

**(24-066) MER for July 2024
Supporting Documents**

Monthly Expenditure Report



Reporting Month: July 2024

Budget Fiscal Year: 2024-2025

NC Name: Woodland Hills-Warner
Center Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$32000.00	\$383.89	\$31616.11	\$0.00	\$0.00	\$31616.11

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$27000.00	\$383.89	\$26616.11	\$0.00	\$26616.11
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	\$5000.00	\$0.00	\$5000.00	\$0.00	\$5000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$0.00	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY STORQUEST - WOODLA	07/02/2024	[Budget Line 21] July Rent for NC StorQuest storage unit	General Operations Expenditure	Office	\$271.00
2	EIG CONSTANTCONTACT.CO	07/10/2024	July Constant Contact Mass Email Sending SaaS	General Operations Expenditure	Office	\$81.00
3	GRASSHOPPER.COM	07/13/2024	July 24 Grasshopper Virtual Phone System SaaS	General Operations Expenditure	Office	\$31.89
Subtotal:						\$383.89

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

1184 StorQuest - Woodland Hills / Canoga
6030 Canoga Ave
Woodland Hills, CA 91367

PAYMENT RECEIPT

Account Number:
1114354

Heath L Kline
 20929 Ventura Blvd. Ste 47-535
 Woodland Hills, CA 91367
 (818) 312-5601

RECEIPT ID	PAYMENT DATE	CHANGE DUE	AMOUNT
869149319	7/2/2024	\$0.00	\$271.00

Invoice	Item	Qty	Rate	Discount	Subtotal	Tax	Total	Paid
#70966	XERCOR-1 Xercor Insurance Services LLC - \$3,000.00 (7/1/2024 - 7/31/2024)		\$12.00		\$12.00	\$0.00	\$12.00	\$12.00
#70966	Unit #3149 Rent Unit 3149 - 10x7.5x0 (7/1/2024 - 7/31/2024)		\$259.00		\$259.00	\$0.00	\$259.00	\$259.00

Total Paid

Jul 02, 2024 9:07 AM Mastercard ****7237 \$271.00

Unit #3149 paid through 7/31/2024

Merchant Copy

.....

If you have any past due amounts for your storage unit(s), those balances will appear below.



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **June 12, 2024**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **02 (24-059) Admin Pkg & Budget FY24-25**

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

Motion the Woodland Hills-Warner Center Neighborhood Council approves the Administrative Package for FY24-25 and adopts the initial Fiscal Year 2024-2025 Budget allocation amounts shown in the WHWCNC FY2024-2025 Draft Budget Allocation document. The Board directs its funding officers to include this budget in the Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025 and submit it to the City Clerk. The Treasurer is instructed to file this adopted budget with the City Clerk and use it as the operating budget for the Neighborhood Council until it is replaced by a new budget reallocation. The Treasurer will also ensure that separate board motions are made and passed before any non-Office/Operational expenditures are made.

-Resigned Vacant

Motion continued on next page.

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	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business				X			
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate			X				Alternate
Julian Tu	Area 2 Residential	X						
<i>Paul Lawler - Resigned</i>	Area 2 Business							
Peter Haber	Area 2 C. B. O.				X			
Masha Dowell	Area 2 Alternate				X			
Tracey Rosen	Area 3 Residential	X						
Dean Matthew	Area 3 Business	X						
Harout Aristakessian	Area 3 C. B. O.	X						
Jayce Baron	Area 3 Alternate				X			Alternate
Don Patterson	Area 4 Residential				X			
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.				X			
Aava Dekordi	Area 4 Alternate	X						
<i>Christopher Waddy Resigned/Vacant</i>	Area 5 Residential							
Julie Waltrip	Area 5 Business	X						
Steve Sommers	Area 5 C. B. O.	X						
Allan Biggins	Area 5 Alternate				X			
Bill Barnett	Area 6 Residential	X						
Heath Kline	Area 6 Business	X						
Bobbie Wasserman	Area 6 C. B. O.	X						
Janice Mendell	Area 6 Alternate				X			Alternate
Kate Kennedy	Area 7 Residential				X			
<i>Schyler Katz - Resigned</i>	Area 7 Business							
Joyce Fletcher	Area 7 C. B. O.	X						
Rosaleen O'Sullivan	Area 7 Alternate	X						
August Steurer	At-Large	X						
Vacant	At-Large Alternate							
Vacant	Youth							

	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: 13	Total:	16	0	1	9	0	0	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: *Heath Kline*

Authorized Signature: *Dena Weiss*

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **June 12, 2024**

Date: **June 12, 2024**

Substitute Motion

Item No. 2

Heath Kline, Treasurer & Tracey Rosen, Vice Chair

(24-059) Motion to Adopt the WHWCNC FY24-25 Annual Administrative Packet & Initial \$32,000 Board Budget Allocation and Submit Both to the City Clerk

For discussion and possible action

(Estimated time: 10 minutes)

WHEREAS, the Woodland Hills-Warner Center Neighborhood Council (WHWCNC) Board has reviewed the **Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025** and will follow the City Clerk's rules for creating budgets and spending public funds, as explained on pages 6 & 7[†] of the packet; and

WHEREAS, the WHWCNC Board has carefully examined the **WHWCNC FY2023-2024 Annual Budget & Month by Month Spending Report**[†], which shows the Board's monthly spending (Columns F-Q) and total year-to-date spending (Column R) for each budget item. Using this information, along with the knowledge of experienced Board members and the Board's plans for the next fiscal year, the Board has created an initial FY24-25 Budget allocation (Column R1) for the \$32,000 in annual funding provided by the City; and

WHEREAS, the initial FY24-25 Budget allocation amounts are listed in Column R1 of the **WHWCNC FY2024-2025 Draft Budget Allocation**[†] document; and

WHEREAS, the WHWCNC understands that the adopted budget for Office/Operational Expenses allows for payment without additional board motions. However, for all other expenses (Outreach, Election, Neighborhood Purposes Grants, and Community Improvement Projects), separate board motions must be made and passed before the expenditure is made, even if the expense is within the allocated budget for that category;

THEREFORE, the Woodland Hills-Warner Center Neighborhood Council **approves the Administrative Package for FY24-25** and adopts the initial Fiscal Year 2024-2025 Budget allocation amounts shown in the **WHWCNC FY2024-2025 Draft Budget Allocation** document. The Board directs its funding officers to include this budget in the **Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025** and submit it to the City Clerk. The Treasurer is instructed to file this adopted budget with the City Clerk and use it as the operating budget for the Neighborhood Council until it is replaced by a new budget reallocation. The Treasurer will also ensure that separate board motions are made and passed before any non-Office/Operational expenditures are made.

†See referred to items [4 pages] in the supporting documents via the Board Calendar Event post.

Roll Call Vote

Row	B	R	R1
	WHWCNC FY2024-2025 Initial Budget Allocation		Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
Line #		FY23-24 YTD Spent	Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
1	Admin Packet & Budget Adopted June 12, 2024 BAC 2 (24-059)		
2			
3			
4			
5			
6			
7			
8			
9	Annual Budget Funds		\$32,000.00
10	Rollover Funds [RO-Supplemental Funds Reallocation]		
11			
12			
13			
14	Total Adjustments		
15	Total Annual Budget Funds		
16			
17			
18	Office/Operational Expenditures Category	FY 23-24 Ytd Spent	Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
19			
20	Space Rental Board Meetings	\$414.00	\$1,200.00
21	NC Storage Start/Quart	\$2,972.00	\$3,300.00
22	Phone System - Grasshopper SaaS	\$377.98	\$430.00
23	Adjustment- Sept NC expenses Pd by City Clerk during credit card transition	(\$330.54)	
24	Adjustment- Oct NC expenses Pd by City Clerk during credit card transition	(\$268.00)	
25	Adjustment- Dec NC expenses Pd by City Clerk CC StarQ charged in Error	(\$271.00)	
26	Constant Contact SaaS	\$891.00	\$1,400.00
27	Software Lic Renewals & Updates	\$49.99	\$200.00
28	Mail Box Rental (UPS PMB) [Increase 5/6/09/24]	\$516.00	\$550.00
29	General Office Supplies, Copies and Printing	\$108.29	\$400.00
30	Paper and Ink	\$0.00	\$400.00
31	Email and Web Hosting and Support (RO Funds) 7 (24-033) March 13 24 agenda	\$788.98	\$1,200.00
32	Zoom Virtual Meet SaaS. 7 (24-033) March 13 24 agenda Recvd DONE Inv 5/30/24	\$387.48	\$400.00
33			
34	Water & Refreshments For NC Board/Committee Meetings & Activities	\$753.40	\$400.00
35	Board Retreat Expenses (Requires Board Motion & BAC)	\$0.00	\$800.00
36	SB411 Hybrid Meeting Equip 2 Meet Ows, 1 Comp & Ascs (2(24-047) May 8) \$5,038.31	\$0.00	
37	WiFi Pending Past Due Verizon Wireless Hotspot-Contested \$864.13	\$0.00	\$865.00
38			
39	Total Office/Operational Expenditures	\$6,389.58	\$11,545.00
40			
41			
42	Outreach Expenditures Category	Ytd Spent	
43			
44	Cong of Neighborhoods \$500 & July Constant Contact \$81 (JLY Paul L Treas)	\$581.00	\$500.00
45	Greatful Hearts & Disaster Prep Booth \$500 3 (23-070) 11/8/23	\$500.00	\$500.00
46	Replace Damaged NC Pole Barriers \$900 4 (23-071)11/8/23	\$670.53	\$1,000.00
47	HALO Purchase of giveaway bags & keychains up to \$2,500 (24-007) 1/10/24	\$2,484.85	\$0.00
48	Valley Cultural - Concert Outreach Booth WC Park [BAC 11 24-022] 2/15/24	\$3,500.00	\$3,500.00
49	One Generation Sr Fair Outreach Booth [BAC 12 24-023] 2/15/24	\$1,000.00	\$1,000.00
50		\$0.00	
51	Outreach Printing & Banners: Minibanner Press or alt printer 1000 4/4 4d Rack Cards 4 (24-030) 3/7	\$117.55	\$500.00
52			
53	SWAG: 4imprint NC Branded promo items upto \$5,000 as follows 5 (24-031) 3/13/24	\$0.00	\$2,500.00
54	a) 32,000 WHWCNC "F" 2" Branded Sticky Pats up to \$1,000 (\$0.39 each + tax & shipping) \$937.71	\$552.30	
55	b) 3,000 10oz WHWCNC Branded Value Grocery Totes up to \$1,000 (\$0.33 each + \$0.10 set-up, tax & shipping) \$98.48	\$902.14	
56	c) 1,000 WHWCNC Branded Hand Fans up to \$775 (\$0.76 + \$0.15 set-up, tax & shipping) \$747.46	\$679.01	
57	d) 650 WHWCNC Branded Sunglasses up to \$1,000 (\$1.25 each + \$20 set-up, tax & shipping) \$913.61	\$913.69	
58	e) 825 WHWCNC Branded Power Clips up to \$950 (\$0.86 each + \$55 set-up, tax & shipping) \$917.38	\$833.67	
59	\$20074 Budget reduction to increase media funding provided prior to Trial Inv. \$68.13 Com \$183.13	(Total \$2,180.91)	
60	4 Imprint Difference between 1st Web Inv and Final CC charge PDF Inv df \$48.93	\$0.00	\$0.00
61	NC Logowear: T-shirt Guys \$2500 [Item 6 (24-032) March 13 24 Agenda]	\$0.00	\$0.00
62	a) 50 1801 AMER APPAREL COTTON T-SHIRTS - TRUE NAVY SIZE S-M-NC LOGO \$890.00	\$599.21	
63	b) 101 1201 AMER APPAREL COTTON T-SHIRTS - GREEN SIZE S-M-NC LOGO (PREV 141) \$14.72	\$115.72	
64	c) 50 3640 NEXT LEVEL WOMEN'S COTTON V-NECK T-SHIRT - MIDNIGHT NAVY SIZE S-M-NC LOGO \$801.65	\$651.65	
65	d) 36 0020 EMPLOYE NC LOGO DRESS & JONES OVERLUX PATTERN MENS PLAIN POLO - NAVY SIZE S-M, \$885.84	\$885.84	
66	\$1,000 Deposit w/Order Mar. 22/24 2nd inv Completion in April, Budget: 3047.24 Expense Fund 5/08/24	(Total \$2,182.42)	
67			
68	Social Media	\$0.00	\$1,000.00
69	Local WH-WC Advertising: Warner Center News	\$0.00	\$1,000.00
70	Website Hosting [Inv to Office/Operational Expenditures Category]	\$18.99	\$0.00
71	Website Webmaster (\$5K + 1.5K - \$K to VC Concerts above on 2/15/24)	\$0.00	\$0.00
72	General Outreach - Bus Banners \$280 not funded/ Flex Hand cart 174.01 7 (24-048)	\$128.09	\$0.00
73	General Outreach - [Not yet allocated to specific items] added 5/22 to balance budget	\$0.00	\$2,955.00
74			
75	Use 71 above for \$1,460.00 to \$1,461.67 to compensate for problems on final 4 imprint inv 12/19 01/24 HQ		
76	Total Outreach Expenditures	\$15,635.24	\$14,455.00
77			
78	Election Expenditures	Ytd Spent	
79	Westfield for Rose Goldwater Cmmt Cntr 6/18/23 NC Election Venue (RO)	\$750.00	\$1,000.00
80			
81	Total Election Expenditures	\$750.00	\$1,000.00
82			
83			
84	Neighborhood Purposes Grants (NPG) Expenditures Category		
85			
86	West Valley Food Pantry [BAC 6-23-063 Passed 10/12/23]	\$2,000.00	\$5,000.00
87	West Valley Food Pantry [BAC 6-23-063] City Clerk Permenantly Denied 10/26/23	(\$2,000.00)	
88	Pierce College Foundation - Final Budget [BAC 7-23-064 Passed 10/12/23]	\$1,500.00	
89	Lions of Lockhurst PTO - Garden Project [BAC 10-23-083 Passed 12/13/23]	\$1,300.00	
90	Woodlake Elem Schl PTA - Art Fair [BAC 13 (24-024) 2/15/24 Agenda]	\$2,000.00	
91	Total of Previous Approved NPGs as of 2/15/24	\$0.00	
92	Friends of Calabash, Inc dba Calabash PTO [BAC 05 (24-029) 3/13/24 Agenda]	\$3,000.00	
93	Total of NPGs Approved and Funded through 3/13/24	\$0.00	
94	\$8,000 April & May NPG's not prev budgeted for-	\$0.00	
95	WV YMCA Food Dist Prog NPG \$3,000. 6 (24-42) 4/10/24 Agenda	\$3,000.00	
96	New Friends Homeless Cntr Feed Prgm NPG \$1,500 7 (24-43) 4/10/24 Agnda	\$1,500.00	
97	New Friends Homeless Cntr Feed Prgm NPG City Clerk Remv Denied 05/24/24	(\$1,500.00)	
98	\$3,000 for LAPD Foundation NPG 3 (24-048) 5/08/24 Agenda	\$3,000.00	
99	\$500 Pending NPG for WWWC Church CHARMEY BENNET FOUNDRN Envoio Com (Not ready for May agenda)	\$0.00	
100	Total NPG Expenditures (April & May NPG Overdraft \$7,000 B4 \$52 Reallocation)	\$13,800.00	\$5,000.00
101			
102	Community Improvement Projects (CIP) Expenditures Category	Ytd Spent	
103	Environmental Project \$300. Wagon 23-085) Ovr 90 days expired	\$0.00	
104	Homeless Project	\$0.00	
105	Public Safety Project	\$0.00	
106	Education Project [Xfer \$900 to Outreach & \$100 to NPG (24-034) 3/13/24]	\$0.00	
107	Community Services [Xfer \$1,000 to Outreach for Halo 7 (24-007) 1/10/24]	\$0.00	
108			
109	Total CIP Expenditures Category	\$0.00	\$0.00
110			
111			
112		FY23-24 YTD Spent	Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
113	TOTAL EXPENDITURES FOR THE FISCAL YEAR	\$36,574.82	\$32,000.00
114	City Clerk Funding Partial Budget/Reallocation Amounts:		
115	Office/Operational Expenditures		\$11,545.00
116	Outreach Expenditures		\$14,455.00
117	Election Expenditures		\$1,000.00
118	General and Operational Expenditures		\$27,000.00
119	NPG Expenditures		\$5,000.00
120	CIP Expenditures Category		\$0.00
121	TOTAL ANNUAL BUDGET ALLOCATIONS		\$32,000.00
122			
123	Starting Annual FY24-25 Funding		\$32,000.00
124	Available Funds to Allocate		\$0.00
125	FY: Unspent FY23-24 Funds that will Roll Over and will be available in August		\$4,555.64
126	Total Avail FY 24-25 Funds		\$36,555.64
127			



[Print](#)

Billing Activity - Invoices

Woodland Hills-Warner Center Neighborhood Council

Attn: Heath Kline
200 N Spring St
Los Angeles CA 90012
US
P: 8183125601

Today's Date: 07/16/2024

User Name:

Invoices from 07/09/2024 to 07/16/2024

Date	Description	Charge Amount	Credit Amount
07/10/2024	Invoice #1720599599	\$81.00	
	Constant Contact - Email Plus		
	1501-2500 Contacts	\$81.00	
	Highest contact count: 1573		
	From 06/10/2024 to 07/10/2024		

Billing questions? [Contact Support](#)

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



[Print](#)

Billing Activity - Payments

Woodland Hills-Warner Center Neighborhood Council

Attn: Heath Kline
200 N Spring St
Los Angeles CA 90012
US
P: 8183125601

Today's Date: 07/16/2024

User Name:

Payments from 07/09/2024 to 07/16/2024

Date	Description	Charge Amount	Credit Amount
07-10-2024 04:20:02 AM	Payment - Credit Card (MasterCard) *****7237		\$81.00

Billing questions? [Contact Support](#)

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



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **June 12, 2024**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **02 (24-059) Admin Pkg & Budget FY24-25**

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

Motion the Woodland Hills-Warner Center Neighborhood Council approves the Administrative Package for FY24-25 and adopts the initial Fiscal Year 2024-2025 Budget allocation amounts shown in the WHWCNC FY2024-2025 Draft Budget Allocation document. The Board directs its funding officers to include this budget in the Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025 and submit it to the City Clerk. The Treasurer is instructed to file this adopted budget with the City Clerk and use it as the operating budget for the Neighborhood Council until it is replaced by a new budget reallocation. The Treasurer will also ensure that separate board motions are made and passed before any non-Office/Operational expenditures are made.

-Resigned Vacant

Motion continued on next page.

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	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business				X			
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate			X				Alternate
Julian Tu	Area 2 Residential	X						
Paul Lawler - Resigned	Area 2 Business							
Peter Haber	Area 2 C. B. O.				X			
Masha Dowell	Area 2 Alternate				X			
Tracey Rosen	Area 3 Residential	X						
Dean Matthew	Area 3 Business	X						
Harout Aristakessian	Area 3 C. B. O.	X						
Jayce Baron	Area 3 Alternate				X			Alternate
Don Patterson	Area 4 Residential				X			
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.				X			
Aava Dekordi	Area 4 Alternate	X						
Christopher Waddy Resigned/Vacant	Area 5 Residential							
Julie Waltrip	Area 5 Business	X						
Steve Sommers	Area 5 C. B. O.	X						
Allan Biggins	Area 5 Alternate				X			
Bill Barnett	Area 6 Residential	X						
Heath Kline	Area 6 Business	X						
Bobbie Wasserman	Area 6 C. B. O.	X						
Janice Mendell	Area 6 Alternate				X			Alternate
Kate Kennedy	Area 7 Residential				X			
Schyler Katz - Resigned	Area 7 Business							
Joyce Fletcher	Area 7 C. B. O.	X						
Rosaleen O'Sullivan	Area 7 Alternate	X						
August Steurer	At-Large	X						
Vacant	At-Large Alternate							
Vacant	Youth							

Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: 13	16	0	1	9	0	0	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:

Authorized Signature:

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **June 12, 2024**

Date: **June 12, 2024**

Substitute Motion

Item No. 2

Heath Kline, Treasurer & Tracey Rosen, Vice Chair

(24-059) Motion to Adopt the WHWCNC FY24-25 Annual Administrative Packet & Initial \$32,000 Board Budget Allocation and Submit Both to the City Clerk

For discussion and possible action

(Estimated time: 10 minutes)

WHEREAS, the Woodland Hills-Warner Center Neighborhood Council (WHWCNC) Board has reviewed the **Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025** and will follow the City Clerk's rules for creating budgets and spending public funds, as explained on pages 6 & 7[†] of the packet; and

WHEREAS, the WHWCNC Board has carefully examined the **WHWCNC FY2023-2024 Annual Budget & Month by Month Spending Report**[†], which shows the Board's monthly spending (Columns F-Q) and total year-to-date spending (Column R) for each budget item. Using this information, along with the knowledge of experienced Board members and the Board's plans for the next fiscal year, the Board has created an initial FY24-25 Budget allocation (Column R1) for the \$32,000 in annual funding provided by the City; and

WHEREAS, the initial FY24-25 Budget allocation amounts are listed in Column R1 of the **WHWCNC FY2024-2025 Draft Budget Allocation**[†] document; and

WHEREAS, the WHWCNC understands that the adopted budget for Office/Operational Expenses allows for payment without additional board motions. However, for all other expenses (Outreach, Election, Neighborhood Purposes Grants, and Community Improvement Projects), separate board motions must be made and passed before the expenditure is made, even if the expense is within the allocated budget for that category;

THEREFORE, the Woodland Hills-Warner Center Neighborhood Council **approves the Administrative Package for FY24-25** and adopts the initial Fiscal Year 2024-2025 Budget allocation amounts shown in the **WHWCNC FY2024-2025 Draft Budget Allocation** document. The Board directs its funding officers to include this budget in the **Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025** and submit it to the City Clerk. The Treasurer is instructed to file this adopted budget with the City Clerk and use it as the operating budget for the Neighborhood Council until it is replaced by a new budget reallocation. The Treasurer will also ensure that separate board motions are made and passed before any non-Office/Operational expenditures are made.

†See referred to items [4 pages] in the supporting documents via the Board Calendar Event post.

Roll Call Vote

Row	B	R	R1
	WHWCNC FY2024-2025 Initial Budget Allocation		Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
Line #		FY23-24 YTD Spent	Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
1	Admin Packet & Budget Adopted June 12, 2024 BAC 2 (24-059)		
2			
3			
4			
5			
6			
7			
8			
9	Annual Budget Funds		\$32,000.00
10	Rollover Funds [RO-Supplemental Funds Reallocation]		
11			
12			
13			
14	Total Adjustments		
15	Total Annual Budget Funds		
16			
17			
18	Office/Operational Expenditures Category	FY 23-24 Ytd Spent	Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
19			
20	Space Rental Board Meetings	\$414.00	\$1,200.00
21	NC Storage Start/Quart	\$2,972.00	\$3,300.00
22	Phone System - Grasshopper SaaS	\$377.98	\$430.00
23	Adjustment- Sept NC expenses Pd by City Clerk during credit card transition	(\$330.54)	
24	Adjustment- Oct NC expenses Pd by City Clerk during credit card transition	(\$268.00)	
25	Adjustment- Dec NC expenses Pd by City Clerk CC StarQ charged in Error	(\$271.00)	
26	Constant Contact SaaS	\$891.00	\$1,400.00
27	Software Lic Renewals & Updates	\$49.99	\$200.00
28	Mail Box Rental (UPS PMB) [Increase 5/6/09/24]	\$516.00	\$550.00
29	General Office Supplies, Copies and Printing	\$108.29	\$400.00
30	Paper and Ink	\$0.00	\$400.00
31	Email and Web Hosting and Support (RO Funds) 7 (24-033) March 13 24 agenda	\$788.98	\$1,200.00
32	Zoom Virtual Meet SaaS. 7 (24-033) March 13 24 agenda Recvd DONE Inv 5/30/24	\$387.48	\$400.00
33			
34	Water & Refreshments For NC Board/Committee Meetings & Activities	\$753.40	\$400.00
35	Board Retreat Expenses (Requires Board Motion & BAC)	\$0.00	\$800.00
36	SB411 Hybrid Meeting Equip 2 Meet Ows, 1 Comp & Ascs [2(24-047) May 8] \$5,038.31	\$0.00	
37	WiFi Pending Past Due Verizon Wireless Hotspot-Contested \$864.13	\$0.00	\$865.00
38			
39	Total Office/Operational Expenditures	\$6,389.58	\$11,545.00
40			
41			
42	Outreach Expenditures Category	Ytd Spent	
43			
44	Cong of Neighborhoods \$500 & July Constant Contact \$81 (JLY Paul L Treas)	\$581.00	\$500.00
45	Greatful Hearts & Disaster Prep Booth \$500 3 (23-070) 11/8/23	\$500.00	\$500.00
46	Replace Damaged NC Pole Barners \$900 4 (23-071)11/8/23	\$670.53	\$1,000.00
47	HALO Purchase of giveaway bags & keychains up to \$2,500 (24-007) 1/10/24	\$2,484.85	\$0.00
48	Valley Cultural - Concert Outreach Booth WC Park [BAC 11 24-022] 2/15/24	\$3,500.00	\$3,500.00
49	One Generation Sr Fair Outreach Booth [BAC 12 24-023] 2/15/24	\$1,000.00	\$1,000.00
50		\$0.00	
51	Outreach Printing & Banners: Minibeam Press or alt printer 1000 4/4 4d Rack Cards 4 (24-030) 3/7	\$117.55	\$500.00
52			
53	SWAG: 4imprint NC Branded promo items upto \$5,000 as follows 5 (24-031) 3/13/24	\$0.00	\$2,500.00
54	a) 32,000 WHWCNC "F&P" Branded Shirty Pals up to \$1,000 (\$0.39 each + tax & shipping) \$937.71	\$652.30	
55	b) 3,000 10oz WHWCNC Branded Value Grocery Totes up to \$1,000 (\$0.33 each + \$0.10 set-up, tax & shipping) \$98.48	\$902.14	
56	c) 1,000 WHWCNC Branded Hand Fans up to \$775 (\$0.76 + \$0.15 set-up, tax & shipping) \$747.46	\$679.01	
57	d) 650 WHWCNC Branded Sunglasses up to \$1,000 (\$1.25 each + \$20 set-up, tax & shipping) \$913.61	\$913.69	
58	e) 825 WHWCNC Branded Power Clips up to \$950 (\$0.86 each + \$55 set-up, tax & shipping) \$917.38	\$833.67	
59	\$20074 Budget reduction to increase media funding provided prior to Trial Inv. \$68.13 Com \$183.13	(Total \$2,180.91)	
60	4 Imprint Difference between 1st Web Inv and Final CC charge PDF Inv df \$48.93	\$0.00	\$0.00
61	NC Logowear: T-shirt Guys \$2500 [Item 6 (24-032) March 13 24 Agenda]	\$0.00	\$0.00
62	a) 50 1801 AMER APPELL COTTON T-SHIRTS - TRUE NAVY SIZES S-XL NC LOGO \$890.00	\$599.21	
63	b) 101 1201 AMER APPELL COTTON T-SHIRTS - GREEN SIZES S-XL NC LOGO (PREV 141) \$14.72	\$115.72	
64	c) 50 3640 NEXT LEVEL WOMEN'S COTTON V-NECK T-SHIRT - MIDNIGHT NAVY SIZES S-XL NC LOGO \$801.65	\$651.65	
65	d) 36 0020 EMPLOYE NC LOGO DRESS & JONES OVERLUX PATTERN MENS PLAIN Polo - NAVY SIZES S-XL \$885.84	\$885.84	
66	\$1,000 Deposit w/Order Mar. 22/24 2nd inv Completion in April, Reorder 2047.24 Extra Fund 5/09/24	(Total \$2,182.42)	
67			
68	Social Media	\$0.00	\$1,000.00
69	Local WH-WC Advertising: Warner Center News	\$0.00	\$1,000.00
70	Website Hosting [Inv to Office/Operational Expenditures Category]	\$18.99	\$0.00
71	Website Webmaster (\$5K + 1.5K - \$K to VC Concerts above on 2/15/24)	\$0.00	\$0.00
72	General Outreach - Bus Banners \$280 not funded/ Flex Hand cart 174.01 7 (24-048)	\$128.09	\$0.00
73	General Outreach - [Not yet allocated to specific items] added 5/22 to balance budget	\$0.00	\$2,955.00
74			
75	Use 71 above for \$1,460.00 to \$1,461.67 to compensate for problems on final 4 Imprint inv 12/19 01/24 HQ		
76	Total Outreach Expenditures	\$15,635.24	\$14,455.00
77			
78	Election Expenditures	Ytd Spent	
79	Westfield for Rose Goldwater Cmmt Cntr 6/18/23 NC Election Venue (RO)	\$750.00	\$1,000.00
80			
81	Total Election Expenditures	\$750.00	\$1,000.00
82			
83			
84	Neighborhood Purposes Grants (NPG) Expenditures Category		
85			
86	West Valley Food Pantry [BAC 6-23-063 Passed 10/12/23]	\$2,000.00	\$5,000.00
87	West Valley Food Pantry [BAC 6-23-063] City Clerk Permenantly Denied 10/26/23	(\$2,000.00)	
88	Pierce College Foundation - Final Budget [BAC 7-23-064 Passed 10/12/23]	\$1,500.00	
89	Lions of Lockhurst PTO - Garden Project [BAC 10-23-083 Passed 12/13/23]	\$1,300.00	
90	Woodlake Elem Schl PTA - Art Fair [BAC 13 (24-024) 2/15/24 Agenda]	\$2,000.00	
91	Total of Previous Approved NPGs as of 2/15/24	\$0.00	
92	Friends of Calabash, Inc dba Calabash PTO [BAC 05 (24-029) 3/13/24 Agenda]	\$3,000.00	
93	Total of NPGs Approved and Funded through 3/13/24	\$0.00	\$0.00
94	\$8,000 April & May NPG's not prev budgeted for-	\$0.00	
95	WV YMCA Food Dist Prog NPG \$3,000. 6 (24-42) 4/10/24 Agenda	\$3,000.00	
96	New Friends Homeless Cntr Feed Prgm NPG \$1,500 7 (24-43) 4/10/24 Agnda	\$1,500.00	
97	New Friends Homeless Cntr Feed Prgm NPG City Clerk Remv Denied 05/24/24	(\$1,500.00)	
98	\$3,000 for LAPD Foundation NPG 3 (24-048) 5/08/24 Agenda	\$3,000.00	
99	\$500 Pending NPG for WWWC Church CHARMEY BENNET FOUNDRN Envoio Com (Not ready for May agenda)	\$0.00	
100	Total NPG Expenditures (April & May NPG Overdraft \$7,800 B4 \$52 Reallocation.)	\$13,800.00	\$5,000.00
101		NPG Totals	
102	Community Improvement Projects (CIP) Expenditures Category	Ytd Spent	
103	Environmental Project \$300. Wagon 23-085) Ovr 90 days expired	\$0.00	
104	Homeless Project	\$0.00	
105	Public Safety Project	\$0.00	
106	Education Project [Xfer \$900 to Outreach & \$100 to NPG (24-034) 3/13/24]	\$0.00	
107	Community Services [Xfer \$1,000 to Outreach for Halo 7 (24-007) 1/10/24]	\$0.00	
108			
109	Total CIP Expenditures Category	\$0.00	\$0.00
110			
111			
112		FY23-24 YTD Spent	Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
113	TOTAL EXPENDITURES FOR THE FISCAL YEAR	\$36,574.82	\$32,000.00
114	City Clerk Funding Partial Budget/Reallocation Amounts:		
115	Office/Operational Expenditures		\$11,545.00
116	Outreach Expenditures		\$14,455.00
117	Election Expenditures		\$1,000.00
118	General and Operational Expenditures		\$27,000.00
119	NPG Expenditures		\$5,000.00
120	CIP Expenditures Category		\$0.00
121	TOTAL ANNUAL BUDGET ALLOCATIONS		\$32,000.00
122			
123	Starting Annual FY24-25 Funding		\$32,000.00
124	Available Funds to Allocate		\$0.00
125	FY: Unspent FY23-24 Funds that will Roll Over and will be available in August		\$4,555.64
126	Total Avail FY 24-25 Funds		\$36,555.64
127			



Account Information

WHWCNC
Dena Weiss
20929 Ventura Boulevard
Woodland Hills, CA 91364, US

Bill Date: 07/12/24
Usage Period: 06/12/24 - 07/12/24

Charges Summary

Previous Invoice Amount: \$30.71

Current Charges:
Recurring Charges \$22.00
Non-Recurring Charges \$0.00
Usage Charges \$1.79
Sms Charges \$0.00
Taxes & Surcharges \$5.68
Federal USF \$2.42
Total Charges: \$31.89
Debits & Credits \$0.00
Payments \$31.89
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 and tell everyone you know about Grasshopper.

Partner Offers



Detail of Current Charges

Payments & Credits		
Date	Detail	Payment/Credit
07/12/24	Monthly Payment, Paid on Master Card ending in 7237	\$31.89
Total Payments & Credits:		\$31.89

Recurring Charges		
Current Period		
Pay As You Grow Plan, 07/12/24 - 08/12/24	\$12.00	
Voicemail Transcription, 07/12/24 - 08/12/24	\$10.00	
Total Recurring Charges:		\$22.00

Minute Charges Summary						
Type	Included	Used	Overage	Rate	Charge	
Domestic	0 minutes	29.6	29.6 minutes	0.060	\$1.79	
Total Minute Charges:						\$1.79

Taxes & Surcharges		
Type	Detail	Charge
Tax	Utility Users Tax	\$1.80
Tax	FCC Regulatory Fee (Wireline)	\$0.03
Tax	CA PUC Fee	\$0.10
Surcharge	Regulatory Recovery Fee	\$3.75
Total Taxes & Surcharges:		\$5.68

Federal Universal Service Fund		
Type	Detail	Charge
Surcharge	Fed Universal Service Fund	\$2.42
Total Federal USF Contributions:		\$2.42

Summary of Minute Charges

By Number		
Number	Total Minutes	
+18186399444	29.6	
Total Minutes Used:		29.6

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

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.



NC Name: **Woodland Hills - Warner Center**

Meeting Date: **June 12, 2024**

Budget Fiscal Year: **2023-2024**

Agenda Item No: **02 (24-059) Admin Pkg & Budget FY24-25**

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

Motion the Woodland Hills-Warner Center Neighborhood Council approves the Administrative Package for FY24-25 and adopts the initial Fiscal Year 2024-2025 Budget allocation amounts shown in the WHWCNC FY2024-2025 Draft Budget Allocation document. The Board directs its funding officers to include this budget in the Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025 and submit it to the City Clerk. The Treasurer is instructed to file this adopted budget with the City Clerk and use it as the operating budget for the Neighborhood Council until it is replaced by a new budget reallocation. The Treasurer will also ensure that separate board motions are made and passed before any non-Office/Operational expenditures are made.

-Resigned Vacant

Motion continued on next page.

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	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business				X			
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate			X				Alternate
Julian Tu	Area 2 Residential	X						
Paul Lawler - Resigned	Area 2 Business							
Peter Haber	Area 2 C. B. O.				X			
Masha Dowell	Area 2 Alternate				X			
Tracey Rosen	Area 3 Residential	X						
Dean Matthew	Area 3 Business	X						
Harout Aristakessian	Area 3 C. B. O.	X						
Jayne Baron	Area 3 Alternate				X			Alternate
Don Patterson	Area 4 Residential				X			
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.				X			
Aava Dekordi	Area 4 Alternate	X						
Christopher Waddy Resigned/Vacant	Area 5 Residential							
Julie Waltrip	Area 5 Business	X						
Steve Sommers	Area 5 C. B. O.	X						
Allan Biggins	Area 5 Alternate				X			
Bill Barnett	Area 6 Residential	X						
Heath Kline	Area 6 Business	X						
Bobbie Wasserman	Area 6 C. B. O.	X						
Janice Mendell	Area 6 Alternate				X			Alternate
Kate Kennedy	Area 7 Residential				X			
Schyler Katz - Resigned	Area 7 Business							
Joyce Fletcher	Area 7 C. B. O.	X						
Rosaleen O'Sullivan	Area 7 Alternate	X						
August Steurer	At-Large	X						
Vacant	At-Large Alternate							
Vacant	Youth							

Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: 13	16	0	1	9	0	0	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:

Authorized Signature:

Print/Type Name: **Heath Kline, Treasurer**

Print/Type Name: **Dena Weiss, President**

Date: **June 12, 2024**

Date: **June 12, 2024**

Substitute Motion

Item No. 2

Heath Kline, Treasurer & Tracey Rosen, Vice Chair

(24-059) Motion to Adopt the WHWCNC FY24-25 Annual Administrative Packet & Initial \$32,000 Board Budget Allocation and Submit Both to the City Clerk

For discussion and possible action

(Estimated time: 10 minutes)

WHEREAS, the Woodland Hills-Warner Center Neighborhood Council (WHWCNC) Board has reviewed the **Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025** and will follow the City Clerk's rules for creating budgets and spending public funds, as explained on pages 6 & 7[†] of the packet; and

WHEREAS, the WHWCNC Board has carefully examined the **WHWCNC FY2023-2024 Annual Budget & Month by Month Spending Report**[†], which shows the Board's monthly spending (Columns F-Q) and total year-to-date spending (Column R) for each budget item. Using this information, along with the knowledge of experienced Board members and the Board's plans for the next fiscal year, the Board has created an initial FY24-25 Budget allocation (Column R1) for the \$32,000 in annual funding provided by the City; and

WHEREAS, the initial FY24-25 Budget allocation amounts are listed in Column R1 of the **WHWCNC FY2024-2025 Draft Budget Allocation**[†] document; and

WHEREAS, the WHWCNC understands that the adopted budget for Office/Operational Expenses allows for payment without additional board motions. However, for all other expenses (Outreach, Election, Neighborhood Purposes Grants, and Community Improvement Projects), separate board motions must be made and passed before the expenditure is made, even if the expense is within the allocated budget for that category;

THEREFORE, the Woodland Hills-Warner Center Neighborhood Council **approves the Administrative Package for FY24-25** and adopts the initial Fiscal Year 2024-2025 Budget allocation amounts shown in the **WHWCNC FY2024-2025 Draft Budget Allocation** document. The Board directs its funding officers to include this budget in the **Office of the City Clerk NC Funding Program Fiscal Year Administrative Packet for Fiscal Year 2024-2025** and submit it to the City Clerk. The Treasurer is instructed to file this adopted budget with the City Clerk and use it as the operating budget for the Neighborhood Council until it is replaced by a new budget reallocation. The Treasurer will also ensure that separate board motions are made and passed before any non-Office/Operational expenditures are made.

†See referred to items [4 pages] in the supporting documents via the Board Calendar Event post.

Roll Call Vote

Row	B	R	R1
	WHWCNC FY2024-2025 Initial Budget Allocation		Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
Line #		FY23-24 YTD Spent	Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
1	Admin Packet & Budget Adopted June 12, 2024 BAC 2 (24-059)		
2			
3			
4			
5			
6			
7			
8			
9	Annual Budget Funds		\$32,000.00
10	Rollover Funds [RO-Supplemental Funds Reallocation]		
11			
12			
13			
14	Total Adjustments		
15	Total Annual Budget Funds		
16			
17			
18	Office/Operational Expenditures Category	FY 23-24 Ytd Spent	Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
19			
20	Space Rental Board Meetings	\$414.00	\$1,200.00
21	NC Storage Start/Quart	\$2,972.00	\$3,300.00
22	Phone System - Grasshopper SaaS	\$377.98	\$430.00
23	Adjustment- Sept NC expenses Pd by City Clerk during credit card transition	(\$330.54)	
24	Adjustment- Oct NC expenses Pd by City Clerk during credit card transition	(\$268.00)	
25	Adjustment- Dec NC expenses Pd by City Clerk CC StarQ charged in Error	(\$271.00)	
26	Constant Contact SaaS	\$891.00	\$1,400.00
27	Software Lic Renewals & Updates	\$49.99	\$200.00
28	Mail Box Rental (UPS PMB) [Increase 5/6/09/24]	\$516.00	\$550.00
29	General Office Supplies, Copies and Printing	\$108.29	\$400.00
30	Paper and Ink	\$0.00	\$400.00
31	Email and Web Hosting and Support (RO Funds) 7 (24-033) March 13 24 agenda	\$788.98	\$1,200.00
32	Zoom Virtual Meet SaaS. 7 (24-033) March 13 24 agenda Recvd DONE Inv 5/30/24	\$387.48	\$400.00
33			
34	Water & Refreshments For NC Board/Committee Meetings & Activities	\$753.40	\$400.00
35	Board Retreat Expenses (Requires Board Motion & BAC)	\$0.00	\$800.00
36	SB411 Hybrid Meeting Equip 2 Meet Ows, 1 Comp & Ascs [2(24-047) May 8] \$5,038.31	\$0.00	
37	WiFi Pending Past Due Verizon Wireless Hotspot-Contested \$864.13	\$0.00	\$865.00
38			
39	Total Office/Operational Expenditures	\$6,389.58	\$11,545.00
40			
41			
42	Outreach Expenditures Category	Ytd Spent	
43			
44	Cong of Neighborhoods \$500 & July Constant Contact \$81 (JLY Paul L Treas)	\$581.00	\$500.00
45	Greatful Hearts & Disaster Prep Booth \$500 3 (23-070) 11/8/23	\$500.00	\$500.00
46	Replace Damaged NC Pole Barners \$900 4 (23-071)11/8/23	\$670.53	\$1,000.00
47	HALO Purchase of giveaway bags & keychains up to \$2,500 (24-007) 1/10/24	\$2,484.85	\$0.00
48	Valley Cultural - Concert Outreach Booth WC Park [BAC 11 24-022] 2/15/24	\$3,500.00	\$3,500.00
49	One Generation Sr Fair Outreach Booth [BAC 12 24-023] 2/15/24	\$1,000.00	\$1,000.00
50		\$0.00	
51	Outreach Printing & Banners: Minibeam Press or alt printer 1000 4/4 4d Rack Cards 4 (24-030) 3/7	\$117.55	\$500.00
52			
53	SWAG: 4imprint NC Branded promo items upto \$5,000 as follows 5 (24-031) 3/13/24	\$0.00	\$2,500.00
54	a) 32,000 WHWCNC "F&P" Branded Shirty Pats up to \$1,000 (\$0.39 each + tax & shipping) \$937.71	\$652.30	
55	b) 3,000 10oz WHWCNC Branded Value Grocery Totes up to \$1,000 (\$0.33 each + \$0.60 set-up, tax & shipping) \$98.48	\$902.14	
56	c) 1,000 WHWCNC Branded Hand Fans up to \$775 (\$0.56 + \$0.65 set-up, tax & shipping) \$747.46	\$679.01	
57	d) 650 WHWCNC Branded Sunglasses up to \$1,000 (\$1.25 each + \$20 set-up, tax & shipping) \$913.61	\$913.69	
58	e) 425 WHWCNC Branded Power Clips up to \$950 (\$2.26 each + \$55 set-up, tax & shipping) \$917.38	\$833.67	
59	\$20074 Budget reduction to increase media funding provided prior to Trial Inv. \$68.13 Com \$183.13	(Total \$2,180.91)	
60	4 Imprint Difference between 1st Web Inv and Final CC charge PDF Inv df \$48.93	\$0.00	\$0.00
61	NC Logowear: T-shirt Guys \$2500 [Item 6 (24-032) March 13 24 Agenda]	\$0.00	\$0.00
62	a) 50 18oz AMER APPAREL COTTON T-SHIRTS - TRUE NAVY SIZE S-M-NC LOGO \$890.00	\$599.21	
63	b) 100 10oz AMER APPAREL COTTON T-SHIRTS - GREEN SIZE S-M-NC LOGO (PREV \$41 \$41.72)	\$115.72	
64	c) 50 34oz NEXT LEVEL WOMEN'S COTTON V-NECK T-SHIRT - MIDDWAY NAVY SIZE S-M-NC LOGO \$801.65	\$651.65	
65	d) 36 10oz EMERALD NC LOGO DRESS & JONES OVERLUX PATTERN MENS PLAIN POLO - NAVY SIZE S-M, \$885.84	\$885.84	
66	\$1,000 Deposit w/Order Mar. 22/24 Del. var Completion in April. Budget: 3047.24 Expense Fund 5/08/24	(Total \$2,182.42)	
67			
68	Social Media	\$0.00	\$1,000.00
69	Local WH-WC Advertising: Warner Center News	\$0.00	\$1,000.00
70	Website Hosting [Inv to Office/Operational Expenditures Category]	\$18.99	\$0.00
71	Website Webmaster (\$5K + 1.5K - \$K to VC Concerts above on 2/15/24)	\$0.00	\$0.00
72	General Outreach - Bus Banners \$280 not funded/ Flex Hand cart 174.01 7 (24-048)	\$128.09	\$0.00
73	General Outreach - [Not yet allocated to specific items] added 5/22 to balance budget	\$0.00	\$2,955.00
74			
75	Use 71 above for \$1,460.00 to \$1,461.67 to compensate for problems on final 4 Imprint Inv 12/19 01/24 HQ		
76	Total Outreach Expenditures	\$15,635.24	\$14,455.00
77			
78	Election Expenditures	Ytd Spent	
79	Westfield for Rose Goldwater Cmmt Cntr 6/18/23 NC Election Venue (RO)	\$750.00	\$1,000.00
80			
81	Total Election Expenditures	\$750.00	\$1,000.00
82			
83			
84	Neighborhood Purposes Grants (NPG) Expenditures Category		
85			
86	West Valley Food Pantry [BAC 6-23-063 Passed 10/12/23]	\$2,000.00	\$5,000.00
87	West Valley Food Pantry [BAC 6-23-063] City Clerk Permenantly Denied 10/26/23	(\$2,000.00)	
88	Pierce College Foundation - Final Budget [BAC 7-23-064 Passed 10/12/23]	\$1,500.00	
89	Lions of Lockhurst PTO - Garden Project [BAC 10-23-083 Passed 12/13/23]	\$1,300.00	
90	Woodlake Elem Schl PTA - Art Fair [BAC 13 (24-024) 2/15/24 Agenda]	\$2,000.00	
91	Total of Previous Approved NPGs as of 2/15/24	\$0.00	
92	Friends of Calabash, Inc dba Calabash PTO [BAC 05 (24-029) 3/13/24 Agenda]	\$3,000.00	
93	Total of NPGs Approved and Funded through 3/13/24	\$0.00	
94	\$8,000 April & May NPG's not prev budgeted for-	\$0.00	
95	WV YMCA Food Dist Prog NPG \$3,000. 6 (24-42) 4/10/24 Agenda	\$3,000.00	
96	New Friends Homeless Cntr Feed Prgm NPG \$1,500 7 (24-43) 4/10/24 Agenda	\$1,500.00	
97	New Friends Homeless Cntr Feed Prgm NPG City Clerk Remv Denied 05/24/24	(\$1,500.00)	
98	\$3,000 for LAPD Foundation NPG 3 (24-048) 5/08/24 Agenda	\$3,000.00	
99	\$500 Pending NPG for WWWC Church CHARMEY BENNET FOUNDRN Ensis Cons (Not ready for May agenda)	\$0.00	
100	Total NPG Expenditures (April & May NPG Overdraft \$7,800 B4 \$52 Reallocation)	\$13,800.00	\$5,000.00
101		NPG Totals	
102	Community Improvement Projects (CIP) Expenditures Category	Ytd Spent	
103	Environmental Project \$300. Wagon 23-085) OV 90 days expired	\$0.00	
104	Homeless Project	\$0.00	
105	Public Safety Project	\$0.00	
106	Education Project [Xfer \$900 to Outreach & \$100 to NPG (24-034) 3/13/24]	\$0.00	
107	Community Services [Xfer \$1,000 to Outreach for Halo 7 (24-007) 1/10/24]	\$0.00	
108			
109	Total CIP Expenditures Category	\$0.00	\$0.00
110			
111			
112		FY23-24 YTD Spent	Proposed 24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
113	TOTAL EXPENDITURES FOR THE FISCAL YEAR	\$36,574.82	\$32,000.00
114	City Clerk Funding Partial Budget/Reallocation Amounts:		
115	Office/Operational Expenditures		\$11,545.00
116	Outreach Expenditures		\$14,455.00
117	Election Expenditures		\$1,000.00
118	General and Operational Expenditures		\$27,000.00
119	NPG Expenditures		\$5,000.00
120	CIP Expenditures Category		\$0.00
121	TOTAL ANNUAL BUDGET ALLOCATIONS		\$32,000.00
122			
123	Starting Annual FY24-25 Funding		\$32,000.00
124	Available Funds to Allocate		\$0.00
125	FY: Unspent FY23-24 Funds that will Roll Over and will be available in August		\$4,555.64
126	Total Avail FY 24-25 Funds		\$36,555.64
127			