

# October 9, 2024 Regular Board Meeting Supporting MER Materials

Item No.1 Approval of MER August 2024

# Monthly Expenditure Report



Reporting Month: August 2024

Budget Fiscal Year: 2024-2025

NC Name: Woodland Hills-Warner Center Neighborhood Council

		Monthly Cash Re	conciliation		
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$36171.75	\$511.30	\$35660.45	\$500.00	\$0.00	\$35160.45

		Monthly Cash Fl	ow Analysis		
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office		\$511.30		\$500.00	
Outreach	\$31555.64	\$0.00	\$30660.45	\$0.00	\$30160.45
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 Und	der Review: \$0.00	Encumbrar	nces: \$0.00	Previous Expen	ditures: \$383.89

			Expenditures			
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY STORQUEST - WOODLA	08/01/2024	August Rent for NC storage unit. (Note monthly price increase from \$271 to \$310 for rent & insurance)	General Operations Expenditure	Office	\$310.00
2	EIG CONSTANTCONTACT.CO	08/10/2024	Constant Contact SasS Mass Email Tool August Billing	General Operations Expenditure	Office	\$81.00
3	GRASSHOPPER.COM	08/13/2024	Grasshopper Virtual Phone System SaaS August Billing	General Operations Expenditure	Office	\$31.30
4	ELEGANTTHEMES.COM	08/30/2024	Annual renewal of website theme (background and layout of pages)	General Operations Expenditure	Office	\$89.00
	Subtotal:			•		\$511.30

			Outstanding Expenditures			
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	City of Los Angeles Congress of Neighborhoods - Event	08/21/2024	Motion to contribute \$500.00 from this year's Budget; Outreach Category [line 44] in funding for the 2024 Congress of Neighborhoods, and the Funding Officers are dire	General Operations Expenditure	Office	\$500.00
	Subtotal: Outstanding	g				\$500.00

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

# **PAYMENT RECEIPT**

### Account Number: 1114354

Heath L Kline	RECEIPT ID	PAYMENT DATE	CHANGE DUE	AMOUNT
20929 Ventura Blvd. Ste 47-535 Woodland Hills, CA 91367 (818) 312-5601	888728946	8/1/2024	\$0.00	\$310.00

Invoice	Item	Qty	Rate	Discount	Subtotal	Тах	Total	Paid
#75419	Unit #3149 Rent Unit 3149 - 10x7.5x0 (8/1/2024 - 8/31/2024)		\$298.00		\$298.00	\$0.00	\$298.00	\$298.00
#75419	XERCOR-1 Xercor Insurance Services LLC - \$3,000.00 (8/1/2024 - 8/31/2024)		\$12.00		\$12.00	\$0.00	\$12.00	\$12.00
							Т	otal Paid
Aug 01,	2024 12:39 AM	Μ	astercard	****7237				\$310.00

Unit #3149 paid through 8/31/2024

### **Customer Copy**

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

Office of the City Clerk	, ,, ,, ,, ,, ,, ,			🔒 Woo	dland H	Hills		
Administrative Services Division Neighborhood Council (NC) Funding Prog	ram							
Board Action Certification (BAC) Form	Center		Meeting Dat	e: June 12,	2024	Johnen		Carl Carl
Budget Fiscal Year: 2023-2024			-			& Budget FY24	-25	
Board Motion and/or Public Benefit	Motion the Woodla	and Hills-W	arner Cente	er Neighborh	nood Counc	il approves tl	he Administrat	tive Package for FY24-25 and
Statement (CIP and NPG):				-				FY2024-2025 Draft Budget
				-			-	ce of the City Clerk NC o the City Clerk. The
	Treasurer is instruc	ted to file tl	his adopted	budget witl	h the City Cl	erk and use i	t as the operat	ing budget for the
	Neighborhood Cou board motions are				-			so ensure that separate
-Resigned Vacant				e any non-O				
	X  Motion con						v	Member Reimbursement
Recused F	Board Members must lea	ve the room p	rior to any dis	cussion and m	ay not return	to the room unt	til after the vote is	s complete.
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	х						
Geoffreey Hobson	Area 1 Business				х			
Shelley Schwartz	Area 1 C. B. O.	Х						
Reina Cerros-McCaughey	Area 1 Alternate			Х				Alternate
Julian Tu	Area 2	х						
Paul Lawler - Resigned	Residential Area 2 Business							
Peter Haber	Area 2 C. B. O.				х			
Masha Dowell	Area 2 Alternate				X			
Tracey Rosen	Area 3	Х						
Dean Matthew	Residential	х						
Harout Aristakessian	Area 3 Business	X						
	Area 3 C. B. O.	^			X			Alterrate
Jayce Baron	Area 3 Alternate Area 4				X			Alternate
Don Patterson	Residential				Х			
Martin Lipkin	Area 4 Business	Х						
Dena Weiss	Area 4 C. B. O.				х			
Aava Dekordi	Area 4 Alternate	Х						
Christopher Waddy	Area 5 Residential							
Julie Waltrip	Area 5 Business	Х						
Steve Sommers	Area 5 C. B. O.	Х						
Allan Biggins	Area 5 Alternate				х			
Bill Barnett	Area 6	Х						
Heath Kline	Residential Area 6 Business	х						
Bobbie Wasserman	Area 6 C. B. O.	Х						
Janice Mendell	Area 6 Alternate				x			Alternate
Kate Kennedy	Area 6 Alternate				X			
Schyler Katz - Resigned	Residential							
Joyce Fletcher	Area 7 Business	Х						
Rosaleen O'Sullivan	Area 7 C. B. O.	X						
	Area 7 Alternate	-						
August Steurer	At-Large	Х						
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 laws, policies, and procedures. The above was								
Authorized Signature			Authorized S		Neine			
Print/Type Name: Heath Kline, Trea	surer		Print/Type Na	ame: Dena	y	esident		
Date: June 12, 2024				e 12, 202				NCFP 101 BAC Rev020118

Date: June 12, 2024 NCFP 101 BAC Rev020118 V	

# **Substitute Motion**

# <u>Item No. 2</u> <u>Heath Kline, Treasurer & Tracey Rosen, Vice Chair</u> (24-059) Motion to Adopt the WHWCNC FY24-25 <u>Annual Adminstrative Packet & Initial</u> §32,000 Board Budget Allocation and Submit <u>Both</u> 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<sup>+</sup>/<sub>7</sub> of the packet; and

WHEREAS, the WHWCNC Board has carefully examined the WHWCNC FY2023-2024 Annual Budget & Month by Month Spending Report<sup>+</sup>, 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	WHWCNC FY2024-2025 Initial Budget Allocation	R	R1 Proposed 24- 25 Starting Budget Adopted
line #		F23-24 YTD Spent	6/12/24 BAC 2(24-059)
1 2 3 4 5 6 7 8 9	Admin Packet & Budget Adopted June 12, 2024 BAC 2 (24-059) Annual Budget Funds		\$32,000.00
10 11 12 13 14	Rollover Funds (RO-Supplemental Funds Reallocation)		
15 16	Total Annual Budget Funds		
17		FY 23-24 Ytd Spent	Proposed 24- 25 Starting Budget Adopted 6/12/24 BAC 2(24-059)
18 19	Office/Operational Expenditures Category		
20 21	Space Rental Board Meetings NC Storage StorQuest	\$414.00 \$2,972.00	\$1,200.00 \$3,300.00
22 23	Phone System - Grasshopper SasS Adjustment- Sept NC expenses Pd by City Clerk during credit card transistion	\$377.98 (\$330.54)	\$430.00
24 25	Adjustment- Oct NC expenses Pd by City Clerk during credit card transistion Adjustment-Dec NC expenses Pd by City Clerk CC StorQ charged in Error	(\$268.00) (\$271.00)	
26 27 28	Constant Contact SaaS Software Lic Renewals & Updates	\$891.00 \$49.99	\$1,400.00 \$200.00
28 29 30	Mail Box Rental (UPS PMB) [Increase \$16 5/09/924] General Office Supplies, Copies and Printing Paper and Ink	\$516.00 \$108.29 \$0.00	\$550.00 \$400.00 \$400.00
31	Email and Web Hosting and Support (RO Funds) 7 (24-033) March 13 24 agenda	\$788.98	\$1,200.00
32 33 34	Zoom Virtual Meet SaaS. [7 (24-033) March 13 24 agenda] Recvd DONE Inv 5/30/24	\$387.48 \$753.40	\$400.00
35 36 37 38	Water & Refreshments For NC Board/Committee Meetings & Activities Board Retreat Expenses (Requires Board Motion & BAC) Beal11 Hybrid Meeting Equip 2 Meet Owls, 1 Comp & Acxs (2)(24-047) May 8)55.038.33 WiFi Pending Post Due Verizon Wireless Hotspot-Contested \$864.13	\$0.00 \$0.00 \$0.00 \$0.00	\$800.00 \$800.00 \$865.00
39 40	Total Office/Operational Expenditures	\$6,389.58	\$11,545.00
41	Outreach Expenditures Category		
43	Cong of Neighborhoods \$500 & July Constant Contact \$81 (JLY Paul L Treas)	Ytd Spent \$581.00	\$500.00
45	Greatful Hearts & Disaster Prep Booth \$500 3 (23-070) 11/8/23 Replace Damaged NC Pole Banners \$900 4 (23-071) 11/8/23	\$500.00 \$870.53	\$500.00 \$500.00 \$1,000.00
40	Valley Cultural - Conert Outreach Booth WCPark [BAC 11 24-022] 2/15/24	\$2,484.85 \$3,500.00	\$0.00
49	One Generation Sr Fair Outreach Booth [BAC 12 24-023] 2/15/24	\$1,000.00 \$0.00	\$1,000.00
51 52	Outreach Printing & Banners: Minitman Press or alt printer 1000 4/4 4x9 Rack Cards 4 -( 24-030) 3/1		\$500.00
53 54	SWAG: 41mprint NC Branded promo items upto \$5,000 as follows 5 (24-031) 3/13/24 a,12,000 WHWCNC 3"x3" Branded Sticky Pads up to \$1,000 (\$0.39 each + tax & shipping) \$937.71	\$0.00 \$852.30	\$2,500.00
55 56	a J 2000 VHWCNCS 3 and analysis bit to 51,000 (50.39 keth + cat & shipping) 5557.71 b 550 Green WWKCS Ended Visite Grocery Totics up to 51,000 (51.22 keth + 550 set-up, tax & shipping) 5880.48 c. 21,000 VHWCNC Branded Hand Fans up to 5775 (50.56 + 565 set-up, tax & shipping) 5747.46	\$902.14 \$679.01	
57	C. J. LOO WHY VCHC Branded Fund Carls up to 3775 (30:36 * 365 serie), tax & sinping 3747.46 d.) 650 WHWCNC Branded Sunglasses up to \$1,000 (\$1.25 secth + \$20 set-up, tax & sinping 3953.61 e) 825 WHWCNC Branded Power Clips up to \$950 (\$0.86 each + \$55 set-up, tax & sinping 3917.38	\$913.69 \$833.67	
59 60	w) as a writeCHC binarea Power Lips up to 5950 (50.0e wich + 555 sec4p), as a https://signal. 5/09/24 Budger reallocation to reclaim excess funding provided prior to final inv - 868.12 Corr 5819.19 4 Imprint Difference between 1st Web Inv and Final CC charge PDF Inv dif \$48.93	(Total \$4,180.81)	
61	NC Logowear: T-Shirt Guys \$2500 (Item 6 (24-032) March 13 24 Agenda) a) 50 1301 AMR APPAREL COTTON T-SHIRTS - TRUE NAVY SIZES 5-XL NC LOGO \$500.21	\$0.00 \$599.21	\$0.00
63	AN JOI 1591 AMER APPAREL COTTON T-SHRTS - GREEN SIZES S-XL NC LOGO (FIRST SAT) \$115.72 b) 59 3940 NEXT LEVEL WOMEN'S COTTON V-NECK T-SHRT - MIDNISHT NAVY SIZES S-XL NC LOGO \$851.65	\$115.72 \$651.65	
65 66	c.) 35 DQ30 EMBRCID NO LOGO Devon & Jones CovenLux Perform Menh Plained Polo - NAVY SIZES 5-XL \$885.84 \$1,050 Deposit w/ Order Mar, 1253-XI Date on Completion in April, Recipien \$247.58 Excess Fand \$/03/24	\$885.84 (Total \$2,252.42)	
67 68	Social Media	\$0.00	\$1,000.00
69 70	Local WH-WC Advertising: Warner Center News Website Hosting (Moved to Office/Operational Expenditures Category)	\$0.00 \$19.99	\$1,000.00 \$0.00
71 72	Website Webmaster (\$2k > 1.5K .5K to VC Concerts above on 2/15/24) General Outreach Bus Benches \$280 not funded/Fix Hand cart 174.01 2 (24-049)	\$0.00 \$128.09	\$0.00 \$0.00
73 74	General Outreach (Not yet allocated to specific items) added 5/22 to balance buget Line 73 dand fm \$1,540.00 to \$1,491.67 53- to competate for proforms vs final 4 implicit inv 53-59 6/2/24 HK	\$0.00	\$2,955.00
75 76 77 78	Total Outreach Expenditures	\$15,635.24 Ytd Spent	\$14,455.00
79 80	Westfield for Rose Goldwater Cmnt Cntr 6/18/23 NC Election Venue (RO)	\$750.00	\$1,000.00
81 82	Total Election Expenditures	\$750.00	\$1,000.00
83 84 85	Neighborhood Purposes Grants (NPG) Expenditures Category		
86 87	West Valley Food Panty [BAC 6-23-063 Passed 10/12/23] West Valley Food Panty [BAC 6-23-063] City Clerk Permanently Denied 10/26/23	\$2,000.00 (\$2,000.00)	\$5,000.00
88 89	Pierce College Foundation - Brahma Bodega [BAC 7-23-064 Passed 10/12/23] Lions of Lockhurst PTO - Garden Project [BAC 10-23-083 Passed 12/13/23]	\$1,500.00 \$1,300.00	
90	Lons or coconars Pro- carbon Project [BAC 10-25-063 Passed 12/15/23] Woodlake [Eem Schi PTA - Art Fair [BAC 13 (24-024] 2/15/24 Agenda] Total of Previous Approved NPGs as of 2/15/24	\$2,000.00	
92 93	Friends of Calabash, Inc, dba Calabash PT-15/24 Total of NPGs Approved and Funded through 3/13/24	\$3,000.00	
94 95	\$8,000 April & May NPG's not prev budgeted for: WV YMCA Food Dist Prog NPG \$3,000. 6 (24-42) 4/10/24 Agenda	\$0.00 \$3,000.00	
95 96	New Friends Homeless Cntr Feed Prgm NPG 51,500 7 (24-43) 4/10/24 Agnda New Friends Homeless Cntr Feed Prgm NPG City Clerk Perm Denied 05/24/24	\$1,500.00 (\$1,500.00)	
97 98	\$3,000 for LAPD Foundation NPG 3 (24-048) 5/08/24 Agenda \$300 Philing NPG for WWW Chamb CMMNITY BENFTFOUNDTK Enviro Com (Not ready for May agenda)	\$3,000.00 \$0.00	
99 100	Total NPG Expenditures (April & May NPG Overdraft \$7,500 b4 522 Reallocation.)	\$13,800.00 NPG Totals	\$5,000.00
101	Community Improvement Projects (CIP) Expenditures Categor		
102 103 104	Enviromental Project (\$300. Wagon 23-065) Ovr 90 days expired Homeless Project	\$0.00 \$0.00	
105 106	Public Safety Project Education Project [Xfer \$900 to Outreach & \$100 to NPG 8(24-034) 3/13/24]	\$0.00 \$0.00	
107 108	Community Services [Xfer \$1,000 to Outreach for Halo 7 (24-007) 1/10/24]	\$0.00	
109 110	Total CIP Expenditures Category	\$0.00	\$0.00
111			Proposed 24-
			25 Starting Budget Adopted 6/12/24 BAC
112 113	TOTAL EXPENDITURES FOR THE FISCAL YEAR	F23-24 YTD Spent \$36,574.82	2(24-059) \$32,000.00
114	City Clerk Funding Portal Budget Reconcilation Amounts: Office/Operational Expenditures		
115 116	Outreach Expenditures		\$11,545.00 \$14,455.00
117 118	Election Expenditures General and Operational Expenditures		\$1,000.00 <b>\$27,000.00</b>
119	NPG Expenditures CIP Expenditures Category		\$5,000.00 \$0.00
121	TOTAL ANNUAL BUDGET ALLOCATIONS		\$32,000.00
123	Starting Annual F		\$32,000.00
124 125	FYI: Unspent FY23-24 Funds that will Roll Over and will be av		\$0.00 \$4,555.64
126 127	Total Ava	il FY 24-25 Funds	\$36,555.64





## <u>Print</u>

# **Billing Activity - Invoices**

# Woodland Hills-Warner Center Neighborhood Council

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

Date

Today's Date: 08/11/2024 User Name:

### Invoices from 08/04/2024 to 08/11/2024

# Description Charge Amount Credit Amount

\$81.00

08/10/2024 Invoice #1723277872

Constant Contact - Email Plus

1501-2500 Contacts Highest contact count: 1595 From 07/10/2024 to 08/10/2024

# Billing questions? Contact Support



# 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: 08/11/2024 User Name:

# Payments from 08/04/2024 to 08/11/2024

Date	Description	<b>Charge Amount</b>	<b>Credit Amount</b>
08-10-2024 04:17:54 AM	Payment - Credit Card (MasterCard) *********7237		\$81.00

Billing questions? Contact Support

Office of the City Clerk Administrative Services Division Neighborhood Council (NC) Funding Prog Board Action Certification (BAC) Form	ram			Warr	dland H her Cer			<u></u>
NC Name: Woodland Hills - Warner	Center		Meeting Dat	e: August 1	4, 2024			
Budget Fiscal Year: 2024-2025			Agenda Item	n No: 02 (24-06	8) Motion to A	Approve Budget	Reallowcation for	or Rollover Funds & StorQuest
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion: the Treasu 1. Increasing our FY 2. Allocating \$400 Category; and 3. Allocating the re subcategory [line 7 113 through 126].	24-25 Tota more to the maining \$4	l Budget fro StorQuest ,155.64 in I	om \$32,000 subcategory Rollover fun	to \$36,555 / [line 21] in ds to the Ge	.64 [line 15] the Office/O eneral Outrea	for receipt of F perational Exp ch (not yet all	ocated)
-Resigned Vacant								
	Motion con Board Members must leav			cussion and m			١	Member Reimbursement /ote Count s complete.
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	х						
Geoffreey Hobson	Area 1 Business	х						
Shelley Schwartz	Area 1 C. B. O.	х						
Reina Cerros-McCaughey	Area 1 Alternate					Х		Alternate
Julian Tu	Area 2 Residential	Х						
Masha Dowell	Area 2 Business	х						
Peter Haber	Area 2 C. B. O.	х						
Vacant	Area 2 Alternate							
Tracey Rosen	Area 3 Residential	х						
Dean Matthew	Area 3 Business				х			
Harout Aristakessian	Area 3 C. B. O.	х						
Jayce Baron	Area 3 Alternate	х						
Don Patterson	Area 4	х						
Martin Lipkin	Residential Area 4 Business	х						
Dena Weiss	Area 4 C. B. O.	х						
Vacant	Area 4 Alternate							
Steve Sommers	Area 5	х						
Julie Waltrip	Residential Area 5 Business	Х						
Vacant	Area 5 C. B. O.							
Vacant	Area 5 Alternate							
Bill Barnett	Area 6	х						
Heath Kline	Residential Area 6 Business	Х						
Vacant	Area 6 C. B. O.							
Vacant	Area 6 Alternate							
Kate Kennedy	Area 7 Besidential	Х						
Rosaleen O'Sullivan	Residential Area 7 Business	Х						
Joyce Fletcher	Area 7 C. B. O.				Х			
Vacant	Area 7 Alternate							
August Steurer	At-Large	Х						
Vacant	At-Large Alternate							
Vacant	Youth							
	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: 13	Total:	19	0	0	2	1	0	1
We, the authorized signers of the above named laws, policies, and proceedures. The above was	Neighborhood Council, dec approved by the Neighborh	lare that the in ood Council Boa	formation pres ard, at a Browr	ented on this for Act compliant	m is accurate	and complete, an where a quorum	d that a public me of the Board was r	eeting was held in accordance with all present.
Authorized Signature			Authorized Si		pin g			
Print/Type Name: Heath Kline, Trea	surer		Print/Type Na	me: Dena	/ Weiss, Pı	resident		
			1					

|--|

Row	В	R	R1	R2 24-25	F.	G
	WHWCNC FY2024-2025 Budget Allocation &		24-25 Starting	Rollover Budget		
	Spending Through 8/18/24		Budget Adopted 6/12/24 BAC	Update Adopted 8/14/24 BAC	Monthly	Spending
Line #	Admin Packet & Budget Adopted June 12, 2024 BAC 2 (24-059)	F23-24 YTD Spent	2(24-059)	2(24-067)	July	August
2	Rollover Funds-Supplemental Funds Reallocation Aug 14, 2024 BAC 2 (24-059)	EAdopted		Legend: Black Text No		
3				Black Text No Change, Red Text		
4				Decrease, Green Text		
5				Increase, in funds		
6 7				allocated.		
8 9	Annual Budget Funds		\$32,000.00	\$32,000.00		
10 11	Rollover Funds [RO-Supplemental Funds Reallocation]			\$4,555.64		
12 13 14	Total Adjustments					
	Total Adjustments Total Annual Budget Funds		\$32,000.00	\$36,555.64		
17			24-25	24-25		
			Starting Budget	Rollover Budget		
		FY 23-24 Ytd	Adopted 6/12/24 BAC	Proposed 8/14/24 BAC		
18 19	Office/Operational Expenditures Category	Spent	2(24-059)	2(24-067)		
20 21	Space Rental Board Meetings NC Storage StorQuest Phone System - Grasshopper SasS	\$414.00 \$2,972.00	\$1,200.00 \$3,300.00	\$1,200.00 \$3,700.00		\$310.00
22 23 24	Prone System - Grasshopper Sass Adjustment- Sept NC expenses Pd by City Clerk during credit card transistion Adjustment- Oct NC expenses Pd by City Clerk during credit card transistion	\$377.98 (\$330.54) (\$268.00)	\$430.00	\$430.00	\$31.89	\$31.89
25 26	Adjustment-Dec NC expenses Pd by City Clerk CD storig clear and anisation Constant Contact Sas	(\$271.00) \$891.00	\$1,400.00	\$1,400.00	\$81.00	\$81.00
27 28	Software Lic Renewals & Updates Mail Box Rental (UPS PMB) [Increase \$16 5/09/924]	\$49.99 \$516.00	\$200.00 \$550.00	\$200.00 \$550.00		
29 30	General Office Supplies, Copies and Printing Paper and Ink	\$108.29 \$0.00	\$400.00 \$400.00	\$400.00		
31 32 33	Email and Web Hosting and Support (RO Funds) 7 (24-033) March 13 24 agenda Zoom Virtual Meet Saas. [7 (24-033) March 13 24 agenda] Recvd DONE Inv 5/30/24	\$788.98 \$387.48	\$1,200.00 \$400.00	\$1,200.00 \$400.00		
33 34 35	Water & Refreshments For NC Board/Committee Meetings & Activities Board Retreat Expenses (Requires Board Motion & BAC)	\$753.40 \$0.00	\$400.00 \$800.00	\$400.00 \$800.00		
36 37	Board Netrone Expenses (Negures Board Monton & BAL) SB411 Hybrid Meeting Equip 2 Meet Owls, 1 Comp & Accs [2(24-047) May 8] 55,038.31 WiFi Pending Past Due Verizon Wireless Hotspot-Contested \$864.13	\$0.00 \$0.00 \$0.00	\$865.00	\$865.00		
38 39	Total Office/Operational Expenditures	\$6,389.58	\$11,545.00	\$11,945.00		
40 41						
42 43	Outreach Expenditures Category	Ytd Spent				Sub 8/18/24
44 45	Cong of Neighborhoods \$500 [Approved (24-068) 8/14/24] Greatful Hearts & Disaster Prep Booth \$500 3 (23-070 ) 11/8/23	\$581.00 \$500.00	\$500.00 \$500.00	\$500.00 \$500.00		\$500.00
46 47 48	Replace Damaged NC Pole Banners \$900 4 (23-071 ) 11/8/23 HALO Purchase of giveaway bags & keychains up to \$2,500 7 (24-007) 1/10/24 Valey cutwral - Concet Outrach Booth WC Park [BAC 11 24-022] 2/15/24	\$870.53 \$2,484.85 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00		
49	One Generation Sr Fair Outreach Booth (BAC 12 24-022) 2/15/24 One Generation Sr Fair Outreach Booth (BAC 12 24-023) 2/15/24	\$1,000.00 \$1,000.00 \$0.00	\$1,000.00	\$1,000.00		
51 52	Outreach Printing & Banners: Minitman Press or alt printer 1000 4/4 4x9 Rack Cards 4 -( 24-030) 3/		\$500.00	\$500.00		
53 54	SWAG: 4Imprint NC Branded promo items upto \$5,000 as follows 5 (24-031) 3/13/24 a)2,000 WHWCNC 3*x3* Branded Sticky Pads up to \$1,000 (\$0.39 each + tax & shipping) \$937.71	\$0.00 \$852.30	\$2,500.00	\$2,500.00		
55 56	b. JSSO Green WHWCNC Branded Value Groomy Totes up to \$1,000 (\$1.21 each + \$50 set-up, tax & shipping) \$980.48 c. ) 1,000 WHWCNC Branded Hand Fans up to \$775 (\$0.56 + \$65 set-up, tax & shipping) \$747.46	\$902.14 \$679.01				
57 58 59	d.) 650 WHWCNC Branded Sunglesses up to \$1,000 (\$1.25 each + \$20 set-up, tax & shipping) \$953.61 e) 825 WHWCNC Branded Power (Tips up to \$950 (\$0.86 each + \$555 set-up, tax & shipping) \$917.38 5/09/24 Budget and Bradication to reclaim encosis funding provided prior to final Inv =68.12.2 cor \$819.39	\$913.69 \$833.67 (Total \$4,180.81)				
60 61	Stoty2e bodge trained on the claim block for the provide provide provide provide the stoty set of 548.93     A Imprint Difference between 1st Web Inv and Final CC charge PDF Inv df 548.93     NC Logowear: T-Shirt Goys \$2500 [them 5(24-932] March 13 24 Agenda]	\$0.00	\$0.00	\$0.00		
62 63	a) 50 1301 AMR APPAREL COTTON T-SHIRTS - TRUE NAVY SIZES S-XL NC LOGO \$398.21 as,110 1301 AMER APPAREL COTTON T-SHIRTS - GREEN SIZES S-XL NC LOGO (FIRST SAT) \$115.72	\$599.21 \$115.72				
64 65	b.) SO 3340 NEXT LEVEL WOMENS COTTON V-NECK T-SHRT - MENIGHT NAVY SIZES S-XL NC LOGIO 5651.65 c.) 36 DG20 EMERCIO NC LOGIO Devon & Jones Crevelus: Perform Maria Plaited Polo - NAVY SIZES S-XL \$885.84	\$651.65 \$885.84				
66 67 68	\$1,000 Depart w/ Order Mar, 1252.42 Due on Completion in April, Redulm \$347.58 Excess Fund \$(0);04 Social Media	(Total \$2,252.42) \$0.00	\$1,000.00	\$1.000.00		
69 70	Social WH-WC Advertising: Warner Center News Website Hosting ( <i>Moved to Office/Operational Expenditures Category</i> )	\$0.00 \$0.00 \$19.99	\$1,000.00 \$1,000.00 \$0.00	\$1,000.00 \$1,000.00 \$0.00		
71 72	Website Webmaster (\$2k > 1.5K .5K to VC Concerts above on 2/15/24 ) General Outreach Bus Benches \$280 not funded/Hex Hand car174.01 2 (24-049)	\$0.00 \$128.09	\$0.00 \$0.00	\$0.00 \$0.00		
73 74	General Outreach (Not yet allocated to specific items) added 5/22 to balance buget Une 73 dard frm \$1,540.60 to \$1,401.67 51- to compete for proforms vs final 4 impliet inv 53-50 6/1/24 HK	\$0.00	\$2,955.00	\$7,110.64		
75 76	Total Outreach Expenditures	\$15,635.24	\$14,455.00	\$18,610.64		
77 78 79	Election Expenditures Westfield for Rose Goldwater Cmnt Cntr 6/18/23 NC Election Venue (RO)	Ytd Spent \$750.00	\$1.000.00	\$1.000.00		
80	Total Election Expenditures	\$750.00	\$1,000.00	\$1,000.00	1	
81 82 83		\$750.00	\$1,000.00	\$1,000.00	1	
84 85	Neighborhood Purposes Grants (NPG) Expenditures Category	1				
86 87	West Valley Food Panty (BAC 6-23-063 Passed 10/12/23) West Valley Food Panty (BAC 6-23-063) City Clerk Permanently Denied 10/26/23 Pierce College Foundation - Brahma Bodega [BAC 7-23-064 Passed 10/12/23]	\$2,000.00 (\$2,000.00)	\$5,000.00	\$5,000.00		
88 89	Pierce College Foundation - Brahma Bodega [BAC 7-23-064 Passed 10/12/23] Lions of Lockhurst PTO - Garden Project [BAC 10-23-083 Passed 12/13/23]	\$1,500.00 \$1,300.00				
90 91	Woodlake Elem Schl PTA - Art Fair [BAC 13 (24-024) 2/15/24 Agenda] Total of Previous Approved NPDS as of 2/15/24 Company of Previous Approved NPDS as of 2/15/24	\$2,000.00 \$0.00				
92 93	Friends of Calabash, Inc, dba Calabash PTO BAC 03 [24-029] 3/13/24 Agenda Total of NPGs Approved and Funded through 3/13/24 Construction of the United Statement of the Calabash Statement of the Calaba	\$3,000.00 \$0.00				
94 95 96	\$8,000 April & May NPG's not prev budgeted for: WV YMCA Food Dist Prog NPG \$3,000.6 (24-42) 4/10/24 Agenda New Fielder Homplesc Core Eaed Prom NBG \$1 St07 7 (24-43) 4/10/24 Agenda	\$0.00 \$3,000.00 \$1,500.00				
96 97	New Friends Homeless Crit Feed Prgm NPG \$1,500 7 (24-43) 4/10/24 Agnda New Friends Homeless Crit Feed Prgm NPG City Clerk Perm Denied 05/24/24 \$3,000 for LAPD Foundation NPG 3 (24-048) 5/08/24 Agenda	\$1,500.00 (\$1,500.00) \$3,000.00				
98 99	Soloo Profing Bro Grow WWC Chamb Chambra Chambra Bentif Council a Work Council Chambra	\$0.00 \$13,800.00	\$5,000.00	\$5,000.00		
100 101		NPG Totals	\$3,000.00	\$3,000.00		
102 103	Community Improvement Projects (CIP) Expenditures Categor Environmental Project (\$300. Wagon 23-065) Ovr 90 days expired	\$0.00				
104 105 106	Homeless Project Public Safety Project	\$0.00 \$0.00				
106 107 108	Education Project [Xfer \$900 to Outreach & \$100 to NPG 8(24-034) 3/13/24] Community Services [Xfer \$1,000 to Outreach for Halo 7 (24-007) 1/10/24]	\$0.00 \$0.00				
108 109 110	Total CIP Expenditures Category	\$0.00	\$0.00	\$0.00		
111				24-25		
			24-25 Starting	Rollover Budget		
			Budget Adopted	Update Adopted		
112		F23-24 YTD Spent	6/12/24 BAC 2(24-059)	8/14/24 BAC 2(24-067)	July	August
	TOTAL EXPENDITURES FOR THE FISCAL YEAR City Clerk Funding Portal Budget Reconcilation Amounts:	\$36,574.82	\$32,000.00	\$36,555.64	\$383.89	\$922.89
115 116	Office/Operational Expenditures Outreach Expenditures		\$11,545.00 \$14,455.00	\$11,945.00 \$18,610.64		
	Election Expenditures General and Operational Expenditures	-	\$1,000.00 <b>\$27,000.00</b>	\$1,000.00 \$31,555.64	-	
119 120	NPG Expenditures CIP Expenditures Category		\$5,000.00 \$0.00	\$5,000.00 \$0.00		
122	TOTAL ANNUAL BUDGET ALLOCATIONS		\$32,000.00	\$36,555.64		
123 124	Starting Annual Available	FY24-25 Funding Funds to Allocate	\$32,000.00 \$0.00	\$36,555.64 \$0.00		
125	FYI: Unspent FY23-24 Funds that will Roll Over and will be av		\$4,555.64	\$0.00		



#### Account Information

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

Bill Date:	08/12/24
Usage Period:	07/12/24 - 08/12/24

### **Charges Summary**

Previous Invoice Amount:	\$31.89
Current Charges:	
Recurring Charges	\$22.00
Non-Recurring Charges	\$0.00
Usage Charges	\$1.38
Sms Charges	\$0.00
Taxes & Surcharges	\$5.64
Federal USF	\$2.28
Total Charges:	\$31.30
Debits & Credits	\$0.00
Payments	\$31.30
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

Questions about your bill? - Call us anytime Toll-Free at (800) 820-8210. Copyright 2024 Grasshopper Group, LLC. All Rights Reserved.



Detail of Curren	t Charges		
Payments & C	redits		
Date	Detail		Payment/Cred
08/12/24	Monthly Payment, Paid on Master Card e	•	
		Total Payments & C	redits: \$31.3
Recurring Cha	arges		
Current Period			
	ow Plan, 08/12/24 - 09/12/24		
Voicemail Trans	scription, 08/12/24 - 09/12/24		
		Total Recurring Ch	arges: \$22.0
Minute Charge	es Summary		
Туре	Included	Used Overage	Rate Charg
Domestic	0 minutes	22.7 22.7 minutes	0.061 \$1.3
		Total Minute Ch	arges: \$1.3
Taxes & Surch	narges		
Гуре	Detail		Charg
Гах	Utility Users Tax		,
Тах	FCC Regulatory Fee (Wireline)		
Tax	CA PUC Fee		· ·
Surcharge	Regulatory Recovery Fee	Total Taxes & Surch	
	rsal Service Fund		01
Туре	Detail		Charg
Surcharge	Fed Universal Service Fund	Total Federal USF Contrib	,
		Total Federal USF Contribu	utions: \$2.2
ummary of Mir	nute Charges		
- By Number	•		
Number			Total Minute
+18186399444			22.
		Total Minutes	
xplanation of		Voice Over: Use of voice talente for	recording of main great
its provinces.	s that are placed inside the United States and	<b>Voice Over:</b> Use of voice talents for or extensions.	recording of main greet
Off Shore: Call	Is placed outside of U.S. borders.	<b>Bonus Minutes:</b> Extra minutes that account.	are credited to your

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

Office of the City Clerk Administrative Services Division Neighborhood Council (NC) Funding Program Board Action Certification (BAC) Form				Warr	dland H her Cer			<u></u>
NC Name: Woodland Hills - Warner	Center		Meeting Dat	e: August 1	4, 2024			
Budget Fiscal Year: 2024-2025			Agenda Item	n No: 02 (24-06	8) Motion to A	Approve Budget	Reallowcation for	or Rollover Funds & StorQuest
Board Motion and/or Public Benefit Statement (CIP and NPG):	<ol> <li>Increasing our FY</li> <li>Allocating \$400</li> <li>Category; and</li> <li>Allocating the re</li> </ol>	24-25 Tota more to the maining \$4	Agenda Item No: 02 (24-068) Motion to Approve Budget Reallowcation for Rollover Funds & StorQuest ed to use and file a new updated budget with City Clerk: Budget from \$32,000 to \$36,555.64 [line 15] for receipt of FY23-24 Rollover Funds; StorQuest subcategory [line 21] in the Office/Operational Expenditures .155.64 in Rollover funds to the General Outreach (not yet allocated) treach Budget Category, maintaining our required balanced budget [lines					
-Resigned Vacant								
	Motion con Board Members must leav			cussion and m			١	Member Reimbursement /ote Count s complete.
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	х						
Geoffreey Hobson	Area 1 Business	Х						
Shelley Schwartz	Area 1 C. B. O.	х						
Reina Cerros-McCaughey	Area 1 Alternate					Х		Alternate
Julian Tu	Area 2 Residential	Х						
Masha Dowell	Area 2 Business	х						
Peter Haber	Area 2 C. B. O.	х						
Vacant	Area 2 Alternate							
Tracey Rosen	Area 3 Residential	х						
Dean Matthew	Area 3 Business				х			
Harout Aristakessian	Area 3 C. B. O.	х						
Jayce Baron	Area 3 Alternate	х						
Don Patterson	Area 4	х						
Martin Lipkin	Residential Area 4 Business	х						
Dena Weiss	Area 4 C. B. O.	х						
Vacant	Area 4 Alternate							
Steve Sommers	Area 5	х						
Julie Waltrip	Residential Area 5 Business	Х						
Vacant	Area 5 C. B. O.							
Vacant	Area 5 Alternate							
Bill Barnett	Area 6	х						
Heath Kline	Residential Area 6 Business	Х						
Vacant	Area 6 C. B. O.							
Vacant	Area 6 Alternate							
Kate Kennedy	Area 7 Besidential	Х						
Rosaleen O'Sullivan	Residential Area 7 Business	Х						
Joyce Fletcher	Area 7 C. B. O.				Х			
Vacant	Area 7 Alternate							
August Steurer	At-Large	Х						
Vacant	At-Large Alternate							
Vacant	Youth							
	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: 13	Total:	19	0	0	2	1	0	1
We, the authorized signers of the above named laws, policies, and proceedures. The above was	Neighborhood Council, dec approved by the Neighborh	lare that the in ood Council Boa	formation pres ard, at a Browr	ented on this for Act compliant	m is accurate	and complete, an where a quorum	d that a public me of the Board was r	eeting was held in accordance with all present.
Authorized Signature			Authorized Si		pin g			
Print/Type Name: Heath Kline, Trea	surer		Print/Type Na	me: Dena	/ Weiss, Pı	resident		
			1					

|--|

Row	В	R	R1	R2 24-25	F.	G
	WHWCNC FY2024-2025 Budget Allocation &		24-25 Starting	Rollover Budget		
	Spending Through 8/18/24		Budget Adopted 6/12/24 BAC	Update Adopted 8/14/24 BAC	Monthly	Spending
Line #	Admin Packet & Budget Adopted June 12, 2024 BAC 2 (24-059)	F23-24 YTD Spent	2(24-059)	2(24-067)	July	August
2	Rollover Funds-Supplemental Funds Reallocation Aug 14, 2024 BAC 2 (24-059)	EAdopted		Legend: Black Text No		
3				Black Text No Change, Red Text		
4				Decrease, Green Text		
5				Increase, in funds		
6 7				allocated.		
8 9	Annual Budget Funds		\$32,000.00	\$32,000.00		
10 11	Rollover Funds [RO-Supplemental Funds Reallocation]			\$4,555.64		
12 13 14	Total Adjustments					
	Total Adjustments Total Annual Budget Funds		\$32,000.00	\$36,555.64		
17			24-25	24-25		
			Starting Budget	Rollover Budget		
		FY 23-24 Ytd	Adopted 6/12/24 BAC	Proposed 8/14/24 BAC		
18 19	Office/Operational Expenditures Category	Spent	2(24-059)	2(24-067)		
20 21	Space Rental Board Meetings NC Storage StorQuest Phone System - Grasshopper SasS	\$414.00 \$2,972.00	\$1,200.00 \$3,300.00	\$1,200.00 \$3,700.00		\$310.00
22 23 24	Prone System - Grasshopper Sass Adjustment- Sept NC expenses Pd by City Clerk during credit card transistion Adjustment- Oct NC expenses Pd by City Clerk during credit card transistion	\$377.98 (\$330.54) (\$268.00)	\$430.00	\$430.00	\$31.89	\$31.89
25 26	Adjustment-Dec NC expenses Pd by City Clerk CD storig clear and anisation Constant Contact Sas	(\$271.00) \$891.00	\$1,400.00	\$1,400.00	\$81.00	\$81.00
27 28	Software Lic Renewals & Updates Mail Box Rental (UPS PMB) [Increase \$16 5/09/924]	\$49.99 \$516.00	\$200.00 \$550.00	\$200.00 \$550.00		
29 30	General Office Supplies, Copies and Printing Paper and Ink	\$108.29 \$0.00	\$400.00 \$400.00	\$400.00		
31 32 33	Email and Web Hosting and Support (RO Funds) 7 (24-033) March 13 24 agenda Zoom Virtual Meet Saas. [7 (24-033) March 13 24 agenda] Recvd DONE Inv 5/30/24	\$788.98 \$387.48	\$1,200.00 \$400.00	\$1,200.00 \$400.00		
33 34 35	Water & Refreshments For NC Board/Committee Meetings & Activities Board Retreat Expenses (Requires Board Motion & BAC)	\$753.40 \$0.00	\$400.00 \$800.00	\$400.00 \$800.00		
36 37	Board Netrone Expenses (Negures Board Monton & BAL) SB411 Hybrid Meeting Equip 2 Meet Owls, 1 Comp & Accs [2(24-047) May 8] 55,038.31 WiFi Pending Past Due Verizon Wireless Hotspot-Contested \$864.13	\$0.00 \$0.00 \$0.00	\$865.00	\$865.00		
38 39	Total Office/Operational Expenditures	\$6,389.58	\$11,545.00	\$11,945.00		
40 41						
42 43	Outreach Expenditures Category	Ytd Spent				Sub 8/18/24
44 45	Cong of Neighborhoods \$500 [Approved (24-068) 8/14/24] Greatful Hearts & Disaster Prep Booth \$500 3 (23-070 ) 11/8/23	\$581.00 \$500.00	\$500.00 \$500.00	\$500.00 \$500.00		\$500.00
46 47 48	Replace Damaged NC Pole Banners \$900 4 (23-071 ) 11/8/23 HALO Purchase of giveaway bags & keychains up to \$2,500 7 (24-007) 1/10/24 Valey cutwal- Concet Outrach Booth WC Park [BAC 11 24-022] 2/15/24	\$870.53 \$2,484.85 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00		
49	One Generation Sr Fair Outreach Booth (BAC 12 24-022) 2/15/24 One Generation Sr Fair Outreach Booth (BAC 12 24-023) 2/15/24	\$1,000.00 \$1,000.00 \$0.00	\$1,000.00	\$1,000.00		
51 52	Outreach Printing & Banners: Minitman Press or alt printer 1000 4/4 4x9 Rack Cards 4 -( 24-030) 3/		\$500.00	\$500.00		
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	Election Expenditures General and Operational Expenditures	-	\$1,000.00 <b>\$27,000.00</b>	\$1,000.00 \$31,555.64	-	
119 120	NPG Expenditures CIP Expenditures Category		\$5,000.00 \$0.00	\$5,000.00 \$0.00		
122	TOTAL ANNUAL BUDGET ALLOCATIONS		\$32,000.00	\$36,555.64		
123 124	Starting Annual Available	FY24-25 Funding Funds to Allocate	\$32,000.00 \$0.00	\$36,555.64 \$0.00		
125	FYI: Unspent FY23-24 Funds that will Roll Over and will be av		\$4,555.64	\$0.00		



Elegant Themes, Inc. 977 West Napa Street #1002 Sonoma, CA 95476 billing@elegantthemes.com VAT Identifier: EU826015023

# **Receipt For Elegant Themes Purchase**

For: Woodland Hills - Warner Center Neighborhood Council

Invoice Number: 2317280

Purchase Date: 29 August 2024 18:02:28

Subscription Type: Developer

Subscription Duration: 365 Days

Expiration Date: 29 August 2025

Subscription Fee: \$89.00 /year

Office of the City Clerk Administrative Services Division Neighborhood Council (NC) Funding Program Board Action Certification (BAC) Form				Warr	dland H her Cer			<u></u>
NC Name: Woodland Hills - Warner	Center		Meeting Dat	e: August 1	4, 2024			
Budget Fiscal Year: 2024-2025			Agenda Item	n No: 02 (24-06	8) Motion to A	Approve Budget	Reallowcation for	or Rollover Funds & StorQuest
Board Motion and/or Public Benefit Statement (CIP and NPG):	<ol> <li>Increasing our FY</li> <li>Allocating \$400</li> <li>Category; and</li> <li>Allocating the re</li> </ol>	24-25 Tota more to the maining \$4	Agenda Item No: 02 (24-068) Motion to Approve Budget Reallowcation for Rollover Funds & StorQuest ed to use and file a new updated budget with City Clerk: Budget from \$32,000 to \$36,555.64 [line 15] for receipt of FY23-24 Rollover Funds; StorQuest subcategory [line 21] in the Office/Operational Expenditures .155.64 in Rollover funds to the General Outreach (not yet allocated) treach Budget Category, maintaining our required balanced budget [lines					
-Resigned Vacant								
	Motion con Board Members must leav			cussion and m			١	Member Reimbursement /ote Count s complete.
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	х						
Geoffreey Hobson	Area 1 Business	х						
Shelley Schwartz	Area 1 C. B. O.	х						
Reina Cerros-McCaughey	Area 1 Alternate					Х		Alternate
Julian Tu	Area 2 Residential	Х						
Masha Dowell	Area 2 Business	х						
Peter Haber	Area 2 C. B. O.	х						
Vacant	Area 2 Alternate							
Tracey Rosen	Area 3 Residential	х						
Dean Matthew	Area 3 Business				х			
Harout Aristakessian	Area 3 C. B. O.	х						
Jayce Baron	Area 3 Alternate	х						
Don Patterson	Area 4	х						
Martin Lipkin	Residential Area 4 Business	х						
Dena Weiss	Area 4 C. B. O.	х						
Vacant	Area 4 Alternate							
Steve Sommers	Area 5	х						
Julie Waltrip	Residential Area 5 Business	Х						
Vacant	Area 5 C. B. O.							
Vacant	Area 5 Alternate							
Bill Barnett	Area 6	х						
Heath Kline	Residential Area 6 Business	Х						
Vacant	Area 6 C. B. O.							
Vacant	Area 6 Alternate							
Kate Kennedy	Area 7 Besidential	Х						
Rosaleen O'Sullivan	Residential Area 7 Business	Х						
Joyce Fletcher	Area 7 C. B. O.				Х			
Vacant	Area 7 Alternate							
August Steurer	At-Large	Х						
Vacant	At-Large Alternate							
Vacant	Youth							
	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: 13	Total:	19	0	0	2	1	0	1
We, the authorized signers of the above named laws, policies, and proceedures. The above was	Neighborhood Council, dec approved by the Neighborh	lare that the in ood Council Boa	formation pres ard, at a Browr	ented on this for Act compliant	m is accurate	and complete, an where a quorum	d that a public me of the Board was r	eeting was held in accordance with all present.
Authorized Signature			Authorized Si		pin g			
Print/Type Name: Heath Kline, Trea	surer		Print/Type Na	me: Dena	/ Weiss, Pı	resident		
			1					

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Row	В	R	R1	R2 24-25	F.	G
	WHWCNC FY2024-2025 Budget Allocation &		24-25 Starting	Rollover Budget		
	Spending Through 8/18/24		Budget Adopted 6/12/24 BAC	Update Adopted 8/14/24 BAC	Monthly	Spending
Line #	Admin Packet & Budget Adopted June 12, 2024 BAC 2 (24-059)	F23-24 YTD Spent	2(24-059)	2(24-067)	July	August
2	Rollover Funds-Supplemental Funds Reallocation Aug 14, 2024 BAC 2 (24-059)	EAdopted		Legend: Black Text No		
3				Black Text No Change, Red Text		
4				Decrease, Green Text		
5				Increase, in funds		
6 7				allocated.		
8 9	Annual Budget Funds		\$32,000.00	\$32,000.00		
10 11	Rollover Funds [RO-Supplemental Funds Reallocation]			\$4,555.64		
12 13 14	Total Adjustments					
	Total Adjustments Total Annual Budget Funds		\$32,000.00	\$36,555.64		
17			24-25	24-25		
			Starting Budget	Rollover Budget		
		FY 23-24 Ytd	Adopted 6/12/24 BAC	Proposed 8/14/24 BAC		
18 19	Office/Operational Expenditures Category	Spent	2(24-059)	2(24-067)		
20 21	Space Rental Board Meetings NC Storage StorQuest Phone System - Grasshopper SasS	\$414.00 \$2,972.00	\$1,200.00 \$3,300.00	\$1,200.00 \$3,700.00		\$310.00
22 23 24	Prone System - Grasshopper Sass Adjustment- Sept NC expenses Pd by City Clerk during credit card transistion Adjustment- Oct NC expenses Pd by City Clerk during credit card transistion	\$377.98 (\$330.54) (\$268.00)	\$430.00	\$430.00	\$31.89	\$31.89
25 26	Adjustment-Dec NC expenses Pd by City Clerk CD storig clear and anisation Constant Contact SaaS	(\$271.00) \$891.00	\$1,400.00	\$1,400.00	\$81.00	\$81.00
27 28	Software Lic Renewals & Updates Mail Box Rental (UPS PMB) [Increase \$16 5/09/924]	\$49.99 \$516.00	\$200.00 \$550.00	\$200.00 \$550.00		
29 30	General Office Supplies, Copies and Printing Paper and Ink	\$108.29 \$0.00	\$400.00 \$400.00	\$400.00		
31 32 33	Email and Web Hosting and Support (RO Funds) 7 (24-033) March 13 24 agenda Zoom Virtual Meet Saas. [7 (24-033) March 13 24 agenda] Recvd DONE Inv 5/30/24	\$788.98 \$387.48	\$1,200.00 \$400.00	\$1,200.00 \$400.00		
33 34 35	Water & Refreshments For NC Board/Committee Meetings & Activities Board Retreat Expenses (Requires Board Motion & BAC)	\$753.40 \$0.00	\$400.00 \$800.00	\$400.00 \$800.00		
36 37	Board Netrone Expenses (Negures Board Monton & BAL) SB411 Hybrid Meeting Equip 2 Meet Owls, 1 Comp & Accs [2(24-047) May 8] 55,038.31 WiFi Pending Past Due Verizon Wireless Hotspot-Contested \$864.13	\$0.00 \$0.00 \$0.00	\$865.00	\$865.00		
38 39	Total Office/Operational Expenditures	\$6,389.58	\$11,545.00	\$11,945.00		
40 41						
42 43	Outreach Expenditures Category	Ytd Spent				Sub 8/18/24
44 45	Cong of Neighborhoods \$500 [Approved (24-068) 8/14/24] Greatful Hearts & Disaster Prep Booth \$500 3 (23-070 ) 11/8/23	\$581.00 \$500.00	\$500.00 \$500.00	\$500.00 \$500.00		\$500.00
46 47 48	Replace Damaged NC Pole Banners \$900 4 (23-071 ) 11/8/23 HALO Purchase of giveaway bags & keychains up to \$2,500 7 (24-007) 1/10/24 Valey cutwal- Concet Outrach Booth WC Park [BAC 11 24-022] 2/15/24	\$870.53 \$2,484.85 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00		
49	One Generation Sr Fair Outreach Booth (BAC 12 24-022) 2/15/24 One Generation Sr Fair Outreach Booth (BAC 12 24-023) 2/15/24	\$1,000.00 \$1,000.00 \$0.00	\$1,000.00	\$1,000.00		
51 52	Outreach Printing & Banners: Minitman Press or alt printer 1000 4/4 4x9 Rack Cards 4 -( 24-030) 3/		\$500.00	\$500.00		
53 54	SWAG: 4Imprint NC Branded promo items upto \$5,000 as follows 5 (24-031) 3/13/24 a)2,000 WHWCNC 3*x3* Branded Sticky Pads up to \$1,000 (\$0.39 each + tax & shipping) \$937.71	\$0.00 \$852.30	\$2,500.00	\$2,500.00		
55 56	b. JSSO Green WHWCNC Branded Value Groomy Totes up to \$1,000 (\$1.21 each + \$50 set-up, tax & shipping) \$980.48 c. ) 1,000 WHWCNC Branded Hand Fans up to \$775 (\$0.56 + \$65 set-up, tax & shipping) \$747.46	\$902.14 \$679.01				
57 58 59	d.) 650 WHWCNC Branded Sunglesses up to \$1,000 (\$1.25 each + \$20 set-up, tax & shipping) \$953.61 e) 825 WHWCNC Branded Power (Tips up to \$950 (\$0.86 each + \$555 set-up, tax & shipping) \$917.38 5/09/24 Budget and Bradication to reclaim encosis funding provided prior to final Inv =68.12.2 cor \$819.39	\$913.69 \$833.67 (Total \$4,180.81)				
60 61	Stoty2e bodge trained on the claim block for the provide provide provide provide the stoty set of 548.93     A Imprint Difference between 1st Web Inv and Final CC charge PDF Inv df 548.93     NC Logowear: T-Shirt Goys \$2500 [them 5(24-932] March 13 24 Agenda]	\$0.00	\$0.00	\$0.00		
62 63	a) 50 1301 AMR APPAREL COTTON T-SHIRTS - TRUE NAVY SIZES S-XL NC LOGO \$398.21 as,110 1301 AMER APPAREL COTTON T-SHIRTS - GREEN SIZES S-XL NC LOGO (FIRST SAT) \$115.72	\$599.21 \$115.72				
64 65	b.) SO 3340 NEXT LEVEL WOMENS COTTON V-NECK T-SHRT - MENIGHT NAVY SIZES S-XL NC LOGIO 5651.65 c.) 36 DG20 EMERCIO NC LOGIO Devon & Jones Crevelus: Perform Maria Plaited Polo - NAVY SIZES S-XL \$885.84	\$651.65 \$885.84				
66 67 68	\$1,000 Depart w/ Order Mar, 1252.42 Due on Completion in April, Redulm \$347.58 Excess Fund \$(0);04 Social Media	(Total \$2,252.42) \$0.00	\$1,000.00	\$1.000.00		
69 70	Social WH-WC Advertising: Warner Center News Website Hosting ( <i>Moved to Office/Operational Expenditures Category</i> )	\$0.00 \$0.00 \$19.99	\$1,000.00 \$1,000.00 \$0.00	\$1,000.00 \$1,000.00 \$0.00		
71 72	Website Webmaster (\$2k > 1.5K .5K to VC Concerts above on 2/15/24 ) General Outreach Bus Benches \$280 not funded/Hex Hand car174.01 2 (24-049)	\$0.00 \$128.09	\$0.00 \$0.00	\$0.00 \$0.00		
73 74	General Outreach (Not yet allocated to specific items) added 5/22 to balance buget Une 73 dard frm \$1,540.60 to \$1,401.67 51- to compete for proforms vs final 4 impliet inv 53-50 6/1/24 HK	\$0.00	\$2,955.00	\$7,110.64		
75 76	Total Outreach Expenditures	\$15,635.24	\$14,455.00	\$18,610.64		
77 78 79	Election Expenditures Westfield for Rose Goldwater Cmnt Cntr 6/18/23 NC Election Venue (RO)	Ytd Spent \$750.00	\$1.000.00	\$1.000.00		
80	Total Election Expenditures	\$750.00	\$1,000.00	\$1,000.00	1	
81 82 83		\$750.00	\$1,000.00	\$1,000.00	1	
84 85	Neighborhood Purposes Grants (NPG) Expenditures Category	1				
86 87	West Valley Food Panty (BAC 6-23-063 Passed 10/12/23) West Valley Food Panty (BAC 6-23-063) City Clerk Permanently Denied 10/26/23 Pierce College Foundation - Brahma Bodega [BAC 7-23-064 Passed 10/12/23]	\$2,000.00 (\$2,000.00)	\$5,000.00	\$5,000.00		
88 89	Pierce College Foundation - Brahma Bodega [BAC 7-23-064 Passed 10/12/23] Lions of Lockhurst PTO - Garden Project [BAC 10-23-083 Passed 12/13/23]	\$1,500.00 \$1,300.00				
90 91	Woodlake Elem Schl PTA - Art Fair [BAC 13 (24-024) 2/15/24 Agenda] Total of Previous Approved NPDS as of 2/15/24 Collaboration of Previous Approved NPDS as of 2/15/24	\$2,000.00 \$0.00				
92 93	Friends of Calabash, Inc, dba Calabash PTO BAC 03 [24-029] 3/13/24 Agenda Total of NPGs Approved and Funded through 3/13/24 Construction of the United Statement of the Calabash Statement of the Calaba	\$3,000.00 \$0.00				
94 95 96	\$8,000 April & May NPG's not prev budgeted for: WV YMCA Food Dist Prog NPG \$3,000.6 (24-42) 4/10/24 Agenda New Fielder Homplesc Core Eaed Prom NBG \$1 St07 7 (24-43) 4/10/24 Agenda	\$0.00 \$3,000.00 \$1,500.00				
96 97	New Friends Homeless Crit Feed Prgm NPG \$1,500 7 (24-43) 4/10/24 Agnda New Friends Homeless Crit Feed Prgm NPG City Clerk Perm Denied 05/24/24 \$3,000 for LAPD Foundation NPG 3 (24-048) 5/08/24 Agenda	\$1,500.00 (\$1,500.00) \$3,000.00				
98 99	Soloo Profing Bro Grow WWC Chamb Chambra Chambra Bentif Council a Work Council Chambra	\$0.00 \$13,800.00	\$5,000.00	\$5,000.00		
100 101		NPG Totals	\$3,000.00	\$3,000.00		
102 103	Community Improvement Projects (CIP) Expenditures Categor Environmental Project (\$300. Wagon 23-065) Ovr 90 days expired	\$0.00				
104 105 106	Homeless Project Public Safety Project	\$0.00 \$0.00				
106 107 108	Education Project [Xfer \$900 to Outreach & \$100 to NPG 8(24-034) 3/13/24] Community Services [Xfer \$1,000 to Outreach for Halo 7 (24-007) 1/10/24]	\$0.00 \$0.00				
108 109 110	Total CIP Expenditures Category	\$0.00	\$0.00	\$0.00		
111				24-25		
			24-25 Starting	Rollover Budget		
			Budget Adopted	Update Adopted		
112		F23-24 YTD Spent	6/12/24 BAC 2(24-059)	8/14/24 BAC 2(24-067)	July	August
	TOTAL EXPENDITURES FOR THE FISCAL YEAR City Clerk Funding Portal Budget Reconcilation Amounts:	\$36,574.82	\$32,000.00	\$36,555.64	\$383.89	\$922.89
115 116	Office/Operational Expenditures Outreach Expenditures		\$11,545.00 \$14,455.00	\$11,945.00 \$18,610.64		
	Election Expenditures General and Operational Expenditures	-	\$1,000.00 <b>\$27,000.00</b>	\$1,000.00 \$31,555.64	-	
119 120	NPG Expenditures CIP Expenditures Category		\$5,000.00 \$0.00	\$5,000.00 \$0.00		
122	TOTAL ANNUAL BUDGET ALLOCATIONS		\$32,000.00	\$36,555.64		
123 124	Starting Annual Available	FY24-25 Funding Funds to Allocate	\$32,000.00 \$0.00	\$36,555.64 \$0.00		
125	FYI: Unspent FY23-24 Funds that will Roll Over and will be av		\$4,555.64	\$0.00		

Item No. 2 Approval of MER for September 2024

# Monthly Expenditure Report



# Reporting Month: September 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					
\$35660.45	\$929.17	\$34731.28	\$0.00	\$0.00	\$34731.28					

Monthly Cash Flow Analysis								
Budget Category Adopted Budget		Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available			
Office		\$929.17		\$0.00				
Outreach	\$31555.64	\$0.00	\$29731.28	\$0.00	\$29731.28			
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		Encumbrar	nces: \$0.00	Previous Expen	ditures: \$895.19			

			Expenditures			
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY STORQUEST - WOODLA	09/01/2024	Sept 24 monthly rental & insurance for NC storage unit	General Operations Expenditure	Office	\$310.00
2	EIG CONSTANTCONTACT.CO	09/10/2024	September billing for Constant Contact SaaS stakeholder email communuciation tool	General Operations Expenditure	Office	\$88.00
3	GRASSHOPPER.COM	09/13/2024	September billing for NC Grasshopper virtual phone system SaaS	General Operations Expenditure	Office	\$31.17
4	City of Los Angeles Congress of Neighborhoods - Event	08/21/2024	Motion to contribute \$500.00 from this year's Budget; Outreach Category [line 44] in funding for the 2024 Congress of Neighborhoods, and the Funding Officers are dire	General Operations Expenditure	Office	\$500.00
	Subtotal:					\$929.17

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

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

# **PAYMENT RECEIPT**

### Account Number: 1114354

Heath L Kline	RECEIPT ID	PAYMENT DATE	CHANGE DUE	AMOUNT
20929 Ventura Blvd. Ste 47-535 Woodland Hills, CA 91367 (818) 312-5601	930754772	9/1/2024	\$0.00	\$310.00

Invoice	Item	Qty	Rate	Discount	Subtotal	Тах	Total	Paid
#80518	XERCOR-1 Xercor Insurance Services LLC - \$3,000.00 (9/1/2024 - 9/30/2024)		\$12.00		\$12.00	\$0.00	\$12.00	\$12.00
#80518	Unit #3149 Rent Unit 3149 - 10x7.5x0 (9/1/2024 - 9/30/2024)		\$298.00		\$298.00	\$0.00	\$298.00 T	\$298.00 otal Paid
Sep 01, 2024 12:40 AM		М	astercard *	****7237				\$310.00

Unit #3149 Paid Through 9/30/2024

### **Customer Copy**

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

Office of the City Clerk Administrative Services Division Neighborhood Council (NC) Funding Program Board Action Certification (BAC) Form				Woodland Hills Warner Center Neighborhood Council					
NC Name: Woodland Hills - Warner	Center		Meeting Dat	e: August 1	4, 2024				
Budget Fiscal Year: 2024-2025			Agenda Item	n No: 02 (24-06	8) Motion to A	Approve Budget	Reallowcation for	or Rollover Funds & StorQuest	
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion: the Treasu 1. Increasing our FY 2. Allocating \$400 Category; and 3. Allocating the re subcategory [line 7 113 through 126].	24-25 Tota more to the maining \$4	l Budget fro StorQuest ,155.64 in I	om \$32,000 subcategory Rollover fun	to \$36,555 / [line 21] in ds to the Ge	.64 [line 15] the Office/O eneral Outrea	for receipt of F perational Exp ch (not yet all	ocated)	
-Resigned Vacant									
	Motion con Board Members must leav			cussion and m			١	Member Reimbursement /ote Count s complete.	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes	
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Board Quorum: 13	Total:	19	0	0	2	1	0	1	
We, the authorized signers of the above named laws, policies, and proceedures. The above was	Neighborhood Council, dec approved by the Neighborh	lare that the in ood Council Boa	formation pres ard, at a Browr	ented on this for Act compliant	m is accurate	and complete, an where a quorum	d that a public me of the Board was r	eeting was held in accordance with all present.	
Authorized Signature			Authorized Si		pin g				
Print/Type Name: Heath Kline, Trea	surer		Print/Type Na	me: Dena	/ Weiss, Pı	resident			
			1						

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Row	В	R	R1	R2 24-25	F.	G
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44 45	Cong of Neighborhoods \$500 [Approved (24-068) 8/14/24] Greatful Hearts & Disaster Prep Booth \$500 3 (23-070 ) 11/8/23	\$581.00 \$500.00	\$500.00 \$500.00	\$500.00 \$500.00		\$500.00
46 47 48	Replace Damaged NC Pole Banners \$900 4 (23-071 ) 11/8/23 HALO Purchase of giveaway bags & keychains up to \$2,500 7 (24-007) 1/10/24 Valey cutwal- Concet Outrach Booth WC Park [BAC 11 24-022] 2/15/24	\$870.53 \$2,484.85 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00		
49	One Generation Sr Fair Outreach Booth (BAC 12 24-022) 2/15/24 One Generation Sr Fair Outreach Booth (BAC 12 24-023) 2/15/24	\$1,000.00 \$1,000.00 \$0.00	\$1,000.00	\$1,000.00		
51 52	Outreach Printing & Banners: Minitman Press or alt printer 1000 4/4 4x9 Rack Cards 4 -( 24-030) 3/		\$500.00	\$500.00		
53 54	SWAG: 4Imprint NC Branded promo items upto \$5,000 as follows 5 (24-031) 3/13/24 a)2,000 WHWCNC 3*x3* Branded Sticky Pads up to \$1,000 (\$0.39 each + tax & shipping) \$937.71	\$0.00 \$852.30	\$2,500.00	\$2,500.00		
55 56	b. JSSO Green WHWCNC Branded Value Groomy Totes up to \$1,000 (\$1.21 each + \$50 set-up, tax & shipping) \$980.48 c. ) 1,000 WHWCNC Branded Hand Fans up to \$775 (\$0.56 + \$65 set-up, tax & shipping) \$747.46	\$902.14 \$679.01				
57 58 59	d.) 650 WHWCNC Branded Sunglesses up to \$1,000 (\$1.25 each + \$20 set-up, tax & shipping) \$953.61 e) 825 WHWCNC Branded Power (Tips up to \$950 (\$0.86 each + \$555 set-up, tax & shipping) \$917.38 5/09/24 Budget and Bradication to reclaim encosis funding provided prior to final Inv =68.12.2 Cort \$819.39	\$913.69 \$833.67 (Total \$4,180.81)				
60 61	Stoty2e bodge trained on the claim block for the provide provide provide provide the stoty set of 548.93     A Imprint Difference between 1st Web Inv and Final CC charge PDF Inv df 548.93     NC Logowear: T-Shirt Goys \$2500 [them 5(24-932] March 13 24 Agenda]	\$0.00	\$0.00	\$0.00		
62 63	a) 50 1301 AMR APPAREL COTTON T-SHIRTS - TRUE NAVY SIZES S-XL NC LOGO \$398.21 as,110 1301 AMER APPAREL COTTON T-SHIRTS - GREEN SIZES S-XL NC LOGO (FIRST SAT) \$115.72	\$599.21 \$115.72				
64 65	b.) SO 3340 NEXT LEVEL WOMENS COTTON V-NECK T-SHRT - MENIGHT NAVY SIZES S-XL NC LOGIO 5651.65 c.) 36 DG20 EMERCIO NC LOGIO Devon & Jones Crevelus: Perform Maria Plaited Polo - NAVY SIZES S-XL \$885.84	\$651.65 \$885.84				
66 67 68	\$1,000 Depart w/ Order Mar, 1252.42 Due on Completion in April, Redulm \$347.58 Excess Fund \$(0);04 Social Media	(Total \$2,252.42) \$0.00	\$1,000.00	\$1.000.00		
69 70	Social WH-WC Advertising: Warner Center News Website Hosting ( <i>Moved to Office/Operational Expenditures Category</i> )	\$0.00 \$0.00 \$19.99	\$1,000.00 \$1,000.00 \$0.00	\$1,000.00 \$1,000.00 \$0.00		
71 72	Website Webmaster (\$2k > 1.5K .5K to VC Concerts above on 2/15/24 ) General Outreach Bus Benches \$280 not funded/Hex Hand car174.01 2 (24-049)	\$0.00 \$128.09	\$0.00 \$0.00	\$0.00 \$0.00		
73 74	General Outreach (Not yet allocated to specific items) added 5/22 to balance buget Une 73 dard frm \$1,540.60 to \$1,401.67 51- to compete for proforms vs final 4 impliet inv 53-50 6/1/24 HK	\$0.00	\$2,955.00	\$7,110.64		
75 76	Total Outreach Expenditures	\$15,635.24	\$14,455.00	\$18,610.64		
77 78 79	Election Expenditures Westfield for Rose Goldwater Cmnt Cntr 6/18/23 NC Election Venue (RO)	Ytd Spent \$750.00	\$1.000.00	\$1.000.00		
80	Total Election Expenditures	\$750.00	\$1,000.00	\$1,000.00	1	
81 82 83		\$750.00	\$1,000.00	\$1,000.00	1	
84 85	Neighborhood Purposes Grants (NPG) Expenditures Category	1				
86 87	West Valley Food Panty (BAC 6-23-063 Passed 10/12/23) West Valley Food Panty (BAC 6-23-063) City Clerk Permanently Denied 10/26/23 Pierce College Foundation - Brahma Bodega [BAC 7-23-064 Passed 10/12/23]	\$2,000.00 (\$2,000.00)	\$5,000.00	\$5,000.00		
88 89	Pierce College Foundation - Brahma Bodega [BAC 7-23-064 Passed 10/12/23] Lions of Lockhurst PTO - Garden Project [BAC 10-23-083 Passed 12/13/23]	\$1,500.00 \$1,300.00				
90 91	Woodlake Elem Schl PTA - Art Fair [BAC 13 (24-024) 2/15/24 Agenda] Total of Previous Approved NPDS as of 2/15/24 Collaboration of Previous Approved NPDS as of 2/15/24	\$2,000.00 \$0.00				
92 93	Friends of Calabash, Inc, dba Calabash PTO BAC 03 [24-029] 3/13/24 Agenda Total of NPGs Approved and Funded through 3/13/24 Construction of the United Statement of the Calabash Statement of the Calaba	\$3,000.00 \$0.00				
94 95 96	\$8,000 April & May NPG's not prev budgeted for: WV YMCA Food Dist Prog NPG \$3,000.6 (24-42) 4/10/24 Agenda New Fielder Homplesc Core Eaed Prom NBG \$1 St07 7 (24-43) 4/10/24 Agenda	\$0.00 \$3,000.00 \$1,500.00				
96 97	New Friends Homeless Crit Feed Prgm NPG \$1,500 7 (24-43) 4/10/24 Agnda New Friends Homeless Crit Feed Prgm NPG City Clerk Perm Denied 05/24/24 \$3,000 for LAPD Foundation NPG 3 (24-048) 5/08/24 Agenda	\$1,500.00 (\$1,500.00) \$3,000.00				
98 99	Soloo Profing Bro Grow WWC Chamb Chambra Chambra Bentif Council a Work Council Chambra	\$0.00 \$13,800.00	\$5,000.00	\$5,000.00		
100 101		NPG Totals	\$3,000.00	\$3,000.00		
102 103	Community Improvement Projects (CIP) Expenditures Categor Environmental Project (\$300. Wagon 23-065) Ovr 90 days expired	\$0.00				
104 105 106	Homeless Project Public Safety Project	\$0.00 \$0.00				
106 107 108	Education Project [Xfer \$900 to Outreach & \$100 to NPG 8(24-034) 3/13/24] Community Services [Xfer \$1,000 to Outreach for Halo 7 (24-007) 1/10/24]	\$0.00 \$0.00				
108 109 110	Total CIP Expenditures Category	\$0.00	\$0.00	\$0.00		
111				24-25		
			24-25 Starting	Rollover Budget		
			Budget Adopted	Update Adopted		
112		F23-24 YTD Spent	6/12/24 BAC 2(24-059)	8/14/24 BAC 2(24-067)	July	August
	TOTAL EXPENDITURES FOR THE FISCAL YEAR City Clerk Funding Portal Budget Reconcilation Amounts:	\$36,574.82	\$32,000.00	\$36,555.64	\$383.89	\$922.89
115 116	Office/Operational Expenditures Outreach Expenditures		\$11,545.00 \$14,455.00	\$11,945.00 \$18,610.64		
	Election Expenditures General and Operational Expenditures	-	\$1,000.00 <b>\$27,000.00</b>	\$1,000.00 \$31,555.64	-	
119 120	NPG Expenditures CIP Expenditures Category		\$5,000.00 \$0.00	\$5,000.00 \$0.00		
122	TOTAL ANNUAL BUDGET ALLOCATIONS		\$32,000.00	\$36,555.64		
123 124	Starting Annual Available	FY24-25 Funding Funds to Allocate	\$32,000.00 \$0.00	\$36,555.64 \$0.00		
125	FYI: Unspent FY23-24 Funds that will Roll Over and will be av		\$4,555.64	\$0.00		





## <u>Print</u>

# **Billing Activity - Invoices**

# Woodland Hills-Warner Center Neighborhood Council

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

Date

Today's Date: 09/29/2024 User Name:

### Invoices from 08/30/2024 to 09/29/2024

**Charge Amount Credit Amount** 

\$88.00

09/10/2024 Invoice #1725956400

**Constant Contact - Email Plus** 

1501-2500 Contacts Highest contact count: 1622 From 08/10/2024 to 09/10/2024

**Description** 

# Billing questions? Contact Support



# 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: 09/29/2024 User Name:

# Payments from 08/30/2024 to 09/29/2024

Date	Description	<b>Charge Amount Credit Amount</b>	
09-10-2024 04:20:02 AM	Payment - Credit Card (MasterCard) *********7237	\$88.00	

**Billing questions?** <u>Contact Support</u>

Office of the City Clerk Administrative Services Division Neighborhood Council (NC) Funding Program Board Action Certification (BAC) Form				Woodland Hills Warner Center Neighborhood Council					
NC Name: Woodland Hills - Warner	Center		Meeting Dat	e: August 1	4, 2024				
Budget Fiscal Year: 2024-2025			Agenda Item	n No: 02 (24-06	8) Motion to A	Approve Budget	Reallowcation for	or Rollover Funds & StorQuest	
Board Motion and/or Public Benefit Statement (CIP and NPG):	Motion: the Treasu 1. Increasing our FY 2. Allocating \$400 Category; and 3. Allocating the re subcategory [line 7 113 through 126].	24-25 Tota more to the maining \$4	l Budget fro StorQuest ,155.64 in I	om \$32,000 subcategory Rollover fun	to \$36,555 / [line 21] in ds to the Ge	.64 [line 15] the Office/O eneral Outrea	for receipt of F perational Exp ch (not yet all	ocated)	
-Resigned Vacant									
	Motion con Board Members must leav			cussion and m			١	Member Reimbursement /ote Count s complete.	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes	
Karen DiBiase	Area 1 Residential	х							
Geoffreey Hobson	Area 1 Business	х							
Shelley Schwartz	Area 1 C. B. O.	х							
Reina Cerros-McCaughey	Area 1 Alternate					Х		Alternate	
Julian Tu	Area 2 Residential	Х							
Masha Dowell	Area 2 Business	х							
Peter Haber	Area 2 C. B. O.	х							
Vacant	Area 2 Alternate								
Tracey Rosen	Area 3 Residential	х							
Dean Matthew	Area 3 Business				х				
Harout Aristakessian	Area 3 C. B. O.	х							
Jayce Baron	Area 3 Alternate	х							
Don Patterson	Area 4	х							
Martin Lipkin	Residential Area 4 Business	х							
Dena Weiss	Area 4 C. B. O.	х							
Vacant	Area 4 Alternate								
Steve Sommers	Area 5	х							
Julie Waltrip	Residential Area 5 Business	Х							
Vacant	Area 5 C. B. O.								
Vacant	Area 5 Alternate								
Bill Barnett	Area 6	х							
Heath Kline	Residential Area 6 Business	Х							
Vacant	Area 6 C. B. O.								
Vacant	Area 6 Alternate								
Kate Kennedy	Area 7 Besidential	Х							
Rosaleen O'Sullivan	Residential Area 7 Business	Х							
Joyce Fletcher	Area 7 C. B. O.				Х				
Vacant	Area 7 Alternate								
August Steurer	At-Large	Х							
Vacant	At-Large Alternate								
Vacant	Youth								
	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes	
Board Quorum: 13	Total:	19	0	0	2	1	0	1	
We, the authorized signers of the above named laws, policies, and proceedures. The above was	Neighborhood Council, dec approved by the Neighborh	lare that the in ood Council Boa	formation pres ard, at a Browr	ented on this for Act compliant	m is accurate	and complete, an where a quorum	d that a public me of the Board was r	eeting was held in accordance with all present.	
Authorized Signature			Authorized Si		(ping				
Print/Type Name: Heath Kline, Trea	surer		Print/Type Na	me: Dena	/ Weiss, Pı	resident			
			1						

|--|

Row	В	R	R1	R2 24-25	F.	G
	WHWCNC FY2024-2025 Budget Allocation &		24-25 Starting	Rollover Budget		
	Spending Through 8/18/24		Budget Adopted 6/12/24 BAC	Update Adopted 8/14/24 BAC	Monthly	Spending
Line #	Admin Packet & Budget Adopted June 12, 2024 BAC 2 (24-059)	F23-24 YTD Spent	2(24-059)	2(24-067)	July	August
2	Rollover Funds-Supplemental Funds Reallocation Aug 14, 2024 BAC 2 (24-059)	EAdopted		Legend: Black Text No		
3				Black Text No Change, Red Text		
4				Decrease, Green Text		
5				Increase, in funds		
6 7				allocated.		
8 9	Annual Budget Funds		\$32,000.00	\$32,000.00		
10 11	Rollover Funds [RO-Supplemental Funds Reallocation]			\$4,555.64		
12 13 14	Total Adjustments					
	Total Adjustments Total Annual Budget Funds		\$32,000.00	\$36,555.64		
17			24-25	24-25		
			Starting Budget	Rollover Budget		
		FY 23-24 Ytd	Adopted 6/12/24 BAC	Proposed 8/14/24 BAC		
18 19	Office/Operational Expenditures Category	Spent	2(24-059)	2(24-067)		
20 21	Space Rental Board Meetings NC Storage StorQuest Phone System - Grasshopper SasS	\$414.00 \$2,972.00	\$1,200.00 \$3,300.00	\$1,200.00 \$3,700.00		\$310.00
22 23 24	Prone System - Grasshopper Sass Adjustment- Sept NC expenses Pd by City Clerk during credit card transistion Adjustment- Oct NC expenses Pd by City Clerk during credit card transistion	\$377.98 (\$330.54) (\$268.00)	\$430.00	\$430.00	\$31.89	\$31.89
25 26	Adjustment-Dec NC expenses Pd by City Clerk CD storig clear and anisation Constant Contact Sas	(\$271.00) \$891.00	\$1,400.00	\$1,400.00	\$81.00	\$81.00
27 28	Software Lic Renewals & Updates Mail Box Rental (UPS PMB) [Increase \$16 5/09/924]	\$49.99 \$516.00	\$200.00 \$550.00	\$200.00 \$550.00		
29 30	General Office Supplies, Copies and Printing Paper and Ink	\$108.29 \$0.00	\$400.00 \$400.00	\$400.00		
31 32 33	Email and Web Hosting and Support (RO Funds) 7 (24-033) March 13 24 agenda Zoom Virtual Meet Saas. [7 (24-033) March 13 24 agenda] Recvd DONE Inv 5/30/24	\$788.98 \$387.48	\$1,200.00 \$400.00	\$1,200.00 \$400.00		
33 34 35	Water & Refreshments For NC Board/Committee Meetings & Activities Board Retreat Expenses (Requires Board Motion & BAC)	\$753.40 \$0.00	\$400.00 \$800.00	\$400.00 \$800.00		
36 37	Board Netrone Expenses (Negures Board Monton & BAL) SB411 Hybrid Meeting Equip 2 Meet Owls, 1 Comp & Accs [2(24-047) May 8] 55,038.31 WiFi Pending Past Due Verizon Wireless Hotspot-Contested \$864.13	\$0.00 \$0.00 \$0.00	\$865.00	\$865.00		
38 39	Total Office/Operational Expenditures	\$6,389.58	\$11,545.00	\$11,945.00		
40 41						
42 43	Outreach Expenditures Category	Ytd Spent				Sub 8/18/24
44 45	Cong of Neighborhoods \$500 [Approved (24-068) 8/14/24] Greatful Hearts & Disaster Prep Booth \$500 3 (23-070 ) 11/8/23	\$581.00 \$500.00	\$500.00 \$500.00	\$500.00 \$500.00		\$500.00
46 47 48	Replace Damaged NC Pole Banners \$900 4 (23-071 ) 11/8/23 HALO Purchase of giveaway bags & keychains up to \$2,500 7 (24-007) 1/10/24 Valey cutwal- Concet Outrach Booth WC Park [BAC 11 24-022] 2/15/24	\$870.53 \$2,484.85 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00		
49	One Generation Sr Fair Outreach Booth (BAC 12 24-022) 2/15/24 One Generation Sr Fair Outreach Booth (BAC 12 24-023) 2/15/24	\$1,000.00 \$1,000.00 \$0.00	\$1,000.00	\$1,000.00		
51 52	Outreach Printing & Banners: Minitman Press or alt printer 1000 4/4 4x9 Rack Cards 4 -( 24-030) 3/		\$500.00	\$500.00		
53 54	SWAG: 4Imprint NC Branded promo items upto \$5,000 as follows 5 (24-031) 3/13/24 a)2,000 WHWCNC 3*x3* Branded Sticky Pads up to \$1,000 (\$0.39 each + tax & shipping) \$937.71	\$0.00 \$852.30	\$2,500.00	\$2,500.00		
55 56	b. JSSO Green WHWCNC Branded Value Groomy Totes up to \$1,000 (\$1.21 each + \$50 set-up, tax & shipping) \$980.48 c. ) 1,000 WHWCNC Branded Hand Fans up to \$775 (\$0.56 + \$65 set-up, tax & shipping) \$747.46	\$902.14 \$679.01				
57 58 59	d.) 650 WHWCNC Branded Sunglesses up to \$1,000 (\$1.25 each + \$20 set-up, tax & shipping) \$953.61 e) 825 WHWCNC Branded Power (Tips up to \$950 (\$0.86 each + \$555 set-up, tax & shipping) \$917.38 5/09/24 Budget and Bradication to reclaim encosis funding provided prior to final Inv =68.12.2 Cort \$819.39	\$913.69 \$833.67 (Total \$4,180.81)				
60 61	Stoty2e bodge trained on the claim block for the provide provide provide provide the stoty set of 548.93     A Imprint Difference between 1st Web Inv and Final CC charge PDF Inv df 548.93     NC Logowear: T-Shirt Goys \$2500 [them 5(24-932] March 13 24 Agenda]	\$0.00	\$0.00	\$0.00		
62 63	a) 50 1301 AMR APPAREL COTTON T-SHIRTS - TRUE NAVY SIZES S-XL NC LOGO \$398.21 as,110 1301 AMER APPAREL COTTON T-SHIRTS - GREEN SIZES S-XL NC LOGO (FIRST SAT) \$115.72	\$599.21 \$115.72				
64 65	b.) SO 3340 NEXT LEVEL WOMENS COTTON V-NECK T-SHRT - MENIGHT NAVY SIZES S-XL NC LOGIO 5851.65 c.) 36 DG20 EMERCIO NC LOGIO Devon & Jones Crevelus: Perform Maria Plaited Polo - NAVY SIZES S-XL \$885.84	\$651.65 \$885.84				
66 67 68	\$1,000 Depart w/ Order Mar, 1252.42 Due on Completion in April, Redulm \$347.58 Excess Fund \$(0);04 Social Media	(Total \$2,252.42) \$0.00	\$1,000.00	\$1.000.00		
69 70	Social WH-WC Advertising: Warner Center News Website Hosting ( <i>Moved to Office/Operational Expenditures Category</i> )	\$0.00 \$0.00 \$19.99	\$1,000.00 \$1,000.00 \$0.00	\$1,000.00 \$1,000.00 \$0.00		
71 72	Website Webmaster (\$2k > 1.5K .5K to VC Concerts above on 2/15/24 ) General Outreach Bus Benches \$280 not funded/Hex Hand car174.01 2 (24-049)	\$0.00 \$128.09	\$0.00 \$0.00	\$0.00 \$0.00		
73 74	General Outreach (Not yet allocated to specific items) added 5/22 to balance buget Une 73 dard frm \$1,540.60 to \$1,401.67 51- to compete for proforms vs final 4 impliet inv 53-50 6/1/24 HK	\$0.00	\$2,955.00	\$7,110.64		
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77 78 79	Election Expenditures Westfield for Rose Goldwater Cmnt Cntr 6/18/23 NC Election Venue (RO)	Ytd Spent \$750.00	\$1.000.00	\$1.000.00		
80	Total Election Expenditures	\$750.00	\$1,000.00	\$1,000.00	1	
81 82 83		\$750.00	\$1,000.00	\$1,000.00	1	
84 85	Neighborhood Purposes Grants (NPG) Expenditures Category	1				
86 87	West Valley Food Panty [BAC 6-23-063 Passed 10/12/23] West Valley Food Panty [BAC 6-23-063] City Clerk Permanently Denied 10/26/23 Pierce College Foundation - Brahma Bodega [BAC 7-23-064 Passed 10/12/23]	\$2,000.00 (\$2,000.00)	\$5,000.00	\$5,000.00		
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94 95 96	\$8,000 April & May NPG's not prev budgeted for: WV YMCA Food Dist Prog NPG \$3,000.6 (24-42) 4/10/24 Agenda New Fielder Homplesc Core Eaed Prom NBG \$1 St07 7 (24-43) 4/10/24 Agenda	\$0.00 \$3,000.00 \$1,500.00				
96 97	New Friends Homeless Crit Feed Prgm NPG \$1,500 7 (24-43) 4/10/24 Agnda New Friends Homeless Crit Feed Prgm NPG City Clerk Perm Denied 05/24/24 \$3,000 for LAPD Foundation NPG 3 (24-048) 5/08/24 Agenda	\$1,500.00 (\$1,500.00) \$3,000.00				
98 99	Soloo Profing Bro Grow WWC Chamb Chambra Chambra Bentif Council a Work Council Chambra	\$0.00 \$13,800.00	\$5,000.00	\$5,000.00		
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108 109 110	Total CIP Expenditures Category	\$0.00	\$0.00	\$0.00		
111				24-25		
			24-25 Starting	Rollover Budget		
			Budget Adopted	Update Adopted		
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	TOTAL EXPENDITURES FOR THE FISCAL YEAR City Clerk Funding Portal Budget Reconcilation Amounts:	\$36,574.82	\$32,000.00	\$36,555.64	\$383.89	\$922.89
115 116	Office/Operational Expenditures Outreach Expenditures		\$11,545.00 \$14,455.00	\$11,945.00 \$18,610.64		
	Election Expenditures General and Operational Expenditures	-	\$1,000.00 <b>\$27,000.00</b>	\$1,000.00 \$31,555.64	-	
119 120	NPG Expenditures CIP Expenditures Category		\$5,000.00 \$0.00	\$5,000.00 \$0.00		
122	TOTAL ANNUAL BUDGET ALLOCATIONS		\$32,000.00	\$36,555.64		
123 124	Starting Annual Available	FY24-25 Funding Funds to Allocate	\$32,000.00 \$0.00	\$36,555.64 \$0.00		
125	FYI: Unspent FY23-24 Funds that will Roll Over and will be av		\$4,555.64	\$0.00		



#### Account Information

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

Bill Date:	09/12/24
Usage Period:	08/12/24 - 09/12/24

### **Charges Summary**

Previous Invoice Amount:	\$31.30
Current Charges:	
Recurring Charges	\$22.00
Non-Recurring Charges	\$0.00
Usage Charges	\$1.27
Sms Charges	\$0.00
Taxes & Surcharges	\$5.63
Federal USF	\$2.27
Total Charges:	\$31.17
Debits & Credits	\$0.00
Payments	\$31.17
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

Questions about your bill? - Call us anytime Toll-Free at (800) 820-8210. Copyright 2024 Grasshopper Group, LLC. All Rights Reserved.



Detail of Current	Charges			
Payments & Cre	edits			
<b>Date</b> 09/12/24	<b>Detail</b> Monthly Payment, Paid on Master Card e	nding in 723	7 Total Payments & Credits	
Recurring Char	ges			
Current Period				<b>\$</b> 40.00
	v Plan, 09/12/24 - 10/12/24 ription, 09/12/24 - 10/12/24			
	npuon, 09/12/24 - 10/12/24		Total Recurring Charges	•
Minute Charges	s Summary			
Туре	Included	Used	Overage Rat	e Charg
Domestic	0 minutes	20.9	20.9 minutes 0.06	· • • • • •
			Total Minute Charges	s: \$1.2
Taxes & Surcha				
Туре	Detail			Charg
Tax Tax	Utility Users Tax FCC Regulatory Fee (Wireline)			
Tax	CA PUC Fee			
Surcharge	Regulatory Recovery Fee			
			Total Taxes & Surcharges	
Federal Univers	al Service Fund			
<b>Type</b> Surcharge	<b>Detail</b> Fed Universal Service Fund			Charg \$2.2
-		Тс	otal Federal USF Contributions	s: \$2.2
Summary of Minu	ute Charges			
By Number				
Number				Total Minute
+18186399444				20.9
			Total Minutes Used	i: 20.5
xplanation of Te	erms			
Domestic: Calls its provinces.	that are placed inside the United States and	Voice Ove or extension	<b>r:</b> Use of voice talents for record	ling of main greetir
Off Shore: Calls	placed outside of U.S. borders.	Bonus Mi	nutes: Extra minutes that are cre	edited to your

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

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

Office of the City Clerk Administrative Services Division Neighborhood Council (NC) Funding Program Board Action Certification (BAC) Form				Woodland Hills Warner Center Neighborhood Council					
NC Name: Woodland Hills - Warner	Meeting Dat	e: August 1	4, 2024						
Budget Fiscal Year: 2024-2025		Agenda Item	n No: 02 (24-06	8) Motion to A	Approve Budget	Reallowcation for	or Rollover Funds & StorQuest		
Board Motion and/or Public Benefit Statement (CIP and NPG):	<ol> <li>Increasing our FY</li> <li>Allocating \$400</li> <li>Category; and</li> <li>Allocating the re</li> </ol>	24-25 Tota more to the maining \$4	Agenda Item No: 02 (24-068) Motion to Approve Budget Reallowcation for Rollover Funds & StorQuest ed to use and file a new updated budget with City Clerk: Budget from \$32,000 to \$36,555.64 [line 15] for receipt of FY23-24 Rollover Funds; StorQuest subcategory [line 21] in the Office/Operational Expenditures 155.64 in Rollover funds to the General Outreach (not yet allocated) treach Budget Category, maintaining our required balanced budget [lines						
- Registered Veccent									
-Resigned Vacant   Motion continued on n  Recused Board Members must leave the room pr				cussion and m			١	Member Reimbursement /ote Count s complete.	
Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes	
Karen DiBiase	Area 1 Residential	х							
Geoffreey Hobson	Area 1 Business	х							
Shelley Schwartz	Area 1 C. B. O.	х							
Reina Cerros-McCaughey	Area 1 Alternate					Х		Alternate	
Julian Tu	Area 2 Residential	х							
Masha Dowell	Area 2 Business	х							
Peter Haber	Area 2 C. B. O.	х							
Vacant	Area 2 Alternate								
Tracey Rosen	Area 3 Residential	х							
Dean Matthew	Area 3 Business				х				
Harout Aristakessian	Area 3 C. B. O.	х							
Jayce Baron	Area 3 Alternate	х							
Don Patterson	Area 4	х							
Martin Lipkin	Residential Area 4 Business	х							
Dena Weiss	Area 4 C. B. O.	х							
Vacant	Area 4 Alternate								
Steve Sommers	Area 5	Х							
Julie Waltrip	Residential Area 5 Business	х							
Vacant	Area 5 C. B. O.								
Vacant	Area 5 Alternate								
Bill Barnett	Area 6	х							
Heath Kline	Residential Area 6 Business	Х							
Vacant	Area 6 C. B. O.								
Vacant	Area 6 Alternate								
Kate Kennedy	Area 7 Besidential	Х							
Rosaleen O'Sullivan	Residential Area 7 Business	Х							
Joyce Fletcher	Area 7 C. B. O.				Х				
Vacant	Area 7 Alternate								
August Steurer	At-Large	Х							
Vacant	At-Large Alternate								
Vacant	Youth								
	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes	
Board Quorum: 13	Total:	19	0	0	2	1	0	1	
We, the authorized signers of the above named Neighborhood Council, declare that the informat laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at				ented on this for Act compliant	m is accurate	and complete, an where a quorum	d that a public me of the Board was r	eeting was held in accordance with all present.	
Authorized Signature			Authorized Si		pin g				
Print/Type Name: Heath Kline, Treasurer			Print/Type Name: Depa Weiss, President						
			1						

		Date: August 14,	2024	NCFP 101 BAC Rev020118 VHWCNC Ver 1.0
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Row	В	R	R1	R2 24-25	E.	G
	WHWCNC FY2024-2025 Budget Allocation &		24-25 Starting	Rollover Budget		
	Spending Through 8/18/24		Budget Adopted 6/12/24 BAC	Update Adopted 8/14/24 BAC	Monthly	Spending
Line #	Admin Packet & Budget Adopted June 12, 2024 BAC 2 (24-059)	F23-24 YTD Spent	2(24-059)	2(24-067)	July	August
2	Rollover Funds-Supplemental Funds Reallocation Aug 14, 2024 BAC 2 (24-059)	EAdopted		Legend: Black Text No		
3				Black Text No Change, Red Text		
4				Decrease, Green Text		
5				Increase, in funds		
6 7				allocated.		
8 9	Annual Budget Funds		\$32,000.00	\$32,000.00		
10 11	Rollover Funds [RO-Supplemental Funds Reallocation]			\$4,555.64		
12 13 14	Total Adjustments					
	Total Adjustments Total Annual Budget Funds		\$32,000.00	\$36,555.64		
17			24-25	24-25		
			Starting Budget	Rollover Budget		
		FY 23-24 Ytd	Adopted 6/12/24 BAC	Proposed 8/14/24 BAC		
18 19	Office/Operational Expenditures Category	Spent	2(24-059)	2(24-067)		
20 21	Space Rental Board Meetings NC Storage StorQuest Phone System - Grasshopper SasS	\$414.00 \$2,972.00	\$1,200.00 \$3,300.00	\$1,200.00 \$3,700.00		\$310.00
22 23 24	Prone System - Grasshopper Sass Adjustment- Sept NC expenses Pd by City Clerk during credit card transistion Adjustment- Oct NC expenses Pd by City Clerk during credit card transistion	\$377.98 (\$330.54) (\$268.00)	\$430.00	\$430.00	\$31.89	\$31.89
25 26	Adjustment-Dec NC expenses Pd by City Clerk CD storig clear and anisation Constant Contact Sas	(\$271.00) \$891.00	\$1,400.00	\$1,400.00	\$81.00	\$81.00
27 28	Software Lic Renewals & Updates Mail Box Rental (UPS PMB) [Increase \$16 5/09/924]	\$49.99 \$516.00	\$200.00 \$550.00	\$200.00 \$550.00		
29 30	General Office Supplies, Copies and Printing Paper and Ink	\$108.29 \$0.00	\$400.00 \$400.00	\$400.00 \$400.00		
31 32 33	Email and Web Hosting and Support (RO Funds) 7 (24-033) March 13 24 agenda Zoom Virtual Meet Saas. [7 (24-033) March 13 24 agenda] Recvd DONE Inv 5/30/24	\$788.98 \$387.48	\$1,200.00 \$400.00	\$1,200.00 \$400.00		
33 34 35	Water & Refreshments For NC Board/Committee Meetings & Activities Board Retreat Expenses (Requires Board Motion & BAC)	\$753.40 \$0.00	\$400.00 \$800.00	\$400.00 \$800.00		
36 37	Board Netrone Expenses (Negures Board Monton & BAL) SB411 Hybrid Meeting Equip 2 Meet Owls, 1 Comp & Accs [2(24-047) May 8] 55,038.31 WiFi Pending Past Due Verizon Wireless Hotspot-Contested \$864.13	\$0.00 \$0.00 \$0.00	\$865.00	\$865.00		
38 39	Total Office/Operational Expenditures	\$6,389.58	\$11,545.00	\$11,945.00		
40 41		,,,,				
42 43	Outreach Expenditures Category	Ytd Spent				Sub 8/18/24
44 45	Cong of Neighborhoods \$500 [Approved (24-068) 8/14/24] Greatful Hearts & Disaster Prep Booth \$500 3 (23-070 ) 11/8/23	\$581.00 \$500.00	\$500.00 \$500.00	\$500.00 \$500.00		\$500.00
46 47 48	Replace Damaged NC Pole Banners \$900 4 (23-071 ) 11/8/23 HALO Purchase of giveaway bags & keychains up to \$2,500 7 (24-007) 1/10/24 Valey cutwal- Concet Outrach Booth WC Park [BAC 11 24-022] 2/15/24	\$870.53 \$2,484.85 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00	\$1,000.00 \$0.00 \$3,500.00		
49	One Generation Sr Fair Outreach Booth (BAC 12 24-022) 2/15/24 One Generation Sr Fair Outreach Booth (BAC 12 24-023) 2/15/24	\$1,000.00 \$1,000.00 \$0.00	\$1,000.00	\$1,000.00		
51 52	Outreach Printing & Banners: Minitman Press or alt printer 1000 4/4 4x9 Rack Cards 4 -( 24-030) 3/		\$500.00	\$500.00		
53 54	SWAG: 4Imprint NC Branded promo items upto \$5,000 as follows 5 (24-031) 3/13/24 a)2,000 WHWCNC 3*x3* Branded Sticky Pads up to \$1,000 (\$0.39 each + tax & shipping) \$937.71	\$0.00 \$852.30	\$2,500.00	\$2,500.00		
55 56	b. JSSO Green WHWCNC Branded Value Groomy Totes up to \$1,000 (\$1.21 each + \$50 set-up, tax & shipping) \$200.48 c. ) 1,000 WHWCNC Branded Hand Fans up to \$775 (\$0.56 + \$65 set-up, tax & shipping) \$747.46	\$902.14 \$679.01				
57 58 59	d.) 650 WHWCNC Branded Sunglesses up to \$1,000 (\$1.25 each + \$20 set-up, tax & shipping) \$953.61 e) 825 WHWCNC Branded Power (Tips up to \$950 (\$0.86 each + \$555 set-up, tax & shipping) \$917.38 5/09/24 Budget and Bradication to reclaim encosis funding provided prior to final Inv =68.12.2 Cort \$819.39	\$913.69 \$833.67 (Total \$4,180.81)				
60 61	Stoty2e bodge trained on the claim block for the provide provide provide provide the stote and stote	\$0.00	\$0.00	\$0.00		
62 63	a) 50 1301 AMR APPAREL COTTON T-SHIRTS - TRUE NAVY SIZES S-XL NC LOGO \$398.21 as,110 1301 AMER APPAREL COTTON T-SHIRTS - GREEN SIZES S-XL NC LOGO (FIRST SAT) \$115.72	\$599.21 \$115.72				
64 65	b.) SO 3340 NEXT LEVEL WOMENS COTTON V-NECK T-SHRT - MENIGHT NAVY SIZES S-XL NC LOGIO 5851.65 c.) 36 DG20 EMERCIO NC LOGIO Devon & Jones Crevelus: Perform Maria Plaited Polo - NAVY SIZES S-XL \$885.84	\$651.65 \$885.84				
66 67 68	\$1,000 Depart w/ Order Mar, 1252.42 Due on Completion in April, Redulm \$347.58 Excess Fund \$(0);04 Social Media	(Total \$2,252.42) \$0.00	\$1,000.00	\$1.000.00		
69 70	Social WH-WC Advertising: Warner Center News Website Hosting (Moved to Office/Operational Expenditures Category)	\$0.00 \$0.00 \$19.99	\$1,000.00 \$1,000.00 \$0.00	\$1,000.00 \$1,000.00 \$0.00		
71 72	Website Webmaster (\$2k > 1.5K .5K to VC Concerts above on 2/15/24 ) General Outreach Bus Benches \$280 not funded/Hex Hand car174.01 2 (24-049)	\$0.00 \$128.09	\$0.00 \$0.00	\$0.00 \$0.00		
73 74	General Outreach (Not yet allocated to specific items) added 5/22 to balance buget Une 73 dard frm \$1,540.60 to \$1,401.67 51- to compete for proforms vs final 4 impliet inv 53-50 6/1/24 HK	\$0.00	\$2,955.00	\$7,110.64		
75 76	Total Outreach Expenditures	\$15,635.24	\$14,455.00	\$18,610.64		
77 78 79	Election Expenditures Westfield for Rose Goldwater Cmnt Cntr 6/18/23 NC Election Venue (RO)	Ytd Spent \$750.00	\$1.000.00	\$1.000.00		
80	Total Election Expenditures	\$750.00	\$1,000.00	\$1,000.00	1	
81 82 83		\$750.00	\$1,000.00	\$1,000.00	1	
84 85	Neighborhood Purposes Grants (NPG) Expenditures Category	1				
86 87	West Valley Food Panty (BAC 6-23-063 Passed 10/12/23) West Valley Food Panty (BAC 6-23-063) City Clerk Permanently Denied 10/26/23 Pierce College Foundation - Brahma Bodega [BAC 7-23-064 Passed 10/12/23]	\$2,000.00 (\$2,000.00)	\$5,000.00	\$5,000.00		
88 89	Pierce College Foundation - Brahma Bodega [BAC 7-23-064 Passed 10/12/23] Lions of Lockhurst PTO - Garden Project [BAC 10-23-083 Passed 12/13/23]	\$1,500.00 \$1,300.00				
90 91	Woodlake Elem Schl PTA - Art Fair [BAC 13 (24-024) 2/15/24 Agenda] Total of Previous Approved NPDS as of 2/15/24 Final Art Fair (BAC 13 (24-024) 2/15/24 Agenda)	\$2,000.00 \$0.00				
92 93	Friends of Calabash, Inc, dba Calabash PTO BAC 03 [24-029] 3/13/24 Agenda Total of NPGs Approved and Funded through 3/13/24 Construction of the United Statement of the Calabash Statement of the Calaba	\$3,000.00 \$0.00				
94 95 96	\$8,000 April & May NPG's not prev budgeted for: WV YMCA Food Dist Prog NPG \$3,000.6 (24-42) 4/10/24 Agenda New Fielder Homplesc Core Eaed Prom NBG \$1 St07 7 (24-43) 4/10/24 Agenda	\$0.00 \$3,000.00 \$1,500.00				
96 97	New Friends Homeless Crit Feed Prgm NPG \$1,500 7 (24-43) 4/10/24 Agnda New Friends Homeless Crit Feed Prgm NPG City Clerk Perm Denied 05/24/24 \$3,000 for LAPD Foundation NPG 3 (24-048) 5/08/24 Agenda	\$1,500.00 (\$1,500.00) \$3.000.00				
98 99	33,000 http://www.chainactourine.com/www.sextence.com/www.com/www.com/www.com/www.sextence.com/wwww.sextence.com/www.sextence.com/www.sextence.com/www.sextence	\$0.00 \$0.00 \$13,800.00	\$5,000.00	\$5,000.00		
100 101		NPG Totals	\$2,500.00	,		
102 103	Community Improvement Projects (CIP) Expenditures Categor Environmental Project (\$300. Wagon 23-065) Ovr 90 days expired	\$0.00				
104 105 106	Homeless Project Public Safety Project	\$0.00 \$0.00				
106 107 108	Education Project [Xfer \$900 to Outreach & \$100 to NPG 8(24-034) 3/13/24] Community Services [Xfer \$1,000 to Outreach for Halo 7 (24-007) 1/10/24]	\$0.00 \$0.00				
108 109 110	Total CIP Expenditures Category	\$0.00	\$0.00	\$0.00		
111				24-25		
			24-25 Starting	Rollover Budget		
			Budget Adopted	Update Adopted		
112		F23-24 YTD Spent	6/12/24 BAC 2(24-059)	8/14/24 BAC 2(24-067)	July	August
	TOTAL EXPENDITURES FOR THE FISCAL YEAR City Clerk Funding Portal Budget Reconcilation Amounts:	\$36,574.82	\$32,000.00	\$36,555.64	\$383.89	\$922.89
115 116	Office/Operational Expenditures Outreach Expenditures		\$11,545.00 \$14,455.00	\$11,945.00 \$18,610.64		
	Election Expenditures General and Operational Expenditures	-	\$1,000.00 <b>\$27,000.00</b>	\$1,000.00 \$31,555.64	-	
119 120	NPG Expenditures CIP Expenditures Category		\$5,000.00 \$0.00	\$5,000.00 \$0.00		
122	TOTAL ANNUAL BUDGET ALLOCATIONS		\$32,000.00	\$36,555.64		
123 124	Starting Annual Available	FY24-25 Funding Funds to Allocate	\$32,000.00 \$0.00	\$36,555.64 \$0.00		
124 125 126	FYI: Unspent FY23-24 Funds that will Roll Over and will be av		\$4,555.64	\$0.00		

## Neighborhood Council Funding Contribution Form Congress of Neighborhoods/Budget Advocacy Special Accounts

I, (President or Vice-President [VP] name),
declare that I am the President or VP of the
Neighborhood Council (NC) and that on (meeting date), a Brown Act-noticed public
meeting was held by the NC with a quorum of (number) board members present and that by a
vote of (number) Yea, (number) Nay, and (number) Abstentions, the NC approved
funding contribution(s) from our current Fiscal Year budget for the following Department of
Neighborhood Empowerment Special Account(s):
□ Neighborhood Council Budget Day in the amount of:
*\$ By checking "Neighborhood Council Budget Day," you will be contributing to cover expenses associated with Budget Day, additional Budget workshops, and essential administrative needs.
□ Neighborhood Council Budget Advocacy (L.A. Charter Section 909) in the amount of: *\$
□ L.A. Congress of Neighborhoods (LAAC 22.801) – Event in the amount of: *\$
L.A. Congress of Neighborhoods (LAAC 22.801) – EmpowerLA Awards in the amount of: *\$
Therefore, the Neighborhood Council requests that the Office of the City Clerk, NC Funding Program issue payment from our NC's current Fiscal Year budget to the Department of Neighborhood

issue payment from our NC's current Fiscal Year budget to the Department of Neighborhood Empowerment for the purpose(s) as indicated above.

Contributions for Neighborhood Council Budget Advocacy and the Congress of Neighborhoods support activities and programs that advance the purpose of the Neighborhood Council System as determined by the Department of Neighborhood Empowerment. Funds do not support any specific entity, alliance, or group.

Signature of President or VP

Date

\_\_\_\_\_

To request payment, the NC Treasurer must submit this completed form in the NC Funding System portal, Outreach Category, as the "Payment Request Document" along with the respective Board Action Certification (BAC) form. Forms must be submitted by the annual deadline for check payment requests (normally June 1<sup>st</sup>) in order to process the payment from current Fiscal Year funds.

\*Please indicate a specific funding amount; Statements such as "unused funding for this fiscal year" will disqualify the payment request.

"Neighborhood Council Budget Day" <u>or</u> "City of Los Angeles Budget Advocacy" <u>or</u> "City of Los Angeles Congress of Neighborhoods - Event" <u>or</u> "City of Los Angeles Congress of Neighborhoods - Awards"

#### Address: 200 N. Spring St., Suite 224, Los Angeles, CA 90012

- You may also search the respective Special Account in the Vendor section of the Funding System portal when submitting the payment request(s).
- Please submit separate payment requests for each Special Account contribution.

Office of the City Clerk Administrative Services Division					dland H her Cer						
Neighborhood Council (NC) Funding Prog Board Action Certification (BAC) Form	gram			Neighb							
NC Name: Woodland Hills - Warner	Meeting Dat	e: August 1	4, 2024								
Budget Fiscal Year: 2024-2025         Agenda Item No: 03 (24-069) Motion to Approve \$500 Funding for 24 Congress of Neighborhoods											
Board Motion and/or Public Benefit Statement (CIP and NPG):	the 2024 Congress	of Neighbor	hoods, and	rom this year's Budget; Outreach Category [line 44] in funding for oods, and the Funding Officers are directed to complete and submit the City Clerk's NC the] Congress of Neighborhoods Special Account to affect this transfer [1 page].							
Perigned Vacant					V						
-Resigned Vacant Indication Continued on next page. Indication Credit Card Department Department Note Count Note 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		Yes	No	Abstain	Absent	Ineligible	Recused	Notes			
Karen DiBiase	Area 1 Residential	х									
Geoffreey Hobson	Area 1 Business	Х									
Shelley Schwartz	Area 1 C. B. O.	Х									
Reina Cerros-McCaughey	Area 1 Alternate					х		Alternate			
Julian Tu	Area 2	Х									
Masha Dowell	Residential Area 2 Business	х									
Peter Haber			х								
Vacant	Area 2 C. B. O.										
	Area 2 Alternate Area 3	Х									
Tracey Rosen	Residential	^			×						
Dean Matthew	Area 3 Business				Х						
Harout Aristakessian	Area 3 C. B. O.	Х									
Jayce Baron	Area 3 Alternate	Х									
Don Patterson	Area 4 Residential	х									
Martin Lipkin	Area 4 Business	Х									
Dena Weiss	Area 4 C. B. O.	Х									
Vacant	Area 4 Alternate										
Steve Sommers	Area 5	Х									
Julie Waltrip	Residential Area 5 Business		Х								
Vacant	Area 5 C. B. O.	-									
Vacant											
Bill Barnett	Area 5 Alternate Area 6	Х									
Heath Kline	Residential	X									
	Area 6 Business	^									
Vacant	Area 6 C. B. O.										
Vacant	Area 6 Alternate										
Kate Kennedy	Area 7 Residential	х									
Rosaleen O'Sullivan	Area 7 Business	х									
Joyce Fletcher	Area 7 C. B. O.				х						
Vacant	Area 7 Alternate										
August Steurer	At-Large	х									
Vacant	At-Large										
Vacant	Alternate Youth										
	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes			
Board Quorum: 13	Total:	17	2		2	1	0	1			
We, the authorized signers of the above name	d Neighborhood Council, dec	lare that the inf	formation prese	ented on this for	m is accurate a	and complete, ar	nd that a public me	eting was held in accordance with all			
aws, policies, and procedures. The above was				Act compliant	public meeting						
A Kline				<u> </u>	Neine						
Print/Type Name: Heath Kline, Treasurer				me: Dena		esident					
Date: August 14, 2024			Date: Aug	ust 14, 2	Date: August 14, 2024 NGEP 101 BAC REVOZ0118 V						