.00  
Tax: 0.00  
Delivery Fee: 25.00  
**Amount: 234.00**

Gratuity: \_\_\_\_\_

Total: \_\_\_\_\_

Sign: \_\_\_\_\_

Print Name: \_\_\_\_\_

Corner Bakery | 6100 N Topanga Cyn Blvd #1330 | Woodland Hills, CA 91367 | Phone: 818-710-9245  
Please remit House Account payments to: CBC Restaurant Corp | PO Box 203881 | Dallas, TX 75320-3881

Powered by MSI

*BOARD Retreat  
All Day Meeting*



ARC Document Solutions, LLC  
345 Clinton St, Costa Mesa, CA 92626  
Federal Tax ID: 74-6036592

# STATEMENT OF ACCOUNT

Woodland Hills Warner Center Neighborhood Coun  
20929 Ventura Blvd., Ste. 47-535  
Woodland Hills, CA 91364

ACCOUNT#  
417515

DATE  
01/31/20

KEEP THIS PORTION FOR YOUR RECORDS

TERMS: Net 30 Days

PAGE 1

INVOICE#	DATE	SLOC	PROJECT	PO#	TYPE	DEBITS	DISCOUNT	CREDITS	BALANCE	TOTAL
10461393	12/06/19	506	NC		INV	17.41	0.00	0.00	17.41	17.41
10426606R	12/19/19	506	NC		CR	57.05	0.00	0.00	57.05	74.46
10476048	12/20/19	506	AGENDA		INV	43.91	0.00	0.00	43.91	118.37
10497254	01/10/20	506	NC		INV	37.56	0.00	0.00	37.56	155.93
10511736	01/23/20	506	21075 Topochico		INV	12.45	0.00	0.00	12.45	168.38

IF YOU HAVE QUESTIONS REGARDING YOUR ACCOUNT, PLEASE CONTACT:

Aileen Wilson  
626-463-2236  
aileen.wilson@e-arc.com

120 + DAYS	90 DAYS	60 DAYS	30 DAYS	CURRENT	TOTAL
			118.37	50.01	168.38

**BALANCE DUE** 168.38

1 1/2 % INTEREST PER MONTH ON ALL PAST DUE INVOICES

TEAR HERE

TEAR HERE

TEAR HERE



PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

PLEASE REMIT TO: **ARC Document Solutions, LLC**  
**345 Clinton St.**  
**Costa Mesa, CA 92626**

CHARGE TO: VISA - MasterCard - American Express  
(circle one)

CARD# \_\_\_\_\_

EXPIRATION \_\_\_\_\_ CV# \_\_\_\_\_

ZIP \_\_\_\_\_ AMOUNT TO CHARGE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PLEASE SHOW THIS ACCOUNT NUMBER ON YOUR CHECK  
**417515 - Woodland Hills Warner Center Neighborhood Council** 01/31/20

**AMOUNT PAID**

**From:** CyberSource Business Center <donotreply@support.cybersource.com>  
**To:** lawlerpaul <lawlerpaul@aol.com>  
**Subject:** Your Transaction Receipt  
**Date:** Mon, Feb 3, 2020 11:26 am

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ARC  
345 CLINTON ST  
COSTA MESA, CA 92626

Thank you for you order

Merchant ID 345767761884

Return Codes

Request ID 5807579508336157703236

Result Code SOK - Request was processed successfully.

Order Information

Subtotal Amount 168.38 USD

Total Amount 168.38 USD

Transaction Type Sale

Transaction Date Feb 03 2020 11:25:50 AM PST

Authorization Date Feb 03 2020 11:25:50 AM PST

Customer Information

Name WOODLAND HILLS  
WARNER CENTER  
NEIGHBORHOOD  
COUNCIL

Credit Card Type MasterCard

Credit Card Number XXXX XXXX XXXX 7895

Customer ID 417515

Email Address lawlerpaul@aol.com

Billing Address WOODLAND HILLS  
WARNER CENTER  
NEIGHBORHOOD  
COUNCIL

20929 Ventura Blvd., Ste.  
47-535



## Account Information

WHWCNC  
Peter Fletcher  
20929 Ventura Boulevard  
Woodland Hills, CA 91364, US

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Bill Date: 02/12/20  
Usage Period: 01/12/20 - 02/12/20

## Charges Summary

Previous Invoice Amount: ..... \$29.77

**Current Charges:** .....  
Recurring Charges ..... \$22.00  
Non-Recurring Charges ..... \$0.00  
Usage Charges ..... \$3.33  
Taxes & Surcharges ..... \$6.15  
Federal USF ..... \$1.34  
**Total Charges:** ..... **\$32.82**  
Debits & Credits ..... \$0.00  
Payments ..... \$32.82  
**Balance Due:** ..... **\$0.00**

## Grasshopper News

At Grasshopper, we know that entrepreneurs just like you can change the world, one small business at a time.

That's why we started the Entrepreneur Movement. Watch the video at [grasshopper.com/idea](https://grasshopper.com/idea) and tell everyone you know about Grasshopper.

## Partner Offers



## Detail of Current Charges

## Payments &amp; Credits

Date	Detail	Payment/Credit
02/12/20	Monthly Payment, Paid on Master Card ending in 7895 .....	\$32.82
Total Payments & Credits:		\$32.82

## Recurring Charges

## Current Period

Pay As You Grow Plan, 02/12/20 - 03/12/20 .....	\$12.00
Voicemail Transcription, 02/12/20 - 03/12/20 .....	\$10.00
Total Recurring Charges:	\$22.00

## Minute Charges Summary

Type	Included	Used	Overage	Rate	Charge
Domestic	0 minutes	55.6	55.6 minutes	0.060	\$3.33
Total Minute Charges:					\$3.33

## Taxes &amp; Surcharges

Type	Detail	Charge
Tax	Utility Users Tax .....	\$1.68
Tax	CA Teleconnect Fund .....	\$0.07
Tax	Universal Lifeline Telephone Service Charge .....	\$0.48
Tax	CA High Cost Fund A .....	\$0.03
Tax	FCC Regulatory Fee (Wireline) .....	\$0.02
Tax	CASF .....	\$0.05
Tax	CA TRS .....	\$0.05
Tax	CA PUC Fee .....	\$0.02
Surcharge	Regulatory Recovery Fee .....	\$3.75
Total Taxes & Surcharges:		\$6.15

## Federal Universal Service Fund

Type	Detail	Charge
Surcharge	Fed Universal Service Fund .....	\$1.34
Total Federal USF Contributions:		\$1.34

## Summary of Minute Charges

## By Number

Number	Total Minutes
+18186399444	55.6
Total Minutes Used:	55.6

## Explanation of Terms

**Domestic:** Calls that are placed inside the United States and its provinces.

**Off Shore:** Calls placed outside of U.S. borders.

**International:** Calls placed from a country other than the U.S.

**Federal Universal Service Fund** The USF contribution factor established by the Federal Communications Commission is

**Voice Over:** Use of voice talents for recording of main greeting or extensions.

**Bonus Minutes:** Extra minutes that are credited to your account.

**Set Up Support:** Help setting up your account and customizing your features.





applicable to telecommunications services and is adjusted by the FCC every calendar quarter.

**Order Placed:** February 14, 2020

**Amazon.com order number:** 112-7938952-2134655

**Order Total:** \$108.36

**Shipped on February 17, 2020**

**Items Ordered**

**Price**

3 of: *Brother Genuine High Yield Color Ink Cartridge, LC2033PKS, Replacement Color Ink Three Pack, Includes 1 Cartridge Each of Cyan, Magenta & Yellow, Page Yield Up To 550 Pages, Amazon Dash Replenishment Cartridge, LC203* \$32.99

Sold by: Amazon.com Services LLC

Condition: New

**Shipping Address:**

Paul lawler  
6351 OWENSMOUTH AVE STE 104  
WOODLAND HILLS, CALIFORNIA 91367-2293  
United States

**Shipping Speed:**

One-Day Shipping

**Payment information**

**Payment Method:**

MasterCard | Last digits: 7895

Item(s) Subtotal: \$98.97  
Shipping & Handling: \$0.00

**Billing address**

Paul lawler  
6351 OWENSMOUTH AVE STE 104  
WOODLAND HILLS, CALIFORNIA 91367-2293  
United States

Total before tax: \$98.97  
Estimated tax to be collected: \$9.39

**Grand Total: \$108.36**

**Credit Card transactions**

MasterCard ending in 7895: February 17, 2020: \$108.36

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