

# Monthly Expenditure Report



Reporting Month: August 2021

Budget Fiscal Year: 2021-2022

NC Name: Woodland Hills-Warner  
Center Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$41758.03	\$5849.11	\$35908.92	\$0.00	\$0.00	\$35908.92

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$19400.00	\$707.17	\$13308.92	\$0.00	\$13308.92
Outreach		\$5141.94		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$5000.00	\$0.00	\$5000.00	\$0.00	\$5000.00
Neighborhood Purpose Grants	\$7600.00	\$0.00	\$7600.00	\$0.00	\$7600.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$241.97	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	STORAGE ETC. WARNER CE	08/02/2021	storage	General Operations Expenditure	Office	\$454.00
2	Amazon.com 2P8FX0AR2	08/04/2021	ink for printing flyers	General Operations Expenditure	Outreach	\$151.06
3	ARC 1 ACC	08/05/2021	copies for meeting	General Operations Expenditure	Office	\$220.55
4	GRASSHOPPER.COM	08/13/2021	phones	General Operations Expenditure	Office	\$32.62
5	AAA FLAG AND BANNER MFG. CO., INC.	08/20/2021	Street Banners for WHWCNC	General Operations Expenditure	Outreach	\$4990.88
<b>Subtotal:</b>						<b>\$5849.11</b>

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

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

## Payment Receipt

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

Date Printed August 2, 2021  
Payment Date August 2, 2021 2:21 PM

Unit 3149  
Receipt Number 107802  
Paid Thru September 30, 2021  
By FT

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
08/01/21	3149	Rent 8/1-8/31	218.00	0.00	0.00	218.00	218.00	Master Card
08/01/21	3149	Insurance 8/1-8/31	9.00	0.00	0.00	9.00	9.00	Master Card
09/01/21	3149	Insurance 9/1-9/30	9.00	0.00	0.00	9.00	9.00	Master Card
09/01/21	3149	Rent 9/1-9/30	218.00	0.00	0.00	218.00	218.00	Master Card

Taxes 0.00  
Payment (less tax) 454.00  
Payment Subtotal 454.00  
Credits Applied 0.00  
Refunds Applied 0.00  
Total Applied to Account 454.00

Current Account Balance 0.00  
Paid By Master Card \*\*\*\*\*8073  
Paid Thru Date September 30, 2021

Transaction Type Sale  
Authorization 016630  
Reference 95951

I agree to pay the above amount according to the card issuer statement.

X \_\_\_\_\_

**Order Placed:** August 2, 2021  
**Amazon.com order number:** 114-9829740-7057065  
**Order Total:** \$151.06

Items Ordered	Price
2 of: <i>Brother Genuine High Yield Black Ink Cartridges, LC2032PKS, Replacement Black Ink Two Pack, Includes 2 Cartridges of Black Ink, Page Yield Up To 550 Pages/Cartridge, LC203</i> Sold by: Amazon.com Services LLC Condition: New	\$35.99
2 of: <i>Brother Genuine High Yield Color Ink Cartridge, LC2033PKS, Replacement Color Ink Three Pack, Includes 1 Cartridge Each of Cyan, Magenta &amp; Yellow, Page Yield Up To 550 Pages, Amazon Dash Replenishment Cartridge, LC203</i> Sold by: Amazon.com Services LLC Condition: New	\$32.99

**Shipping Address:**

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

**Shipping Speed:**

FREE Prime Delivery

**Payment information**

**Payment Method:**

MasterCard | Last digits: 8073  
Reference number: 260

Item(s) Subtotal: \$137.96  
Shipping & Handling: \$0.00  
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**Billing address**

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

Total before tax: \$137.96  
Estimated tax to be collected: \$13.10  
-----  
**Grand Total: \$151.06**

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

From: Aileen.Wilson@e-arc.com,  
To: lawerpaul@aol.com,  
Subject: Acct 417515-Credit Card Receipt  
Date: Mon, Aug 9, 2021 9:40 am

Hi Paul, please see rcpt. below. thank you :)

### Cash Receipt# 1728694

09:38AM

#### Summary

DATE	AMOUNT	ACCOUNT	NAME	TYPE	CARD	NO.	NO.	NO.	AMOUNT
08-06-21	220.55	417515	Woodland Hills Warner Center Neighborhood Council	M	VISA/MC	81510	11195099	10597099	220.55
					REC				-220.55

#### Notes

#### AR Detail

LINE	INVOICE	DATE	WO	AMOUNT
1	10998479	08-04-21	WO	220.55
				220.55

Aileen

Aileen Wilson

AR Representative



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

INVOICE NO. 10998479

INVOICE DATE 08/04/21

WORK ORDER# P4438248

SOLD TO:

Cust# 417515  
 Woodland Hills Warner Center Neighborhood  
 20929 Ventura Blvd., Ste. 47-535  
 Woodland Hills, CA 91364

SHIP TO:

Cust# 417515  
 Woodland Hills Warner Center Neighborhood Council  
 20929 Ventura Blvd., Ste. 47-535  
 Woodland Hills, CA 91364

DUE: 08/02/21 at 12:18PM

CONTACT		PHONE	PURCHASE ORDER#		SALES REP					
NEIGHBORHOOD COUNCIL/Woodland Hills		818.222.8222			House- LA					
JOB#	JOB NAME		BILLER		LOC					
	KELVIN AVENUE		danny meza		506					
OP CODE	DESCRIPTION	TAX	LOC	NO. OF ORIGINALS	COPIES	SIZE	TOTAL QTY	UN	UNIT PRICE	AMOUNT
2516	Digital Color Prints 8.5x11 - First Set	T	506	4	1		4	EA		2.66
2501	Color Copies 11X17	T	506	4	39		156	EA		188.76
1945	Staple	T	506	1	40		40	EA		10.00
8522	Set Up	T	506	1	1		1	EA		0.00

*8-9 12 AM*

For Billing Inquiries, please contact your local branch at (818) 224-3557

For Account Inquiries and Payment Information, please call Aileen Wilson at 626-463-2236

SUB TOTAL	DISCOUNT	SALES TAX	TOTAL	DEPOSIT	BALANCE DUE
201.42		19.13	220.55		220.55

Invoices undisputed for 45 days are final.  
**4438248**

**TERMS:** Net 30 Days

Please Remit To: ARC Document Solutions, LLC 345 Clinton St. Costa Mesa, CA 92626

AW



Account Information

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

Bill Date: 08/12/21
Usage Period: 07/12/21 - 08/12/21

Charges Summary

Previous Invoice Amount: \$31.97
Current Charges:
Recurring Charges \$22.00
Non-Recurring Charges \$0.00
Usage Charges \$2.17
Taxes & Surcharges \$6.53
Federal USF \$1.92
Total Charges: \$32.62
Debits & Credits \$0.00
Payments \$64.59
Balance Due: \$0.00

Grasshopper News

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

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

Partner Offers



**Detail of Current Charges**

Payments & Credits		
Date	Detail	Payment/Credit
07/20/21	Dunning Balance Payment, Paid on Master Card ending in 8073 .....	\$31.97
08/12/21	Monthly Payment, Paid on Master Card ending in 8073 .....	\$32.62
<b>Total Payments &amp; Credits:</b>		<b>\$64.59</b>

Recurring Charges		
Current Period		
Pay As You Grow Plan, 08/12/21 - 09/12/21 .....	\$12.00	
Voicemail Transcription, 08/12/21 - 09/12/21 .....	\$10.00	
<b>Total Recurring Charges:</b>		<b>\$22.00</b>

Minute Charges Summary						
Type	Included	Used	Overage	Rate	Charge	
Domestic	0 minutes	36	36 minutes	0.060	\$2.17	
<b>Total Minute Charges:</b>					<b>\$2.17</b>	

Taxes & Surcharges		
Type	Detail	Charge
Tax	Utility Users Tax .....	\$1.86
Tax	CA Teleconnect Fund .....	\$0.08
Tax	Universal Lifeline Telephone Service Charge .....	\$0.54
Tax	CA High Cost Fund A .....	\$0.07
Tax	FCC Regulatory Fee (Wireline) .....	\$0.02
Tax	CASF .....	\$0.13
Tax	CA TRS .....	\$0.04
Tax	CA PUC Fee .....	\$0.04
Surcharge	Regulatory Recovery Fee .....	\$3.75
<b>Total Taxes &amp; Surcharges:</b>		<b>\$6.53</b>

Federal Universal Service Fund		
Type	Detail	Charge
Surcharge	Fed Universal Service Fund .....	\$1.92
<b>Total Federal USF Contributions:</b>		<b>\$1.92</b>

**Summary of Minute Charges**

By Number		
Number	Total Minutes	
+18186399444	36	
<b>Total Minutes Used:</b>		<b>36</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

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

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

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



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





**Corporate Office**  
 8955 National Blvd  
 Los Angeles, CA 90034  
 310-836-3200

TRANSACTION # **SO357256**  
 DATE **5/13/2021**  
 REFERENCE **QTE276177**  
 SALES TEAM **413 JEREMY & LEE**



CUSTOMER **C209891**

**WOODLAND HILLS/ WARNER CENTER NEIGHBORHOOD COUNCIL**

PROJECT  
**option 1**

**PRIMARY CONTACT**

Dena Weiss  
 818-269-1302  
 dweiss255@hotmail.com

**DUE DATE**

5/28/2021

**SHIPPING METHOD**

Customer Pick up - National

**PAYMENT TERMS**

Prepayment

**CUSTOMER P.O.**

Pole Banners

**BILL TO**

WOODLAND HILLS/ WARNER CENTER NEIGHBORHOOD COUNCIL  
 20929 VENTURA BLVD.  
 #47 - 535  
 WOODLAND HILLS CA 91364

**SHIP TO**

WOODLAND HILLS/ WARNER CENTER NEIGHBORHOOD COUNCIL  
 20929 VENTURA BLVD.  
 #47 - 535  
 WOODLAND HILLS CA 91364

QTY	ITEM NAME / DETAIL	EACH	TOTAL
20	Doubles (Graphic) Pole Banner Graphic   Vinyl - Black Out - White - 16oz   36" W x 96" H	\$117.50	\$2,350.00 *
10	Doubles (Hardware) Double Pole Banner Display Hardware	\$97.50	\$975.00 *
1	Installing 10 doubles - Woodland Hills Pole Banner Installation	\$600.00	\$600.00
1	Removal 10 doubles - Woodland Hills Pole Banner Removal	\$500.00	\$500.00
1	Likely Waived with Council Motion Permit fees	\$0.00	\$0.00
1	Permit Procurement Cost Project Management	\$250.00	\$250.00

**SUBTOTAL \$4,675.00**  
**TAX (9.5%) \* \$315.88**  
**TOTAL \$4,990.88**

**PLEASE MAKE ALL PAYMENTS TO: AAA FLAG & BANNER MFG. CO. • 8955 NATIONAL BLVD • LOS ANGELES • CA • 90034**

**DESIGN • PRINT • INSTALL**

A FINANCE CHARGE OF 1 % PER MONTH WHICH IS EQUIVALENT TO AN ANNUAL PERCENTAGE RATE OF 12% WILL BE APPLIED TO ACCOUNTS PAST DUE.  
 It is understood and agreed that in event it becomes necessary for AAA Flag & Banner, Mfg. Co to institute action to collect payment for merchandise sold herein, purchaser will pay all collection costs, including reasonable attorney's fees. The goods will be delivered, Ex-Works, to the agreed upon AAA Flag & Banner facility (Los Angeles, CA; San Francisco, CA; Miami, FL) and if the Customer desires that the goods be shipped to any other location, the Customer shall bear all cost and risks in shipment of the goods. Any Claims or Refunds must be made within 2 days of receipt of goods. Upon approval, stock items will be issued a store credit. Custom products will either be repaired, replaced, or issued a credit upon approval. Goods must be picked up within 15 days of completion, as AAA will not be responsible after this point. AAA Flag & Banner Mfg. Co., Inc. shall not be responsible for shipping/freight costs or for loss of or damage to goods, whether or not Customer chooses to insure the goods. Customer shall have the responsibility for pursuing any such claim against any carrier and if Customer has chosen to insure the goods, then Customer shall have responsibility for pursuing any claim under said insurance. See accompanying Terms and Conditions for further details.



**Board Action Certification Form**

NC Name: **Woodland Hills Warner Center**

BUDGET **2021-2022**

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

**Item 21-067** in relation to a previously board approved motion to install WHWCNC banners on Ventura Blvd. City Clerk Request for the Board to reaffirm payment of \$4990.88 to AAA Flag and Banner for Invoice #INV283834 for various costs related to creation and installation of WHWCNC pole Banners. As the payment could not be made from last years budget due to City and City Clerk deadlines.

Method of Payment: (Select One)  **c**

Board Member Reimbursement

Vote Count

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

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused Notes
Aaron Quantz	Resid Rep. Area 1,	x					
Karen DiBiase	Biz Rep. Area 1 SEC	x					
Marc Schwartz	CBO Rep. Area 1	x					
Reina McCaughey	Area 1 Alternate					x	
Arturo Velasquez	Residential Rep. Area 2	x					
Paul Lawler	Business Rep. Area 2, Treas	x					
Sean McCarthy	CBO Rep. Area 2	x					
Kathleen Barth	Alternate, Area 2					x	
Nancy McLean	Residential Rep. Area 3	x					
Angela Dawson	Business Rep. Area 3	x					
John Sandy Campbell	CBO Rep. Area 3			x			
Alex Farassuli	Alternate, Area 3					x	
Brian Archibal	Residential Rep. Area 4	x					
Dena Weiss	Business Rep. Area 4	x					
MARTIN LIPKIN	CBO Rep. Area 4	x					
open	Alternate, Area 4						
open	Residential Rep. Area 5						
Lisa Meyer	Business Rep. Area 5	x					
Peter Fletcher	CBO Rep. Area 5	x					
open	Alternate, Area 5						
Leslie Simon	Residential Rep. Area 6	x					
Miharan Kalaydjian	Business Rep. Area 6	x					
Heath Kline	CBO Rep. Area 6	x					
Lauren Kaufman	Alternate, Area 6					x	
Ginny Sand	Res Rep. Area 7				x		
Joyce Fletcher	Biz Rep. Area 7, Pres	x					
HOUTON HORMOZIAN	CBO Rep. Area 7			x			
	Alternate, Area 7						
Sam Evans	At-Large Rep.	x					
Eric Spitzer	At-Large Alt					x	
<b>Totals</b>		<b>18</b>	<b>0</b>	<b>2</b>			

We, the Treasurer and the Second Signer 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, let a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer *Paul Lawler*  
 Paul Lawler

Second Signer's Signature *Joyce Fletcher*  
 Joyce Fletcher

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