# Department of Neighborhood Empowerment Monthly Expenditure Report for NC Name: Tarzana NC Budget Fiscal Year: 2014-2015

September 2014

Submitted:

10/9/2014 12:52:46



| (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy) | ays of Board Appro | val along with documentatic | m and hard copy) |            |            |
|---|--------------------|-----------------------------|------------------|------------|------------|
|   |                    |                             |                  |            |            |
| EXPENDITURES By Line Item   | BUDGET             | VENDOR                      | OUT OF STATE     | INVOICE    | 1099       |
| A (Date / Item / Service Description)   | CATEGORY           | VENDON                      | VENDOR           | NUMBER     | Reportable |
| Mailing List maintenance  | OUTREACH           | Net Atlantic                |                  | 1002581-89 |            |
| Minutes May 2014 meeting  | OPERATIONS         | AppleOne                    |                  | S2525601   |            |
| Minutes : lune 2014 Meeting   | OPERATIONS         | AppleOne                    |                  | S2566967   |            |
| Web Site Maintenance  | OUTREACH           | The Web Corner              |                  | 10350      |            |
| AACO SIG Mailigiance  |                    |                             | 49               |            |            |
|   |                    |                             |                  |            |            |
|   |                    |                             |                  |            |            |
|   |                    |                             |                  |            |            |
|   |                    |                             |                  |            |            |
| SUBTOTAL: Expenditures by Line Item   |                    |                             |                  |            |            |
| B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS   | NTHS               |                             |                  |            |            |
|   |                    |                             |                  |            |            |
|   |                    |                             |                  |            |            |
| C. 2. Oustanding Demand Warrants  |                    |                             |                  |            |            |
| C. 3. Rent/Lease  |                    |                             |                  |            |            |
| C. 4. Contractual Services  |                    |                             |                  |            |            |
| C. 5. Large Purchases   |                    |                             |                  |            |            |
| C. 6. Neighborhood Purpose Grants in process  |                    |                             |                  |            |            |
| C. 7. Temporary Staffing Services   |                    |                             |                  |            |            |
| C. 8. Storage   |                    |                             |                  |            |            |
| C. 9. Other   |                    |                             |                  |            |            |
| SUBTOTAL: Outstanding Commitments   |                    |                             |                  |            |            |
| D Total Expenditures & Commitments  |                    |                             |                  |            |            |
| E Total Adjustments by Department   |                    |                             |                  |            |            |
|   |                    |                             |                  |            |            |
|   |                    |                             |                  |            |            |

|       |                     |                          |               | CASH Status Analysis       |                               |   |  |   |
|-------|---------------------|--------------------------|---------------|----------------------------|-------------------------------|---|--|---|
|       | Category Identifier | Budget Category          | Budget<br>(A) | Cash Deposited to Date (B) | Undeposited Funds (C) = A - B |   | Undeposited Cash Spent to Funds Date (C)=A-B (D) | Cash Spent to  Date  (D)  Cash In-Bank  Remaining  Remaining  Remaining |
| 16000 | 100                 | Operations               | \$5,400.00    |                            |                               |   | \$762.74   |   |
|       | 200                 | Outreach                 | \$15,741.00   |                            |                               |   | \$3,424.08                                       | \$3,424.08  |
|       | 300                 | Community<br>Improvement | \$1,000.00    |                            |                               |   | \$178.01   | \$178.01  |
|       | 400                 | NPG                      | \$1,250.00    |                            |                               |   |  |   |
|       | 900                 | Unallocated              | \$13,609.00   |                            |                               |   |  |   |
|       |                     | TOTAL                    | \$37,000.00   | \$7,731.17                 | \$29,268.8                    | Ü | \$29,268.83 \$4,364.83                           | 3 \$4,364.83 \$3,366.34   |

| NEIGHBORHOOD COUNCIL DECLARATION  We, Harvey Goldberg and Len Shaffer, declare that we are the Treasurer and Signer, respectively of the Tarzana Neighborhood Council (NC) and that on October 28.  2014, a Brown Act noticed public meeting was held by the Tarzana NC with a quorum of (number) board members present and that by a vote of (number, (number) no, and (number) abstentions the Tarzana NC adopted the Monthly Expenditure Report for the month of September, 2014. | <b>DECLARATION</b> vely of the Tarzana Neighborhood Council (NC) and that (number) board members present and that by a vote of ly Expenditure Report for the month of September, 2014 | uncil (NC) and that on October 28, nd that by a vote of(number) of September, 2014. |
|--|---|---|
| Treasurer Signature  | Signer's Signature  |   |
| Print Name Harvey Goldberg   | Print Name  | Len Shaffer   |
| Date 10/28/2014  | Date  | 10/28/2014  |
| NC Additional Comments   |   |   |



### ACCOUNT DETAIL

? Help with this page

| Account Activity Search         |            |                         |
|---------------------------------|------------|-------------------------|
| Business Basics-4365            |            | Download Account Detail |
| Available Balance               | \$3,366.34 |                         |
| Ledger Balance as of 09/26/2014 | \$3,366.34 |                         |

| Select Period | Las | t 30 Days ▼ Show by Date ▼                                       |                          |            | Save this view |
|---------------|-----|--|--------------------------|------------|----------------|
| Date 💆        | Ш   | <u>Transactions</u> ▼  | <u>Category</u> <u>▼</u> | Amount 🗵   | Running Balanc |
| 09/16/2014    | a   | CITY OF LOS ANGE EFT PAYMT PPD ********0735                      | Electronic Credits       | \$1,004.00 | \$3 366.34     |
| 09/11/2014    | B   | The Web Corner BILL PYMT 140911TARZANA NE 0103<br>Memo : 10350   | Electronic debits        | -\$150.00  | \$2 362.34     |
| 09/11/2014    | B   | AppleOne EmploymBILL PYMT 14091100950101 0109<br>Memo : S2566967 | Electronic debits        | -\$207.90  | \$2,512.34     |
| 09/11/2014    | H   | AppleOne EmploymBILL PYMT 14091100950101 0109<br>Memo : S2525601 | Electronic debits        | -\$231.00  | \$2,720.24     |
| 09/05/2014    | H   | NET ATLANT 10 FEDERAL STRE SALEM MA                              | Electronic debits        | -\$45.00   | \$2,951.24     |

Showing 1 - 5 of 5 transactions

Tip: To nickname your accounts, go to Account Services.

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Net Atlantic, Inc. 10 Federal St., Suite 26 Salem, MA 01970 978-219-1920

### INVOICE



Page 1 of 1

| Invoice         | Summary            |
|-----------------|--------------------|
| Account         | 1002581            |
| Reference       | Invoice 1002581-89 |
| Date            | 2014-09-01         |
| Due Date        | 2014-10-01         |
| Total (\$)      | 45.00              |
| Amount Due (\$) | 45.00              |

Harvey Goldberg Tarzana Neighborhood Council 19798 Greenbriar Drive Tarzana, CA 91356

Amount (\$) Description 0.00 Pro Bandwidth Usage

Max: 0.133 GB

Service Name: 'tarzana-neighborhood-council'

Pro Anno List Max: 3152 Members

Service Name: 'tarzana-neighborhood-council'

45.00

Please tear off and return the bottom portion with your payment. Thank you.

Harvey Goldberg Tarzana Neighborhood Council 19798 Greenbriar Drive Tarzana, CA 91356



Net Atlantic, Inc. 10 Federal St., Suite 26 Salem, MA 01970

| Payment         | Summary                       |    |
|-----------------|-------------------------------|----|
| Account         | 1002581                       | 5  |
| Reference       | Invoice 1002581-              | 89 |
| Due Date        | 2014-10-01                    |    |
| Amount Due (\$) | 45.00                         |    |
| Amount Enclosed |                               |    |
| Check Number    | e consultation                |    |
|                 | ke checks<br>t Atlantic, Inc. |    |
| New monies owe  | d will be collected           |    |
| via credit card | on 2014-09-04.                |    |



**AppleOne Employment Services** 

# CITY OF LOS ANGELES

nvoice

Attn: Jeff Brill

P.O. BOX 571016 TARZANA NC

TIN: 95-2580864

**Grand Total Invoice Amount** 

Tel: 818-240-8688 Email: specialbillingvms@ain1.com

Glendale CA 91209-9048

P.O. Box 29048

TARZANA, CA 91357 Period Ending: Site No:

Payment Term: Amount Due: NET 30 DAYS \$231.00

Invoice Date:

Invoice No:

S2525601 06/11/2014 06/07/2014 0048 00950101

**Customer No:** 

Supervisor KRAMER, PATRICIA Weekend Inv Date Ref Inv No Reg Hr Reg Rate OT Hr OT Rate DT Hr DT Rate Misc Hr Misc Rate Tax Amount State Office 06/07/2014 06/11/2014 01-3270568 10.00 \$23.10 0.00 \$0.00 0.00 \$0.00 0.00 \$0.00 \$0.00 \$231.00 CA 1002

Please remit payment to: **AppleOne Employment Services** P.O. Box 29048

\$231.00

Glendale, CA 91209-9048

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|----------------------|-----------------|--|
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| 6/2/2014<br>6/3/2014 | Date            | Web TimeCard<br>Client Name:<br>Employee Name:<br>Serial Number:   |
| 8:00 AM<br>8:00 AM   | IJ              | Web TimeCard<br>Client Name: City of Los Angeles D.O.N.E. (009501010048)<br>Employee Name: Kramer, Patricia<br>Serial Number: XK49762414 |
| 5:00 PM<br>10:00 AM  | TUO             | ngeles D.O.N.E   |
| 1:00<br>0:00         | Lunch           | : (0095010   |
| 8:00<br>2:00         | Lunch Total Reg | 10048)   |
| 8:00<br>2:00         | Reg             | Wee  |
| 0:00                 | 0ver            | Imaged on 6/9/2014 Week Ending: 6/7/2014   |
| 0:00                 | Double          | 6/9/2014   |
|                      |                 |  |

SubTotals 10:00 10:00 00:00 00:00

Submitted By:
Preapproved By:
Approved By: <not available> on <not available> Patricia Kramer|341248 on 6/4/2014

LEN SHAFFER 48581 on 6/4/2014

Processed By: ajmartinez on 6/9/2014

## Verified Timecard List

Wednesday, June 04, 2014

8:36 PM

City of Los Angeles D.O.N.E. Client Name: Name Kramer, Patricia

Timecard Id: 3641120 Week Ending:

6/7/2014 12:00:00 AM

XK49762414

| SSN      | 7779785              |         |          |      |          |       | Serial. ^ | N43102414 |         |    |        |        | 2001.000 |
|----------|----------------------|---------|----------|------|----------|-------|-----------|-----------|---------|----|--------|--------|----------|
| SUN      | Date                 | Time in | Time Out |      | anch The | Tot   | al Reg    | Tota      | al O.T. | 14 | otal I | Double |          |
| MON      | 6/2/2014             | 8:00 AM | 5:00 PM  | 1 hr | 0 min    | 8 hr  | 0 min     |           |         |    |        |        |          |
| TUE      | 6/3/2014             | 8:00 AM | 10:00 AM |      |          | 2 hr  | 0 min     |           |         |    |        |        |          |
| WED      |                      |         |          |      |          |       |           |           |         |    |        |        |          |
| THUR     |                      |         |          |      |          |       |           |           |         |    |        |        |          |
| FRI      |                      |         |          |      |          |       |           |           |         |    |        |        |          |
| SAT      |                      |         |          |      |          |       |           |           |         |    |        |        |          |
|          |                      |         |          |      |          |       |           |           |         |    |        |        |          |
| Verified | I by: LEN SHAFFER 48 | 3581    |          |      |          | 10 hr | Omin      | 0 hr      | 0 min   | 0  | hr     | 0 m    | in       |
|          |                      |         |          |      |          |       |           |           |         |    |        |        |          |

Total No. of TimeCards: 1

may minutes 23.10



### PAYMENTS CONFIRMED

? Help with this page

STEP 1: ENTER DETAILS

STEP 2: REVIEW

STEP 3: CONFIRMATION

You have scheduled the following payments.

| Payee  | Amount   | Send on date | How often | Conf. number |        |
|--|----------|--------------|-----------|--------------|--------|
| AppleOne Employment Services -0101<br>Memo: S2566967 | \$207.90 | 09/11/2014   | One-Time  | 02492522     | E DAYS |

Schedule More Payments

View All Pending Payments

| *************************************** |  | Delivery Times                            |
|---|--|---|
| EAME DAY                                | Union Bank Loans or Lines  | Same day                                  |
| DAYS                                    | Electronic   | 2 days                                    |
| S DAYS                                  | Mailed   | 5 days                                    |
| M                                       | This pending payment is recurring.   |   |
| in accour                               | elivery times are in business days. Memos a<br>tt details and payment history. Memos are no<br>l by PayPal) messages are sent via email or | ot sent with electronic payments. Send Mo |

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# CITY OF LOS ANGELES

nvoice

**AppleOne Employment Services** P.O. Box 29048

Glendale CA 91209-9048

Tel: 818-240-8688 Email: specialbillingvms@ain1.com

TIN: 95-2580864

Supervisor

Attn: Jeff Brill

TARZANA NC

P.O. BOX 571016

TARZANA, CA 91357

Invoice Date: Period Ending: 07/05/2014 07/09/2014

Customer No:

00950101

Invoice No: Amount Due: \$207.90 S2566967

Payment Term: NET 30 DAYS

KRAMER, PATRICIA Name 07/05/2014 07/09/2014 01-3303124 Weekend Inv Date Ref Inv No Reg Hr Reg Rate OT Hr OT Rate DT Hr DT Rate Misc Hr Misc Rate Tax Amount State Office 9.00 \$23.10 0.00 \$0.00 0.00 \$0.00 0.00 \$0.00 \$0.00 \$207.90 CA

**Grand Total Invoice Amount** 

\$207.90

1002

Please remit payment to: AppleOne Employment Services P.O. Box 29048

Glendale, CA 91209-9048

| Mon<br>Tue            | Day    | Web TimeCon Client Name: Employee Names Serial Num  |
|-----------------------|--------|---|
| 6/30/2014<br>7/1/2014 | Date   | 30312<br>ard<br>ard<br>ber:   |
| 8:00 AM<br>8:00 AM    | Ĭ      | 4 Line 1 Kramer, Patricia City of Los Angeles D.O.N.E. (009501010048) Kramer, Patricia XK89113614 |
| 5:00 PM<br>9:00 AM    | OUT    | geles D.O.N.  |
| 1:00<br>0:00          | Lunch  | Kramer, Patricia  |
| 8:00<br>1:00          | Total  | 10048)  |
| 8:00<br>1:00          | Reg    | Week  |
| 0:00                  | 0ver   | Imaged on 7/8/2014 Week Ending: 7/5/2014  |
| 0:00                  | Double | 7/8/2014  |

SubTotals 09:00 09:00 00:00 00:00

Patricia Kramer|341248 on 7/3/2014

Submitted By:
Preapproved By:
Approved By: <not available> on <not available>

Processed By: ajmartinez on 7/7/2014 LEN SHAFFER 48581 on 7/3/2014

## Verified Timecard List

Thursday, July 03, 2014

9:07 PM

Timecard Id: City of Los Angeles D.O.N.E. Client Name: Week Ending: 7/5/2014 12:00:00 AM Name Kramer, Patricia \*\*\*\*9785 Serial: XK89113614 SSN Total Doub SUN 6/30/2014 8:00 AM 5:00 PM 0 min 8 hr 0 min MON 1 hr TUE 7/1/2014 8:00 AM 9:00 AM 1 hr 0 min WED THUR FRI SAT 0 hr 0 9 hr 0min 0 hr 0 min Verified by: LEN SHAFFER|48581

Total No. of TimeCards: 1

June 2014- menutes

The Web Corner, Inc.

19509 Ventura Blvd Tarzana, CA 91356

# Invoice

|   | Date     | Invoice # |
|---|----------|-----------|
| = | 9/1/2014 | 10350     |

Bill To

Tarzana Neighborhood Council PO Box 571016

Tarzana, CA 91357

| P.O. No. | Terms          | Project |
|----------|----------------|---------|
|          | Due on receipt |         |

| Quantity | Description                               | <br>Rate | Δ                                       | mount    |
|----------|---|----------|---|----------|
|          | Phone Support and General Web Development |          | 150.00                                  | 150.00   |
|          | a a                                       | Total    | *************************************** | \$150.00 |



### PAYMENTS CONFIRMED

? Help with this page

STEP 1: ENTER DETAILS

STEP 2: REVIEW

STEP 3: CONFIRMATION

You have scheduled the following payments.

| Payee  | Amount   | Send on date | How often | Conf. number |        |
|--|----------|--------------|-----------|--------------|--------|
| AppleOne Employment Services -0101<br>Memo: S2525601 | \$231.00 | 09/11/2014   | One-Time  | 02486659     | 5 DAYS |
| Web Corner -NCIL<br>Memo: 10350                      | \$150.00 | 09/11/2014   | One-Time  | 02486662     | E DAY  |

Schedule More Payments

View All Pending Payments

| ······································ | y Legend   | Delivery Times                            |
|--|--|---|
| =∫A <sup>N</sup> A<br>BAME DAY         | Union Bank Loans or Lines  | Same day                                  |
| AND<br>2 DAYS                          | Electronic   | 2 days                                    |
| S DAYS                                 | Mailed   | 5 days                                    |
| <i>P</i> 1                             | This pending payment is recurring.   |   |
| in accour                              | elivery times are in business days. Memos a<br>nt details and payment history. Memos are no<br>by PayPal) messages are sent via email or | ot sent with electronic payments. Send Mo |

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