

# Monthly Expenditure Report



Reporting Month: October 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
\$34731.28	\$581.58	\$34149.70	\$0.00	\$0.00	\$34149.70

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$31555.64	\$429.39	\$29149.70	\$0.00	\$29149.70
Outreach		\$152.19		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$5000.00	\$0.00	\$5000.00	\$0.00	\$5000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$1824.36	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY STORQUEST - WOODLA	10/01/2024	October monthly rent and insurance for WHWCNC storage unit.	General Operations Expenditure	Office	\$310.00
2	EIG CONSTANTCONTACT.CO	10/10/2024	Constant Contact October 24 billing for SaaS mass email system	General Operations Expenditure	Office	\$88.00
3	GRASSHOPPER.COM	10/13/2024	Grasshopper October 24 billing for SaaS virtual phone system	General Operations Expenditure	Office	\$31.39
4	AMZN MKTP US V17VT4QG3	10/22/2024	Portable pop-up tent for NC tabling and cleanup events.	General Operations Expenditure	Outreach	\$152.19
<b>Subtotal:</b>						<b>\$581.58</b>

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

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

**PAYMENT RECEIPT**

Account Number:  
**1114354**

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

RECEIPT ID	PAYMENT DATE	CHANGE DUE	AMOUNT
956222205	10/1/2024	\$0.00	\$310.00

Invoice	Item	Qty	Rate	Discount	Subtotal	Tax	Total	Paid
#83852	XERCOR-1 Xercor Insurance Services LLC - \$3,000.00 (10/1/2024 - 10/31/2024)		\$12.00		\$12.00	\$0.00	\$12.00	\$12.00
#83852	Unit #3149 Rent Unit 3149 - 10x7.5x0 (10/1/2024 - 10/31/2024)		\$298.00		\$298.00	\$0.00	\$298.00	\$298.00

**Total Paid**

Oct 01, 2024 12:44 AM      Mastercard \*\*\*\*7237      \$310.00

Unit #3149 Paid Through 10/31/2024

**Customer Copy**

.....

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



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

Meeting Date: **August 14, 2024**

Budget Fiscal Year: **2024-2025**

Agenda Item No: **02 (24-068) Motion to Approve Budget Reallocation for Rollover Funds & StorQuest**

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

Motion: the Treasurer is directed to use and file a new updated budget with City Clerk:  
 1. Increasing our FY24-25 Total Budget from \$32,000 to \$36,555.64 [line 15] for receipt of FY23-24 Rollover Funds;  
 2. Allocating \$400 more to the StorQuest subcategory [line 21] in the Office/Operational Expenditures Category; and  
 3. Allocating the remaining \$4,155.64 in Rollover funds to the General Outreach (not yet allocated) subcategory [line 73] of our Outreach Budget Category, maintaining our required balanced budget [lines 113 through 126].

-Resigned Vacant

Motion continued on next page.  Check  Credit Card  Board Member Reimbursement

**Vote Count**

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

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business	X						
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate					X		Alternate
Julian Tu	Area 2 Residential	X						
Masha Dowell	Area 2 Business	X						
Peter Haber	Area 2 C. B. O.	X						
Vacant	Area 2 Alternate							
Tracey Rosen	Area 3 Residential	X						
Dean Matthew	Area 3 Business				X			
Harout Aristakessian	Area 3 C. B. O.	X						
Jayce Baron	Area 3 Alternate	X						
Don Patterson	Area 4 Residential	X						
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.	X						
Vacant	Area 4 Alternate							
Steve Sommers	Area 5 Residential	X						
Julie Waltrip	Area 5 Business	X						
Vacant	Area 5 C. B. O.							
Vacant	Area 5 Alternate							
Bill Barnett	Area 6 Residential	X						
Heath Kline	Area 6 Business	X						
Vacant	Area 6 C. B. O.							
Vacant	Area 6 Alternate							
Kate Kennedy	Area 7 Residential	X						
Rosaleen O'Sullivan	Area 7 Business	X						
Joyce Fletcher	Area 7 C. B. O.				X			
Vacant	Area 7 Alternate							
August Steurer	At-Large	X						
Vacant	At-Large Alternate							
Vacant	Youth							

	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: <b>13</b>	<b>Total:</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *Heath Kline*

Authorized Signature: *Dena Weiss*

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

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

Date: **August 14, 2024**

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Row	B	R	R1	R2	F	G
<b>WHWCNC FY2024-2025 Budget Allocation &amp; Spending Through 8/18/24</b>						
Line #		FY23-24 YTD Spent	24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)	24-25 Rollover Budget Update Adopted 8/14/24 BAC 2(24-067)	Monthly July	Spending August
1	Admin Packet & Budget Adopted June 12, 2024 BAC 2 (24-059)					
2	Rollover Funds-Supplemental Funds Reallocation Aug 14, 2024 BAC 2 (24-067)					
3				Legend:		
4				Black Text No Change,		
5				Red Text Decrease,		
6				Green Text Increase,		
7				in funds allocated.		
8						
9	<b>Annual Budget Funds</b>		\$32,000.00	\$32,000.00		
10	<b>Rollover Funds [RO-Supplemental Funds Reallocation]</b>			\$4,555.64		
11						
12						
13	<b>Total Adjustments</b>					
14	<b>Total Annual Budget Funds</b>		\$32,000.00	\$36,555.64		
15						
16						
17						
18	<b>Office/Operational Expenditures Category</b>	FY 23-24 Ytd Spent	24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)	24-25 Rollover Budget Proposed Adopted 8/14/24 BAC 2(24-067)		
19						
20	Space Rental Board Meetings	\$414.00	\$1,200.00	\$1,200.00		
21	NC Storage StorQuest	\$2,972.00	\$3,300.00	\$3,700.00	\$271.00	\$310.00
22	Phone System - Grasshopper SaaS	\$377.98	\$430.00	\$430.00	\$31.89	\$31.89
23	Adjustment- Sent NC expenses PA by City Clerk during credit card transaction	(2130.54)				
24	Adjustment- Out NC expenses Pd by City Clerk during credit card transaction	(\$268.00)				
25	Adjustment-Dec NC expenses Pd by City Clerk CC StorQ charged in Error	(\$271.00)				
26	Constant Contact SaaS	\$891.00	\$1,400.00	\$1,400.00	\$81.00	\$81.00
27	Software Lic Renewals & Updates	\$45.99	\$200.00	\$200.00		
28	Mail Box Rental (UPS PMB) Increase 5/6/19/24	\$516.00	\$550.00	\$550.00		
29	General Office Supplies, Copies and Printing	\$108.29	\$400.00	\$400.00		
30	Paper and Ink	\$0.00	\$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	\$1,200.00		
32	Zoom Virtual Meet SaaS. [7 (24-033) March 13 24 agenda] Recvd DONE Inv 5/30/24	\$387.48	\$400.00	\$400.00		
33						
34	Water & Refreshments For NC Board/Committee Meetings & Activities	\$753.40	\$400.00	\$400.00		
35	Board Retreat Expenses (Requires Board Motion & BAC)	\$0.00	\$800.00	\$800.00		
36	S&B Hybrid Meeting Equip 2 Meet Owls, 1 Comp & Acqs [24-047] May 8   55,038.31	\$0.00				
37	WiFi Pending Past Due Verizon Wireless Hotspot-Contested 5/24/23	\$0.00	\$865.00	\$865.00		
38						
39	<b>Total Office/Operational Expenditures</b>	\$6,389.58	\$11,545.00	\$11,945.00		
40						
41						
42	<b>Outreach Expenditures Category</b>					
43						
44	Cong of Neighborhoods 5500 [Approved] [24-068] 6/14/24	Ytd Spent	\$581.00	\$500.00	\$500.00	Sub 8/18/24 \$500.00
45	Greatful Hearts & Disaster Prep Booth 5500 3 (23-070) 11/8/23	\$500.00	\$500.00	\$500.00		
46	Replace Damaged NC Pole Banners 5900 4 (23-071) 11/8/23	\$870.53	\$1,000.00	\$1,000.00		
47	HALO Purchase of giveaway bags & keychains up to \$2,500 7 (24-007) 1/10/24	\$2,484.85	\$0.00	\$0.00		
48	Valley Cultural - Concert Outreach Booth WC Park [BAC 11 24-022] 2/15/24	\$3,500.00	\$3,500.00	\$3,500.00		
49	One Generation Sr Fair Outreach Booth [BAC 11 24-023] 3/15/24	\$1,000.00	\$1,000.00	\$1,000.00		
50		\$0.00				
51	Outreach Printing & Banners- Miniman Press or alt printer 2000 4/4 4-6/ Rack Cards 4- (24-030) 3/7	\$117.55	\$500.00	\$500.00		
52						
53	SWAG 4/ampinr NC Branded promo items upto \$5,000 as follows 5 (24-011) 3/13/24	\$0.00	\$2,500.00	\$2,500.00		
54	AJZ 2000 WHWCNC 3"x4" Branded Sticky Pals up to \$1,000 (\$0.30 each + tax & shipping) 5917.71	\$852.30				
55	SJ300 Green WHWCNC Branded Value Grocery Tote up to \$1,000 (\$1.21 each + \$0.10 up, tax & shipping) 5980.68	\$902.14				
56	SJ300 WHWCNC Branded Hand Pans up to \$775 (\$0.36 + \$0.18 up, tax & shipping) 5747.46	\$679.01				
57	AJZ 1800 WHWCNC Branded Socks up to \$1,000 (\$0.25 each + \$0.10 up, tax & shipping) 5915.63	\$913.69				
58	AJZ WHWCNC Branded Power Clips up to \$950 (\$0.86 each + \$0.10 up, tax & shipping) 5833.67	\$833.67				
59	\$3,072.4 Budget reallocation to various vendors, having credited prior to final to - 588.12 Cont 5819.19 (Total \$2,180.81)					
60	A request difference between the Web Inv. and final CC charge PDF on 4/5/24					
61	NC Logos: T-Shirts \$2500 [Item 6 (24-021) March 13 24 Agenda]	\$0.00	\$0.00	\$0.00		
62	A) 50 TSHIRT APPAREL COTTON T-SHIRTS- TRUE NAVY SIZES S-XL NC LOGO 8989.21	\$599.21				
63	A) 100 SHIRT APPAREL COTTON T-SHIRTS- GREEN SIZES S-XL NC LOGO 9787.81	\$1,155.72				
64	A) 100 SHIRT APPAREL COTTON T-SHIRTS- RED/WHITE SIZES S-XL NC LOGO 8651.63	\$953.45				
65	A) 100 SHIRT APPAREL COTTON T-SHIRTS- NAVY SIZES S-XL 8885.84	\$885.84				
66	\$1,800 Original w/ Order May. 1202.42 Due on Completion in April, Reorder 2047.58 Extra Fund 5/20/24 (Total \$2,312.42)					
67						
68	Social Media	\$0.00	\$1,000.00	\$1,000.00		
69	Local WH-WC Advertising- Warner Center News	\$0.00	\$1,000.00	\$1,000.00		
70	Website Hosting [Revised to Office/Operational Expenditures Category]	\$19.99	\$0.00	\$0.00		
71	Website Webmaster (525) - LSC (to VC Contract) above on 2/15/24	\$0.00	\$0.00	\$0.00		
72	General Outreach - Bus Banners 5200 not funded/Has Hand 4pt 174.81 2 (24-046)	\$128.09	\$0.00	\$0.00		
73	General Outreach [Not yet allocated to specific items] order 5/22 to balance budget	\$0.00	\$2,955.00	\$7,110.64		
74	Use 73 and the \$1,848.00 to \$1,485.87 to complete for program as final 4 Impact Inv 12/30 6/20/24 WK					
75	<b>Total Outreach Expenditures</b>	\$15,635.24	\$14,455.00	\$18,610.64		
76						
77						
78	<b>Election Expenditures</b>					
79	Westfield for Rose Goldwater Cmrit Cntr 6/18/23 NC Election Venue (RO)	Ytd Spent	\$750.00	\$1,000.00	\$1,000.00	
80						
81	<b>Total Election Expenditures</b>	\$750.00	\$1,000.00	\$1,000.00		
82						
83						
84	<b>Neighborhood Purposes Grants (NPG) Expenditures Category</b>					
85						
86	West Valley Food Party [BAC 6-23-063 Passed 10/12/23]	\$2,000.00	\$5,000.00	\$5,000.00		
87	West Valley Food Party [BAC 6-23-063] Perm. Renewed Denied 10/26/23	(\$1,000.00)				
88	Pierce College Foundation - Brahma Bodega [BAC 7-23-064 Passed 10/12/23]	\$1,500.00				
89	Lions of Lockhurst PTO - Garden Project [BAC 10-23-083 Passed 12/13/23]	\$1,300.00				
90	Woodlake Elem Schl PTA - Art Fair [BAC 13 (24-024) 2/15/24 Agenda]	\$2,000.00				
91	<b>Total of Previous Approved NPGs as of 2/15/24</b>	\$0.00	\$0.00	\$0.00		
92	Friends of Calabash, Inc. dba Calabash PTO [BAC 03] [24-029] 3/13/24 Agenda	\$3,000.00				
93	<b>Total of NPGs Approved and Funded through 3/13/24</b>	\$0.00				
94	\$8,000 April & May NPG's not prev budgeted for:	\$0.00				
95	WV IMCA Food Dist Prgm NPG \$3,000 6 (24-42) 4/10/24 Agenda	\$3,000.00				
96	New Friends Homeless Cntr Feed Prgm NPG \$1,500 7 (24-43) 4/10/24 Agenda	\$1,500.00				
97	New Friends Homeless Cntr Feed Prgm NPG City Clerk Perm Denied 05/24/24	(\$1,500.00)				
98	\$3,000 for LAMP Foundation NPG 3 (24-048) 5/08/24 Agenda	\$3,000.00				
99	\$500 Budget for LSC Outreach with grant funding from City Clerk ready for May spend	\$0.00				
100	<b>Total NPG Expenditures (April &amp; May NPGs Overhead 87,500 64 652 Reallocation)</b>	\$13,800.00	\$5,000.00	\$5,000.00		
101	NPG Totals					
102						
103	<b>Community Improvement Projects (CIP) Expenditures Category</b>					
104	Environmental Project \$3000. Wagon 29-066) Ovr 90 days expired	Ytd Spent	\$0.00			
105	Homeless Project	\$0.00				
106	Public Safety Project	\$0.00				
107	Education Project (Refer \$800 to Outreach & \$100 to NPG (BAC 02/04) 3/13/24)	\$0.00				
108	Community Services (Refer \$1,000 to Outreach for Halo 7 (24-007) 1/10/24)	\$0.00				
109	<b>Total CIP Expenditures Category</b>	\$0.00	\$0.00	\$0.00		
110						
111						
112		FY23-24 YTD Spent	24-25 Starting Budget Adopted 6/12/24 BAC 2(24-059)	24-25 Rollover Budget Update Adopted 8/14/24 BAC 2(24-067)	Monthly July	Spending August
113	<b>TOTAL EXPENDITURES FOR THE FISCAL YEAR</b>	\$36,574.82	\$32,000.00	\$36,555.64	\$383.89	\$922.89
114	<b>City Clerk Funding Portal Budget Reconciliation Amounts:</b>					
115	<b>Office/Operational Expenditures</b>		\$11,545.00	\$11,945.00		
116	<b>Outreach Expenditures</b>		\$14,455.00	\$18,610.64		
117	<b>Election Expenditures</b>		\$750.00	\$1,000.00		
118	<b>General and Operational Expenditures</b>		\$37,000.00	\$31,555.64		
119	<b>NPG Expenditures</b>		\$5,000.00	\$5,000.00		
120	<b>CIP Expenditures Category</b>		\$0.00	\$0.00		
121	<b>TOTAL ANNUAL BUDGET ALLOCATIONS</b>	\$32,000.00	\$36,555.64	\$36,555.64		
122						
123	<b>Starting Annual FY24-25 Funding</b>	\$32,000.00	\$36,555.64			
124	<b>Available Funds to Allocate</b>		\$0.00	\$0.00		
125	<b>FY: Unspent FY23-24 Funds that will Roll Over and will be available in August</b>		\$4,555.64	\$0.00		
126	<b>Total Avail FY 24-25 Funds</b>	\$36,555.64	\$36,555.64	\$36,555.64		



[Print](#)

**Billing Activity - Invoices**

**Woodland Hills-Warner Center Neighborhood Council**  
 Attn: Heath Kline  
 200 N Spring St  
 Los Angeles CA 90012  
 US  
 P: 8183125601

**Today's Date:** 10/20/2024  
**User Name:**

**Invoices from 09/20/2024 to 10/20/2024**

Date	Description	Charge Amount	Credit Amount
10/10/2024	Invoice #1728548308	\$88.00	
	<b>Constant Contact - Email Plus</b>		
	1501-2500 Contacts	\$88.00	
	Highest contact count: 1622		
	From 09/10/2024 to 10/10/2024		

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

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



[Print](#)

**Billing Activity - Payments**

**Woodland Hills-Warner Center Neighborhood Council**

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

**Today's Date: 10/20/2024**

**User Name:**

**Payments from 09/20/2024 to 10/20/2024**

Date	Description	Charge Amount	Credit Amount
10-10-2024 04:18:29 AM	Payment - Credit Card (MasterCard) *****7237		\$88.00

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

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



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

Meeting Date: **August 14, 2024**

Budget Fiscal Year: **2024-2025**

Agenda Item No: **02 (24-068) Motion to Approve Budget Reallocation for Rollover Funds & StorQuest**

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

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-Resigned Vacant

Motion continued on next page.  Check  Credit Card  Board Member Reimbursement

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Joyce Fletcher	Area 7 C. B. O.				X			
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Board Quorum: <b>13</b>	<b>Total:</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>

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Authorized Signature: *Heath Kline*

Authorized Signature: *Dena Weiss*

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

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

Date: **August 14, 2024**

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Row	B	R	R1	R2	F	G
<b>WHWCNC FY2024-2025 Budget Allocation &amp; Spending Through 8/18/24</b>			24-25 Starting Budget Adopted 6/12/24 BAC (2/24-059)	24-25 Rollover Budget Update Adopted 8/14/24 BAC (2/24-067)	Monthly July	Spending August
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36	S&B11 Hybrid Meeting Equip 2 Meet Owls, 1 Comp & Acas [24-047] May 8] \$5,038.31	\$0.00				
37	WiFi Pending Post Due Verizon Wireless Hotspot-Contested \$864.13	\$0.00	\$865.00	\$865.00		
38						
39	<b>Total Office/Operational Expenditures</b>	\$6,389.58	\$11,545.00	\$11,945.00		
40						
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42	<b>Outreach Expenditures Category</b>					
43						
44	Cong of Neighborhoods \$500 [Approved] [24-068] 8/14/24	\$581.00	\$500.00	\$500.00		\$500.00
45	Greatful Hearts & Disaster Prep Booth \$500 3 (23-070) 11/8/23	\$500.00	\$500.00	\$500.00		
46	Replace Damaged NC Pole Banners \$900 4 (23-071) 11/8/23	\$870.53	\$1,000.00	\$1,000.00		
47	HALO Purchase of giveaway bags & keychains up to \$2,500 7 (24-007) 1/10/24	\$2,484.85	\$0.00	\$0.00		
48	Valley Cultural - Concert Outreach Booth WC Park [BAC 11 24-022] 2/15/24	\$3,500.00	\$3,500.00	\$3,500.00		
49	One Generation Sr Fair Outreach Booth [BAC 11 24-023] 3/15/24	\$1,000.00	\$1,000.00	\$1,000.00		
50		\$0.00				
51	Outreach Printing & Banners: Miniman Press or alt printer 2000 4/4 6-6 Rack Cards 4 - (24-030) 3/7	\$117.55	\$500.00	\$500.00		
52						
53	SWAG: 4Imprint NC Branded promo items upto \$5,000 as follows 5 (24-031) 3/13/24	\$0.00	\$2,500.00	\$2,500.00		
54	432,000 WHWCNC 3"x4" Branded Sticky Pals up to \$1,000 (\$0.30 each + tax & shipping) 5917.71	\$852.30				
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59	5/30/24 Budget reallocation to various vendors, funding provided prior to final inv. \$68.12 Cont \$819.19					
60	4 Imprent Difference between 1st WH Inv and final CC change PO# inv of \$48.93					
61	NC Logos: T-Shirts \$250 [Item 6 (24-032) March 13 24 Agenda]	\$0.00	\$0.00	\$0.00		
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63	b) 100 100 AMR APPAREL COTTON T-SHIRTS - GREEN SIZES 9-XL NC LOGO (PROT 5/11/24)	\$115.72				
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65	d) 100 100 AMR APPAREL COTTON T-SHIRTS - NAVY SIZES 9-XL NC LOGO (PROT 5/11/24)	\$885.84				
66	\$1,000 Original w/ Order Mkt. 1202.42 Due on Completion in April, Reorder 2407.58 Excess Fund 5/30/24					
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69	Local WH-WC Advertising: Warner Center News	\$0.00	\$1,000.00	\$1,000.00		
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71	Website Webmaster (523) > L5K [to VC Center's above on 2/15/24]	\$0.00	\$0.00	\$0.00		
72	General Outreach [has Banners \$200 not funded/Has Hand card 174.81 2 (24-046)]	\$128.09	\$0.00	\$0.00		
73	General Outreach [not yet allocated to specific items] ordered 5/22 to balance budget	\$0.00	\$2,955.00	\$7,110.64		
74	Use 70 and Inv \$1,648.00 to \$1,481.87 to compensate for problems w final 4 Imprent Inv \$249,420.06					
75	<b>Total Outreach Expenditures</b>	\$15,635.24	\$14,455.00	\$18,610.64		
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79	Westfield for Rose Goldwater Cmrit Cntr 6/18/23 NC Election Venue (RO)	\$750.00	\$1,000.00	\$1,000.00		
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91	<b>Total of Previous Approved NPGs as of 2/15/24</b>	\$0.00	\$0.00	\$0.00		
92	Friends of Calabash, Inc, dba Calabash PTO [BAC 03 (24-029) 3/13/24 Agenda]	\$3,000.00				
93	<b>Total of NPGs Approved and Funded through 3/13/24</b>	\$0.00				
94	\$8,000 April & May NPG's not prev budgeted for:	\$0.00				
95	WV YMCA Food Dist Prgm NPG \$3,000 6 (24-42) 4/10/24 Agenda	\$3,000.00				
96	New Friends Homeless Cntr Feed Prgm NPG \$1,500 7 (24-43) 4/10/24 Agenda	\$1,500.00				
97	New Friends Homeless Cntr Feed Prgm NPG [City Clerk Perm Denied 05/24/24]	(\$1,500.00)				
98	\$3,000 for LAMP Foundation NPG 3 (24-048) 5/08/24 Agenda	\$3,000.00				
99	2000 Budget Inv for 2016: Check Collection grant processing [Project Close] [has ready for May spend]	\$0.00				
100	<b>Total NPG Expenditures (April &amp; May NPGs Overhead \$7,500 to 2022 reallocation)</b>	\$13,800.00	\$5,000.00	\$5,000.00		
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102	<b>Community Improvement Projects (CIP) Expenditures Category</b>					
103	Environmental Project \$300, Wagon 29-065] Ovr 90 days expired	\$0.00				
104	Homeless Project	\$0.00				
105	Public Safety Project	\$0.00				
106	Education Project [Infr \$900 to Outreach & \$100 to NPG (8/24-054) 3/13/24]	\$0.00				
107	Community Services [Infr \$1,000 to Outreach for Halo 7 (24-007) 1/10/24]	\$0.00				
108						
109	<b>Total CIP Expenditures Category</b>	\$0.00	\$0.00	\$0.00		
110						
111						
112						
113	<b>TOTAL EXPENDITURES FOR THE FISCAL YEAR</b>	\$36,574.82	\$32,000.00	\$36,555.64	\$383.89	\$922.89
114	<b>City Clerk Funding Portal Budget Reconciliation Amounts:</b>					
115	<b>Office/Operational Expenditures</b>		\$11,545.00	\$11,945.00		
116	<b>Outreach Expenditures</b>		\$14,455.00	\$18,610.64		
117	<b>Election Expenditures</b>		\$1,000.00	\$1,000.00		
118	<b>General and Operational Expenditures</b>		\$27,000.00	\$31,555.64		
119	<b>NPG Expenditures</b>		\$5,000.00	\$5,000.00		
120	<b>CIP Expenditures Category</b>		\$0.00	\$0.00		
121	<b>TOTAL ANNUAL BUDGET ALLOCATIONS</b>		\$32,000.00	\$36,555.64		
122						
123	<b>Starting Annual FY24-25 Funding</b>		\$32,000.00	\$36,555.64		
124	<b>Available Funds to Allocate</b>		\$0.00	\$0.00		
125	<b>FY: Unspent FY23-24 Funds that will Roll Over and will be available in August</b>		\$4,555.64	\$0.00		
126	<b>Total Avail FY 24-25 Funds</b>		\$36,555.64	\$36,555.64		





Account Information

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

Bill Date: 10/12/24
Usage Period: 09/12/24 - 10/12/24

Charges Summary

Previous Invoice Amount: \$31.17

Current Charges:
Recurring Charges \$22.00
Non-Recurring Charges \$0.00
Usage Charges \$1.32
Sms Charges \$0.00
Taxes & Surcharges \$5.67
Federal USF \$2.40
Total Charges: \$31.39
Debits & Credits \$0.00
Payments \$31.39
Balance Due: \$0.00

Grasshopper News

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

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

Partner Offers



**Detail of Current Charges**

Payments & Credits		
Date	Detail	Payment/Credit
10/12/24	Monthly Payment, Paid on Master Card ending in 7237 .....	\$31.39
<b>Total Payments &amp; Credits:</b>		<b>\$31.39</b>

Recurring Charges		
Current Period		
Pay As You Grow Plan, 10/12/24 - 11/12/24 .....	\$12.00	
Voicemail Transcription, 10/12/24 - 11/12/24 .....	\$10.00	
<b>Total Recurring Charges:</b>		<b>\$22.00</b>

Minute Charges Summary						
Type	Included	Used	Overage	Rate	Charge	
Domestic	0 minutes	21.8	21.8 minutes	0.061	\$1.32	
<b>Total Minute Charges:</b>						<b>\$1.32</b>

Taxes & Surcharges		
Type	Detail	Charge
Tax	Utility Users Tax .....	\$1.79
Tax	FCC Regulatory Fee (Wireline) .....	\$0.03
Tax	CA PUC Fee .....	\$0.10
Surcharge	Regulatory Recovery Fee .....	\$3.75
<b>Total Taxes &amp; Surcharges:</b>		<b>\$5.67</b>

Federal Universal Service Fund		
Type	Detail	Charge
Surcharge	Fed Universal Service Fund .....	\$2.40
<b>Total Federal USF Contributions:</b>		<b>\$2.40</b>

**Summary of Minute Charges**

By Number		
Number	Total Minutes	
+18186399444	21.8	
<b>Total Minutes Used:</b>		<b>21.8</b>

**Explanation of Terms**

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

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

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

**Federal Universal Service Fund** The USF contribution factor established by the Federal Communications Commission is applicable to telecommunications services and is adjusted by the FCC every calendar quarter.

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

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

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



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

Meeting Date: **August 14, 2024**

Budget Fiscal Year: **2024-2025**

Agenda Item No: **02 (24-068) Motion to Approve Budget Reallocation for Rollover Funds & StorQuest**

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

Motion: the Treasurer is directed to use and file a new updated budget with City Clerk:  
 1. Increasing our FY24-25 Total Budget from \$32,000 to \$36,555.64 [line 15] for receipt of FY23-24 Rollover Funds;  
 2. Allocating \$400 more to the StorQuest subcategory [line 21] in the Office/Operational Expenditures Category; and  
 3. Allocating the remaining \$4,155.64 in Rollover funds to the General Outreach (not yet allocated) subcategory [line 73] of our Outreach Budget Category, maintaining our required balanced budget [lines 113 through 126].

-Resigned Vacant

Motion continued on next page.  Check  Credit Card  Board Member Reimbursement

**Vote Count**

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

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business	X						
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate					X		Alternate
Julian Tu	Area 2 Residential	X						
Masha Dowell	Area 2 Business	X						
Peter Haber	Area 2 C. B. O.	X						
Vacant	Area 2 Alternate							
Tracey Rosen	Area 3 Residential	X						
Dean Matthew	Area 3 Business				X			
Harout Aristakessian	Area 3 C. B. O.	X						
Jayce Baron	Area 3 Alternate	X						
Don Patterson	Area 4 Residential	X						
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.	X						
Vacant	Area 4 Alternate							
Steve Sommers	Area 5 Residential	X						
Julie Waltrip	Area 5 Business	X						
Vacant	Area 5 C. B. O.							
Vacant	Area 5 Alternate							
Bill Barnett	Area 6 Residential	X						
Heath Kline	Area 6 Business	X						
Vacant	Area 6 C. B. O.							
Vacant	Area 6 Alternate							
Kate Kennedy	Area 7 Residential	X						
Rosaleen O'Sullivan	Area 7 Business	X						
Joyce Fletcher	Area 7 C. B. O.				X			
Vacant	Area 7 Alternate							
August Steurer	At-Large	X						
Vacant	At-Large Alternate							
Vacant	Youth							

	Vote Counts:	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Board Quorum: <b>13</b>	<b>Total:</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *Heath Kline*

Authorized Signature: *Dena Weiss*

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

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

Date: **August 14, 2024**

Date: **August 14, 2024**

Row	B	R	R1	R2	F	G
WHWCNC FY2024-2025 Budget Allocation & Spending Through 8/18/24			24-25 Starting Budget Adopted 6/12/24 BAC (2/24-059)	24-25 Rollover Budget Update Adopted 8/14/24 BAC (2/24-067)	Monthly July	Spending August
Line #		F23-24 YTD Spent				
1	Admin Packet & Budget Adopted June 12, 2024 BAC 2 (24-059)					
2	Rollover Funds-Supplemental Funds Reallocation Aug 14, 2024 BAC 2 (24-067)					
3						
4						
5						
6						
7						
8						
9	Annual Budget Funds		\$32,000.00	\$32,000.00		
10	Rollover Funds [RO-Supplemental Funds Reallocation]			\$4,555.64		
11						
12						
13						
14	<b>Total Adjustments</b>					
15	<b>Total Annual Budget Funds</b>		\$32,000.00	\$36,555.64		
16						
17						
18	<b>Office/Operational Expenditures Category</b>	<b>FY 23-24 Ytd Spent</b>	<b>24-25 Starting Budget Adopted 6/12/24 BAC (2/24-059)</b>	<b>24-25 Rollover Budget Proposed 8/14/24 BAC (2/24-067)</b>		
19						
20	Space Rental Board Meetings	\$414.00	\$1,200.00	\$1,200.00		
21	NC Storage StorQuest	\$2,972.00	\$3,300.00	\$3,700.00	\$271.00	\$310.00
22	Phone System - Grasshopper SaaS	\$377.98	\$430.00	\$430.00	\$31.89	\$31.89
23	Adjustment- Sent NC expenses PA by City Clerk during credit card transaction	(2,130.54)				
24	Adjustment- Out NC expenses Pd by City Clerk during credit card transaction	(\$268.00)				
25	Adjustment-Dec NC expenses Pd by City Clerk CC StorQ charged in Error	(\$271.00)				
26	Constant Contact SaaS	\$891.00	\$1,400.00	\$1,400.00	\$81.00	\$81.00
27	Software Lic Renewals & Updates	\$45.99	\$200.00	\$200.00		
28	Mail Box Rental (UPS PMB) [Increase 5/5/09/24]	\$516.00	\$550.00	\$550.00		
29	General Office Supplies, Copies and Printing	\$108.29	\$400.00	\$400.00		
30	Paper and Ink	\$0.00	\$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	\$1,200.00		
32	Zoom Virtual Meet SaaS. 7 (24-033) March 13 24 agenda [Rec'd DONE Inv 5/30/24]	\$387.48	\$400.00	\$400.00		
33						
34	Water & Refreshments For NC Board/Committee Meetings & Activities	\$753.40	\$400.00	\$400.00		
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43						<b>\$500.00</b>
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96	New Friends Homeless Cntr Feed Prgm NPG \$1,500 7 (24-03) 4/10/24 Agenda	\$1,500.00				
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107	Community Services [Infr \$1,000 to Outreach for Halo 7 (24-007) 1/10/24]	\$0.00				
108						
109	<b>Total CIP Expenditures Category</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		
110						
111						
112						
113	<b>TOTAL EXPENDITURES FOR THE FISCAL YEAR</b>	<b>\$36,574.82</b>	<b>\$32,000.00</b>	<b>\$36,555.64</b>	<b>\$383.89</b>	<b>\$922.89</b>
114	City Clerk Funding Portal Budget Reconciliation Amounts:					
115	Office/Operational Expenditures		\$11,545.00	\$11,945.00		
116	Outreach Expenditures		\$14,455.00	\$18,610.64		
117	Election Expenditures		\$1,000.00	\$1,000.00		
118	General and Operational Expenditures		\$27,000.00	\$31,555.64		
119	NPG Expenditures		\$5,000.00	\$5,000.00		
120	CIP Expenditures Category		\$0.00	\$0.00		
121	<b>TOTAL ANNUAL BUDGET ALLOCATIONS</b>		<b>\$32,000.00</b>	<b>\$36,555.64</b>		
122						
123	Starting Annual FY24-25 Funding		\$32,000.00	\$36,555.64		
124	Available Funds to Allocate		\$0.00	\$0.00		
125	FY: Unspent FY23-24 Funds that will Roll Over and will be available in August		\$4,555.64	\$0.00		
126	<b>Total Avail FY 24-25 Funds</b>		<b>\$36,555.64</b>	<b>\$36,555.64</b>		



Final Details for Order #111-3730444-3686650

Order Placed: October 22, 2024  
PO number : WHWCNC Pop Tent  
Amazon.com order number: 111-3730444-3686650  
Order Total: \$152.19

Shipped on October 22, 2024	
<b>Items Ordered</b>	<b>Price</b>
1 of: CROWN SHADES 10x10 Pop Up Canopy - Beach Tent with One Push Setup - Easy Outdoor Sun Shade for Events, Parties, Camping - Gazebo with STO-N-Go Cover Bag, Silver Coated Top, White Sold by: Crown Shade-2 ( <a href="#">seller profile</a> ) Business Price Condition: New	\$138.99
<b>Shipping Address:</b> Tracey Rosen WHWCNC [REDACTED] WOODLAND HILLS, CA 91367 [REDACTED] United States	Item(s) Subtotal: \$138.99 Shipping & Handling: \$0.00 ----- Total before tax: \$138.99 Sales Tax: \$13.20 -----
<b>Shipping Speed:</b> Standard Shipping	<b>Total for This Shipment: \$152.19</b> -----

Payment information	
<b>Payment Method:</b> MasterCard   Last digits: 7237 Reference number: 05 (24-078)	Item(s) Subtotal: \$138.99 Shipping & Handling: \$0.00 -----
<b>Billing address</b> Heath Kline, WHWCNC 200 N SPRING ST LOS ANGELES, CA 90012-4801 United States	Total before tax: \$138.99 <b>Estimated Tax: \$13.20</b> ----- <b>Grand Total: \$152.19</b>
<b>Credit Card transactions</b>	MasterCard ending in 7237: October 22, 2024: \$152.19

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



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

Meeting Date: **October 9, 2024**

Budget Fiscal Year: **2024-2025**

Agenda Item No: **05 (24-078) Motion to approve Pop-Up Tent \$200. Outreach**

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

The Outreach Committee makes a motion to request up to \$200 from the Outreach general budget line item, to purchase a new light weight 10x10 pop-up tent which can be set-up by one person to use at WHWCNC tabling events.

-Resigned Vacant

Motion continued on next page.

Check  Credit Card  Board Member Reimbursement

**Vote Count**

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

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused	Notes
Karen DiBiase	Area 1 Residential	X						
Geoffrey Hobson	Area 1 Business	X						
Shelley Schwartz	Area 1 C. B. O.	X						
Reina Cerros-McCaughey	Area 1 Alternate					X		Alternate
Julian Tu	Area 2 Residential	X						
Masha Dowell	Area 2 Business	X						
Peter Haber	Area 2 C. B. O.				X			
Vacant	Area 2 Alternate							
Tracey Rosen	Area 3 Residential	X						
Dean Matthew	Area 3 Business				X			
Harout Aristakessian	Area 3 C. B. O.	X						
Jayce Baron	Area 3 Alternate	X						
Don Patterson	Area 4 Residential	X						
Martin Lipkin	Area 4 Business	X						
Dena Weiss	Area 4 C. B. O.	X						
Vacant	Area 4 Alternate							
Steve Sommers	Area 5 Residential	X						
Julie Waltrip	Area 5 Business	X						
Vacant	Area 5 C. B. O.							
Vacant	Area 5 Alternate							
Bill Barnett	Area 6 Residential	X						
Heath Kline	Area 6 Business	X						
Vacant	Area 6 C. B. O.							
Magan Jacoby	Area 6 Alternate					X		Appointed 3 (24-076) Inelig Training
Kate Kennedy	Area 7 Residential	X						
Rosaleen O'Sullivan	Area 7 Business	X						
Joyce Fletcher	Area 7 C. B. O.	X						
Vacant	Area 7 Alternate							
August Steurer	At-Large	X						
Vacant	At-Large Alternate							
Vacant	Youth							
<b>Vote Counts:</b>		<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>	<b>Ineligible</b>	<b>Recused</b>	<b>Notes</b>
<b>Board Quorum: 13</b>	<b>Total:</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature:

Authorized Signature:

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

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

Date: **October 9, 2024**

Date: **October 9, 2024**